

**BOARD OF TRUSTEES
MIAMI UNIVERSITY
April 12, 2011**

Minutes of the Academic/Student Affairs Committee Meeting

The Academic/Student Affairs Committee of the Miami University Board of Trustees met on April 12, 2011 in Room 184 Marcum Conference Center on the Oxford campus, Oxford, Ohio. The meeting was called to order at 1:00 p.m. by Committee Chair Sue Henry. Trustees Jagdish Bhati and Dennis Lieberman and Student Trustee Matthew Shroder were in attendance, and Trustee Thomas Grote monitored the meeting via teleconference.

In addition to the Trustees, the following Miami staff members attended the meeting: John Skillings, Interim Provost and Executive Vice President for Academic Affairs; Barbara Jones, Vice President for Student Affairs; Susan Mosley-Howard, Associate Vice President, Student Affairs and Dean of Students; G. Michael Pratt, Regional Campuses Dean; Stephen Snyder, Secretary to the Board of Trustees; Robert Keller, Associate Vice President, Facilities Planning and Operations; John Seibert, Senior Project Manager and Architect, Physical Facilities; Claire Wagner, Associate Director, University Communications; Narmar Doyle, Secretary for Academic Affairs for Associated Student Government (ASG); and Nick Huber, President-elect, Associated Student Government.

Armstrong Student Center Public Study Session

Mr. Keller and Mr. Seibert reviewed the planning process and current status of the design for the Armstrong Student Center (ASC). The design committee has finished its work, and Trustees and those in attendance were able to view the architectural model constructed for the facility and related materials in Room 102 Marcum Conference Center. Mr. Keller's formal presentation is included as Attachment A.

Public Business Session – Announcements

At 2:00 p.m. the Public Business Session was called to order, and the Chair acknowledged and thanked Interim Provost John Skillings for his service and wished him well in his retirement. Student Trustee Matthew Shroder introduced ASG President-elect Nick Huber and he also reported on his attendance at a recent meeting of the Student Trustees of the Ohio public universities hosted at the University of Akron.

Vice President Jones and Mr. Doyle reported on recent legislation adopted by Student Senate, and the three bills are included as Attachment B. Mr. Huber reviewed the Legacy Legislation sponsored by current ASG President Heath Ingram which creates an ASG position of Secretary for Alumni Affairs, promotes alumni outreach efforts by ASG, and recommends a one credit hour course regarding Miami history and traditions. Mr. Huber also stated that he will continue public relations efforts to support ASG's image with Miami students.

Interim Provost Skillings reviewed recent legislation adopted, issues considered at University Senate, and activities of the Council of Academic Deans. His review is

included as Attachment C. Dr. Skillings also reported that Miami is investigating participation in the Pathways Project sponsored by North Central Accreditation. The Pathways Project is a continuous improvement program that may be employed in lieu of undergoing an accreditation process every ten years. Associate Provost Michael Dantley is attending a conference to learn more about the initiative.

Enrollment Update

Dr. Skillings presented an update on the status of enrollment issues, and his report is included as Attachment D.

Update on Strategic Priorities

Dr. Jones presented an update on activities, status and progress for strategic priorities in the Student Affairs area. Her report is included as Attachment E. Dr. Skillings also presented updates for Academic Affairs related strategic priorities, and his report is included as Attachment F. In addition, Dr. Skillings presented an update on the faculty workload policy, included as Attachment G.

State Budget Bill Updates

Dr. Skillings reported on the provisions of the recently-adopted Senate Bill 5 concerning collective bargaining and on proposals including charter universities, faculty workload policy and three-year degrees contained in Governor Kasich's budget bill under consideration in the Ohio Legislature. His review is included as Attachment H.

Miami Access Program Update

Dr. Skillings presented an update on the Miami Access Program, included as Attachment I.

Update on Students Affairs Issues

Dr. Jones reviewed a list of proposed changes to the Code of Student Conduct (Attachment J, Mosley-Howard memo) implemented in response to the Summer Greek Task Force report, and a copy of the entire Code containing the changes (Attachment K). Dr. Jones also reviewed the Pi Beta Phi sorority re-recognition plan outlining the steps to be taken for the sorority to be recognized following its year-long suspension. Dr. Jones used the document (included as Attachment L) to illustrate the meticulous process required by a Greek organization following a suspension.

Dr. Jones shared an opinion editorial written by Larissa Spreng, President of Panhellenic Council, regarding actions initiated by the Greek system to address alcohol-related incidents. Her article appeared in the Hamilton (Ohio) *Journal News* and is included as Attachment M.

Dr. Jones reported that a search has commenced for the Director of the Harry T. Wilks Leadership Institute, and the position announcement is included as Attachment N.

Academic Affairs Issues

Dr. Skillings reported that a new degree program, the Bachelor of Science in Information Technology, major in Health Information Technology, will be presented to the Board of Trustees at its April 29, 2011 meeting for approval to submit to the Ohio Board of Regents. The degree program will be offered on the Hamilton and Middletown Campuses and the details of the degree are explained in Attachment O. Members of the Academic/Student Affairs Committee agreed to recommend approval of the degree program resolution to the Board of Trustees at its April 29 meeting.

Dr. Skillings reported that a Biological Physics major was approved by University Senate and does not require Board approval. The Geology Department has requested a name change to Geology and Environmental Earth Science to reflect curricular changes and the addition of two new majors to the department. Departmental name changes require Board approval, and members of the Academic/Student Affairs Committee agreed to recommend approval of the name change resolution to the Board of Trustees at its April 29, 2011 meeting.

Dr. Skillings also reported that University Senate adopted a revised policy for the faculty retire/rehire program, and the Senate resolution is included as Attachment P.

Regional Campuses Report

Dean Michael Pratt presented to the Committee updates on the Voice of America Learning Center (VOALC), the Greentree Health Science Academy, and a number of initiatives and activities on the Hamilton and Middletown Campuses. He reported that over 3,000 students have been enrolled at VOALC the last two years, surpassing enrollment projections. Students attending the VOA represent a wide range of targeted constituencies. Miami Plan courses are offered during daytime hours for traditional-age students beginning their college careers. Ten-week sprint courses are available for non-traditional students. A number of courses scheduled weekdays from 10:00 a.m. to 2:00 p.m. are targeted to parents with school-aged children. Non-traditional students wishing to complete bachelor's degrees in either Nursing or Integrative Studies have night and weekend classes available. The Professional MBA program and several Education graduate programs are available for business and education professionals.

The Greentree Health Science Academy is a new 31,585 square feet facility under construction on the Atrium Hospital campus in Middletown with a focus on providing health-care related educational opportunities. Miami University and the Warren County Career Center are partners in developing the facility. Cincinnati State has committed to leasing space to provide an EMT training program. Negotiations are underway for the provision of an associate degree in nursing. The Academy is scheduled to open fall semester 2011 and if projected enrollments are met, the operation will run in the black by the end of its first year. The Academy will expand educational options for the Miami Middletown's nursing program, for hospital and health-care facilities in the area, and for students attending and graduating from the Warren County Career Center.

Dr. Pratt reported that there are currently 160 majors in the Bachelor of Integrative Science program on the Regional Campuses, and the addition of the new

degree program in Health Information Technology will expand bachelor degree opportunities on the campuses. The Council of Academic Deans has also approved a bachelor degree program in Criminal Justice and this initiative will be further developed and submitted to the Board of Trustees for its approval at a future date. Both degree programs are examples of trying to identify and develop additional non-duplicative bachelor degrees distinct from the Oxford Campus.

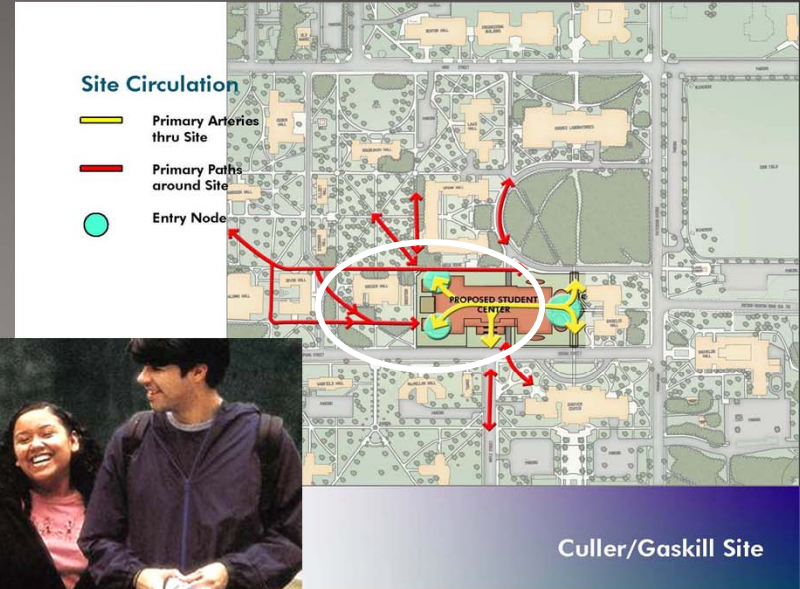
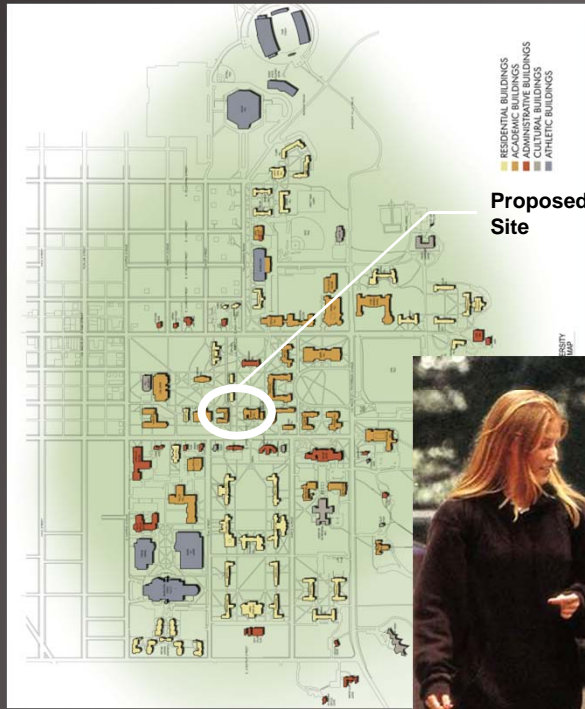
Dr. Pratt reported that as part of the effort to regionalize the campuses, the marketing offices on the Hamilton and Middletown Campuses have been consolidated, as have the admissions and financial aid offices. There is an increased concentration on a Regional Campus marketing effort versus campus-only marketing to attract new students. The development offices have also been reorganized, and an initiative to develop a regional governance structure with faculty input is also underway.

At 4:00 p.m. with no other business to come before the Committee, a motion was duly made, seconded, and by voice vote the meeting was adjourned.

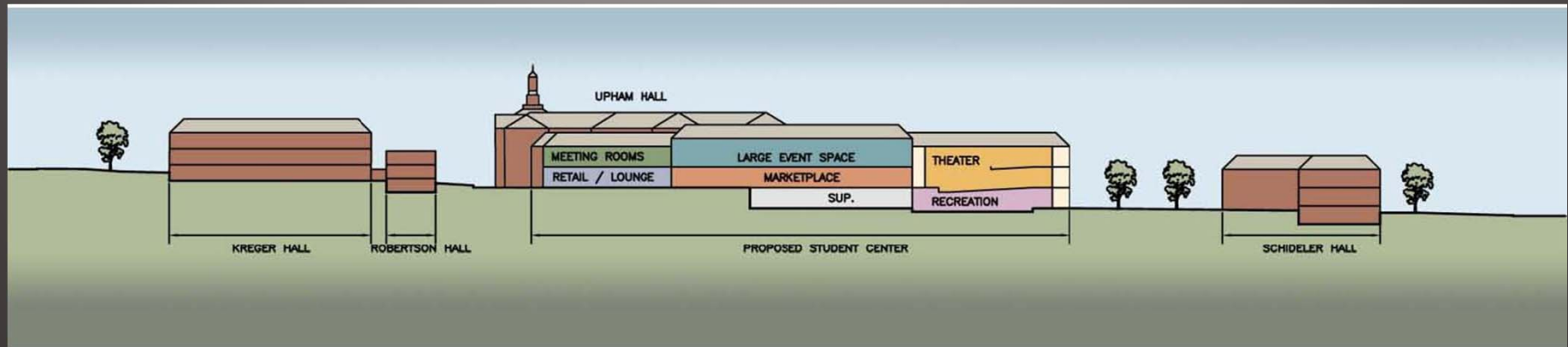


Stephen D. Snyder
Secretary to the Board of Trustees

Attachment A



The Armstrong Student Center April 12, 2011 Status Update



June 19, 2008 Project Committee Kick-off Meeting:

Presidential Charge

Dr. Hodge specifically charged the committee with addressing five items:

- Analysis of existing facilities
- Needs assessment of the facility
- Program development
- Building site analysis
- Design concept statement & design

June 19, 2008 Project Committee Kick-off Meeting:

Guiding Principles

- Students are at the center of this endeavor
- ***Engaged University***
- ***Student As Scholar*** model

Pre-design project committee work:

Finding the Vision & Scope

- Student government
- Multicultural students
- Greek organizations
- Food Services
- Commuter students
- Residence Hall students and organizations
- Faculty (i.e. during open sessions)
- Each Miami Vice President
- Student Activities staff
- Office of the Dean of Students staff
- Student Center Committee members

Design process inclusion:



Pre-design project committee work:

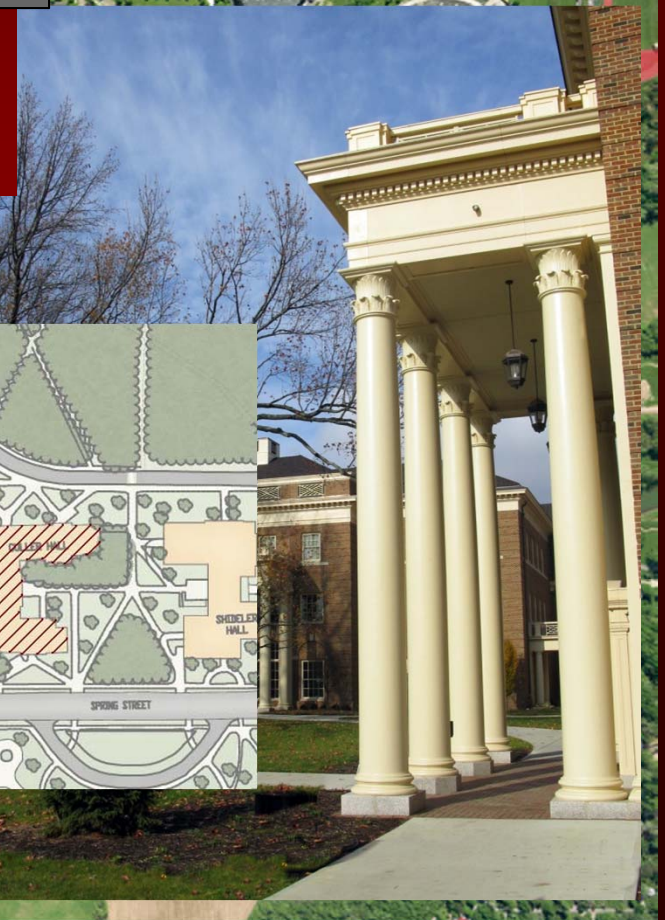
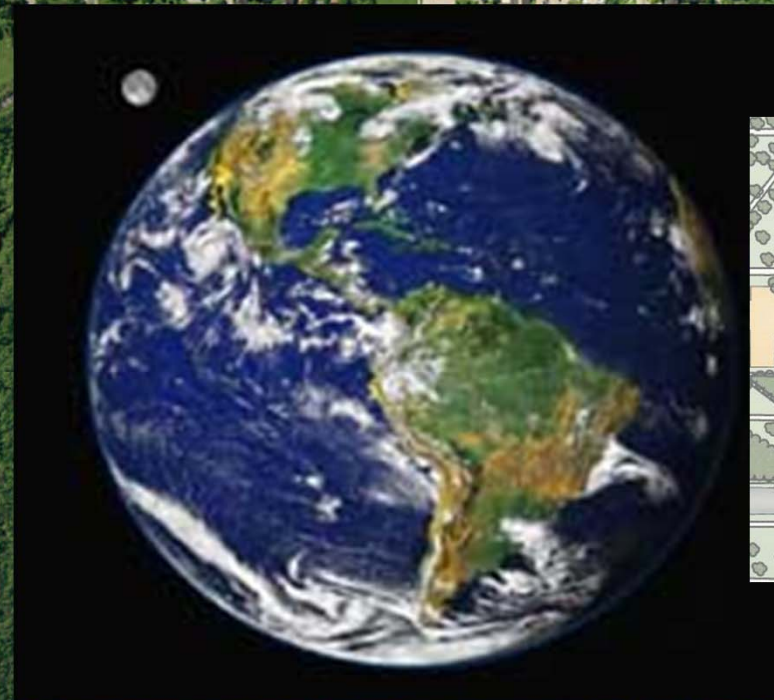
Programmed Spaces

- Student Organizations
- Large Event Space
- Conference-Meeting-Interaction Space
- Theater
- Food Service
- Recreation & Gaming
- Lounge spaces
- Retail space
- Special Components
- Administration

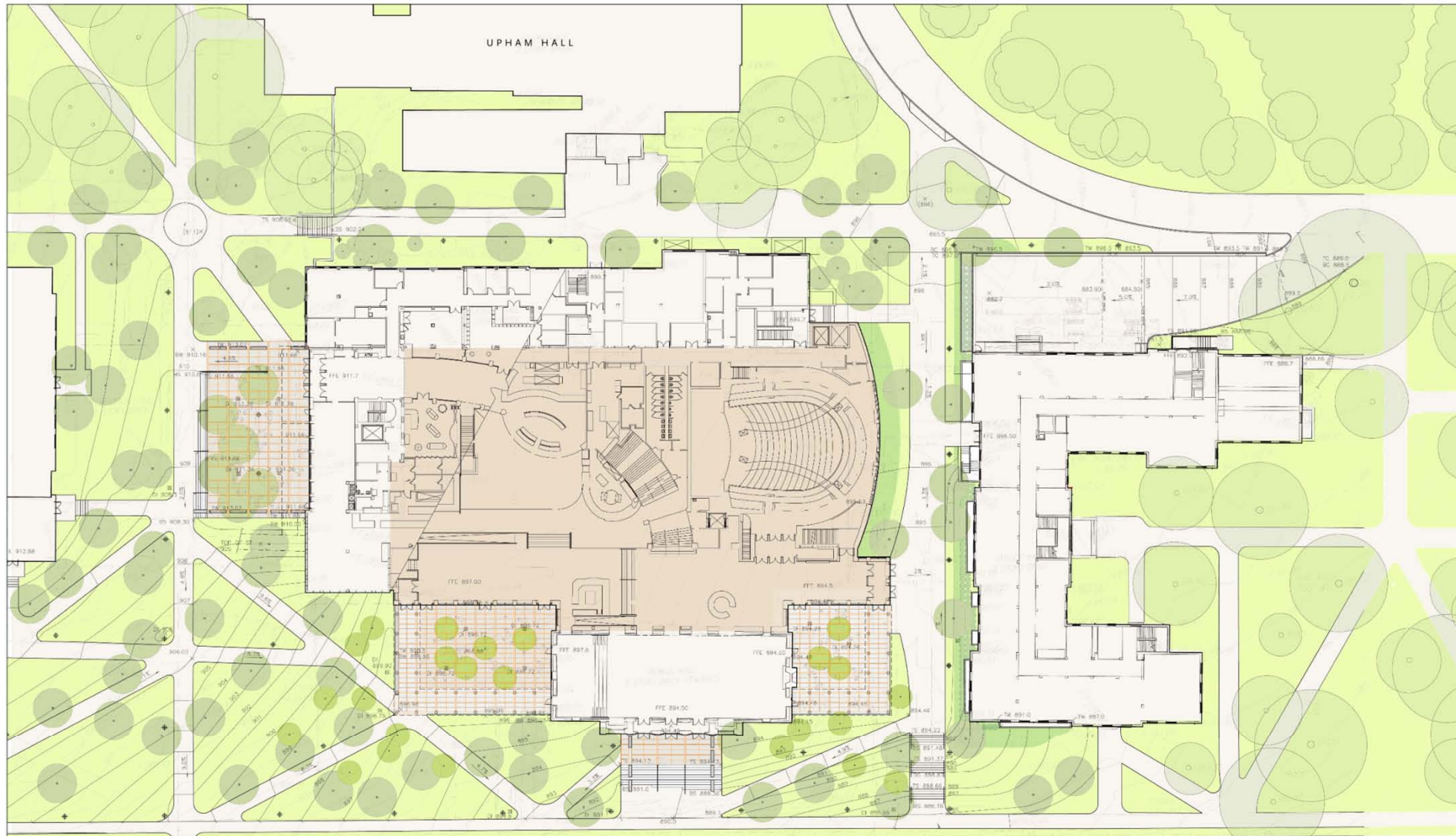
Sustainability

- Miami Recycles!
- RPMS
- Motion sensor switches
- Composting
- Recycling on construction sites of materials and packing containers
- Recycling of buildings
- LEED certification for Farmer Sch. Of Business
- LEED certification for the Bicentennial Student Center
- Alternative fuels
- State of Ohio HB 251 statewide reduction of energy consumption
- Campus Sustainability
- LEED certified Proj. Mgr.

FSB achieves
LEED Silver
Certification

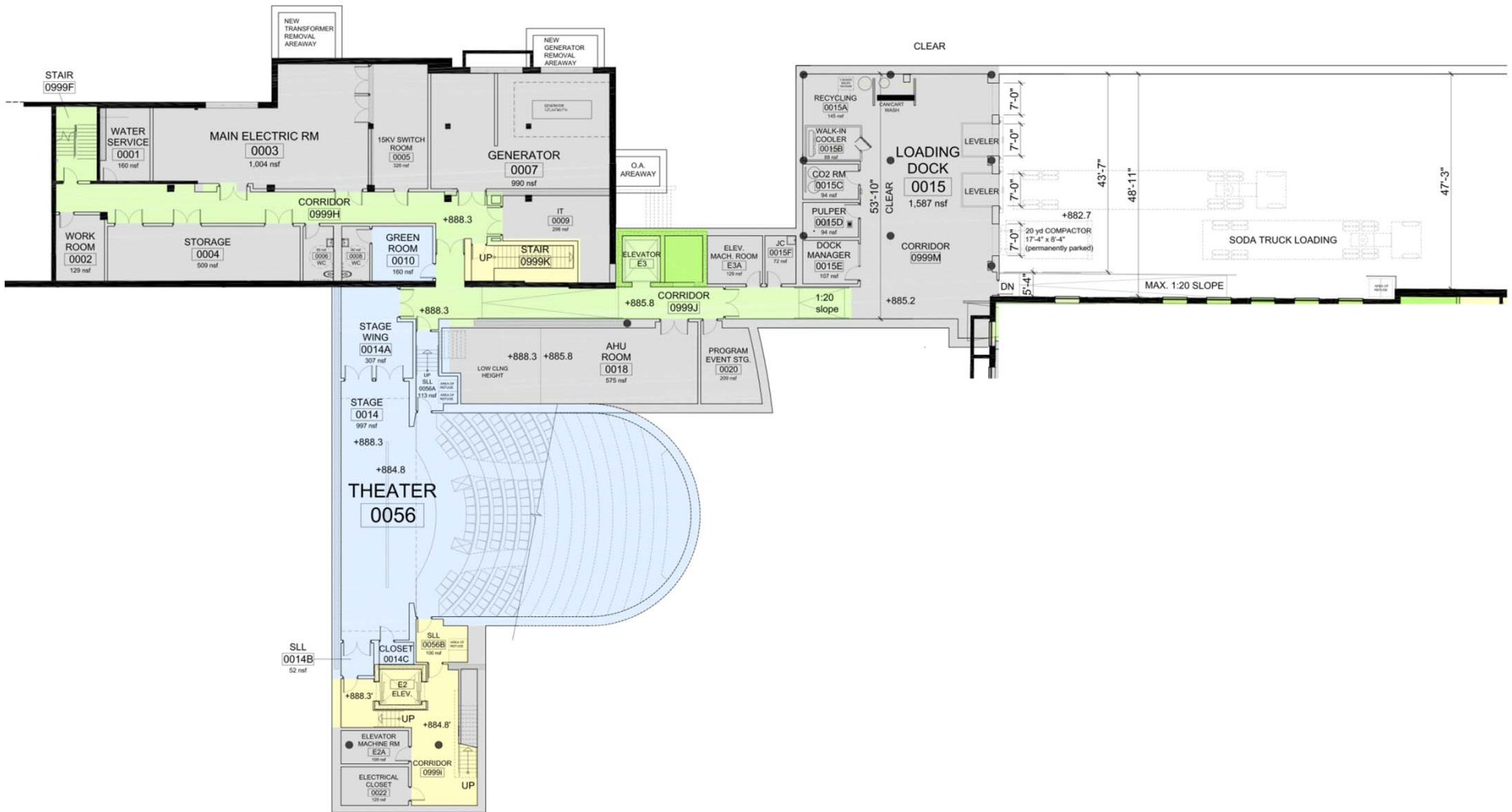


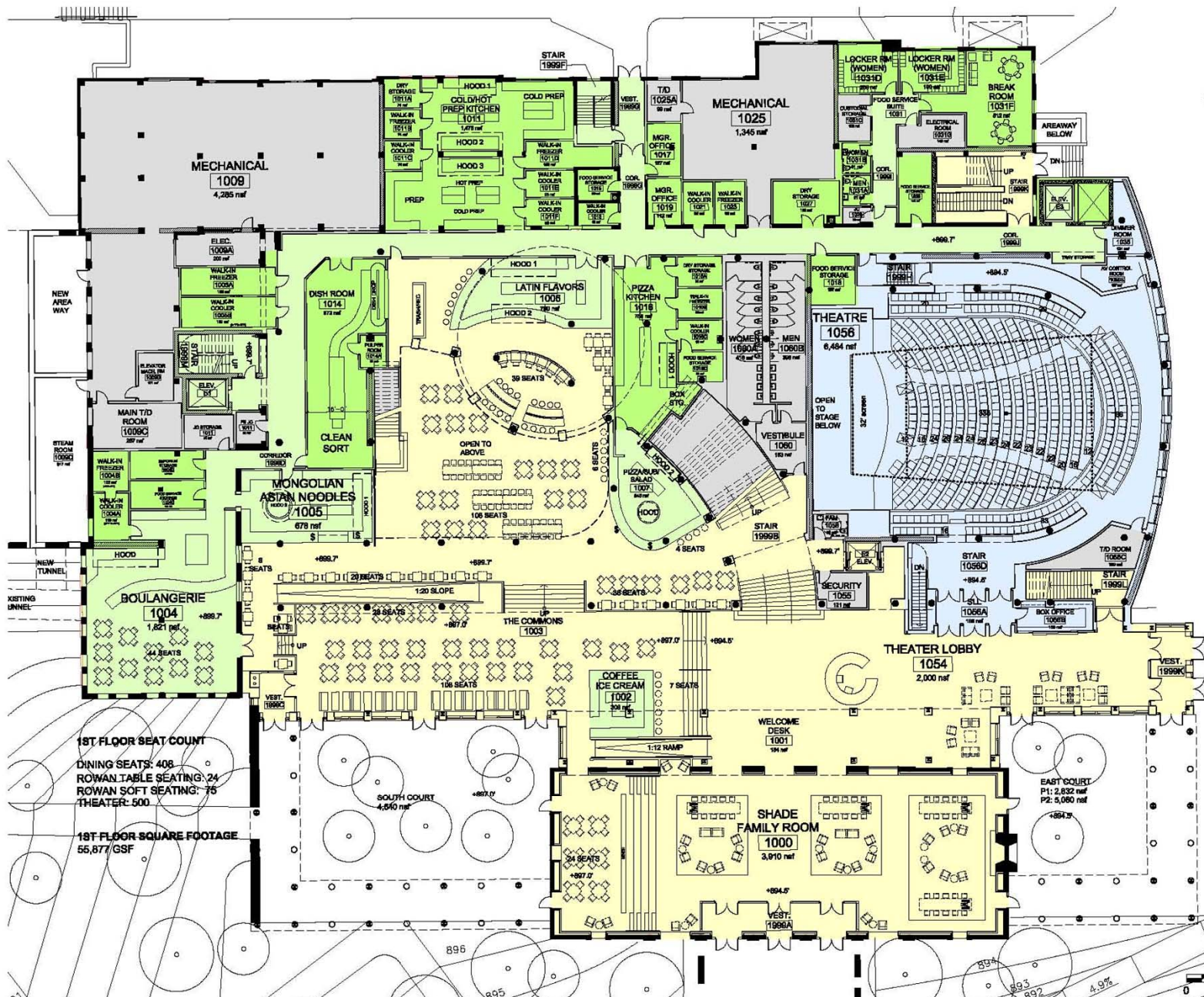
The design solution:



The Site Plan SPRING STREET







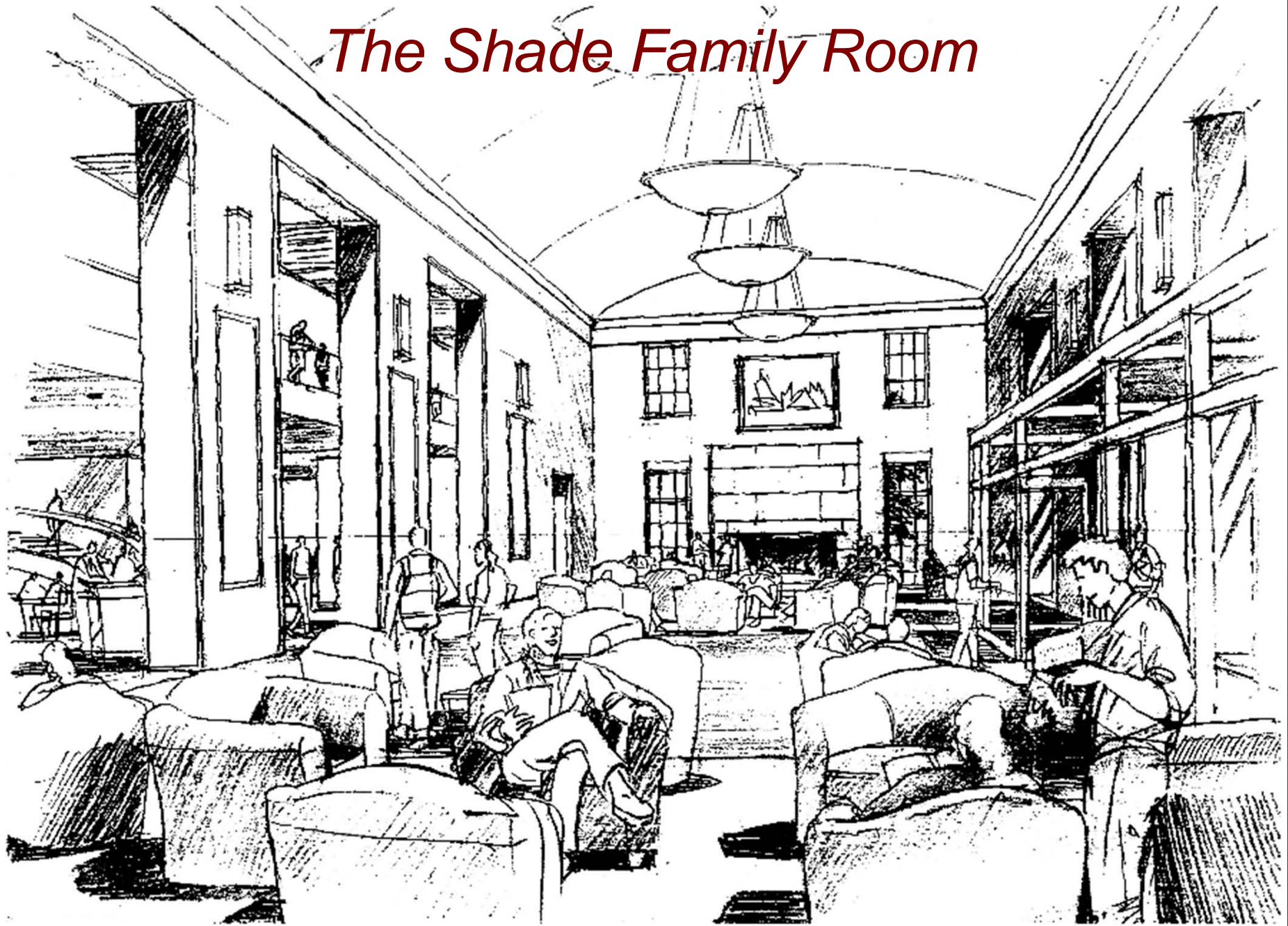
1ST FLOOR SEAT COUNT
 DINING SEATS: 406
 ROWAN TABLE SEATING: 24
 ROWAN SOFT SEATING: 75
 THEATRE: 500

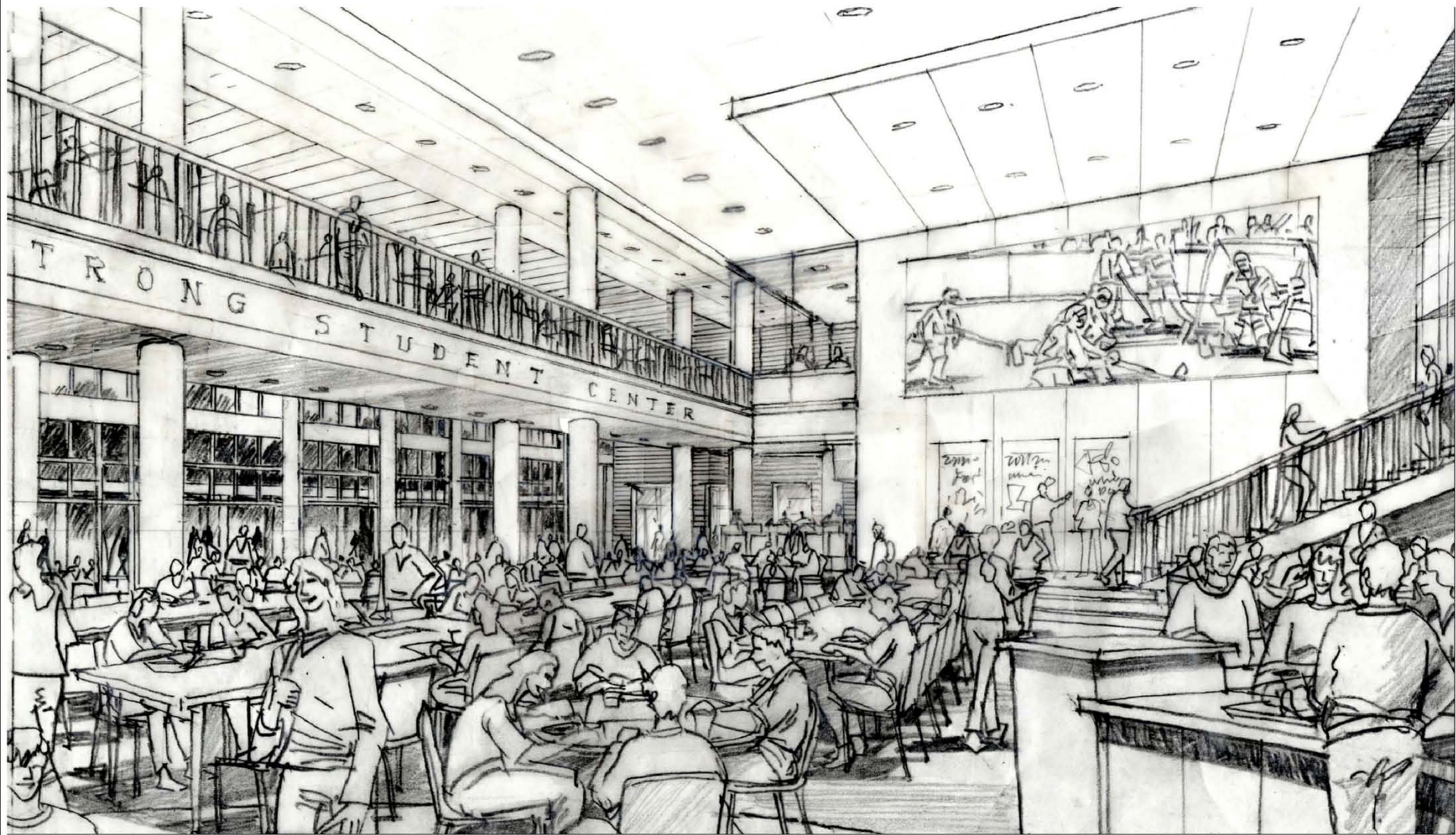
1ST FLOOR SQUARE FOOTAGE
 56,877 GSF

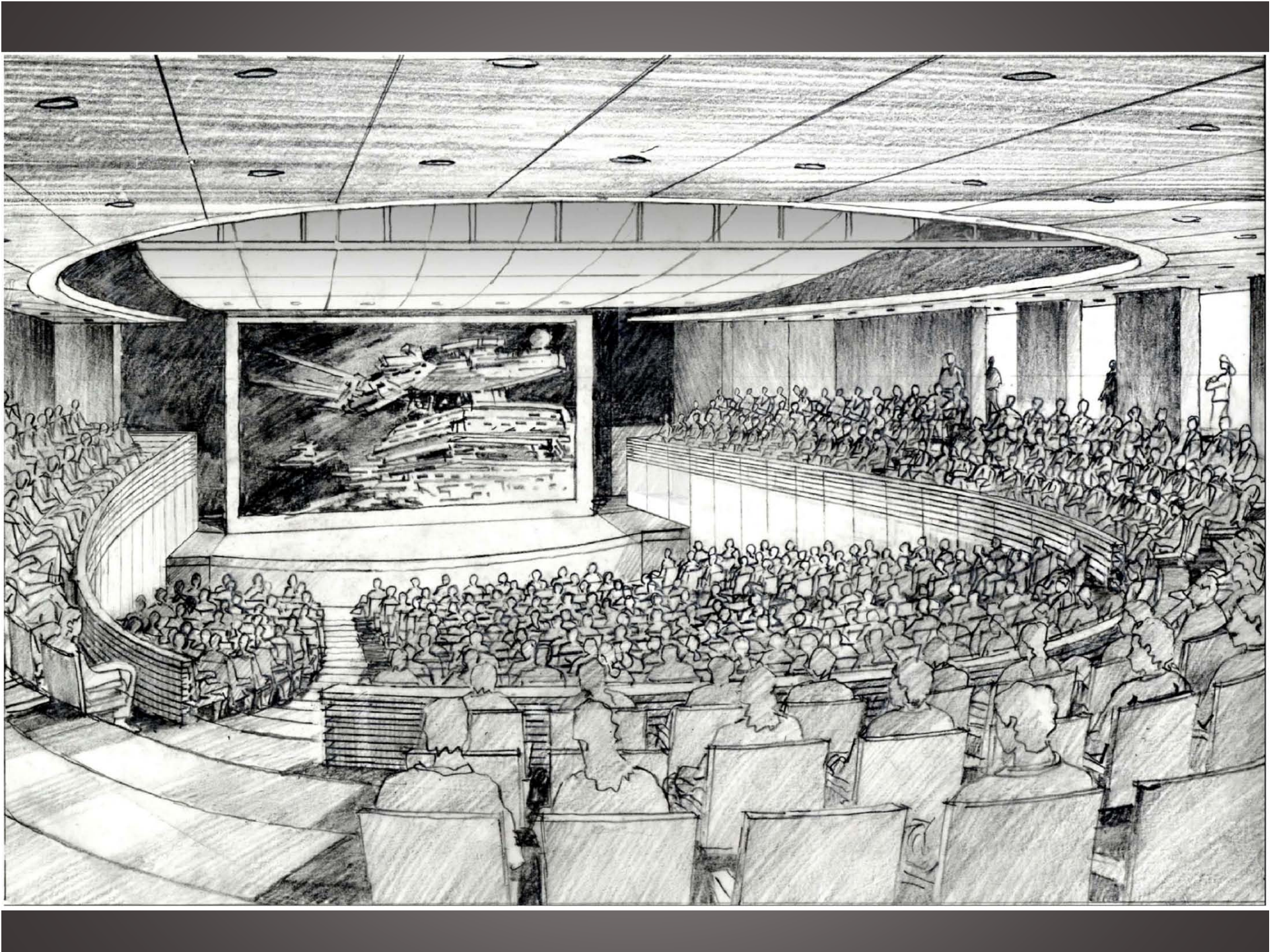
FIRST FLOOR PLAN - PHASE 1

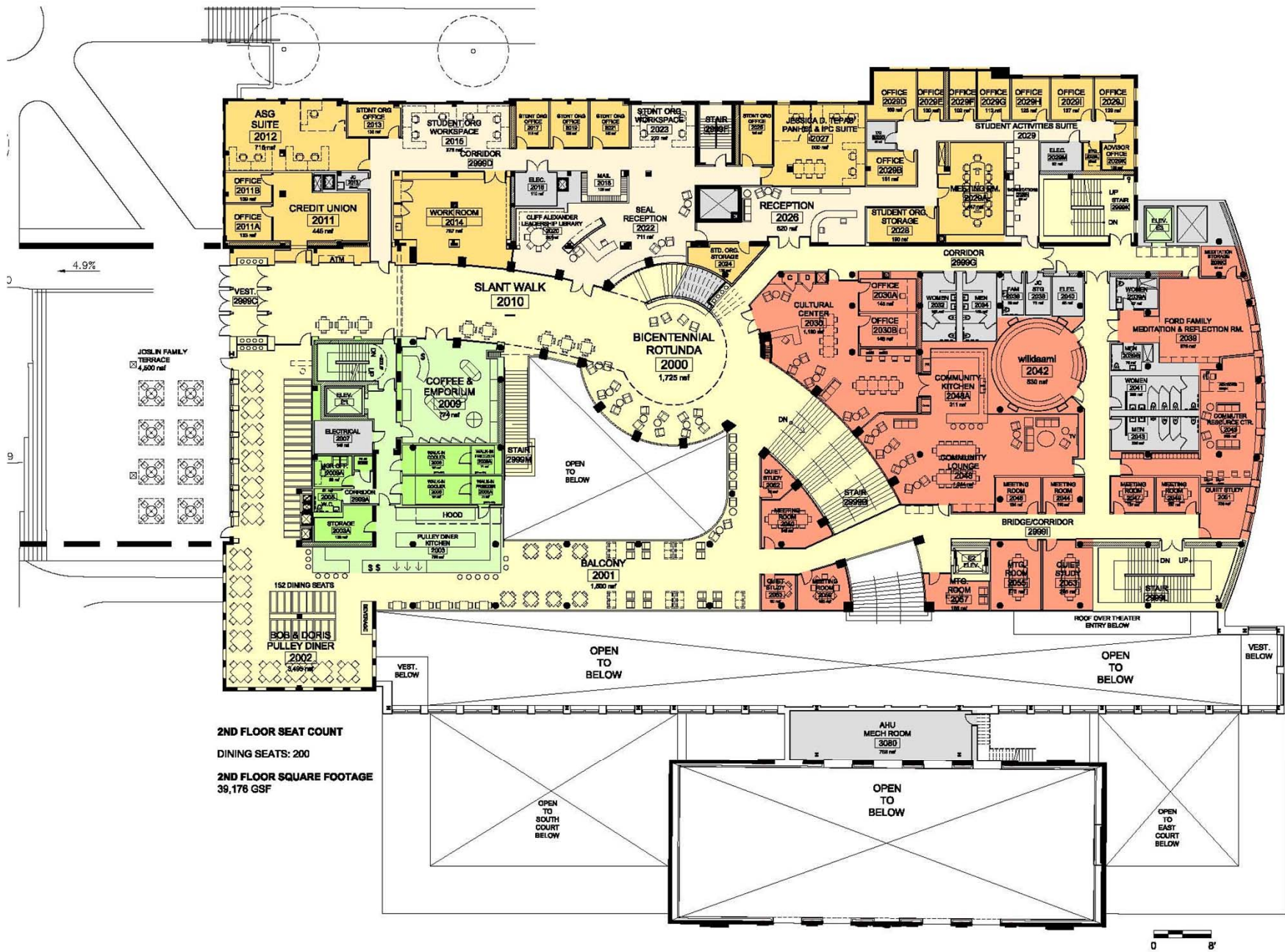
September 28, 2010

The Shade Family Room





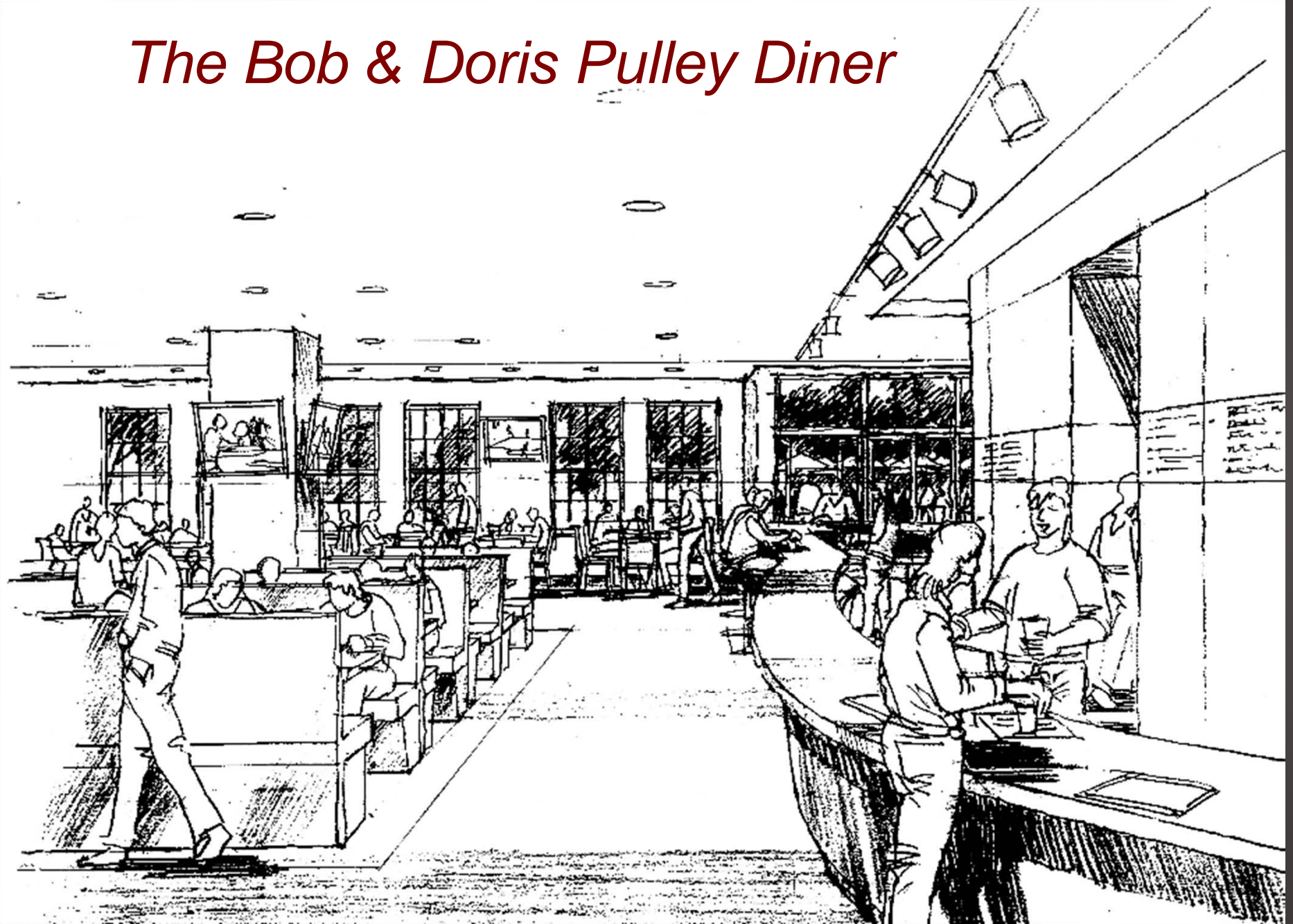


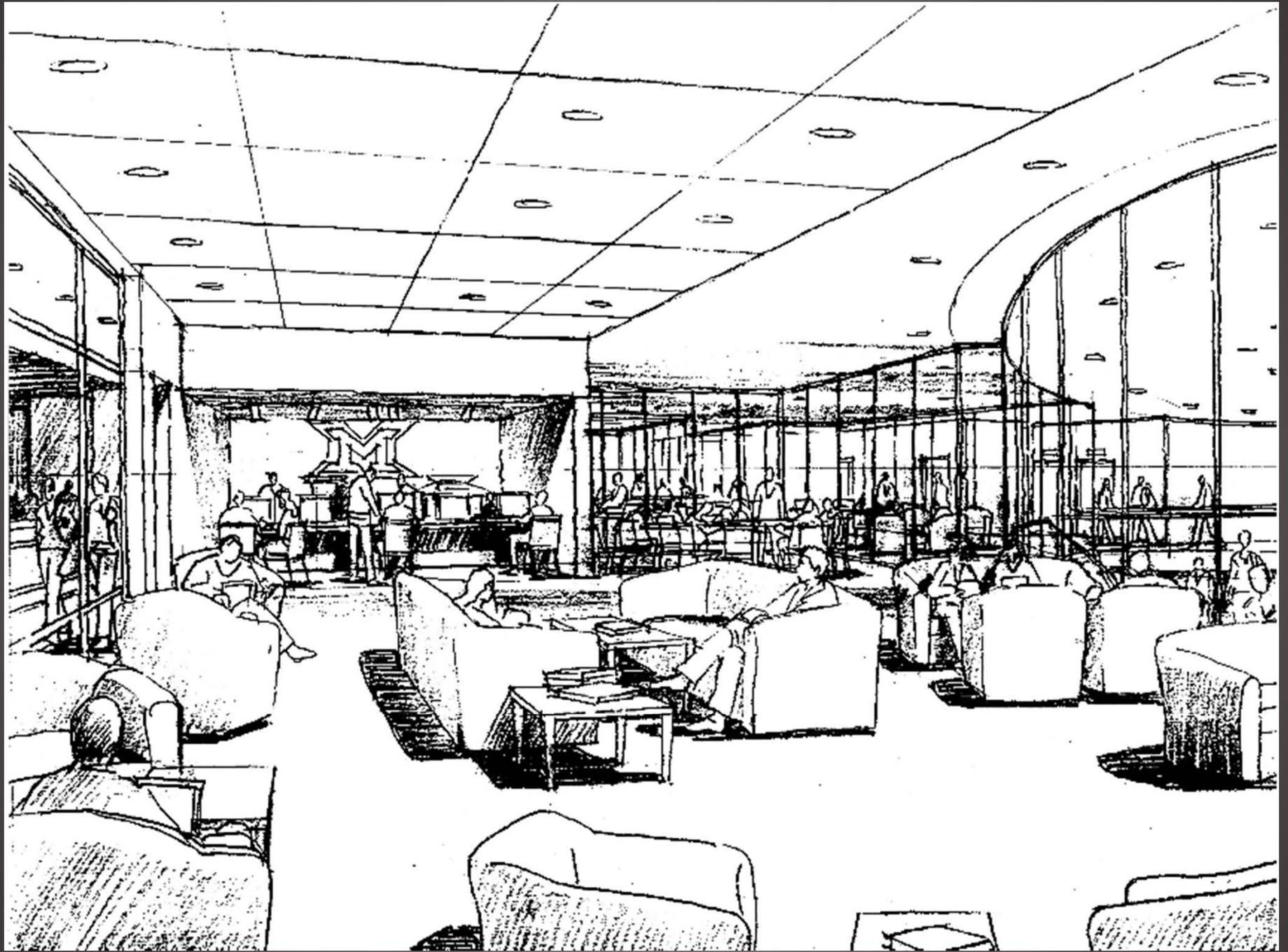


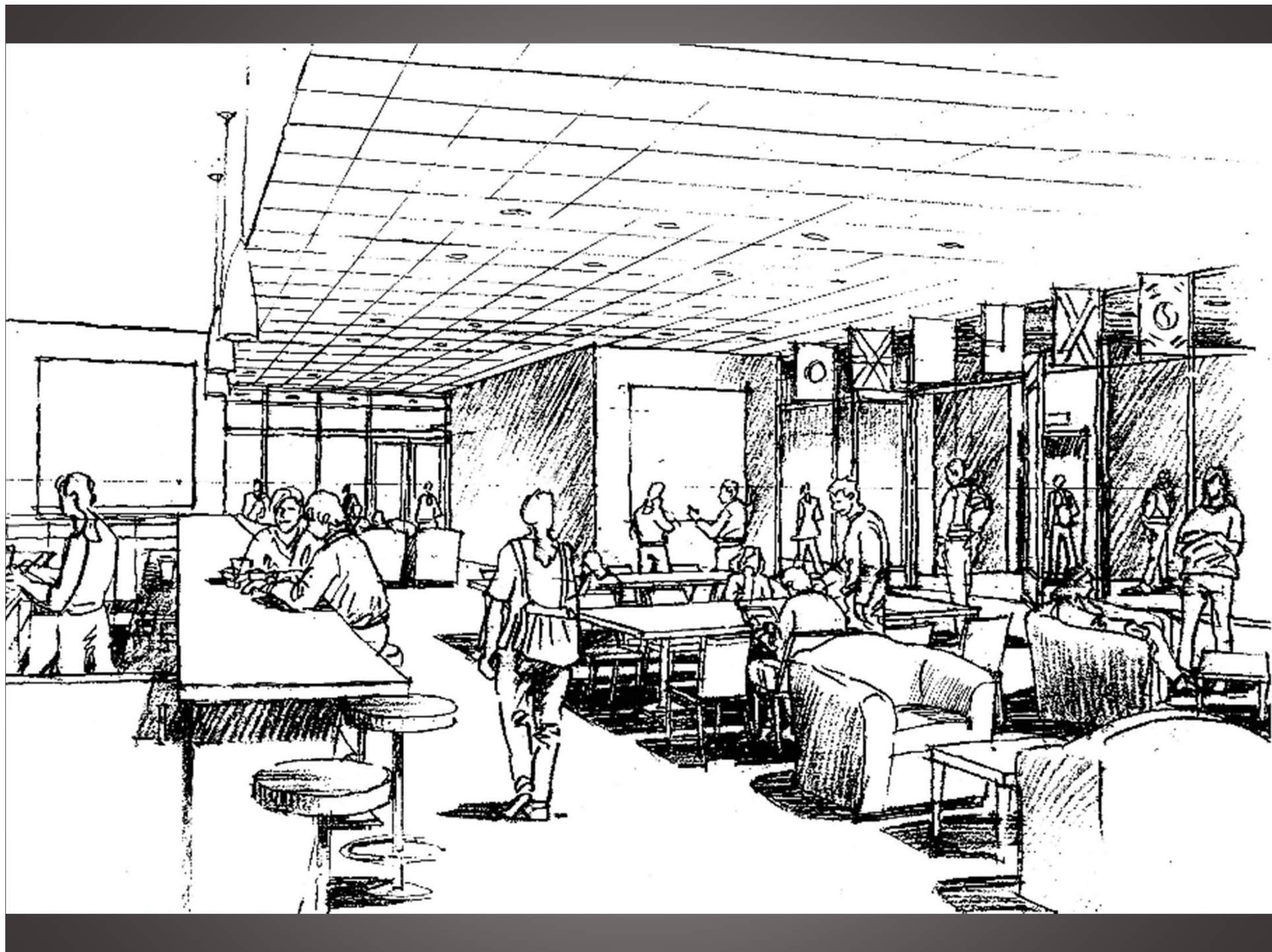
2ND FLOOR SEAT COUNT
 DINING SEATS: 200
2ND FLOOR SQUARE FOOTAGE
 39,176 GSF



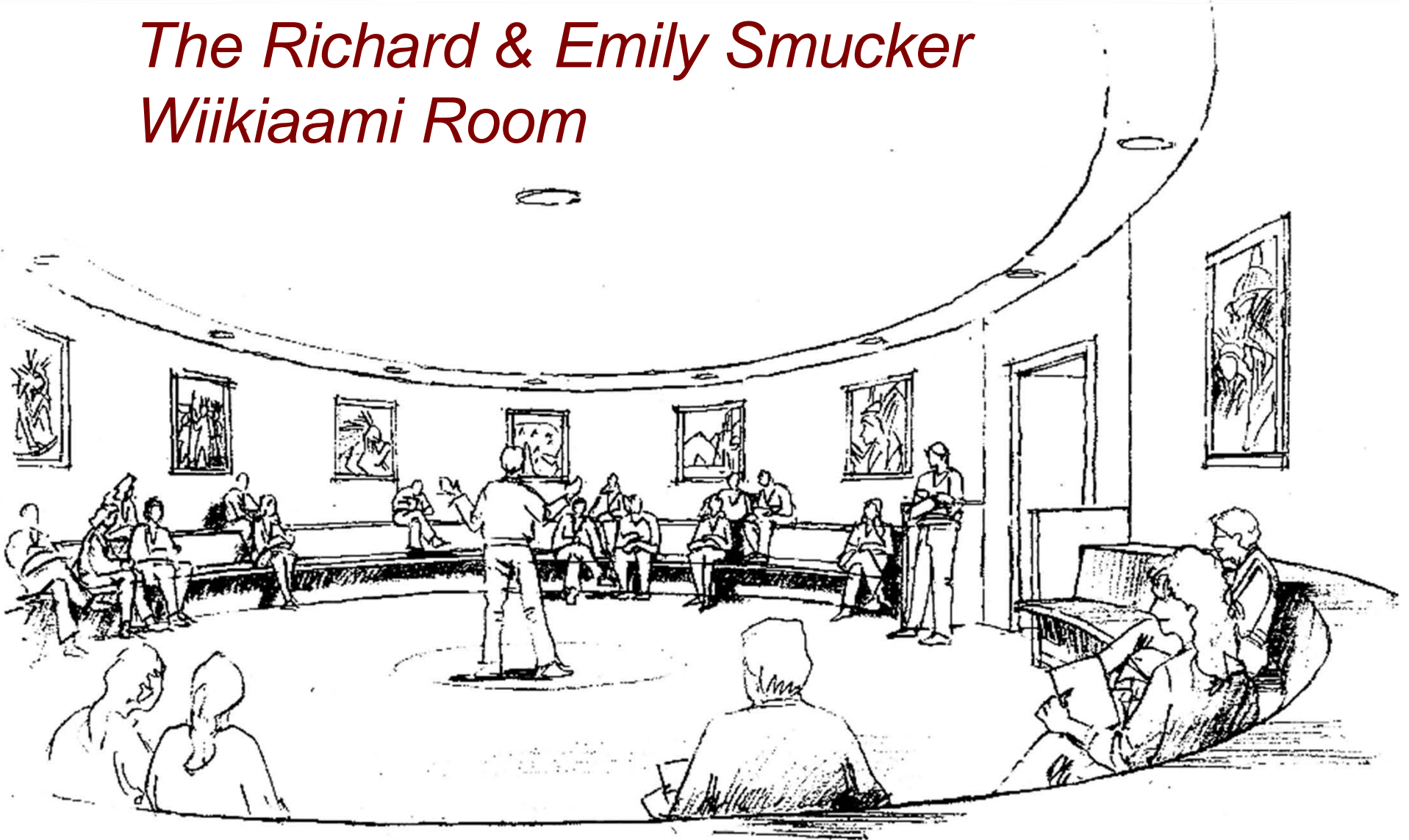
The Bob & Doris Pulley Diner



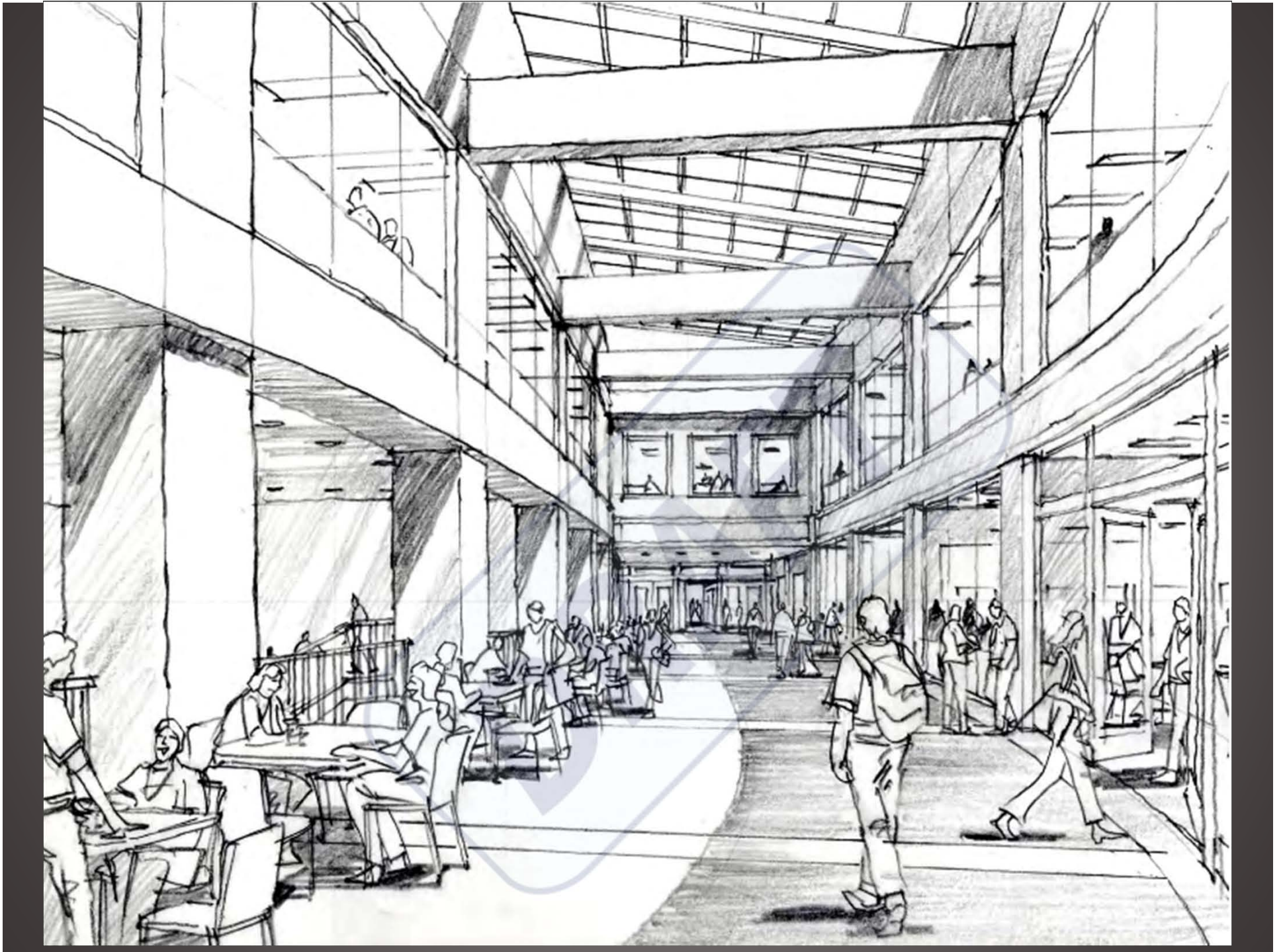




*The Richard & Emily Smucker
Wiiikiaami Room*

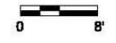
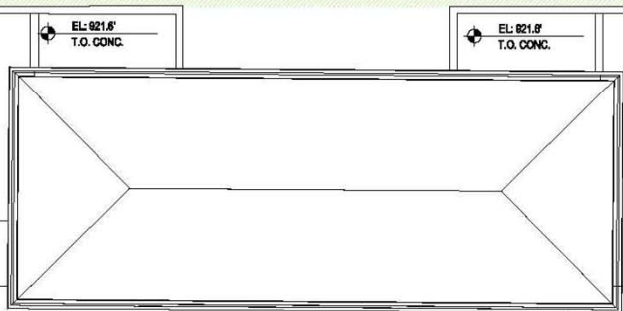




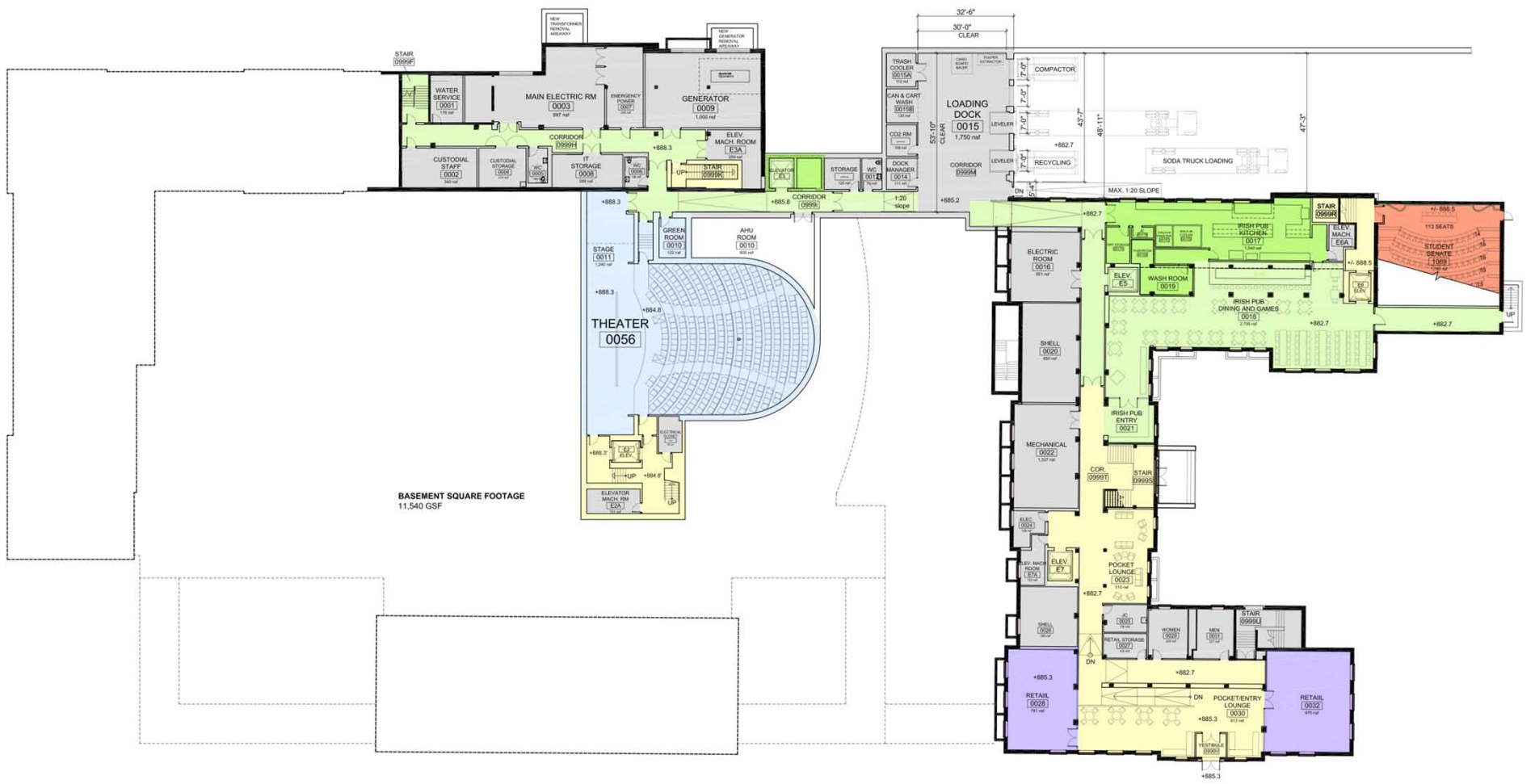




3RD FLOOR SQUARE FOOTAGE
35,092 GSF

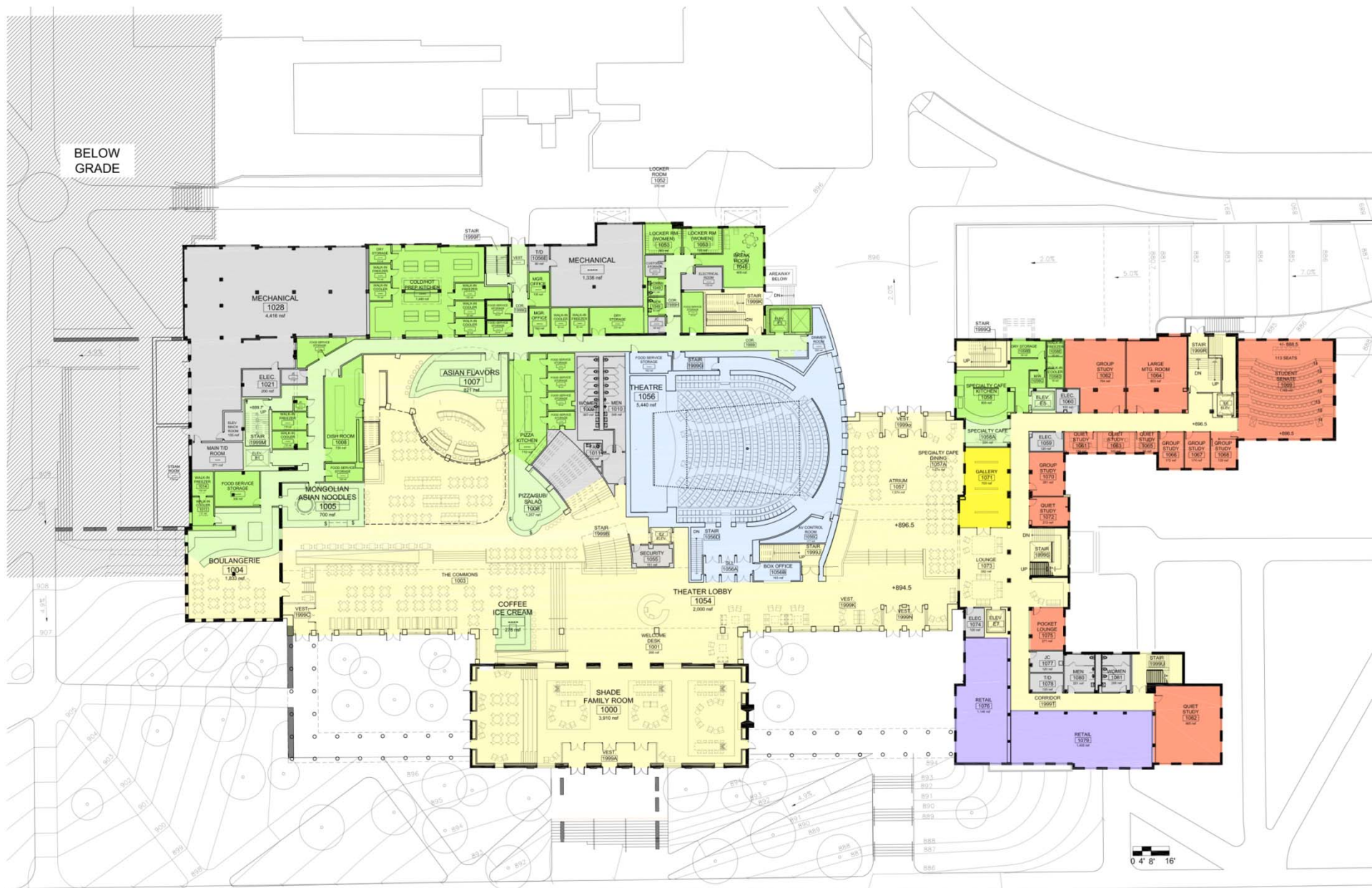






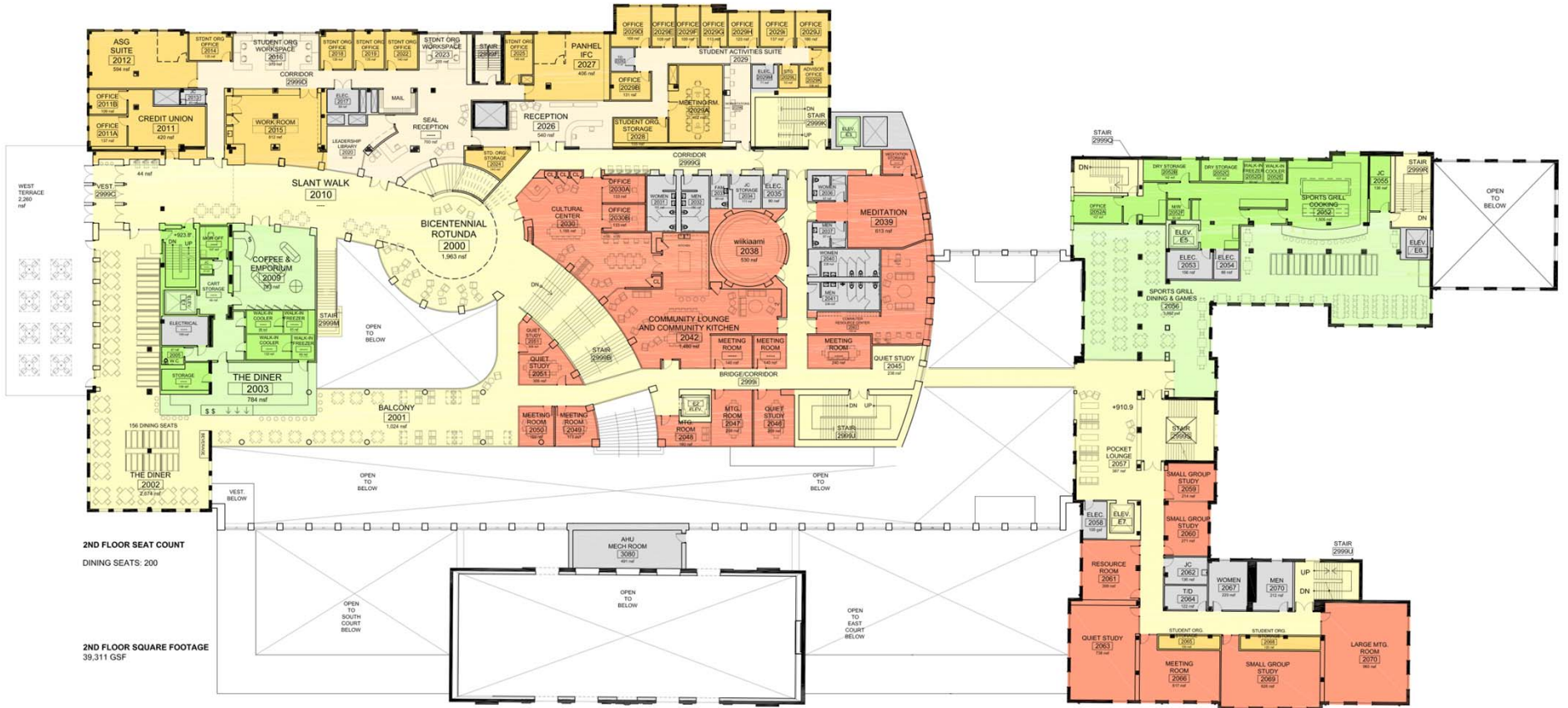
BASEMENT SQUARE FOOTAGE
11,540 GSF



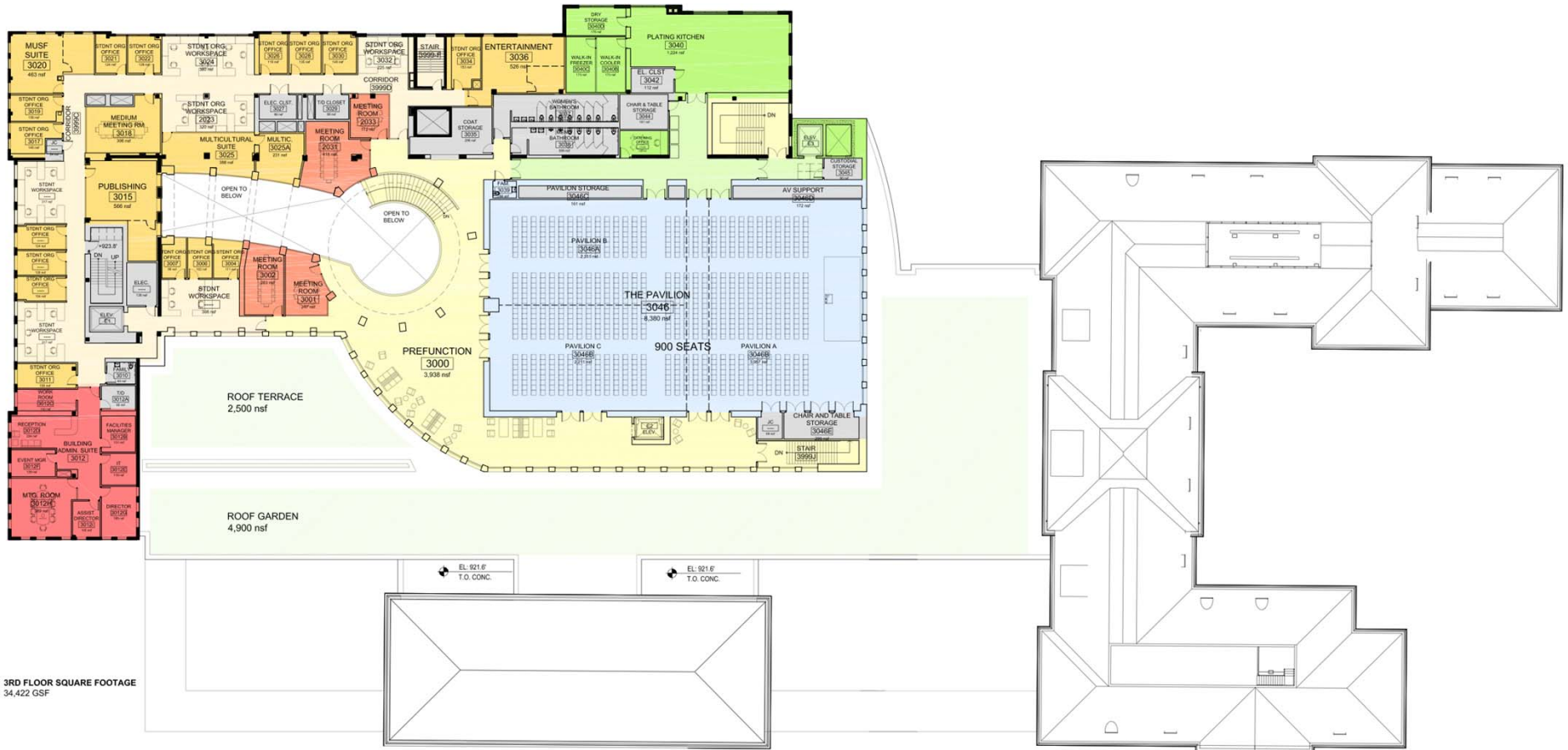


PHASE 1: 55,877 GSF
 PHASE 2: 21,388 GSF

SPRING STREET



0 4' 8" 16'



Armstrong Student Center

Aerial View from South – Phase 1 Complete



SR 021108

A Bill Recommending the Office of the Registrar Examine the Registration Process

Narmar Doyle, Secretary for Academic Affairs
Author

Hannah Phillips, Off-Campus Senator
Rachel Schwegman, Off-Campus Senator
Nicholas Miller, Stanton Hall Senator
Jane Heistand, Minnich Hall Senator
Tim Hogan, Vice President of the Student Body
Sponsors

Submitted to Student Senate
February 22, 2011

- Whereas:** The Office of the Registrar manages all aspects of class registration including granting priority registration to select student populations.
- Whereas:** The Office of the Registrar also supervises all room scheduling processes.
- Whereas:** Many students with academic majors/minors across divisional lines experience time conflicts when attempting to register for classes.
- Whereas:** Technological setbacks continue to impede electronic registration of classes.
- Whereas:** For students to graduate in a timely manner, required courses must be offered with frequency and in non-conflicting time blocks.
- Whereas:** Recommendation 36 of the Strategic Priorities Task Force Report aims to increase retention and attain a six-year graduation rate of 85%.
- Therefore be it resolved:** That Associated Student Government recommends that the Council of Academic Deans and Office of the Registrar collaborate to have all academic divisions schedule classes using the newly designated time blocks.
- Further be it resolved:** That the Office of the Registrar examine the current registration priority policy and consider the alternative of implementing peer priority registration which would be determined by class standing.
- Further be it resolved:** That the Office of the Registrar reassess the manner in which registration time blocks are assigned including evaluating the length of the aforementioned time blocks.
- Further be it resolved:** That the Office of the Registrar review the method in which additional seats are released for a class section.
- Further be it resolved:** That the Office of the Registrar revise or recondition the current system for electronic registration that it may be more efficient and less prone to technical flaws.

SR021109
A Resolution in Support of the First Miami Student Credit Union

Ben Rees, Off-Campus Senator
Weijian Luo, Director of Financial Division of First Miami Student Credit Union
Authors

Nick Miller, Stanton Hall Senator
Board of First Miami Student Credit Union
Sponsors

- Whereas:** First Miami Student Credit Union is one of only two completely student run credit unions in the country,
- Whereas:** First Miami Student Credit Union provides comprehensive financial services to the Miami University student body,
- Whereas:** First Miami Student Credit Union offers valuable financial education seminars that private banks have no history of providing,
- Whereas:** First Miami Student Credit Union gives students practical experience working in the financial service industry by offering internship opportunities each year,
- Whereas:** First Miami Student Credit Union interns have a 90% job placement upon graduation,
- Whereas:** The continued success of First Miami Student Credit Union is important to the student body,
- Therefore be it resolved:** Student Senate, in its capacity as representatives of the student body, supports the assured allocation of space in the Armstrong Student Center,
- Further be it resolved:** Student Senate acknowledges the beneficial services First Miami Student Credit Union provides to its members and fully supports First Miami Student Credit Union.

SR021110

A Resolution Supporting the Collegiate Housing and Infrastructure Act

Amy Davenport – Member Zeta Tau Alpha Fraternity
Taylor Hedric – Member Sigma Chi Fraternity
Heath Ingram – Student Body President
Author(s)

D. Carson Cowles IV – President of Student Senate
Hannah Phillips - Off-Campus Senator
Kevin Livingston - Off-Campus Senator
Betsy Burch - Off-Campus Senator
Matt Frazier - Off-Campus Senator
Alex Baxter - Off-Campus Senator
Brendan Gillespie – Flower Hall Senator
Katy Iliff – Dodds Hall Senator
Chad Laurie - Off-Campus Senator
Tom Kirkham - Off-Campus Senator
Christian Trapp - Off-Campus Senator
Ben Rees - Off-Campus Senator
Sponsor(s)

Submitted to the Student Senate on: Tuesday, March 22, 2011

WHEREAS: the Collegiate Housing and Infrastructure Act eliminates a distinction in existing tax law that would result in allowing tax-exempt charitable and educational organizations to make grants to non-University owned not-for-profit student housing entities that provide collegiate student housing; and

WHEREAS: the Collegiate Housing and Infrastructure Act would make college more affordable at no cost to taxpayers by offering a housing alternative less expensive than University housing; and

WHEREAS: the Collegiate Housing and Infrastructure Act results in safer student housing by encouraging charitable contributions to collegiate housing for installation of life saving equipment such as fire sprinklers, smoke detectors, and alarm systems; and

WHEREAS: 735 of 14,782 students currently live in non-University owned not-for-profit student housing and fifteen percent of students at Miami University live in non-University-owned not-for-profit housing during their collegiate years;

THEREFORE, LET IT BE RESOLVED: that the Miami University Associated Student Government supports Congressional passage of the Collegiate Housing and Infrastructure Act;

BE IT FURTHER RESOLVED: that the Miami University Associated Student Government asks the Ohio Congressional Delegation to sponsor the Collegiate Housing and Infrastructure Act.

Attachment C

Update on Senate and COAD Activities January – April 2011

University Senate Activities

- Approved changes to the retirement / rehire program for faculty (see separate document)
- Approved new majors in the following areas: 1) Biological Physics, 2) Health information Technology (see separate documents)
- Approved a resolution allowing lecturers and clinical faculty to be part of Faculty Assembly (i.e., allows these individuals to be part of University Senate and to vote on curricular matters referred to Faculty Assembly)
- Decided to delay the implementation of the changes in the Latin Honors Program (e.g., cum laude) until spring 2012; new program is based on class rank rather than a gpa
- Heard reports from the following groups: 1) Sustainability Committee (proposal for sustainability plans for the university), 2) Faculty Welfare Committee (presentation of faculty salaries trends, comparison to other institutions), 3) SASS Process (Evaluation of administrative services by Accenture).

News Shared with University Senate

- In a report by CBS Money Watch a list was provided of the top 25 public universities in terms of 4-year graduation rates. Miami was tied for 10th on the list with a 68% rate. If you remove the military academies, we are tied for 6th nationally. We are the only Ohio school on the list.
- Miami has been selected for the 2010 Community Engagement Classification by the Carnegie Foundation for the Advancement of Teaching. The recognition is based on the strong programs in community engagement at Miami.
- Kiplinger magazine ranked Miami as one of the 100 best values among public colleges. We have been on the list since 1998.
- For the fifth year in a row Miami has placed on the Peace Corp's list of top universities in terms of producing volunteers for service in that organization. Miami was ranked 7th in the nation among medium-sized universities.
- Miami's accounting program has been highly rated again in a ranking provided by the Public Accounting Report. Among public institutions, Miami's accounting program was ranked number 17, and was ranked number 14 among programs with a large number of students.
- The Ohio Board of Regents has recognized Miami's Scripps Gerontology Center as an Ohio Center of Excellence. Chancellor Fingerhut was in Oxford to make the presentation personally in late January. Centers of excellence are programs that are high quality, innovative, and offer solution leading to greater social and economic prosperity of individuals and communities in Ohio.

Attachment C

- Miami's gift campaign, for Love and Honor, has topped the \$400 million mark with \$46.7 million in new gifts and pledges during 2010. Faculty and staff have committed over \$10 million to the campaign and have established 66 new endowment funds.
- Students have requested that the library be open more hours at Oxford, and Miami has reallocated funds to allow King Library to be open 24 hours a day for 7 days a week during the remainder of this semester (March through final exams).
- The Farmer School of Business was recently ranked the 7th best undergraduate program in the country among public institutions. The school ranked number 22 among all institutions – both public and private – and is the only Ohio school in the top 25.

Council of Academic Deans Activities

- Incentives for graduate programs that have fee paying students were developed to support activities such as 4+1 programs and graduate certificate programs
- The Honors Program proposed the following initiatives: 1) developing a summer honors opportunity for high school students, 2) developing a Miami Leadership Excellence Academy that will provide leadership opportunities for high ability students, 3) promoting departmental and divisional honors admission for students of high ability who might not be admitted to the University Honors Program
- Agreed to focus our assessment activities in the following two areas: 1) the Miami Plan for liberal education, and 2) assessing outcomes in the student's major
- Approved the plan to develop an interdisciplinary program at the Regional Campuses in the area of Criminal Justice
- Approved a program to be offered for faculty and staff in developing leadership (Institute for Educating Miami Leaders)
- Developed a plan on how to prioritize curricular activities at the Voice of American Learning Center
- Determined ways to support the Armstrong Interactive Media Studies Program as an interdisciplinary, interdivisional program that can offer courses and degrees in any of the divisions
- Discussed new federal guidelines (Program Integrity Regulations) that require universities to be licensed in any state in which courses are offered (including on-line courses)
- Discussed the efforts of the following working groups: 1) On-line Teaching Evaluation, 2) Interdisciplinary Enhancement, and 3) E-learning / on-line initiatives

Attachment D

Enrollment Report to Trustees – Based on Data from April 6, 2011

1. Applications received

- 18,425 received thus far
- 9% increase over last year, 1465 more than the record number received last year
- 18% increase in the number of non-resident applications
- 5% increase in the number of multicultural applications
- 19% increase in the number of transfer applications
- Quality of applicant pool is better than last year in terms of ACT scores

2. Acceptances / Confirmations

- Acceptances from students are up 11% over last year; we made offers earlier this year, so we would expect a somewhat higher number of confirmations
- Increase in the percentage of non-resident confirmations (37% so far, 32% last year at this time)
- Our rate of accepting students (lower is better) has decreased from 79% last year at this time to 74%)
- On track so far for a first-year class of around 3600 (similar in size to last year's class), but better in quality
- But it is still early in the process – the final numbers can change by early May

3. Related Activities

- Michael Kabbaz will join Miami as the associate vice president for enrollment management. He begins May 1 and comes from the University of Richmond where he has been the director of admission.
- Our search for a director of admission continues and we expect three candidates to come to campus at the end of April for interviews.
- We are searching for an additional regional recruiter for the Chicago area, which will add to the regional recruiters that we have in the California area and the northeast.
- Yield activities continue this semester with our Make it Miami Days for admitted students. Faculty and staff are very active in helping recruit students to Miami's campus, and we have a significant increase in the number of students visiting campus this spring.

4. Summary: While it remains early, we are on-track for a class of around 3600, with a higher percentage of non-residents, a rich diversity, and an enhanced quality.

Attachment E

Student Affairs Update

Strategic Priorities

4/8/11

Task Force Recommendation #29

The Division of Student Affairs should reduce the proportion of its budget funded by the University by 2% per year for the next five years.

Update:

The proposed reduction in the University funded portion of the budget is based on the perceived ability of the Student Health Service to be able to generate funds through third party billing and move to quasi-auxiliary status. The Student Health Center continues the process of moving to auxiliary status and will meet the goal of reducing the university portion of the operations budget by \$180,000 for fiscal year 2011-2012.

Task Force Recommendation #30

Reorganize the Division of Student Affairs Budget to ensure that budget items are appropriately allocated.

Update:

This item is specific to the \$1.65 million located in the Student Affairs budget but allocated to student organizations and programs. Associated Student Government distributes \$951,000 to student organizations through their allocation process. This allocation process is supervised through the Assistant Vice President for Student Affairs and the Director of Budget and Technology for the Division. The Student Activities Council, chaired by the Vice President, approves allocations from the Committee on Student Media Organizations and the University Lecture Series committee totaling \$235,000. Additional student fee support is provided for the newspaper readership initiative (\$60,000) and the multicultural concert and lecture fund (\$37,000). Finally, this component of the budget includes a series of pass through allocations that Student Affairs has no control over, such as music organizations (\$170,000), forensics (\$72,000), and mock trial and debate team (\$65,000).

In FY11, the Student Affairs Council Finance & Contingency Committee reviewed funding and allocations for the portion of the student fee designated as "SOR" (Student Organization) accounts. Associated Student Government, Club Sports, Forensics, Mock Trial, Music Organizations, and the student media organizations presented to the committee on their history, student involvement, and use and need of funds (see Student Affairs Council Finance and Contingency Committee below). For the current year, the focus was on organizations that receive funding outside of the student organization process supported by Associated Student Government (ASG). The

Attachment E

committee was able to support more groups with no increase in overall funding through reallocations.

Going forward, the committee will request annual reports from these groups and continue to provide oversight for the monies going to these organizations. The committee will also work with the Division of Business and Finance and the School of Fine Arts on a consistent and transparent process for the Music Organizations.

Student Affairs Council Finance and Contingency Committee

Review of Student Organization Funding Request

The Student Affairs Council Finance and Contingency Committee is reviewing all organizations receiving funding from student fees that pass through SOR accounts. The committee is interested in creating a process that is transparent and fair for all student organizations and ensuring that budgetary oversight is in place.

The committee will try to schedule everyone for a meeting with the group, but you can also provide this information in written format.

Purpose of Organization

History of Organization

Student Impact

Number of student participants

Number of students who view/interact with the group

Group Impact

Outreach

Awards/Accolades

Funding Sources

SAC Committee

Departmental or other University funds

Donations/Endowments

Events/Fundraisers

Dues

Funding Oversight

Advisor

Student Treasurer

Budget History

Three-year budget summary

Information about any anomalies over the past 3-5 years (deficits, surpluses, etc)

Current Challenges and Opportunities

Attachment E

Task Force Recommendation# 31

A systematic review of the Associated Student Government allocation process should be conducted and an ongoing audit system should be put in place.

Update:

All accounts that go into deficit will immediately have their expenditures frozen by the Accounting Office. Those organizations in deficit will be ineligible for funding from ASG until they are back in good financial standing. ASG will also do random audits to insure that groups are spending their allocation according to the approved funding request.

A benchmarking study of funding levels and procedures at other institutions will be completed this summer.

Task Force Recommendation #32

Examine the role of the Division of Student Affairs staff in the teaching mission of the University.

Update:

Members of the Student Affairs staff teach over 100 sections of classes each year. During the most recent academic year, 2010-2011, 1480 students were enrolled in these classes for a total of 2383 credits hours produced. Most of these classes are directly related to activities of the Division such as study skills, leadership, and career. Below you will find course descriptions on all of the courses that are taught.

Course Descriptions EDL, EDT, EDP

Dept	Course	Description
EDL	100	This course is designed to take students through the process of clarifying career and/or academic goals. Students will do research assignments and activities designed to help them to learn about themselves and how to apply this information to career decision making.
EDL	110	Helps students understand how the university operates and how its resources can be used to develop their educational goals. Taught in seminar style; designed to help develop personal relationships among students and instructor. For freshmen only. Credit/no-credit only.
EDL	115	Myaamia Project Introductory Class

Attachment E

EDL	141	This course is the required training seminar for the Office of Diversity Affairs Connection Coach Peer Mentor Program. Only students accepted into the Connection Coach program through the Office of Diversity Affairs are permitted registration into this course.
		This course illuminates the connection between student development theory and peer mentoring and peer coaching. It is intended that through the study of student development theory and cultural competency standards, as well as exercises around identity development, peer mentors will become more self-reflective. Furthering this understanding of self will result in a better-equipped mentor.
EDL	206	A course for first or second year students interested in exploring multiple approaches to leadership, group leadership skills, and building capacity for socially responsible leadership. The course involves engaged learning through community action work, skill building, reading, writing, case analysis, and Dialogue. Encouraged for students in the CHANGE Living/Learning Community.
EDL	301	Practical study of theories and techniques used in creating and maintaining learning environments that foster student growth and development in college residence halls. Includes student development theories, community development techniques, personal and environmental assessment, and strategies for influencing group living and behavior. Prerequisite: current resident assistant or permission of instructor.
EDL	310	Practical study of career development and counseling; includes theories, techniques, and interventions. Use of career assessment inventories, computerized guidance programs, and written resources required. Consideration of student development theory leading to practice of basic counseling skills emphasized. Prerequisite: selected as career assistant in Student Counseling Service.
EDL	660	Focuses on specialized topics in student affairs in higher education. Prerequisite(s): Enrolled in M.S. or PhD in SAHE or permission of instructor.
EDL	215	Myaamia Project Introduction to college, language and culture
EDL	302	Designed to assist students in making the transition from college to the world-of-work, service, self-employment, and/or graduate or professional school. Gain awareness of self and how skills, interests, and values impact career satisfaction and success, clarify career options and/or post-college opportunities, develop necessary job

Attachment E

		search correspondence and interview techniques and prepare for the transition from student life to professional life.
EDL	216	Miami Tribe Economic Perspectives 1
EDL	280	Using the discovery learning model and inquiry-based learning, this course is designed to push students beyond their desire to gain information from external authorities. This course will be offered to students who are engaged in undergraduate research. This is a special topics course that may include experience and discuss library research techniques; research ethics and human subjects; organizational strategies for college researchers; literature reviews, research annotations and abstracts; leadership and communication skills; quantitative and qualitative research techniques; statistical software; research careers and professional development; learning plans, personal mission statements and goal setting; proposal writing and poster development and presentation.
EDL	317	Myaamia Language 1
EDL	417	Myaamia Language 2
EDP	654	Supervised counseling experience. Prerequisite: EDP 672 and permission of instructor.
EDP	672	Developing understanding of the nature of the counseling relationship. Prerequisite: graduate standing.
EDP	675	Didactic and experiential introduction to group counseling. Working knowledge of the process and function of counseling groups. Establishing counseling groups, formation and developmental stages, group leadership, and preparation for groups. Prerequisite: EDP 672, graduate standing, and permission of instructor.
EDT	110	Designed to teach study skills (reading, notetaking from texts and lectures, organizing and composing orally and in writing) necessary for student to function effectively at Miami University.
EDT	310	Introduction to theories and methods of effective tutoring at college level. Prerequisite: recommendation of faculty member and department chair in tutor's content area or permission of instructor.

STRATEGIC PRIORITIES UPDATE

Academic Affairs Issues

April 2011

I. Enrollment

- Recommendation 2:** Invest the necessary resources to enhance the quality and selectivity of the entering class.
- Recommendation 3:** Recruit a higher number of out-of-state, international, transfer and relocation students.

Accomplishments/Activities

- New associate vice president for enrollment management, Michael Kabbaz, will begin May, 2011.
- Search continues for a director of admission with interviews expected at the end of April.
- Marketing campaign in targeted areas: Cincinnati, Columbus, Cleveland, Chicago, Toledo, Indianapolis.
- New regional recruiters are active in the California and New England area, and an additional recruiter is being recruited for the Chicago area.
- The Miami Advising Resource Center is active in advising potential transfer students.
- An honors bridge program for high school students is being developed for the summer of 2012.
- An Intensive English Program will be offered this fall (2011-12) for international students admitted on conditional status. After successful completion of the program they will become “regular” Miami students in the spring term.
- First-year students were accepted earlier in the process this year.
- Scannell and Kurz, our outside consultants, recommended changes in the non-resident scholarship program. The changes have been made for first-year students.
- Ideas on encouraging and supporting relocation students were discussed at an Academic Administrator’s meeting. Follow-up will occur on these ideas in the fall, 2011.
- For the fall’s (2011) class the preliminary admission data is encouraging:
 - Applications for first-year students: increased 9%.
 - Applications from non-residents: increased 17.8%.
 - Applications from transfer students: increased 14.5%.
 - Acceptances from first-year students: increased 9.8%.
 - Miami’s acceptance rate of students: Decreased from 78.8% in 2010 to 74.3% in 2011.

Attachment F

- Non-resident percentage in first-year class among students who have accepted:
Increased from 31.1% in 2010 (April 4) to 36.3% in 2011 (April 4).
- The quality (ACT, GPA, class rank) of the applicant pool has improved.

II. Revenue Enhancements

Recommendation 6: Investigate other sources to generate additional tuition revenue in support of academic programming.

Accomplishments/Activities

- Revenue incentive models have been developed in the following areas: summer school, workshops, Voice of America Programs, additional fee paying graduate programs.
- An e-learning working group is developing proposals for new initiatives in on-line education.
- A calendar group is exploring the possibility of extending the time between the fall and spring semesters to allow an opportunity to offer enrichment course offerings for fee-paying students.
- Fee paying graduate programs are being developed in areas such as the following:
 - Second cohort of the Executive MBA at the VOA
 - Additional opportunities at the VOA for school professionals
 - An MFA program in Graphic Design
 - An MFA program in Creative Writing (on-line)
 - Educational leadership courses for the Dublin City Schools
 - Expanded opportunities in the Gerontology area (on-line and hybrid courses.)
 - A master's level program is being introduced in the social work area (jointly with Wright State)
 - 4+1 programs are being developed in several areas in Arts and Science.
- Additional course offerings are being provided at the Luxembourg Campus during the summer.
- New undergraduate majors have been developed in areas that will help attract transfer and non-resident students (e.g., bioengineering, biology, and biological physics.)
- A 2+2 program is being developed in Geology with a Chinese University
- More effective use of the VOA facilities is being coordinated by the Regional Campus Dean and the Provost Office. New programs are being promoted at the VOA in areas such as Interactive Media Studies.
- New programs in health related areas are slated to begin at the Greentree Academy (Middletown) in the fall 2011.

Attachment F

III. Interdisciplinary Initiatives

Recommendation 13: Appoint a study group to explore ways to support and promote interdisciplinary teaching and research.

Accomplishments/Activities

- An Interdisciplinary Enhancement Committee was formed and will have a preliminary report in May, 2011. The report will address ways to promote and support interdisciplinary initiatives at Miami.
- A structure to support the interdisciplinary, interdivisional work in the Armstrong Interactive Media Studies Program has been developed. The program may offer courses and degrees in any of the academic divisions.
- A structure to support an interdisciplinary program in Criminal Justice at the regional campuses has been developed. This will serve as a model structure for other interdisciplinary programs at the regional campuses.

IV. Administrative Efficiencies in Academic Affairs

Recommendation 12: Reduce the number of departments /programs through consolidation and reorganization.

Recommendation 14: Conduct a comprehensive review of all centers, programs, and offices reporting to the Provost to identify further potential savings.

Recommendation 15: Streamline the administrative support to academic units.

Accomplishments/Activities

- Reductions in personnel in the following areas will lead to \$550,000 in reallocation funds by July, 2011: Provost Office, Academic Personnel, Secretary's Office, Honors, and Registrar's office.
- Several departments have been reduced to "program" status to lessen administrative costs. This includes the following: Classics, Communication, and Comparative Religion.
- Recommendations from the Accenture review will be considered for implementation.
- A proposal is being developed to administer the six interdisciplinary programs in Arts and Science in a more efficient manner.
- A proposal to merge the Botany and Zoology Departments into a single Biology Department is being considered.
- Staff support for departments is moving towards a building approach. That is, rather than having support staff in each department, staff will be arranged in building units.

Attachment F

V. Faculty Size, Mix and Responsibility

Recommendation 16: Increase the use of lecturers and clinical faculty to no more than 20% of the total number of full-time, tenure-line faculty.

Recommendation 17: Enforce the existing workload policy.

Accomplishments/Activities

- Increases in the number of lecturers and clinical faculty have been achieved. Eleven lecturers/clinical faculty have been identified during 2010-2011, and an additional 7 will be identified during 2011-2012. In general, these individuals have been hired in positions formally held by tenured faculty. An approximate reallocation of \$600,000 in funds has been achieved.
- Reductions in faculty personnel costs have been made in the divisions. During 2010-2011, over \$2.5 million in personnel reallocation funds have been identified. Thus far over \$800,000 in additional personnel reallocation funds have been identified for 2011-2012.
- Workload guidelines have been revised for faculty on the rehire program to be credit hour based. Beginning in July 2012, faculty entering the program will be compensated on a per credit hour basis rather than a half-time basis.
- Workloads for faculty in temporary positions and lecturers have been reviewed during 2010-2011 and appropriate adjustments have been made.
- Workloads for tenured and tenure track faculty will be reviewed during 2011-2012.

VI. Faculty Retire/Rehire

Recommendation 18: Change the current retire/rehire practice effective July 1, 2012.

Accomplishments/Activities

- The University Senate adopted new guidelines for the retire/rehire program. The guidelines apply to any faculty entering the rehire program on July 1, 2012 and thereafter.
- Changes in the rehire program include the following:
 - Faculty need to apply for the rehire program, and the application must be approved by the chair/director, dean and provost.
 - The compensation is 3% per credit hour of instruction, and a maximum of twelve credit hours may be taught per year. (The previous guideline was 50%

Attachment F

compensation for one semester of full-time employment.) The change corresponds to roughly a 20% reduction in compensation.

VII. Program/Course Offerings

- Recommendation 19:** Reduce the number of undergraduate sections by at least 200
- Recommendation 20:** Conduct a systematic University-wide evaluation of majors for viability with the goal of reducing the overall number of majors
- Recommendation 21:** Re-evaluate the Miami Plan Foundation offerings with the goal of delivering liberal education more efficiently and effectively.

Accomplishments/Activities

- Class size data has been shared with the divisional deans with a goal of reducing the number of under-enrolled classes during 2011-2012.
- The Liberal Education Council is discussing ways to revise the Miami Plan to make it more efficient.
- A review of majors will commence during 2011-2012 with a goal of reducing the overall number of majors offered.
- With the reduction in the funds available for faculty [\$2.5 million reduced in 2010-2011, another \$800,000 will be reduced for 2011-12], the academic division will need to be more efficient with their course schedules beginning in fall 2011. A review of classes offered in fall 2011 will be completed.
- In the five-year plans from the divisions, some proposals are provided for program reduction or elimination.

VIII. Graduate Issues

- Recommendation 22:** Eliminate support for graduate programs that do not meet performance criteria.
- Recommendation 23:** Maintain and enhance a smaller number of high-quality graduate programs that provide assistantships.
- Recommendation 24:** Increase the number of revenue-generating graduate programs and tuition paying graduate students.
- Recommendation 25:** Evaluate the use of assistantships in non-academic areas that are not aligned with the University's graduate mission and eliminate such assistantships if they are not cost-effective.

Attachment F

Recommendation 26: Conduct a comprehensive review of pricing structure for tuition, based on the market value for competitive graduate programs.

Recommendation 27: Identify and support graduate programs that generate external funds.

Accomplishments/Activities

- Incentives have been developed to promote additional fee paying graduate students (see recommendation 6.)
- Some graduate programs have eliminated or reduced the number of assistantships in their programs. Communication, Religion, and Spanish have eliminated all of their graduate assistantships. History and Political Science have eliminated all the doctoral assistantships and their programs. Some assistantship support has been reduced in the School of Business.
- Some programs have increased the percentage of fee paying graduate students by providing reduced, part-time assistantships.
- In the five-year plans from the divisions, some proposals are provided for graduate program reduction or elimination.

IX. Retention

Recommendation 36: Increase the retention rate for undergraduate students and attain a six-year graduation rate of 85%

Accomplishments/Activities

- Recommendations for improving Miami's retention rate are being developed by a working group.
- Second year intervention strategies have been implemented.
- Surveys are being completed with students who leave Miami to determine if patterns exist in the reasons for leaving. Intervention strategies will be developed.
- Strategies will be developed to help retain students who are unable to complete their desired major (e.g. communication, business.)

Attachment G

Workload Update

1. A University workload policy was established in March 2008. The policy promotes flexible workloads, but with constraints established. Faculty are expected to contribute in differential ways to the areas of a) teaching and advising, b) research and creative work, and c) professional service.
2. Each department and program developed a differential workload plan that was approved by the dean and provost during 2009-10.
3. Monitoring of workloads is a continual activity and a formal update will be due this coming fall.
4. A typical workload for tenured and tenure track faculty:
 - Baseline: 15 credit hours per year + active research + service
 - Less research option: 18 – 24 credit hours per year + research + service
 - Other considerations: Credit for extensive advising (including graduate), credit for independent research with students, credit for extensive service (e.g., chair, chief departmental advisor)
 - Instructors or Lecturers teach 24 credit hours per year
5. A typical monitoring:
 - Professors:
 - A - 16 credit hours, research active, usual service
 - B - 9 credit hours, research active, extensive service as Director of Latin American Studies Program
 - C - 11 credit hours, research active and extensive service as chief dept. advisor
 - D - 6 credit hours, research active, Department Chair
 - Associate Professors:
 - A - 16 credit hours, research active, usual service
 - B - 19 credit hours, less research activity, usual service
 - C - 18 credit hours, less research activity, usual service
 - D - 12 credit hours, grant buy-out for research, usual service
 - E - 15 credit hours, research active, usual service
 - F - 9 credit hours, research active, and University Sustainability coordinator
 - G - 18 credit hours, less research activity, usual service
 - Assistant Professor:
 - A - 17 credit hours, research active, usual service
 - Lecturers – Instructors:
 - A - 24 credit hours
 - B - 12 credit hours for one term
 - C - 12 credit hours for one term

Attachment H

Issues Being Considered at the State Level

April 2011

Collective Bargaining

Am. Sub. Senate Bill 5 – Collective bargaining reform

The list below reflects the provisions in the bill, As Passed by the House, that impact higher education. While it is not a comprehensive list, it does cover many of the key provisions, including the two IUC requested amendments on faculty management and settlement of disputes.

Faculty Management – Section 4117.01 (F)(3) and (L). These are the sections of law which were amended at the IUC's request. These changes clarify when faculty at Ohio's public universities are management by listing the specific instances under which they are exercising managerial authority, thereby making them management level employees who are not subject to collective bargaining law. These changes were included in the Senate's omnibus amendment and made to the bill in the Senate Insurance, Commerce & Labor committee. The House passed version of the bill retained this language without changes.

Health Care Benefits – Section 124.81 (H). The bill as introduced included language that stated a public employer, including the state and any of its political subdivisions, shall not pay more than 80% of the cost of the provision of health care benefits pursuant to this section. That left the employee with a 20% share. The bill was amended in the Senate Commerce & Labor committee to prohibit the employer from paying more than 85% of the cost of the provision of health care benefits. This leaves the employee with a 15% share. There were no further changes to the version of the bill as passed by the House to clarify that this section specifically applies to public universities.

Pension Systems – Section 145.47 (A) (OPERS), Section 3307.27 (STRS), Section 3309.47 (SERS). The bill as passed by the House amends the law for each pension system to prohibit contributions that are required to be made under each pension systems section of the revised code from being paid by an employer on an employee's behalf.

Decertification – Section 4117.05(C). The House amended the bill to allow another employee organization, employees currently represented by an employee organization, or the public employer of the public employees to file a petition for decertification with the SERB. The petition must be supported by substantial evidence, based on rules adopted by the board, demonstrating that at least 30% of the employees in the described bargaining unit support the petition. The petition may be submitted at any time subsequent to 120 days prior to the expiration of the collective bargaining agreement.

Subjects Deemed not Appropriate for Collective Bargaining – Section 4117.08 (B). This section determines that health care benefits, except the amount of the cost of those benefits for which a public employer and the public employee pays, and the payment of a contribution by a public employer to the public employees retirement system that the employee, contributor, or teach is otherwise required to pay are not appropriate subjects for collective bargaining. The bill also deems as subjects not appropriate for collective bargaining the privatization of a public employer's services or contracting out of the public employer's work and the number of employees required to be on duty or employed in any department, division, or facility of a public employer.

Attachment H

Settlement of Disputes – Section 4117.14(D)(3)(b). The House amended the bill at IUC’s request to clarify, for purposes of settling disputes between parties, that “legislative body” means the university board of trustees, rather than the State Controlling Board. The bill, as introduced, required state universities to send disputes to the General Assembly for final determination. Under the new language, the body designated to be the final decision maker with respect to unresolved disputes between the state university as employer and any employee organization, will be the university board of trustees.

Expiration of Current Collective Bargaining agreements – Section 4. The bill includes language that states the changes made to Chapter 4117 of the revised code will apply to a collective bargaining agreement entered into on or after the effective date of the bill and to versions of a collective bargaining agreement in effect on the effective date of the bill that result from extension, modification, or renewal of the collective bargaining agreement on or after that date. The bill does not apply to agreements entered into under Chapter 4117 that exist on the effective date of the act.

Charter University Plan

Sec. 3345.81.

(A) The chancellor of the Ohio board of regents shall develop a plan for designating public institutions of higher education as charter universities. In developing the plan, the chancellor shall:

- (1) Study the administrative and financial relationships between the state and its public institutions of higher education to determine the extent to which Public colleges and universities can manage their operations more effectively when accorded flexibility through selected delegation of authority;
- (2) Examine legal and other issues related to the feasibility and practicability of restructuring the administrative and financial relationships between the state and its public institutions of higher education;
- (3) Consult with the presidents of the institutions of higher education of the university system of Ohio.

(B) The office of budget and management, the department of administrative services, and each state institution of higher education shall provide the chancellor, upon the chancellor’s request, with research assistance, fiscal and policy analysis, and other services in conducting the study

Attachment H

and developing the plan under this section. Each state agency shall provide the chancellor with any other assistance requested by the chancellor in conducting the study and developing the plan.

(C) The chancellor shall specify in the .plan:

(1) The manner in which a state institution of higher education may become eligible for restructured financial and operational authority, and performance measures and criteria to determine eligibility. The performance measures and criteria shall address the institution's ability to manage successfully its administrative and financial operations without jeopardizing the financial integrity and stability of the institution.

(2) Specific areas of financial and operational authority that are subject to increased flexibility;

(3) The nature and term of the management agreement required between the state and an institution.

(D) The board of trustees and administration of a state institution of higher education that meets the eligibility criteria may enter into negotiations with the governor to develop a management agreement with the state.

(E) Not later than August 15, 2011, the chancellor shall submit to the general assembly and the governor a report of findings and recommendations for use in developing policy, statutory, and administrative rule changes necessary to implement the plan. The general assembly intends that the general assembly, governor, and chancellor will take actions necessary for implementation of the plan for charter universities to commence July 1, 2012.

Faculty Workload Policy

Sec. 3345.45

(A) The chancellor of the Ohio board of regents jointly with all state universities, as defined in section 3345.011 of the Revised Code, shall develop standards for instructional workloads for full-time and part-time faculty in keeping with the universities' missions and with special

Attachment H

emphasis on the undergraduate learning experience. The standards shall contain clear guidelines for institutions to determine a range of acceptable undergraduate teaching by faculty.

(B) On or before June 30, 1994, the board of trustees of each state university shall take formal action to adopt a faculty workload policy consistent with the standards developed under division (A) of this section.

(C) The board of trustees or managing authority of each state institution of higher education, as defined in section 3345.011 of the Revised Code, shall modify its faculty workload policy adopted under division (B) of this section, or shall adopt a faculty workload policy if it does not have one, to require either of the following:

(1) Each full-time research and instructional faculty member, during each two-year period, beginning with the 2011-2012 academic year, to teach at least one additional course from the number of courses the faculty member taught during the prior two-year period;

(2) Each academic unit to increase aggregate faculty teaching loads by the equivalent number of courses.

(D) Notwithstanding section 4117.08 of the Revised Code, the policies adopted under this section are not appropriate subjects for collective bargaining. Notwithstanding division (A) of section 4117,10 of the Revised Code, any policy adopted under this section by a board of trustees or managing authority prevails over any conflicting provisions of any collective bargaining agreement between an employees' organization and that board of trustees or managing authority

Section 733.20. The Chancellor of the Ohio Board of Regents by December 1, 2012, shall report to the Governor and the General Assembly, in accordance with section 101.68 of the Revised Code, on the efforts of state institutions of higher education to increase teaching workloads for full-time faculty, as prescribed by division (C) of section 3345.45 of the Revised Code. The report shall include an appendix of courses taught by faculty during fiscal years 2010, 2011 and 2012, and courses planned for fiscal year 2013.

Attachment H

Three Year Degree

Sec. 3333.43.

(A) The chancellor of the Ohio board of regents shall require all state institutions of higher education that offer baccalaureate degrees. as a condition of reauthorization for certification of each baccalaureate program offered by the institution, to submit a statement describing how each major for which the school offers a baccalaureate degree may be completed within three academic years consisting of the equivalent of two semesters each. The chronology of the statement shall begin with the fall semester of a student's first year of the baccalaureate program.

(B) The statement required under this section may include, but not be limited to, any of the following methods to contribute to earning a baccalaureate degree in three years:

(1) Advanced placement credit;

(2) International baccalaureate program credit;

(3) A waiver of degree and credit-hour requirements by completion of courses that are widely available at Community colleges in the state or through online programs offered by state institutions of higher education or private nonprofit institutions of higher education holding certificates of authorization under Chapter 1713. of the Revised Code, and through courses taken by the student through the post-secondary enrollment options program under Chapter 3365. of the Revised Code;

(4) Completion of coursework during the summer session immediately preceding the three-year period. provided that the institution offering the summer courses makes them available to at least ninety-five per cent of students who apply to enroll in such courses

(5) A waiver of foreign-language degree requirements based on a proficiency examination specified by the institution. If a method requires a particular score or grade, or passing exam level to earn credit, the statement shall specify such score, grade, or level.

(C) The statement required under this section shall not require students to take more than a standard course-load per semester. As used in this section. "standard course-load" means a typical

Attachment H

course-load or amount of credits taken by an average student per semester as defined by the chancellor.

(D) (1) Not later than October 15, 2012, each state institution of higher education shall provide statements required under this section for ten per cent of all baccalaureate degree programs offered by the institution. Each institution shall determine for which programs to issue statements under this section based on the programs with the greatest number of students enrolled from July 1, 2007, to June 30, 2011.

(2) Not later than June 30, 2014, each state institution of higher education shall provide statements required under this section for sixty per cent of all baccalaureate degree programs offered by the institution. Each institution shall determine for which programs to issue statements under this section based on the programs with the greatest number of students enrolled from July 1, 2009, to June 30, 2013.

(E) Each state institution of higher education required to submit statements under this section shall post its three-year option on its web site and also provide that information to the department of education. The department shall distribute that information to the superintendent, high school principal, and guidance counselor, or equivalents, of each school district, community school established under Chapter 3314, of the Revised Code, and STEM school established under Chapter 3326, of the Revised Code.

(F) Nothing in this section requires an institution to include anything in its statement that would violate the requirements of any independent association accrediting baccalaureate degree programs.

Attachment I

Challenges with the Access Program

The Program

- Provides tuition and academic fees to students from families with total income of \$35,000 or less
- Dependent students relocating from the regional campuses are eligible
- Academic support is available for these students on-campus through the Miami Advising Resource Center

Funding for the Program

- Klowan Scholarship fund: Generates about \$750,00 per year
- Federal funds such as Pell grants
- State funds such as Ohio College Opportunity Grant (OCOG)
- Miami Merit Scholarship Guarantee
- Other Miami scholarships (could be used for other students)

Growth in the Program

- In the first year of the program (fall 2007) 164 first-year students enrolled in the Access Program
- In fall 2010 the number of first-year students has risen to 230 students
- In addition, approximately 40 students relocate from the regional campus and participate in the Access Program each year

Challenges in the Years Ahead

- As with other endowments, the Klowan fund has not grown much in the current economy
- The status of the OCOG program is in question. In the past the program has funded about \$2400 for each student in the Access program.
- If the OCOG program disappears and Pell Grants do not significantly increase, then we anticipate a shortfall of about \$2.4 million in needed fund to sustain the Access Program by fiscal 2013.

Next Steps

- The Access Program will remain unchanged for the 2011-12 academic year as we have already advertised the availability of the program.
- We need to determine the funding level for Pell Grants and the OCOG program.
- We might need to consider changes in the Access Program beginning in fall 2012. If so, criteria will need to be developed to determine which applicants will receive the Access Scholarship beginning in fall 2012

Attachment J



March 11, 2011

TO: Student Affairs Council (SAC)

FROM: Susan Mosley-Howard, Associate Vice President & Dean of Students

RE: 2011 MIAMI STUDENT HANDBOOK

The 2011-2012 Student Handbook proposed submissions contain several minor edits for the upcoming edition. These edits are neither substantive in scope nor content. Many edits involve an update in language, clarification of current language, change in office names or position titles to match current university structure, renumbering or re-sequencing of the sections as part of the update or language revisions. Some changes to Chapter 2-Code of Student Conduct have already received the approval of SAC. Today, we present the remainder of Student Handbook changes as “points of information” and others for your approval. Below, I outline the edits and changes, some requiring your review and approval.

CHAPTER ONE—ACADEMIC REQUIREMENTS

- All significant changes will be reviewed by Academic Policy committee of University Senate

CHAPTER TWO—STUDENT CODE OF CONDUCT

- Added language to include “sororities, fraternities and student organizations”
- In the introduction, added definition of what constitutes an organization (referencing part V, chapter 1 section 5.1A of student handbook
- Added email and US mail as modes of communication for parents
- Added examples of Failure to Comply 2.1.K
- In 2.2B Suspension: added “revocation of recognition (throughout document)
- 2.2E.4. sanctions of student organizations for alcohol
- 2.2.1 section of student organizations of hazing
- Eliminated divisions between code I and code II violations

CHAPTER THREE—HOUSING

- No significant changes requiring approval

CHAPTER FOUR—STUDENT SAFETY

- No significant changes or changes due to federal law, health law or state mandate

CHAPTER FIVE—STUDENT LIFE

- No significant changes or changes due to federal law, health law or state mandate

Attachment J

CHAPTER SIX—MOTOR VEHICLES

- **No changes requiring approval**

PART 2 Code of Student Conduct

Introduction

The Code of Student Conduct at Miami University is intended to foster and protect the central purpose of the University: the free and open exchange of ideas. This Code applies to Miami's undergraduate and graduate students, student organizations, fraternities and sororities. Students are subject to this Code of Student Conduct beginning at summer orientation, during academic terms for which they are enrolled, during breaks between terms, during University holidays and vacations, and during periods of suspension. The Code of Student Conduct outlines the rights and responsibilities of students, behaviors prohibited on and off campus, possible sanctions, and the procedural rights of students, student organizations and fraternities and sororities.

The Code embraces several important values: the rights of free speech and peaceable assembly; the freedom of inquiry and the right to make constructive criticism; the central importance of honesty to this community; and the desire that all students participate on campus in an environment that respects differences of culture, gender, religion, race, age, sexual orientation, gender identity, national origin and ability.

Students who have questions about the Code of Student Conduct should call the Office of Ethics and Student Conflict Resolution at 529-1417. All references to University offices are deemed reference to the most closely analogous offices at Miami University Hamilton (Student Services), and Miami University Middletown (Student Affairs), and the Voice of America Learning Center (Director's Office).

The Code of Student Conduct

This Code applies to all undergraduate students, graduate students, student organizations and fraternities and sororities of Miami University. The Code of Student Conduct primarily prohibits misconduct on University premises (buildings or grounds owned, leased, operated, controlled, or supervised by the University, including the Oxford campus, Miami University Dolibois European Center [see Appendix A], the Miami University Hamilton campus, the Miami University Middletown campus, and the Voice of America Learning Center; but may address off-campus conduct when the behavior or the presence of the individual, in the University's sole judgment, impairs, obstructs, or interferes with the mission, processes, or functions of Miami University. Students should be aware that Miami University reserves the right to review and take disciplinary action based on conduct occurring off campus or between academic periods.

Organizational Responsibility

Student organizations (defined in The Student Handbook, Part 5, Chapter 1, Section 5.1.A of the Student Handbook) and fraternities and sororities (defined in The Student Handbook, Part 5, Chapter 3 of the Student Handbook) are subject to the same conduct standards as individual students. An organization may be held responsible for a violation of University policy or rule when:

1. one or more of its officers, members, or authorized representatives acting as a member of the organization commits the violation;
2. the misconduct occurs at an organization sponsored, financed or endorsed event where it is reasonable to believe that the organization's members knew or should have known that one or more of the participants engaged in conduct that is in violation of this Code.
3. the misconduct occurs on the premises owned, leased, or operated by the organization where it is reasonable to believe that the organization's members knew or should have known that one or more of the participants engaged in conduct that is in violation of this Code.

4Any student, student organization, or fraternity or sorority that is found responsible for violating the Code will be assessed an administrative fee of \$50 per incident.

If a student breaks a law that also violates the University standards of conduct, that student may be held accountable by both civil authorities and the University. The University may, at its sole discretion, elect to pursue disciplinary action against the student prior to, at the same time as, or following criminal proceedings, even if criminal charges involving the same incident are pending, have been dismissed, or were reduced.

Attachment K

Standards of Conduct

In order to promote a safe and civil campus environment, Miami University expects each student, organization and fraternity and sorority to follow the standards of conduct. The severity of the offense, prior disciplinary history, whether an offense was committed against a person intentionally selected by reason of their race, religion, national origin, gender, sexual orientation, gender identity, disability, or age, and other relevant circumstances will be considered in determining the appropriate disciplinary action.

“1219” Procedures

Ohio Revised Code Sections 3345.22 and 3345.23 procedures are commonly referred to as “1219” proceedings. The initiation of a “1219” proceeding against a student does not prohibit the University from taking University disciplinary action against that same student under the Code for the same conduct that gave rise to the “1219” proceeding. A student arrested for any of the defined offenses will automatically be subjected to the “1219” proceedings which are summarized below.

After a hearing which will be held no more than five days after arrest (continuances may be granted, which may not exceed a total of ten days), students arrested for one of the offenses defined in Ohio Revised Code 3345.23(D) are subject to immediate suspension from the University. Students convicted of any of the offenses enumerated in Ohio Revised Code 3345.23(D) are subject to automatic dismissal from Miami University. Students suspended or dismissed under these “1219” procedures are not permitted on University property without the express permission of the President or the Board of Trustees. Students dismissed upon conviction may be readmitted or admitted to any other Ohio tax-supported college or university, at the discretion of the college or university’s board of trustees, but only after the lapse of one calendar year following dismissal and only upon terms of strict disciplinary probation (see Ohio Revised Code 3345.22 and 3345.23 for full text of the statutes and see Appendix B of the *Code of Student Conduct* for list of defined offenses of violence).

Part 2 Student Conduct Regulations

CHAPTER 1. Offenses

A student may be suspended or dismissed for a single violation. Multiple violations or additional violations of the Code of Student Conduct may result in more severe sanctions. More than one sanction may be imposed for a single violation. A single act may constitute a violation of more than one conduct regulation. Being under the influence of drugs or alcohol will not diminish or excuse a violation of the Student Conduct Regulations.

The standard of evidence used to determine responsibility is a “preponderance” of evidence. This determination is based on the greater weight of the evidence and does not require a standard beyond a reasonable doubt.

**Please note that there are minimum penalties in the case of alcohol-related offenses, hazing and dishonesty offenses.*

2.1.A Interfering with a University Function (101)

University functions, on or off campus, are defined to include teaching, research, administration, disciplinary proceedings, University activities, public safety, and public service functions. This section also includes authorized non-university functions when the act occurs on University premises. Actions that interfere with, obstruct, or disrupt University functions are prohibited (see The Student Handbook, Part 5, Chapter 6 guaranteeing the right of expression of students).

2.1.B Dishonesty (102)*

Intentionally furnishing false information or omitting relevant or necessary information to gain a benefit, to injure, or to defraud is prohibited. Using or possessing false or altered identification (including driver’s licenses and Miami University identification cards) is prohibited. Students may not use another person’s University identification card for any purpose. Examples of prohibited behavior include forgery, alteration, or falsification of any University documents or records, or misrepresentation of University credentials. These include grade transcripts, student identification, computer records, and other official documents. Using a forged or altered document is also prohibited, even if someone else made the changes. Student identification cards are University property and must be shown or surrendered when requested by a University official in performance of his or her duty.

Attachment K

*If the student has been found responsible for a previous act of academic dishonesty or for previously violating Section 102 (Dishonesty) of the Code of Student Conduct, the minimum sanction will be suspension for at least one semester.

2.1.C

2.1.C.1 Sexual Misconduct or Assault (103A). Intentional or reckless acts that cause or reasonably could cause physical or mental harm to any person are prohibited including non-consensual sexual conduct or contact. Some examples of prohibited behavior include sexual harassment, voyeurism (including the use of video recording devices), indecent exposure, rape (including acquaintance or date rape) and physical contact for the purpose of sexual gratification with another without their consent.

Miami University also has developed a sexual offense protocol that explains how incidents of sexual assault are handled. Miami University will make changes in the victim's academic and living conditions upon request. Both the accuser and the accused are entitled to the same opportunity to have others present during the disciplinary proceeding.

Copies of the sexual offense protocol are available in the Office of Ethics and Student Conflict Resolution, Women's Center, Office of the Dean of Students, the Miami University Police, and the Oxford Police Department.

2.1.C.2 Other Physical or Mental Abuse or Harm (103B). Intentional or reckless acts that cause or reasonably could cause physical or mental harm to any person are prohibited. Actions that threaten or reasonably could cause a person to believe that the offender may cause physical or mental harm are also prohibited. Some examples of prohibited behavior include murder, assault, battery, stalking, telephone harassment, computer harassment, threats, intimidation, physical assault or abuse, verbal abuse, and any other conduct that threatens the health or safety of any person.

Note: A student, who after a hearing for a violation of Section 2.1.C.1, Sexual Misconduct or Assault, is found not responsible may be found responsible for a violation of Section 2.1.C.2, Other Physical or Mental Abuse or Harm.

2.1.D Damage, Theft, or Unauthorized Use of Property (104)

Intentional or reckless conduct that results in damage (including tampering or defacing), theft, or unauthorized use of property of the University or of any other person or entity is prohibited. The unauthorized use of University property for personal gain is also prohibited. Students may not use University property for any activity prohibited by federal, state, or local law or these regulations. Examples of prohibited behavior include gambling on University property, theft, vandalism, and possession of property known to be stolen.

2.1.E Alcohol Abuse

2.1.E.1 Intoxication (105A). Any student who is intoxicated or exhibits negative behavior associated with intoxication after using alcohol is in violation of this policy.

2.1.E.2 Prohibited Use of Alcohol (105B). Alcohol may be consumed and/or possessed only by those of legal drinking age and only in authorized locations. On-campus use of alcoholic beverages is restricted in accordance with applicable city and state laws, both in residence halls and in designated facilities. Students are not permitted to have kegs or beer balls of alcoholic beverages or parties with alcohol in residence hall rooms. Underage possession, consumption, consumption in unauthorized locations, or furnishing of alcoholic beverages to any person under legal age to drink such beverages is prohibited.

Note: Because of Miami University's commitment to the responsible consumption of alcohol, mandatory minimum penalties will be imposed upon a finding of a violation of this policy.

The University will notify by email or regular US mail the parents of students under the age of 21 who have been found responsible for violating the Code of Student Conduct regarding the use or possession of alcohol or drugs.

A student who after having a hearing for a violation of Section 2.1.E.1, Intoxication, is found not responsible, may be found responsible for a violation of Section 2.1.E.2, Prohibited Use of Alcohol. See Section 2.3.E for penalties (see Part 4, Chapter 4 for Policy on Alcohol Use).

A student who after having a hearing for a violation of Section 2.1.E.1, Prohibited Use of Alcohol, is found not responsible may be found responsible for a violation of Section 2.1.N, Complicity.

2.1.F Drug Use

Attachment K

(106A) The use, offer for sale, sale, distribution, possession, or manufacture of any controlled substance or drug except as expressly permitted by law is prohibited. The use, offer for sale, sale, distribution, possession, or manufacture of chemicals, products, or materials for the purpose of use as an intoxicant except as expressly permitted by law is also prohibited. Examples of prohibited behavior include huffing or sniffing glue or paint and the use of nitrous oxide (whip-its).

(106B) Possession of drug paraphernalia is also prohibited. Drug paraphernalia as it applies in this section means any equipment, product, or material of any kind that is used in propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance.

A student who after having a hearing for a violation of either part of Section 2.1.F, Drug Use, is found not responsible may be found responsible for a violation of Section 2.1.N, Complicity.

2.1.G Weapons (107)

Possession or use of a dangerous weapon is prohibited. A dangerous weapon is defined as any instrument, device, or object capable of inflicting physical harm or death and designed or specifically adapted for use as a weapon, or possessed, carried, or used as a weapon. Examples of dangerous weapons include firearms, explosive devices, dangerous chemicals, knives, fireworks, compressed air guns, pellet guns, stun or zip guns, tasers, BB guns, and paint ball guns.

2.1.H Discrimination (108)

Discrimination in University education programs on the basis of sex, race, color, religion, national origin, disability, age, sexual orientation, gender identity, military status, or veteran status is particularly repugnant to the mission of Miami University. Miami University prohibits the unequal treatment in University education programs of a person on the basis of sex, race, color, religion, national origin, disability, age, sexual orientation, gender identity, military status, or veteran status (see The Student Handbook, Part 5, Chapter 14).

2.1.I Hazing (109)

Coercing another, including the victim, to do any act of initiation into, or as a condition of participation in, a student organization, fraternity, or sorority or activity that causes or creates a substantial risk of causing physical or mental harm to any person is prohibited. Examples of prohibited behavior include forced drinking of alcohol or water, paddling, creation of fatigue, physical shocks, degrading or humiliating games, physical harassment, branding, public stunts, and forced tattoos (see Appendix C of the *Code of Student Conduct* for additional examples and discussion).

Note: Because of Miami University's commitment to maintaining an environment free from hazing, mandatory minimum penalties will be imposed upon a finding of violation of this policy.

2.1.J Violation of Law (110)

Conduct that violates any federal, state, or local law is prohibited. The University will review any conduct reported by members of the University community, law enforcement personnel, or citizens as being in violation of the law. If in review the University determines, in its sole judgment, that the alleged conduct interferes with the University's exercise of its mission, processes, or functions, appropriate disciplinary action will be taken.

2.1.K Failure to Comply/False Reports (111)

111. A Failure to comply with the directions of law enforcement or University officials acting in performance of their duties, failure to comply with an order of dispersal, incitement to panic or riot, are prohibited. Examples of prohibited behavior include withholding information regarding an alleged criminal act, violation of the Code of Student Conduct or other University policy.

111.B Initiation of any false report, warning, threat of fire, threat of explosion, or other emergencies on University premises or at any University-sponsored activity is also prohibited. Examples of prohibited behavior include tampering with, impairing, disabling, or misusing fire protection systems such as fire detectors, sprinklers, alarms, and extinguishers.

2.1.L Abuse of Computing Resources (112)

Students are responsible to know and abide by the regulations outlined in the guide, *Responsible Use of Computing Resources at Miami*. Computing resources include hardware, software, and data owned, licensed, or developed by Miami University, students, or employees. Theft or other abuse of computer resources is prohibited. Examples of prohibited behavior include, but are not limited to:

Attachment K

1. Unauthorized entry into a file, to use, read, or change the contents, or for any other purpose; or unauthorized transfer of a file;
2. Unauthorized access to, use of, or control of computing resources including circumvention of computing system safeguard;
3. Unauthorized use of another individual's identification or password;
4. Use of computing resources to interfere with the work of another student, faculty member, or University official;
5. Unauthorized copying of computer software that is owned or licensed to the University;
6. Use of computing resources to interfere with normal operation of the University computing system or educational process;
7. Violation of software copyrights, license agreements, or trade secrets;
8. Activities for personal financial gain except as provided for by other University policy;
9. Using computing resources to violate federal, state, or local law.

2.1.M Disorderly Conduct (113)

Conduct which is disorderly, lewd, or indecent or which breaches the peace (e.g., causes alarm, annoyance, or nuisance) is prohibited. Disorderly conduct includes, but is not limited to, any unauthorized use of electronic or other devices to make an audio or video record of any person while on University premises without his or her prior knowledge, or without his or her effective consent when such a recording is likely to cause injury or distress. This includes, but is not limited to, surreptitiously taking pictures of another person in a gym, locker room, classroom, or restroom.

2.1.N Complicity (114)

Conspiracy to commit, solicitation of another to commit, aiding or abetting the commission of, or attempting to commit any conduct which is prohibited under Code One offenses of the Student Conduct Regulations is prohibited. This includes, but is not limited to being present in a residence hall room or with a group of persons where the prohibited use of alcohol or drugs is occurring.

2.1.O Violation of Sanctions (115)
Violation of any terms of disciplinary restrictions, probation, or suspension is prohibited. Failure to satisfactorily complete sanctions is a violation of University policy.

2.1.P Violation of University Policy (116)

Students are expected to follow all University policies, procedures, and regulations. Failure to follow University policies, procedures, or regulations is prohibited. Such policies, procedures, and regulations include:

1. Residence Hall Contracts and Guide to Residence Hall Living Rules and Regulations;
2. Signs, Posters, and Banners; Solicitation and Political Canvassing Regulations (see Part 5, Chapters 7 and 8);
3. Smoke-Free Environment Regulations;
4. *The Miami Bulletin—General Bulletin*;
5. Recreational Sports Rules and Regulations;
6. Housing, Dining, and Guest Services Rules and Regulations.

2.1.Q Unauthorized Use of University Keys or Access Cards (117)

The unauthorized use, distribution, duplication, or possession of any access device including keys or access cards issued for any University building, laboratory, facility, or room is prohibited.

CHAPTER 2. Sanctions

Sanctions may be imposed singly or in combination on individuals, student organizations, and fraternities, or sororities. A student may be suspended or dismissed for a single violation. Multiple violations or additional violations of the Code of Student Conduct may result in more severe sanctions.

No sanction will be imposed until all appeals are completed (see Chapter 4 Appeals). Failure to complete a sanction will result in a hold on the student's ability to register for subsequent semesters or to change a class schedule. Students are permitted to drop and withdraw as provided in The Student Handbook, Student organizations and fraternities and sororities will not be reinstated until all sanctions are completed.

The various sanctions are described as follows:

Attachment K

2.2.A Dismissal

Dismissal prohibits the student from ever attending Miami University. A student may not be re-admitted to the University after dismissal.

2.2.B Suspension/Revocation of Recognition

Suspension prohibits the student from attending Miami University for the duration of the suspension, which shall not exceed a period of more than five calendar years following its effective date. The Dean of Students or designee will determine the effective date of the suspension (either immediate suspension or at the close of the current semester, for a minimum of one subsequent semester, not to include summer terms). suspension of a student organization or fraternity, or sorority is a revocation (withdrawal) of University recognition. During a period revocation, a student organization, or fraternity, or sorority forfeits all the rights and privileges afforded to them by University policy.. A student, student organization or, fraternity, or sorority who has been suspended or recognition revoked must petition for re-enrollment/re-recognition. Conditions for reinstatement of recognition will typically be outlined in the original sanction.

Academic credit earned elsewhere during a period of disciplinary suspension will not be accepted in transfer. Incomplete grades may not be removed during periods of non-registration including suspension (non-academic) or dismissal.

2.2.C Disciplinary Probation

Disciplinary probation indicates the behavior of a student, student organization, fraternity or sorority has resulted in a sanction that is close to suspension. It is imposed for a definite period of time and may include disciplinary restrictions. A student or representatives of an organization, fraternity, or sorority on probation may be required to meet periodically with a person designated by the Office of Ethics and Student Conflict Resolution.

2.2.D Disciplinary Restrictions

Disciplinary restrictions may be imposed with or without suspension, revocation of recognition or probation. Disciplinary restrictions include but are not limited to:

1. Restrictions from participating in intercollegiate athletics, extracurricular activities, and residence life activities;
2. Restrictions in the right of access to campus facilities, including residence halls;
3. Monetary payments for purpose of restitution or to cover the expense of educational sanctions;
4. Required University service;
5. No contact/restraining orders;
6. Denial of financial assistance from programs funded by the University;
7. Removal from or reassignment of University housing;
8. Required attendance at educational/assessment programs, such as anger management workshops and comprehensive substance abuse assessments;
9. Administrative hold on access to specified University documents;
10. Loss of University privileges, including but not limited to parking and computing/email resources;
11. Suspension of the opportunity to study abroad.
12. Revocation of the right to the use of University facilities, University funding or other privileges for a defined period of time;
13. Planning of and attendance at educational programming;
14. Prohibition of participation in or sponsorship of social, intramural, or other activities or events; and

2.2.E Penalties for Alcohol Violations

2.2.E.1 Intoxication or Negative Behavior Involving the Use of Alcohol (see Section 2.2.E.2 for disciplinary procedures for Prohibited Use of Alcohol). Any student who is intoxicated or exhibits negative behavior after using alcohol is in violation of this policy. Examples include, any student who, after consuming alcohol, destroys property, becomes physically violent, becomes aggressive, or refuses to cooperate with any University staff member, police officer, or person of authority who is performing his or her duties, is in violation of this policy.

Attachment K

Minimum Penalties:

- a. **First Offense.** The minimum penalty for a first offense is mandatory attendance at a four-hour substance abuse education program and a minimum charge of \$200 to the student for the program as well as mandatory participation in a comprehensive substance abuse assessment and a minimum charge of \$250 to the student for the assessment. Further intervention and an opportunity to participate in group sessions may be recommended by the counselor. There will be no additional charge to the student for participation in the group sessions at the Student Counseling Service.
- b. **Second Offense.** Suspension from the University, either immediately or at the close of the current semester, for a minimum of one subsequent semester (not to include summer terms).

If a student is suspended as a result of alcohol violations and subsequently returns to Miami University, another violation of the alcohol policy may result in dismissal. Registration for subsequent semesters will be withheld until the student complies with the penalties assessed for the first offense. If a student has been officially found to have committed an alcohol offense and two calendar years have elapsed without a subsequent finding for such an offense, a prior offense will be considered in determining the current penalty but the minimum penalty is not mandatory. For multiple violations of the Student Conduct Regulations, additional penalties may be warranted and imposed in accordance with normal University disciplinary procedures.

2.2.E.2 Prohibited Use of Alcohol

Minimum Penalties:

- a. **First Offense.** The minimum penalty for a first offense is required attendance at a two-hour substance abuse program designed to acquaint students with their civil and legal responsibilities as well as the personal and career implications of alcohol and other substance abuse. There will be a minimum charge of \$150 to the student for the program.
- b. **Second Offense.** The minimum penalty for a second offense is mandatory participation in a comprehensive substance abuse assessment and a minimum charge of \$250 to the student for the assessment. Further intervention and an opportunity to participate in group sessions may be recommended by the counselor. There will be no additional charge to the student for participation in the group sessions at the Student Counseling Service.
- c. **Third Offense.** Suspension from the University, either immediately or at the close of the semester, for a minimum of one subsequent semester (not to include summer terms).

If a student is suspended as a result of alcohol violations and subsequently returns to Miami University, another violation of the alcohol policy may result in dismissal. Registration for subsequent semesters will be withheld until the student complies with the penalties assessed for the first or second offenses. If a student has been officially found to have committed an alcohol offense and two calendar years have elapsed without a subsequent finding for such an offense, a prior offense will be considered in determining the current penalty, but the minimum penalty is not mandatory. For multiple violations of the Student Conduct Regulations, additional penalties may be warranted and imposed in accordance with normal University disciplinary procedures.

2.2.E.3 Multiple Alcohol Violations Involving Prohibited Use of Alcohol and Intoxication. The minimum penalty for any combination of three alcohol violations is suspension from the University, either immediately or at the close of the semester, for a minimum of one subsequent semester (not to include summer terms).

2.2.E.4 Sanctions for Alcohol Violations by Student Organizations and Fraternities and Sororities (105B)

Minimum Penalties:

a. **First Offense.** The minimum penalty for a first offense is required attendance of members of the organization at a two-hour substance abuse program designed to acquaint organization members with their civil and legal responsibilities as well as the personal and organizational implications of alcohol and other substance abuse. Programs must be pre-approved by the Office of Ethics and Student Conflict Resolution. Attendance requirements will be established by the Office of Ethics & Student Conflict Resolution.

b. **Second Offense.** No less than two semesters of Disciplinary Probation and one or more of the following Disciplinary Restrictions:

1. No events with alcohol for a time period to be specified by the Office of Ethics and Student Conflict Resolution;
2. Evidence of a risk management plan for organization sponsored events.

If applicable, provide proof of national organization involvement in the development of or approval of the risk management plan;

Attachment K

3. Denial of the ability to host events for a time period to be specified by the Office of Ethics and Student Conflict Resolution;
4. Additional substance abuse education as specified by the Office of Ethics and Student Conflict Resolution;
5. Restriction of access to University controlled space or resources;
6. Community service approved by the Office of Ethics and Student Conflict Resolution
7. Required meeting(s) with an appropriate university official; or
8. Restriction from participation in university sponsored events.

c. Third Offense. Revocation of recognition, either immediately or at the close of the semester for a minimum of one subsequent semester. Disciplinary Probation for a minimum of two semesters following the period of revocation of recognition.

If at least three calendar years have elapsed from the date of last incident, a prior offense will be considered in determining the sanction, but does not require the imposition of the minimum sanction.

2.2.F Penalties for Dishonesty Violations

Minimum Penalties:

1. First Offense. The minimum penalty for a first offense is completion of an ethics and integrity education program and a minimum charge of \$200 to the student for the program.
2. Second Offense*. Suspension from the University, either immediately or at the close of the current semester, for a minimum of one subsequent semester (not to include summer terms).

*If the student has been found responsible for a previous act of academic dishonesty or for previously violating Section 102 (Dishonesty) of the Code of Student Conduct, the automatic sanction will be suspension for at least one semester.

If a student is suspended as a result of dishonesty violations and subsequently returns to Miami University, another violation of the dishonesty policy may result in dismissal. Registration for subsequent semesters will be withheld until the student complies with the penalties assessed for the first offense.

2.2.G Written Reprimand

Written reprimand is an official notification that the behavior of the student, student organization, fraternity, or sorority has been unacceptable. Authorized staff members of the Office of Residence Life, the Office of Ethics and Student Conflict Resolution, or the Dean of Students Office may issue a written reprimand without a hearing for violation of regulations. Written reprimands will be placed in the official disciplinary file.

2.2.H Summary Suspension

The Dean of Students or designee may summarily suspend a student, student organization, or fraternity or sorority; prohibit the same from any or all appropriate portions of University premises, University-related activities, or registered student organization, fraternity, or sorority activities; and/or permit the student, student organization, or fraternity or sorority to remain only under specified conditions for the interim period prior to a disciplinary hearing. A student may also be summarily suspended pending adjudication of felony criminal charges. A summary suspension will be imposed whenever the Dean of Students or designee determines that the continued presence of the student, student organization, fraternity, or sorority on the University campus poses a significant risk of substantial harm to the health or safety of the student, to others, to the stability or continuance of normal University functions, or to property.

Before making such a determination, the Dean of Students or designee shall notify the student of the reasons that the summary suspension is being considered and provide the student with an appropriate opportunity to respond to the President or designee. The purpose of the response is to address only:

1. the reliability of the information concerning the student's conduct; and
2. whether or not the conduct and surrounding circumstances reasonably indicate a significant risk as described above.

If in the Dean of Student's or designee's judgment, the student's, student organization's, fraternity's, or sorority's continued presence on campus poses a significant danger to the University community, the student, student organization, fraternity, or sorority may be immediately suspended prior to the process described above. The Dean of Students or designee will make a reasonable effort to provide the notification and response procedures within 24 hours after the notice of suspension has been delivered. If the student or representative of the student organization, fraternity,

Attachment K

or sorority fails to appear at the hearing, the hearing officer will make the determination based upon the available information.

2.2.I Sanctions for Hazing Violations

Minimum Penalties:

a. First Offense. The minimum penalty for a first offense shall include at least two of the following sanctions:

1. Evidence of a risk management plan for organization-sponsored events. If applicable, provide proof of national organization involvement in the development of or approval of the risk management plan;
2. Denial of the ability to recruit new members for a time period to be specified by the Office of Ethics & Student Conflict Resolution;
3. Education as specified by the Office of Ethics & Student Conflict Resolution.
4. Restriction of access to University controlled space and resources;
5. Disciplinary Probation for a period of no less than two semesters; or
6. Suspension for a minimum of one semester.
7. Any other disciplinary restrictions permitted under Section 2.2D,

b. Second Offense. The minimum penalty for a second offense is revocation of recognition from the University, either immediately or at the close of the semester for no less than two semesters And disciplinary probation for at least two semesters following the reinstatement of recognition.

If an organization, fraternity or sorority has been found to have committed a hazing offense and three calendar years have elapsed from date of incident without a subsequent finding for such an offense, a prior offense will be considered in determining the current penalty, but the minimum penalty is not mandatory.

CHAPTER 3. Hearing Procedures

2.3.A Complaint and Notice

2.3.A.1 Complaint. Any person, agency, organization or entity may make a complaint to the Office of Ethics and Student Conflict Resolution alleging a violation of a Code One regulation by a student, student organization, fraternity, or sorority. The University will treat a police report or citation as a complaint.

2.3.A.2 Notice. The Office of Ethics and Student Conflict Resolution or designee or Office of Residence Life, after reviewing a complaint or on its own initiative, may initiate the disciplinary process by giving the accused student, student organization, fraternity, or sorority written notice of the alleged violation(s). The notice may be sent to the mailing address and/or e-mail address listed with the University information system or the address on the complaint. Notice also may be delivered in person by law enforcement personnel or by University staff. The written notice shall describe the alleged violation(s) and inform the student, student organization, fraternity, or sorority about the reported circumstances underlying the alleged violation(s).

For complaints alleging violations in which suspension is not a proposed sanction, the student will not be afforded an opportunity for a procedural review.

The notice will contain the proposed sanction(s) for the violation and the following statement:

If you dispute the allegations, you may request a hearing before Student Court or an administrative hearing. If you do not request a hearing within five University working days of the date of this notice, you will be deemed to have committed the violation and the proposed sanction(s) will be imposed. If you request a hearing, the administrative hearing officer or Student Court may (if you are found to have committed a violation) impose any sanction from written reprimand to disciplinary probation (for minimum mandatory sanctions see Sections 2.3.E.1, 2.3.E.2, and 2.3.F of The Student Handbook).

2.3.B Procedural Review

Attachment K

The purpose of the procedural review is to review the charges, provide an explanation of the disciplinary process, discuss the student's, student organization's, or fraternity's or sorority's options, and advise the student, student organization, fraternity, or sorority regarding the potential sanction(s) for the alleged violation(s). The accused student or an authorized student representative of the student organization, fraternity, or sorority shall attend the procedural review, which will be conducted by a judicial staff member in the Office of Ethics and Student Conflict Resolution on the Oxford campus, Student Services on the Hamilton campus, or Student Affairs on the Middletown campus. In the Office of Ethics and Student Conflict Resolution, the judicial staff member will be the Director or Associate Director of Ethics and Student Conflict Resolution or designee. On the Hamilton campus, the judicial staff member will be the Assistant Director of Student Services or designee; on the Middletown campus, the judicial staff member will be the Associate Dean for Student Affairs or designee.

The judicial staff member shall determine and advise the student, student organization, fraternity, or sorority of the proposed sanction(s) during the procedural review. If an accused student, student organization, fraternity, or sorority (through an authorized student representative) fails to appear at the procedural review, the student may be deemed to have committed the violation and the sanction(s) set forth may be imposed or the matter may be scheduled for a hearing at the discretion of the judicial staff member. Procedural reviews may be rescheduled at the discretion of the judicial staff member.

2.3.C Selection of Hearing Option

A student, student organization, fraternity, or sorority must, no later than two University working days from the time of the procedural review or if there is no procedural review five days from receipt of the notice, select one of three options and return the Page Two Option Form to the Office of Ethics and Student Conflict Resolution.

The options are:

1. Admit to the charge(s) and agree to accept the imposition of sanction by the Office of Ethics and Student Conflict Resolution; or
2. Request an administrative hearing before the Director of Ethics and Student Conflict Resolution, Associate Director, or designee, Associate Dean for Student Affairs/Student Services on the regional campuses or designee, or Director of Residence Life or designee (as applicable); or
- 3.a. Request a hearing before Student Court if suspension or dismissal is not a potential sanction; or
- 3.b. Request a hearing before the Disciplinary Board if suspension or dismissal is a potential sanction.

The Office of Ethics and Student Conflict Resolution encourages students charged in the same incident and who have chosen the same hearing venue to have their cases consolidated for hearing. The Office of Ethics and Student Conflict Resolution reserves the right to require consolidation for a hearing when students charged in the same incident have chosen the same hearing venue.

If the accused student, student organization, fraternity, or sorority fails to timely notify the judicial staff member of the option selected, the Office of Ethics & Student Conflict Resolution will select and schedule the hearing.

2.3.D Hearing

2.3.D.1 Administrative Hearings The administrative hearing officer or designee will schedule and conduct the hearing and will determine from the weight and credibility of the statements and evidence presented whether the student, student organization, fraternity, or sorority has violated the Student Conduct Regulations.

- a. The hearing shall commence not sooner than three University working days after the request for a hearing.
- b. The complainant and the accused student or authorized representative of the accused student organization, fraternity, or sorority are entitled to be advised at the hearing by another person of their choice. They are each entitled to bring an attorney, at their own expense, to the hearing. This attorney may act as an adviser to the complainant, the accused student, student organization, fraternity, or sorority subject to the constraints imposed by the administrative hearing officer.
- c. The hearing shall be closed to the public. Both the complainant and the accused are entitled to bring two persons for support to the hearing. The University may accommodate concerns for personal safety, well-being, and/or concerns regarding confrontation among the complainant, the accused and other witnesses during the hearing by providing separate facilities, by using a visual screen or by permitting participation by telephone, videophone, closed circuit television, video conferencing, written statement or other means.
- d. The accused shall have the right to file with the administrative hearing officer a written response to the charges. Any response must be filed and a copy delivered to the Office of Ethics and Student Conflict Resolution at least 24 hours prior to the hearing. The administrative hearing officer shall have the right to determine the acceptability of testimony and other evidence during the hearing and may place time limitations on testimony and on closing arguments. Character witnesses may be called prior to the recommendation of sanction(s) in the event the student is found to have committed a violation of the Student Conduct Regulations.

Attachment K

- e. The accused and the complainant shall have the right to submit evidence and question adverse witnesses who testify in the matter. If the University elects to accept a witness's written statement in lieu of live testimony, the identity of the witness and his or her statements shall be fully disclosed to the other side and they shall be given the opportunity to respond to such statements. Witnesses other than the complainant and the accused shall be present only when they are giving testimony. The administrative hearing officer has the right to control all questioning of witnesses and may require that all questions be conducted by the hearing officer.
- f. The hearing shall be recorded on equipment supplied by the University. Either the complainant or accused may make provisions for a stenographic report of the hearing, subject to their own payment of the cost; or as the parties may agree, in advance in writing, to share the expense of the stenographic report. If a stenographic report is made, a copy shall be supplied to the University at no cost.
- g. The University may elect to present the case on behalf of the complainant. In rare instances, the University may elect to present the case using a licensed attorney. In that event, the accused will be given notice and an opportunity to be represented by an attorney at the student's, student organization's, fraternity's, or sorority's own expense.
- h. The only persons entitled to be present at the hearing are the complainant, the accused (each with an adviser of his or her choice and a maximum of two persons for support) and personnel from the Office of Ethics and Student Conflict Resolution.

If the administrative hearing officer or designee determines that a violation of the Student Conduct Regulations has occurred, he or she will impose the appropriate sanction(s). If an accused student, student organization, fraternity, or sorority fails to appear at a scheduled administrative hearing and the absence is not excused, the hearing may proceed without the presence of the accused. Hearings may be rescheduled at the discretion of the administrative hearing officer.

2.3.D.2 Disciplinary Board Hearings The University Disciplinary Board will be composed of ten faculty members, endorsed by the chair or co-chairs of the Board and appointed by the President; eight undergraduate students, who are juniors or seniors, nominated by Associated Student Government and appointed by the President; and two graduate students, nominated by the Dean of the Graduate School and appointed by the President. The Disciplinary Boards on the regional campuses in Hamilton and Middletown will be composed of six faculty members appointed by the President and four undergraduate students who have earned at least 30 semester hours and are in good academic standing, nominated by the Associated Student Government on the respective campus and appointed by the President. The chair or co-chairs of the Disciplinary Board will be members of the faculty and will be appointed by the President. Except for the chair or co-chairs, who will serve three-year terms, all members will serve one-year terms. Quorum for University Disciplinary Board hearings is defined as at least three faculty members and two students. If the accused student is a graduate student, one of the student members shall be a graduate student.

In cases in which the accused student, student organization, or fraternity, or sorority is entitled to and has timely requested a hearing before the Disciplinary Board, the Office of Ethics and Student Conflict Resolution shall schedule the hearing.

- a. The hearing shall commence not sooner than three University working days after the request for a hearing.
- b. The accused shall have the right to file with the Disciplinary Board a written response to the charges. Any response must be filed and a copy delivered to the Office of Ethics and Student Conflict Resolution at least 24 hours prior to the hearing.
- c. The complainant and the accused student or authorized representative of the accused student organization, or fraternity, or sorority are entitled to be advised at the hearing by another person of their choice. They are each entitled to bring an attorney, at their own expense, to the hearing. This attorney may act as an adviser to the complainant, the accused student, student organization, or fraternity, or sorority subject to the constraints imposed by the Disciplinary Board.
- d. The hearing shall be closed to the public. Both the complainant and the accused are entitled to bring two persons for support to the hearing. The University may accommodate concerns for personal safety, well-being, and/or concerns regarding confrontation among the complainant, the accused and other witnesses during the hearing by providing separate facilities, by using a visual screen or by permitting participation by telephone, videophone, closed circuit television, video conferencing, written statement or other means.
- e. The chair, or a member of the Disciplinary Board designated by the chair to preside, shall have the right to determine the acceptability of testimony and other evidence during the hearing and may place time limitations on testimony and on closing arguments. Character witnesses may be called prior to the recommendation of sanction(s) in the event the student is found to have committed a violation of the Student Conduct Regulations.
- f. The accused and the complainant shall have the right to submit evidence and question adverse witnesses who testify in the matter. If the University elects to accept a witness's written statement in lieu of live testimony, the identity of the witness and his or her statements shall be fully disclosed to the other side and they shall be given the opportunity to respond to such statements. Witnesses other than the complainant and the accused shall be present only when they are giving testimony. The Disciplinary Board has the right to control all questioning of witnesses and may require that all questions be conducted by the Board.

Attachment K

- g. In rare instances, the University may elect to present formally a case using legal counsel. If the University elects to present a case using legal counsel, the accused will be given notice of the decision and will also have the opportunity to be represented by legal counsel.
- h. The hearing shall be recorded on equipment supplied by the University. Either the complainant or the accused may make provisions for a stenographic report of the hearing, subject to their own payment of the cost; or as the parties may agree, in advance in writing, to share the expense of the stenographic report. If a stenographic report is made, a copy shall be supplied to the University at no cost.
- i. Both sides shall be given a reasonable opportunity to present a closing statement.

At the close of the hearing, the Disciplinary Board shall deliberate privately as to whether the accused violated the Student Conduct Regulations. Boards will seek to reach consensus in adjudicating cases. In the event there is not consensus, a majority vote (the chair voting) will determine the outcome. In the event of tie votes, the report of the Board will be that no judgment was rendered. If a tie vote does occur, the Office of Ethics and Student Conflict Resolution will have the option of referring the case to another Disciplinary Board hearing in which the case is heard by Disciplinary Board members not present at the previous hearing. Within ten calendar days after the close of the hearing, the Disciplinary Board shall report its findings. If the Board determines that the accused violated the regulations, it will provide a written recommendation of the sanction to be imposed.

2.3.D.3 Student Court Hearings . Hearings before Student Court shall follow the same procedures as are followed by the Disciplinary Board. The Student Court will consist of 15 undergraduate students and up to two alternate undergraduates. Student Senate confirms the Student Court appointments. The term of office will be for one calendar year beginning on the last day of second semester or until resignation or removal. Quorum for Student Court hearings is defined as at least five students. If the accused student is a graduate student, one of the student members shall be a graduate student. The Student Court will handle all cases referred to it by the Office of Ethics and Student Conflict Resolution.

2.3.D.4 Notification . The Office of Ethics and Student Conflict Resolution will notify the student, student organization, or fraternity, or sorority of the decision (in writing) of the outcome of the hearing and will also notify the student, student organization, fraternity, or sorority if responsible, of the sanction(s) imposed.

2.3.D.5 Administrative Fee. Any student, student organization, or fraternity, or sorority that is found responsible for violating the Code will be assessed an administrative fee of \$50 per incident.

CHAPTER 4. Appeals

2.4.A University Appeals Board

2.4.A.1 Following the suspension or dismissal of a student or the revocation of recognition of a student organization, or fraternity, or sorority the accused student, student organization, or fraternity, or sorority and the Office of Ethics and Student Conflict Resolution or the Office of Residence Life have the right to file a written appeal with the University Appeals Board within five University working days of the written notification of the disposition of the matter by the Office of Ethics and Student Conflict Resolution or Office of Residence Life. The appeal should be addressed to the chair of the University Appeals Board and should state the basis for the appeal and should include all supporting documents. Regardless of campus origin, all appeals should be submitted to the Office of Ethics and Student Conflict Resolution on the Oxford campus. During the period of appeal, all sanctions, except for summary suspension, will be held in abeyance.

- a. The University Appeals Board shall be composed of five faculty, three undergraduate students, and one graduate student, all of whom shall be members of the University Senate and shall be appointed by the President. Quorum for the University Appeals Board is defined as three faculty members and two students.
- b. The function of the University Appeals Board shall be as follows: to hear appeals of undergraduate academic misconduct cases, in accordance with the undergraduate academic integrity regulations published in *The Student Handbook*; to hear appeals in student disciplinary cases, in accordance with the Student Conduct Regulations published in *The Student Handbook*.

2.4.A.2 Appeals may be filed for the following reasons:

- a. Inappropriate sanction;
- b. Procedural defect in the adjudication of the case;
- c. New evidence.

2.4.A.3 The Appeals Board will meet in closed session(s). The Appeals Board, in considering an appeal, shall find the appeal to have merit or not have merit by majority vote, within the parameters set forth below:

Attachment K

- a. If the appeal alleges that the sanction was inappropriate and the Appeals Board finds the sanction to be inappropriate, the Appeals Board may increase or reduce the sanction.
- b. If the appeal alleges that there was a defect in procedure or new evidence is presented and the Appeals Board finds that there was a defect in the procedure or new evidence was presented which was sufficiently substantial to have affected the outcome, the Appeals Board will order a new hearing.

The Appeals Board will notify (in writing) the accused and the Office of Ethics and Student Conflict Resolution of its decision within ten working days of its receipt of the appeal from the Office of Ethics and Student Conflict Resolution. If the Appeals Board requires additional time, the Vice President for Student Affairs or the Dean of Students may extend the time limit. The extension shall be in writing and shall include the reason for the extension, and copies shall be forwarded to both the complainant and the respondent. If a new hearing is ordered, the new hearing will be held before the original hearing authority.

2.5.B Vice Presidential Review (502)

In the event the original hearing authority or the appeals board imposed a sanction of suspension or dismissal, the accused student, the accused student organization, or fraternity or sorority or the Office of Ethics and Student Conflict Resolution or the Office of Residence Life may request the Vice President for Student Affairs or designee to review a decision. A request for review must be presented to the Office of the Vice President for Student Affairs in writing within three University working days of the receipt of the written notification of the decision of the Appeals Board. The request should state the basis for the request and include all supporting documents.

2.5.B.1 Requests for a Vice Presidential review may be filed for the following reasons:

- a. Inappropriate sanction;
- b. Procedural defect in the adjudication of the case;
- c. New evidence.

2.5.B.2 The Vice President or designee may elect to review or not review a decision. In cases where the Vice President elects to review a decision, the Vice President or designee shall find the appeal to have merit or not have merit within the parameters set forth below:

- a. If the appeal alleges that the sanction was inappropriate and the Vice President finds the sanction to be inappropriate, the Vice President or designee may increase or reduce the sanction.
- b. If the appeal alleges that there was a defect in procedure or new evidence is presented and the Vice President or designee finds that there was a defect in the procedure or new evidence was presented which was sufficiently substantial to have affected the outcome, the Vice President or designee will order a new hearing.

The Vice President or designee will notify the parties in writing of either the decision not to review or to review the matter and, if reviewed, the Vice President's or designee's disposition of the matter on review.

2.5.B.3 The decision of the Vice President or designee to change a sanction or sustain the finding of the Appeals Board is final. The result of any new hearing ordered by the Vice President or designee may be appealed only as detailed in Section 2.5.A. If a new hearing is ordered, the new hearing will be held before the original hearing authority.

CHAPTER 6. Miscellaneous

2.6.A Withdrawal

Should an accused student be academically dismissed or withdraw from Miami University before a "1219" or disciplinary action has been resolved, the matter may proceed in the absence of the student and/or a disciplinary hold note may be placed on the student's official transcript indicating "disciplinary charges are pending or disciplinary sanctions are incomplete at Miami University." Academic credit earned elsewhere during a period of disciplinary hold will not be accepted in transfer. A disciplinary hold will not permit a student to register for a subsequent semester, change a current class schedule, or receive an official transcript. Students are able to drop and withdraw from a course(s) per University policy as noted in Section 1.2.C. If a hold is placed subsequent to a student registering for classes, the classes will be cancelled prior to the start of the semester.

2.6.B Release of Disciplinary Information

The Clery Act and the Family Educational Rights and Privacy Act (FERPA), permit universities to disclose certain disciplinary information.

In cases of an alleged sex offense, in accordance with the Clery Act, both the accuser and the accused will be notified, in writing, of the outcome of the disciplinary proceedings. Upon request Miami University will disclose to alleged

Attachment K

victims of crimes of violence or nonforcible sex offense the results of University disciplinary proceedings. If the student is an alleged perpetrator of a crime of violence or nonforcible sex offense as defined by FERPA, and is found responsible for violating the Code of Student Conduct, the University may disclose to any person the final results of University disciplinary proceedings (name of the student, Code Section violated, and sanction imposed).

The University will notify by email or regular US Mail the parents of students under the age of 21 who have been found responsible for violating the Code of Student Conduct regarding the use or possession of alcohol or drugs.

2.6.C Disciplinary Records

The Office of Ethics and Student Conflict Resolution is responsible for maintaining student disciplinary records. Disciplinary records are kept confidential to the extent permitted by law (see Section 2.6.B above).

1. Records of disciplinary actions resulting in a finding of not responsible are maintained by the Office of Ethics and Student Conflict Resolution until the end of the academic year in which the finding is made at which time they are destroyed.
2. Records of disciplinary actions resulting in a finding of responsible and sanctions other than suspension or dismissal are maintained by the Office of Ethics and Student Conflict Resolution for seven years following the date the finding is made at which time they are destroyed.
3. Records of disciplinary actions resulting in a finding of responsible and a sanction of suspension or dismissal are maintained indefinitely by the Office of Ethics and Student Conflict Resolution. A notation of suspension or dismissal is reflected on the student's official University academic record (transcript) maintained by the Office of the Registrar.
4. A request to expunge a record may be made in accordance with Section 2.6.D below.
5. Academic credit earned elsewhere during a period of suspension or dismissal will not be accepted in transfer. Incomplete grades may **not** be removed during periods of non-academic suspension or dismissal.

2.6.D Requests to Expunge Disciplinary Records

At any time after seven years from the date of the finding in which a sanction of suspension was imposed, a student or former student may petition the Dean of Students or designee to have his or her disciplinary record expunged. The decision to expunge will be based on the severity of the violation(s), the person's disciplinary record as a whole, and evidence of good behavior since the violation(s). If the record is expunged any notation of a disciplinary suspension will be removed from the official academic record maintained by the Office of the Registrar.

A student who has been dismissed from the University may not request to have his or her record expunged. However, the Vice President for Student Affairs has authority to expunge the record and remove the notation in extraordinary circumstances, seven academic years following the date the finding was made.

2.6.E Refund Policy

In the event of a suspension or dismissal, the University will follow the regular refund schedule available via the Office of the Bursar website at <http://www.units.muohio.edu/bur/>. Housing fees are normally prorated, forfeiting the deposit, in the event of a suspension or dismissal from University housing.

2.6.F Graduation

All Miami University disciplinary charges against a student must be resolved and sanctions completed before a student is eligible to graduate.

2.6.G Interpretation of the Code

Any question of interpretation or application of the Code of Student Conduct shall be referred to the Vice President for Student Affairs or designee for final determination.

CHAPTER 7. Appendix - Supplementary Disciplinary Procedures

APPENDIX A. The Miami University John E. Dolibois European Center (MUDEC) Discipline Policies

2.7A.A Introduction

Attachment K

Because the tradition of individual responsibility and respect for others is deeply anchored at MUDEC, circumstances involving dismissal of students have rarely arisen. Nonetheless, it is essential that everyone should be fully aware of the academic and student conduct regulations as they apply at MUDEC. The reason for these special rules lies in the small number of students and faculty at MUDEC, the special status of the Miami campus in Luxembourg, and the sense of community that must prevail.

We ask you to read very carefully this explanation of the MUDEC attendance and discipline policies. We have tried to include in one document all the discipline and attendance-related regulations that apply at MUDEC and which will be further described to you at orientation. Please be sure that your parents are aware of the special features of the MUDEC attendance and discipline policies. Your parents will also receive the MUDEC calendar, the field tour cost explanation, and the estimated cost sheet for next year. Once you have read this material, you are required to sign the attached form indicating your willingness to abide by these regulations and your understanding of the possible consequences if you do not. See Section 1.9.B for the MUDEC attendance policies.

2.7A.B Student Conduct

The Code of Student Conduct in *The Student Handbook* shall apply to all students at MUDEC. This includes the policies regarding the use and abuse of alcohol or other drugs, with recognition that the laws abroad may vary from those in the United States. When there is evidence or an allegation of a violation of the Code of Student Conduct and/or of MUDEC regulations, disciplinary proceedings may be initiated. Specifics of the conduct policy are spelled out below and on the waiver form that you must sign before leaving the U.S. All provisions of the Code of Student Conduct regarding procedures shall apply to students at MUDEC, with the following exceptions:

1. Disciplinary action will be initiated by the Dean of MUDEC. Prior to the procedural review, the Dean will consult with the Oxford campus Office of Ethics and Student Conflict Resolution to determine whether the case should be adjudged in full at MUDEC or whether some aspect of the disciplinary process should be undertaken after the student's return to the U.S. The student shall be notified of this decision as part of the procedural review.
2. In addition to the sanctions listed in Chapter 3 of the Code of Student Conduct, it shall be understood that "Termination of Enrollment at the Dolibois European Center (MUDEC)" may be among the sanctions imposed. The decision made by the Luxembourg Disciplinary Board does not preclude the possibility of further disciplinary action upon the student's return to the Oxford campus.
3. All references to University officials are deemed references to the most closely analogous officials at MUDEC.
4. The MUDEC Disciplinary Board shall be composed of five members: One fulltime faculty member of MUDEC (who shall serve as chair and arrange for minutes of the proceedings to be kept); the Student Activities Coordinator; one European instructor familiar with MUDEC; and two students.
 - a. The Dean shall appoint the faculty and staff members at the beginning of each academic year. The two student members, plus one alternate, shall be appointed by the Dean of MUDEC at the beginning of each semester or at other times if a vacancy should occur.
 - b. The Dean shall attend the meeting of the Disciplinary Board in order to explain the reasons for instituting disciplinary proceedings against the student.
5. The University Appeals Board of Miami University, Oxford, Ohio, will adjudicate any appeals of the findings of the MUDEC Disciplinary Board.
6. There will be no vice presidential review of these decisions.

Following suspension and/or dismissal from MUDEC, the student will be required to leave University-provided housing in Luxembourg immediately. No refund of fees paid will be made.

2.7A.C Waivers

Before leaving for Luxembourg, all students are required to sign a waiver indicating: (a) that they have read and understood the MUDEC attendance and discipline policies, and (b) that they understand and accept the possible sanctions in case of any violation of one or the other (or both) of these policies.

APPENDIX B. "1219" Offenses

"1219" Offenses of Violence

The Ohio Revised Code enumerates the following offenses of violence:

- 2903.01 - *Aggravated Murder*
- 2903.02 - *Murder*
- 2903.03 - *Voluntary Manslaughter*
- 2903.04 - *Involuntary Manslaughter*
- 2903.11 - *Felonious Assault*

Attachment K

2903.12 - *Aggravated Assault*
2903.13 - *Assault*
2903.15 - *Permitting Child Abuse*
2903.21 - *Aggravated Menacing*
2903.211 - *Menacing by Stalking*
2903.22 - *Menacing*
2905.01 - *Kidnapping*
2905.02 - *Abduction*
2905.11 - *Extortion*
2907.02 - *Rape*
2907.03 - *Sexual Battery*
2907.05 - *Gross Sexual Imposition*
2909.02 - *Aggravated Arson*
2909.03 - *Arson*
2909.24 - *Terrorism*
2911.01 - *Aggravated Robbery*
2911.02 - *Robbery*
2911.11 - *Aggravated Burglary*
2917.01 - *Inciting to Violence*
2917.02 - *Aggravated Riot*
2917.03 - *Riot*
2917.31 - *Inducing Panic*
2919.25 - *Domestic Violence*
2921.03 - *Intimidation*
2921.04 - *Intimidation of Crime Victim or Witness*
2921.34 - *Escape*
2923.161 - *Improperly Discharging Firearm at or Into Habitation or School Safety Zone*
Division (A)(1), (2), or (3) of section 2911.12 - *Burglary*
Division (B)(1), (2), (3), or (4) of section 2919.22 of the Revised Code - *Endangering Children*

APPENDIX C. Hazing

2.7C.A Definition

In the University context, the term “hazing” typically refers to actions directed toward or required of individuals new to a group or community by those who are established within the group. Hazing is a broad term encompassing a multiplicity of actions and activities which do not contribute to the positive development of a person; or which inflict or intend to cause mental or bodily harm or anxiety; or which demean, degrade, or disgrace a person.

Hazing is based on the premise that some members are less equal than other members and, therefore, less deserving of respect. It is rationalized by the philosophy that membership is earned, not learned. Hazing especially undermines new member education programs by eroding the atmosphere of mutual respect and trust necessary for groups to contribute to the positive personal growth of all members.

Hazing is strictly prohibited by University policy and state law.

2.7C.B Examples of Hazing

Examples of activities or situations that meet the definition of hazing include, *but are not limited to*, the following.

1. Forcing, requiring, authorizing, or encouraging any person to ingest alcohol, other drugs, food, or any other substance that is spoiled, undesirable, unsafe, or unhealthy.
2. Any form of paddling, physical abuse, psychological abuse, deception, or shocks.
3. Morally degrading or humiliating activities, games, or stunts including but not limited to the following:
 - a. Throwing anything (whipped cream, water, garbage, paint, etc.) at an individual.
 - b. Chairings and “polings.”
 - c. Deliberately creating a mess and requiring any person to clean up the mess.
 - d. Requiring or encouraging a person to yell when entering or leaving the chapter house or any other location.
 - e. Audible harassment such as yelling and screaming at a person, calling him or her demeaning names.
 - f. Playing extremely loud music or music which is repeated over and over.
4. Any activity that interferes with an individual’s scholastic pursuits (class attendance, preparation, study time etc.).
5. Causing excessive fatigue by any means including calisthenics, or not permitting six (6) hours of continuous sleep each night.

Attachment K

6. Branding.
7. Conducting a new member-related activity between the hours of midnight and 7:00 a.m., or awakening individuals during these hours.
8. Compelling an individual or group to remain at a certain place or to be transported within or beyond the Oxford City limits (road trips, kidnaps).
9. Requiring or compelling any person to conduct or participate in quests, treasure hunts, scavenger hunts, paddle hunts, big and little brother or sister hunts.
10. Requiring any person to “march” information or dress like others.
11. Requiring a person to carry items that might be cumbersome or embarrassing.
12. Not permitting a person to talk during an extended period of time.
13. Requiring nudity at any time.
14. Requiring an individual to perform personal errands (servitude).
15. Preventing any person from practicing personal hygiene.
16. Endorsing or encouraging any person’s participation in any activity that could be considered hazing. Note: The laws of the State of Ohio hold accountable not only the perpetrator of the activity but **those present and able to prevent a hazing incident from occurring**.

2.7C.C Questions to Ask

While this appendix is by no means all-encompassing, it should present a clearer view of what hazing is. If you are planning an activity, you may wish to use the following questions, adapted from the *Adelphian*, as guidelines.

1. Will the activity achieve one or more of the predetermined goals of your new member program?
2. Would you be willing to tell your adviser about the activity in advance?
3. Would you be willing to perform it in front of a University faculty or staff member?
4. Would you be willing to send a snapshot of the activity to your parents and the parents of the students involved?
5. Would you be willing to go to court to defend the merit of the activity?

If you are able to answer yes to these questions, then it is likely that the activity is appropriate for your organization, fraternity, or sorority. The Office of Student Activities and Leadership should be consulted if questions arise about the appropriateness of an activity.

Attachment L



1154 TOWN & COUNTRY COMMONS DRIVE
TOWN & COUNTRY, MISSOURI 63017
(636) 256-0680 FAX (636) 256-8095
www.pibetaphi.org

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FEB 28 2011

**Vice President
For Student Affairs**

February 25, 2011

Chris Taylor, Associate Director
Office of Ethics and Conflict Resolution
Miami University
17 Warfield Hall
Oxford, OH 45056

GRAND COUNCIL

MARY LOY TATUM
President

SUE KINGSLEY ROBINSON
Vice President Collegians

Dr. Barbara Jones
Vice President of Student Affairs
Miami University
111 Warfield Hall
Oxford, OH 45056

CINDY RICE SVEC
Vice President Alumnae

DIANE BIELMAN
*Vice President
Communications*

Scott Walter, Assistant Vice President for Student Affairs
Jenny Levering, Director Fraternity & Sorority Life
Cliff Alexander Office of Fraternal Life
Miami University
356 Shriver Center
Oxford, OH 45056

RAE WOHLHUETER
MAIER
Vice President Finance

PAULA PACE SHEPHERD
*Vice President
Membership*

LINDA NOEL IBSEN
*Vice President
Programming*

In accordance with the suspension of Pi Beta Phi's Ohio Zeta chapter at Miami University from April 30, 2010 to May 31, 2011, we are submitting our plan for re-recognition. Attached you will find a detailed program, week by week, for the 2011-2012 academic year, and plans for the 2012 fall semester. We have also included a copy of our Leading With Values program binder which outlines the new member program and other LWV seminars and optional programming that all chapters conduct.

Pi Beta Phi is committed to a comprehensive reorganization of the Ohio Zeta chapter. We will have a full time Resident Leadership Development Consultant (RLDC) living in Oxford for the fall 2011 semester, and making monthly visits during the second semester. This consultant has worked for us this year and as a second year brings a wealth of knowledge and skills to OH Zeta. I will be serving as the Chapter Assistance Officer, dedicated to working with the chapter throughout its reorganization. We have recruited a new Alumnae Advisory Committee of local alumnae to advise and mentor the chapter officers and members. A regional team of officers and Headquarters staff are also part of the support structure. Visits to campus will also be made by the Fraternity Risk Management Officer and our Internal Legal Counsel. These officers will focus on all risk management policies and procedures.

The plan will take all members through the program a brand new chapter colony would experience, starting with the very basics and laying out the Fraternity core

Attachment L

values and expectations. This is a values based education which we monitor and evaluate as the members go through the program.

It is our hope and request, should we be recognized, to come to campus in April in order to meet with the undergraduate members to explain the reorganization plan and to interview each member about the expectations and obligations should they desire to be an active member next year. They will be required to sign a commitment agreement to abide by and support the values of Pi Beta Phi as well as Fraternity policies and procedures.

We look forward to returning to Miami and the Panhellenic community as a valued member and to upholding Miami University policies, code of conduct and Pi Beta Phi values and expectations. Please let me know if you have any questions regarding our plan to reestablish the Ohio Zeta chapter.

Sincerely,

Carol Inge Warren

Carol Warren
Pi Beta Phi NPC Delegate
9972 Wellington Bay
Woodbury, MN 55125
651-295-5353
rjwarren@aol.com

cc: Grand Council
Headquarters
Region 2 Team
Risk Management Officer
Internal Legal Counsel



Pi Beta Phi Ohio Zeta Miami University
Reestablishment Plan
March 1, 2011

Pi Beta Phi plans to re-establish its chapter using the best practices of a new chapter colonization while integrating existing members. Pi Beta Phi believes that this model is a unique opportunity to reinvent the collegiate experience it offers at Miami University.

The following is a description of the efforts Pi Beta Phi will put in place with our chapter at Miami University over an eighteen month period starting April 2011.

Dedicated staff and support

The selection process for a Resident Leadership Development Consultant (RLDC) and a Chapter Assistance Officer (CAO) has already been completed. These women are Alex Roark and Carol Warren, respectively. Alex is a graduate of the University of New Mexico and is a traveling consultant this year. She returns as a second year consultant and will bring a wealth of knowledge and leadership to the OH Zeta chapter next year. Alex will live in Oxford for the fall semester and will visit monthly during the spring semester. Carol Warren currently serves as the National Panhellenic Conference Delegate for Pi Beta Phi. She served 12 years on the national council, has been a Foundation Trustee, and has served in NPC since 1997. Carol has a special affinity for Miami University as her youngest son is a Miami grad.

In addition to the RLDC and Chapter Assistance Officer, the chapter is also supported by an Alumnae Advisory Committee (AAC) made up of local alumnae. The members of AAC serve as mentors and advisors to the chapter and chapter officers. A regional team of officers, consisting of a Director and six Specialists responsible for Operations and Advisors, Programming, Membership, Finance, Regional Chapter Support and Risk Management and Policies also support both the AAC and chapter. The Fraternity Risk Management Officer (RMO) and Internal Legal Counsel (ILC) will also play a primary role in the reestablishment of OH Zeta. Additional chapter support is also provided by Headquarters staff.

Membership commitment

Pending approval from the university and prior to the end of the 2011 spring semester, it is the intent of Pi Beta Phi to conduct interviews with the existing members of the Miami University chapter. We would like to address concerns and questions the women may have about the process of reestablishing the chapter and what the Pi Beta Phi experience will look like going forward. We would also like to set clear expectations before the process begins. The preliminary interviews would allow us to determine how many women are willing to make the commitment to be active members of the chapter next fall; to assess leadership potential among the women; and to identify representatives to attend Pi Beta Phi's Convention in June.

We also plan to participate in continuous open bidding as soon as the fall term begins in order to recruit women who meet the values of our organization.

Risk management, policy education and event management initiatives

The risk management and policy education of the chapter will be organized and directed by the Fraternity's Risk Management Officer (RMO), with the support of the Fraternity's Internal Legal Counsel (ILC). The RMO will be working with the RLDC and the Collegiate Regional Team on the delivery of education throughout the

Attachment L

eighteen month period. Further, the CAO, RMO and ILC will work in partnership with the University to bring in University representatives to educate the chapter on the University's Risk Management and Student Conduct policies.

The RMO and the ILC will make visits to the campus in the Fall 2011 and Spring 2012, for specific educational programs with chapter members, the officers and committees, including the chapter's Policy and Standards Board and the Leadership and Nominating Committee. In the fall, the RMO will visit during the end of September or beginning of October to conduct a risk management presentation to the chapter, as well as have small group meetings with chapter members to have more focused discussions on the issues of concern. Further, the RMO and ILC will visit the chapter the week of November 13 to conduct individual meetings with newly elected chapter officers, educate and train the Policy and Standards Board, and present a risk management seminar to the chapter as a whole. After the conclusion of the recruitment process in January 2012 and prior to Pi Beta Phi's National Leadership Academy in February 2012, the RMO and ILC will visit to meet with the new members and work with the chapter as a whole, focusing on real-life scenarios and decision making in accordance with our values.

The chapter's bylaws will be redrafted in accordance with Pi Beta Phi's policies and the University's Risk Management Policy, as adopted in August 2010. The redrafting will be completed following Pi Beta Phi's national convention in June 2011, to incorporate revised policies that are expected to be adopted. We have enclosed a copy of Pi Beta Phi's Policy and Position Statements as well as a copy of the University's August 2010 Risk Management Policy where we have highlighted the congruence with our Fraternity policies.

These new initiatives include new event management procedures that will provide the chapter with a framework on how to conduct an event (social, philanthropic or sisterhood) and minimize liabilities (through preparation, contract review and advanced planning) in accordance with Pi Beta Phi's and the University's policies. The chapter will gain an understanding and appreciation for the risk management policies in effect and learn the procedures for conducting chapter events in accordance with those policies.

Additional activities in the fall will include the chapter (with the assistance of the RMO, RLDC and the Regional Team) and a transitional committee made up of emerging leaders from each class, conducting a step-by-step seminar on how a Pi Phi social event with alcohol and dates is planned and executed. The transition committee will conduct this seminar. AAC must be present. (This includes but is not limited to bus transportation, guest lists, bus behavior, wrist bands, security, sober monitors, etc.) After this seminar has been conducted and after the election of chapter officers, the chapter will plan its dry social event scheduled for December 2011 that is conducted under real-life conditions as if alcohol was to be served. Following recruitment in early 2012, the chapter will conduct another educational seminar, to include the new members. Following a successful seminar, the chapter Vice President Event Planning (VPEP) will work with the committee, AAC, the Regional Risk Management and Policy Specialist, to plan the dry social event scheduled for April 2012 with dates (but no other groups) that is conducted under the same real-life conditions described above. This will assist in transitioning the chapter to the Regional Team guidance model by the end of the Spring 2012 term.

The programming, policy and social event sanctions and requirements imposed by the Miami University Panhellenic Association in April 2010 have been incorporated into this plan, but will be carried out during the 2011-12 academic year instead of the 2010-11 academic year

Attachment L

Timeline of events and activities involved with re-establishing the chapter

Section I is a week-by-week outline of the first semester followed by key points for that window of time. Section II is a month-by-month outline and supporting key points as needed for the second semester of the 2011 – 2012 academic year. Section III is an overview of the expectations and obligations of the membership for the Fall 2012 semester.

Section I: Fall Semester 2011

June 24-28

- Two Miami collegians and one AAC member will attend the Pi Beta Phi Convention

Week of July 10

- Consultant Training in St. Louis, Missouri at Pi Beta Phi Headquarters

Week of July 17: Consultant Training in St. Louis, Missouri at Pi Beta Phi Headquarters

- RLDC and Chapter Assistance Officer work together on fall plan.

July or August (depending on availability):

- In depth training for Alumnae Advisory Committee (AAC) with the CAO and Collegiate Regional Team officers

Week of August 14: RLDC moves to Oxford

- RLDC holds an introductory meeting with Jennifer Levering, Director of Fraternity & Sorority Life
- RLDC holds an introductory meeting with the chapter's AAC
- RLDC investigates locations for Continuous Open Bidding (COB) recruitment events
- RLDC determines marketing options for recruitment effort
- RLDC has weekly phone call with Headquarters (HQ) and CAO

Week of August 21: Week One of Fall 2011 Classes

- RLDC, CAO, and chapter AAC, meet with returning members of Pi Beta Phi to discuss expectations and plans for COB recruitment; this will include the conversation that all members will complete the New Member Education program conducted by the RLDC to lay the ground work for the chapter going forward
- RLDC and chapter begin recruitment promotions and register PNMs
- RLDC meets with Panhellenic Council to establish a relationship
- RLDC attends Panhellenic meeting (if one occurs this week)
- RLDC meets with Jennifer Levering, Director of Fraternity & Sorority Life
- RLDC has weekly phone call with HQ & CAO

Week of August 28: Week Two of Fall 2011 Classes

- RLDC, visiting Leadership Development Consultant (LDC) and members continue the recruitment efforts throughout the week
- RLDC meets with Jennifer Levering, Director of Fraternity & Sorority Life
- RLDC attends Panhellenic meeting (if one occurs this week)
- RLDC has weekly phone call with HQ & CAO

Attachment L

Week of September 4: Week Three of Fall 2011 Classes

- RLDC, visiting LDC and members conduct recruitment Tuesday evening – Thursday evening. New AAC members will attend as much as possible. Bid Day event would be held Friday evening, September 9.

Week of September 11: Week Four of Fall 2011 Classes

- RLDC conducts Week 1 of New Member Program with ALL members attending (even those already initiated into Pi Beta Phi); requirements and obligations of membership are covered; appropriate AAC counterpart attends if possible
- RLDC coordinates first small sisterhood event for the chapter
- RLDC meets with Jennifer Levering, Director of Fraternity & Sorority Life
- RLDC attends Panhellenic meeting (if one occurs this week)
- RLDC has weekly phone call with HQ & CAO

Week of September 18: Week Five of Fall 2011 Classes

- RLDC conducts Week 2 of New Member Program with ALL members attending; Introduces GreekLifeEdu (see attachment re this online risk management program) which all members are required to take; appropriate AAC counterpart attends if possible
- RLDC (or AAC member) conducts at least one Leading With Values seminar from Honor and Respect options
- RLDC meets with Jennifer Levering, Director of Fraternity & Sorority Life
- RLDC attends Panhellenic meeting (if one occurs this week)
- RLDC has weekly phone call with HQ & CAO

Week of September 25: Week Six of Fall 2011 Classes

- RLDC conducts Week 3 of New Member Program with ALL members attending
- Fraternity RMO will visit and present risk management program; the chapter will learn about the Policy and Standards Board, Pi Beta Phi's internal mechanism for member accountability; small group meetings will be held with RMO for focused discussions on issues of concern; AAC members will attend
- RLDC coordinates sisterhood event
- RLDC meets with Jennifer Levering, Director of Fraternity & Sorority Life
- RLDC attends Panhellenic meeting (if one occurs this week)
- RLDC has weekly phone call with HQ & CAO

Week of October 2: Week Seven of Fall 2011 Classes

- RLDC conducts Week 4 of New Member Program with ALL members attending; mentoring, personal and intellectual growth are discussed; appropriate AAC counterpart attends if possible
- RLDC will facilitate the viewing and discussion of Sam Spady Alcohol Education DVD
- RLDC meets with Jennifer Levering, Director of Fraternity & Sorority Life
- RLDC attends Panhellenic meeting (if one occurs this week)
- RLDC has weekly phone call with HQ & CAO

Week of October 9: Week Eight of Fall 2011 Classes

- RLDC conducts Week 5 of New Member Program with ALL members attending; philanthropic service and servant leadership are discussed; appropriate AAC counterpart attends if possible
- Jenny Levering, Director of Fraternity & Sorority Life, will be invited to review Miami University Panhellenic Risk Management Policy with chapter

Attachment L

- RLDC meets with Jennifer Levering, Director of Fraternity & Sorority Life
- RLDC attends Panhellenic meeting (if one occurs this week)
- RLDC has weekly phone call with HQ & CAO

Week of October 16: Week Nine of Fall 2011 Classes

- RLDC conducts Week 6 of New Member Program with ALL members attending; lifelong commitment and officer structure are discussed; appropriate AAC counterpart attends if possible
- RLDC with assistance of RMO and Regional Team and a committee made up of emerging leaders from each class will conduct a step-by-step seminar on how a Pi Phi social event with alcohol and dates is planned and executed.
- RLDC meets with Jennifer Levering, Director of Fraternity & Sorority Life
- RLDC attends Panhellenic meeting (if one occurs this week)
- RLDC has weekly phone call with HQ & CAO

Week of October 23: Week Ten of Fall 2011 Classes

- RLDC conducts Week 7 of New Member Program with ALL members attending; discussion of Fraternity core values and sincere friendship; appropriate AAC counterpart attends if possible
- RLDC (or AAC member) conducts at least one Leading With Values seminar incorporated as part of a recruitment preparation workshop
- RLDC coordinates an alcohol-free social event with another organization on campus
- RLDC meets with Jennifer Levering, Director of Fraternity & Sorority Life
- RLDC attends Panhellenic meeting (if one occurs this week)
- RLDC has weekly phone call with HQ & CAO

Week of October 30: Week Eleven of Fall 2011 Classes

- RLDC conducts Week 8 of New Member Program with ALL members attending; review of Pi Beta Phi core values in preparation for initiation of new members; appropriate AAC counterpart attends if possible
- RLDC and Assisting visiting LDC collaborate with AAC and CAO to conduct initiation Saturday, November 5 for COB new members
- RLDC, CAO and AAC conduct slating interviews for new executive council
- RLDC meets with Jennifer Levering, Director of Fraternity & Sorority Life
- RLDC attends Panhellenic meeting (if one occurs this week)
- RLDC has weekly phone call with HQ & CAO

Week of November 6: Week Twelve of Fall 2011 Classes

- RLDC announces slate of chapter officers
- RLDC coordinates sisterhood event
- RLDC presents another recruitment preparation workshop
- RLDC meets with Jennifer Levering, Director of Fraternity & Sorority Life
- RLDC attends Panhellenic meeting (if one occurs this week)
- RLDC has weekly phone call with HQ & CAO

Week of November 13: Week Thirteen of Fall 2011 Classes

- Chapter votes for executive positions; all new exec officers have a one-on-one meeting with the RLDC
- Chapter elects members of the Policy and Standard Board (PSB)
- RLDC and AAC assign all members to chapter committees

Attachment L

- Fraternity RMO and ILC will visit to conduct individual meetings with newly elected chapter officers, educate and train the Policy and Standards Board, and present a risk management seminar to the chapter as a whole
- RLDC and Vice President of Event Planning coordinate an alcohol-free social event with another organization on campus
- RLDC, visiting LDC and AAC present in depth recruitment preparation workshop on November 19
- RLDC meets with Jennifer Levering, Director of Fraternity & Sorority Life
- RLDC and Vice President of Communication (Panhellenic Delegate) attend Panhellenic meeting (if one occurs this week)
- RLDC has weekly phone call with HQ & CAO

Week of November 20: Week Fourteen of Fall 2011 Classes

- RLDC is off for the week; AAC member attends meeting with the chapter before the Thanksgiving holiday break

Week of November 27: Week Fifteen of Fall 2011 Classes

- RLDC conducts weekly meetings with each executive officer to discuss the contents of the officer training program (online and hard copy resources)
- PSB meets with the Vice President of Administration and the RLDC
- RLDC and Vice President of Event Planning coordinate sisterhood event
- RLDC conducts the "Response Ability" Bystander intervention Leading With Values seminar with the assistance of the Policy & Standards Board Chairman
- RLDC, AAC, CAO and/or Collegiate Regional Team members participate in mandatory Officer Training retreat on Saturday, December 3
- RLDC meets with Jennifer Levering, Director of Fraternity & Sorority Life
- RLDC and Vice President of Communication attend Panhellenic meeting (if one occurs this week)
- RLDC has weekly phone call with HQ & CAO

Week of December 4: Week Sixteen of Fall 2011 Classes

- Chapter Officers conduct weekly meeting with each executive officer to follow up on material covered during the Officer Training retreat and to develop a "To Do" list for the holiday break
- PSB meets with the Vice President of Administration and the RLDC
- VP of Event Planning (with assistance from RLDC, RMO and Regional Team) will plan and have an alcohol free date party with all risk management procedures in place, i.e. transportation, guest lists, bus behavior, wrist bands, birthday lists, security, sober monitors etc. This would be a "perfect party" without alcohol.
- RLDC, Vice President of Membership and Vice President of Event Planning present recruitment preparation workshop
- RLDC meets with Jennifer Levering, Director of Fraternity & Sorority Life
- RLDC and Vice President of Communication attend Panhellenic meeting (if one occurs this week)
- RLDC has weekly phone call with HQ & CAO

Week of December 11: Week Seventeen of Fall 2011 Classes

- RLDC departs on December 17

Key Points for the First Semester

- The RLDC will execute the duties of all executive officers until elections take place in November

Attachment L

- The RLDC will compose a monthly report to the CAO, Grand Council, the regional team, RMO, ILC and the Member Services Director at Headquarters
- The RLDC will have weekly meetings with Jennifer Levering, Director of Fraternity & Sorority Life unless both parties decide that less frequent meetings will be sufficient; Pi Beta Phi wants the chapter to recognize the value of partnering with the university throughout the process
- ALL women will be expected to participate in the RLDC led New Member program, even the women who have already been initiated
- The Fraternity Risk Management Officer (RMO) and Internal Legal Counsel (ILC) will have visited twice to cover both Pi Beta Phi risk management policies and those of Miami University. They will conduct individual meetings with chapter officers and train the Policy & Standards Board.
- The RLDC, RMO, and Regional Team will conduct a seminar on how a Pi Phi social event with alcohol and dates is planned and executed.
- The Director of Fraternity & Sorority Life or another University professional will educate the chapter on Greek Life policies.
- To help execute appropriate social events, the chapter will have three small-scale sisterhood events throughout the semester; two small- to medium-scale alcohol free events with other groups on campus; and one date event; each event will be planned with the use of Pi Beta Phi's event planning guide, following all Fraternity and University risk management policies.
- The chapter will put its Policy and Standards Board in place to help the chapter members begin holding each other accountable in a more formal context.
- At the end of the first semester, along with completing the entire New Member program, the chapter will have participated in at least three *Leading With Values* seminars
- If we have the opportunity to conduct interviews in the Spring of 2011, we would be able to identify two women to attend Pi Beta Phi's Convention in June of 2011. This would be an excellent opportunity to help reconnect women from this campus to the big picture of our organization

Section II: Spring Semester 2012

January 2012

- RLDC will visit and assist with the recruitment process; AAC also assists as available
- Depending on recruitment results, chapter may be pursuing COB options
- RMO and ILC will visit to meet with new members and work with chapter as a whole, focusing on real-life scenarios and decision making in accordance with our values and risk management policies.
- Chapter will have no more than one alcohol free social event with another group on campus
- Chapter will hold at least one sisterhood event
- PSB holds weekly meetings
- Chapter will participate in at least two *Leading With Values* seminars
- AAC will assist the chapter officers with delivering the New Member Program material
- CAO will conduct weekly phone calls with the Chapter President and AAC Chair
- Executive officers will prepare a monthly report to be reviewed by the CAO, the regional team, RMO, ILC and the Member Services Director at Headquarters

February 2012

- Chapter will send at least one executive officer and member of AAC to Pi Beta Phi's National Leadership Academy
- CAO will visit chapter to meet new members, review chapter status and discuss goals going forward.
- RLDC makes a return visit to the chapter

Attachment L

- RLDC meets with Jennifer Levering, Director of Fraternity & Sorority Life to follow up on chapter progress.
- RLDC meets with each executive officer regarding her responsibilities
- RLDC meets with the chapter's AAC
- Chapter will have no more than one alcohol free social events with another group on campus
- Chapter will hold at least one sisterhood event
- PSB holds weekly meetings
- Chapter will participate in at least two Leading With Values seminars
- AAC will assist the chapter officers with delivering the New Member Program material
- CAO will conduct weekly phone calls with the Chapter President and AAC Chair
- Executive officers will prepare a monthly report to be reviewed by the CAO, the regional team, RMO, ILC and the Member Services Director at Headquarters
-

March 2012

- RLDC makes a return visit to the chapter
- RLDC meets with Jennifer Levering, Director of Fraternity & Sorority Life to follow up on chapter progress
- RLDC meets with each executive officer
- RLDC assists with Initiation weekend
- RLDC meets with the chapter's AAC
- Regional Risk Management/Policy Specialist will visit chapter to review and evaluate chapter management
- Chapter will have no more than one alcohol free social event with another group on campus
- Chapter will hold at least one sisterhood event
- PSB holds weekly meetings
- Chapter will participate in at least two Leading With Values seminars
- AAC will assist the chapter officers with delivering the New Member Program material
- Encourage members to attend the Undergraduate Interfraternal Institute (UIFI) to help provide additional perspective on the larger scale and scope of fraternal leadership and values. Pi Phi offers scholarships for UIFI.
- CAO will conduct weekly phone calls with the Chapter President and AAC Chair
- Executive officers will prepare a monthly report to be reviewed by the CAO, the regional team, RMO, ILC and the Member Services Director at Headquarters

April 2012

- RLDC makes a return visit to the chapter
- RLDC meets with Jennifer Levering, Director of Fraternity & Sorority Life to follow up on chapter progress
- RLDC meets with each executive officer
- RLDC meets with the Chapter's AAC
- VP of Event Planning (with assistance from RLDC, RMO and Regional Team) will plan and have an alcohol free date party with all risk management procedures in place, i.e. transportation, guest lists, bus behavior, wrist bands, birthday lists, security, sober monitors etc. This would be a "perfect party" without alcohol.
- Chapter will hold at least one sisterhood event
- PSB holds weekly meetings
- Chapter will participate in at least two Leading With Values seminars
- AAC will assist the chapter officers with delivering the New Member Program material
- CAO will conduct weekly phone calls with the Chapter President and AAC Chair

Attachment L

- Executive officers will prepare a monthly report to be reviewed by the CAO, the regional team, RMO, ILC and the Member Services Director at Headquarters

May 2012

- Executive officers will prepare a semester-end report to be reviewed by the CAO, Grand Council, the Regional Team, RMO, ILC and the Member Services Director at Headquarters summarizing the chapters growth and describing a vision for the Fall 2012 semester
- No additional chapter business scheduled; semester ends on May 5

Key Points for the Second Semester

- RLDC will be visiting the chapter once a month and meeting with Jennifer Levering, Director of Fraternity and Sorority Life during each visit; the intent is to maintain a very visible relationship so the chapter can clearly see that Pi Beta Phi values collaboration with university administration.
- RMO and ILC will visit chapter, meet with new members and work with chapter as a whole, focusing on real-life scenarios and decision making in accordance with our values and risk management policies.
- CAO will visit chapter to meet new members, review chapter status and discuss goals going forward.
- Regional Risk Management/Policy Specialist will visit chapter to review and evaluate chapter management
- The CAO will maintain weekly contact with the Chapter President and the AAC Chair to ensure the chapter is moving in the right direction
- The chapter will have completed at least eight additional Leading With Values seminars
- The chapter will have had at least four sisterhood events and four dry social events with other organizations on campus; and one date party; again the intent is to give the chapter opportunities to plan and execute social events appropriately
- Through weekly meetings, the Policy and Standards Board will have a very open presence within the chapter, confirming that Pi Beta Phi is focused on members taking responsibility for their actions and holding others accountable for our high standards.

Section III: Fall Semester 2012

- CAO and Collegiate Regional Director (CRD) will meet with executive council at the beginning of the semester to evaluate chapter goals for the semester ahead
- If available, the CAO and CRD will also meet with Jennifer Levering, Director of Fraternity and Sorority Life to discuss the chapter's progress over the past year and assess its future
- The chapter will have one or more visits by a Collegiate Regional Officer and/or a Leadership Development Consultant
- CAO will conduct weekly phone calls with the Chapter President and AAC Chair throughout the semester
- Executive officers will continue preparing monthly reports to be reviewed by the CAO, the Regional Team, RMO, ILC and the Member Services Director at Headquarters
- The chapter will be expected to continue holding monthly sisterhood events and conducting monthly Leading With Values seminars
- The chapter will have no more than two social events with other groups on campus per month
- Throughout the Fall 2012 semester, Pi Beta Phi will be evaluating what the support structure needs to look like for a successful chapter and member of the Miami Greek community
- The chapter will continue to be given opportunities to demonstrate appropriate event planning behavior and the effective use of a Policy and Standards Board designed to hold members accountable for their actions

JournalNews

Larissa Spreng: Miami students respond to last year's alcohol issues

3:13 PM Friday, April 1, 2011

Drinking is not a new issue among American college students. It is also not a problem unique to fraternities and sororities. Every weekend college students across the country engage in heavy alcohol consumption, leading to irrational decisions and poor behavior. Miami University is not unique to the drinking epidemic, but in the past year students have taken the lead in doing something about it.

The incidents of the sorority formals in the spring of 2010 damaged the reputation of Miami University. Together, the university and top student leaders worked to address drinking as a campuswide issue and focused on prevention, using standards and expectations, education and discipline.

The fraternity and sorority community was given the opportunity to demonstrate to the university that it could continue to govern itself and address the problem. Students found that the previous risk-management policy wasn't meeting present-day issues. A student task force was developed to propose changes to the document. Before the start of the 2010-11 school year, chapter presidents gathered to vote on this piece of critical legislation. This was an opportunity for students to take the first steps toward leading change, living out their values, and establishing a model Greek community at Miami University.

Students on the task force were thrilled when their peers voted to pass the new risk-management policy. The changes to this policy were designed to reduce the risk associated with events containing alcohol. They were based upon best practices from other institutions and real-life experiences and recommendations of students serving on the Greek summer task force.

These changes also are intended to strike a balance between management of risk and the activities involved with fraternity and sorority life. The task force wanted to support organizations and their leaders in having safe, but fun events.

Attachment M

The policy reinforces other aspects of fraternity and sorority life, like academic success, brotherhood and sisterhood, and leadership. Students felt it was important to raise community standards by holding each other accountable for the ideals and values of the fraternity and sorority community as well as Miami University.

Many chapter officers believe the policy helps make their jobs easier, by providing a way to hold members accountable for their actions and others have found their chapter has formed stronger ties due to emphasis placed on brotherhood and sisterhood events.

Lauren Myers, outgoing president of Alpha Omicron Pi, said she found the policy helpful when her sorority held its formal last fall, with members taking an active role in policing possible alcohol use. "The new policies made my job as president less stressful. I had extra eyes at the event to help monitor."

Education was another key component that was addressed. New members joined the fraternity and sorority community in mid-January and, several weeks later, Greek 101 was launched. This brand-new workshop took the place of previous educational programs. Students not only learned about sexual assault, alcohol, hazing and bystander behavior, but they also engaged with their peers in small group discussions.

As warm weather draws near, chapters are gearing up for another spring formal season. With dozens of successful "uptown" socials and two smoothly run out-of-town formals that took place earlier this year, students and staff are expecting safe and sunny events.

Larissa Spreng is a senior at Miami University and 2010-11 Panhellenic Association president. This is one of a series of monthly columns being coordinated by the Butler County Coalition for Healthy, Safe and Drug-Free Communities to call attention to alcohol and other drug issues facing county residents.

Find this article at:

<http://www.journal-news.com/opinion/columnists/larissa-spreng-miami-students-respond-to-last-years-alcohol-issues-1124528.html>

Attachment N

Director – Harry T. Wilks Leadership Institute

Miami University, a student-centered public university committed to the active engagement of students in both curricular and co-curricular life, seeks applications for the position of Director of the Harry T. Wilks Leadership Institute.

Founded in 1809, Miami is a forward-looking learning institution that strives to create an exceptional education for tomorrow's university students. It is deeply committed to student success, empowering its students to become engaged citizens and leaders who use their knowledge and skills with integrity and compassion to improve the future of our global society.

We seek to appoint a progressive and visionary individual who will help make Miami University one of the top leadership schools in the nation, graduating students who will be effective leaders in their professions and in civic life, from local to global communities.

The Institute, endowed by Miami alumnus Harry T. Wilks, is designed to serve as a focal point for campus-wide academic and co-curricular leadership programs that prepare students to be transformational leaders in a changing world. Activities specific to the Wilks Leadership Institute include academic coursework, a lecture series, and a co-curricular leadership academy, which fuse theory and practice to enhance the engaged learning experience.

The Harry T. Wilks Leadership Institute is one of several endowed programs dedicated to leadership learning at Miami University. The Director will work collaboratively with other programs to achieve synergy in the delivery of broad, substantive, and innovative leadership programs.

Primary Responsibilities of the Director include:

- 1) Provide leadership for building the Wilks Leadership Institute activities, including academic courses, a lecture series, and a co-curricular leadership academy.
- 2) Exercise collaborative leadership across academic and student affairs divisions to develop, promote, and coordinate leadership coursework, lectures, workshops, experiential opportunities, and research to support and sustain a broad university understanding of, and commitment to, educating transformational leaders.
- 3) Chair the campus committee on student leadership programs and facilitate existing and future leadership programs to enhance and create synergy throughout the university. Engage staff, faculty, students, and other partners in long-range planning, program development, and evaluation of leadership programs across the university.
- 4) Extend external funding for the Wilks Leadership Institute and other campus leadership programs through grants, stewardship, and fundraising.
- 5) Maintain and foster donor relations.
- 6) Supervise and evaluate staff.
- 7) Exercise fiscal responsibility and budget authority.

Attachment N

Required qualifications include the following:

- 1) Extensive knowledge of leadership theory and practice and demonstrated teaching skill.
- 2) Experience in facilitating leadership programs and activities.
- 3) Demonstrated ability to administer and manage programs.
- 4) Commitment to advancing diversity on campus.
- 5) Excellent communication skills.
- 6) Master's degree and five to seven years' experience in leadership-related activities.
The ability to work in both an academic and co-curricular culture is essential.

Desired qualifications:

- 1) Ability to work collaboratively and in an entrepreneurial fashion to develop and build programs, with experience in grant writing.
- 2) Experience coordinating campus-wide programs.
- 3) Experience with outreach to organizations outside of campus.
- 4) Doctorate degree

Compensation:

Salary and benefits will be competitive.

EQUAL OPPORTUNITY IN EDUCATION AND EMPLOYMENT

Miami University is an EOE/AA employer with smoke-free campuses. Right to Know — Consumer Information www.muohio.edu/righttoknow. Hard copy upon request. Employment will require a criminal background check according to University guidelines.



Propose a **NEW major, minor, certificate, concentration, emphasis or focus**

Today's Date: **November 10, 2010**

1. New Major New Minor New Certificate New Emphasis/Concentration/Focus

Proposed name of major/minor/certificate/emphasis/concentration/focus:

Bachelor of Science in Information Technology, major in Health Information Technology

- Undergraduate Graduate

2. Name of person submitting this request: **Laurie Werner** email: **wenerla@muohio.edu**
3. Name of Department Chair: **Laurie Werner** email: **wernerla@muohio.edu**
4. Desire new program to be effective in the following term: **Fall 2011**
5. Rationale for adding this new program: **See section 1: Introduction and section 4.2: Program Development in attached document to be submitted to the Ohio Board of Regents.**
6. Description of the new program to add to the *General Bulletin*:
The Health Information Technology (HIT) program is a bachelor's completion degree that addresses the technology and processes used by health care providers and related organizations. The program includes instruction in the technology used to acquire and direct the flow of information between the clinical, administrative, and financial systems in the healthcare industry as well as general principles of information technology. Students will obtain a strong background in technology including database, problem-solving, systems analysis, and project management skills as well as a foundation in the culture of the healthcare system. The bachelor's completion degree in Health Information Technology is designed for students with an associate degree (or equivalent) in a health-related or a technology-related program. This program will prepare students for jobs that integrate healthcare and technology in the evolving U.S. healthcare system.
7. List the PROPOSED curriculum:
See section 6.1 Introduction, Curriculum in attached document to be submitted to the Ohio Board of Regents.
8. List the names of current faculty who will be involved in this new program. Describe the need, if any, for additional faculty:
See section 8.4: Faculty Matrix in attached document to be submitted to the Ohio Board of Regents.
9. List the facilities/equipment currently available for this program. Describe the need, if any, for additional facilities/equipment:
See section 10.1: Resources and Facilities in attached document to be submitted to the Ohio Board of Regents.
10. Describe how the existing library system will or will not support this new program in regards to print and non-print materials, equipment and personnel. Describe any additional **necessary** resources:
See section 9: Library resources and Information Literacy in attached document to be submitted to the Ohio Board of Regents.
11. Describe the enrollment you anticipate for this new program: number of students, full or part-time, graduate or undergraduate, new or current students, etc.:
See section 4.2 Program Development and section 10.2: Budget/Financial Planning in attached document to be

Attachment O

submitted to the Ohio Board of Regents. We anticipate that at the beginning of the program we will have more current students than new students. But, once the program is established, we expect an increase in new students attending the regional campuses specifically to complete this program.

12. Describe the administrative arrangements for the program (department, college, and/or school involved) including any cooperative arrangements with other departments, divisions, intuitions or organizations. Any formal statements of agreement (e.g. Memorandums of Understanding) should be emailed to: courseapproval@muohio.edu

See section 3.2: Organizational structure (institution) and section 4.1: Organizational structure (program) in attached document to be submitted to the Ohio Board of Regents.

13. Estimate total costs, over and above current levels of operation, associated with this new program:

See section 10.2: Budget/Financial Planning in attached document to be submitted to the Ohio Board of Regents.

14. Please add any additional comments related to this new program:

Comment of support from Dr. Marek Dollar, Dean of the School of Engineering and Applied Science:

"As Dean of the School of Engineering and Applied Science, I offer my strong support for the proposed new program – a Bachelor of Science in Information Technology with a major in Health Information Technology. This new School of Engineering and Applied Science's program will be offered at Miami University's Hamilton and Middletown campuses as it clearly supports the mission of the regional campuses to react to employment trends and provide academic programs that meet the needs of the region, while giving local students more opportunities to earn bachelor's degrees.

The Health IT major is very timely, as information technology to support healthcare has been mandated by the federal government and is being supported by federal funding. I believe this program will be quite successful in attracting new students to the Hamilton and Middletown campuses who will benefit from a high-quality Miami program in this emerging area."

Comment of Support from Dr. G. Michael Pratt, Associate Provost and Dean of the Regional Campuses:

"As Associate Provost and Dean of the Regional Campuses of Miami University, I fully support the proposed Bachelor of Science in Information Technology, major in Health Information Technology (HIT). This program is a bachelor's completion degree delivered at Miami's regional campuses by the CIT department for students who have earned an associate degree or equivalent. It has been designed in collaboration with local community colleges and industry. This program is consistent with the direction of regional campuses in the state of Ohio, and is essential to the growth of Miami's regional campuses. Not only does this bachelor's completion degree meet the local needs in HIT, but it also meets the emerging HIT needs in the state of Ohio. I expect that we will be able to use this proposal as a model for several other programs we will soon develop."

Comment of support from Dr. Paulette Worcester, Chair, Department of Nursing:

"The Health Information Technology program will prepare students with the knowledge necessary to integrate health informatics and care of patients in large and small healthcare institutions. As the shadow of required electronic medical records looms closer, nurses and other health care workers need assistance to effectively implement these records into care situations without slowing down or compromising the quality of care. The start-up of electronic medical records is time-consuming and challenging for all agencies and there is a need for a worker who can assist in smoothing the beginning and in maintaining the quality of work through countless upgrades."

Note: This form requires approval by the department, division, Graduate Council (as applicable) and University Senate Consent Calendar. New majors must also be approved by CUC (Council on Undergraduate Curriculum). Upon submission of this form, the Registrar's Office will verify the information and forward this request to the appropriate contact.

Senate March 21
Rehire

Proposed revisions to the Miami University Policy and Information Manual, Section 9.1:

BE IT HEREBY RESOLVED THAT University Senate adopt proposed revision to the *Miami University Policy and Information Manual*, Section 9.1, Retirement with Rehiring Contracts, as set forth below;

FURTHERMORE, BE IT HEREBY RESOLVED THAT the proposed revisions become effective, July 1, 2012

9.1 Retirement with Rehiring Contracts

Tenured members of the instructional staff, with the approval of the department chair/program director, dean, and provost, may participate in the University's Retirement with Rehiring Program during the first five academic years following their retirement. This option is not available for persons on disability retirement.

Initially the faculty member should apply to the department chair/program director or Dean of the Regional Campuses for retirement with rehiring at least six months prior to retirement. The reemployment period cannot begin until sixty (60) days after the faculty member draws his or her first retirement benefit. Reemployment appointments are evaluated and made on an annual basis and cannot exceed twelve (12) credit hours per fiscal year; reapplication must occur annually. The department chair/program director or Dean of the Regional Campuses shall determine the retirant's teaching assignment (e.g., first and/or second semester; courses to be taught; etc.).

The retirant's salary during the reemployment period shall be three percent (3%) of the person's pre-retirement salary per credit hour. Reemployed retirants are not eligible for additional University employment or income for overload teaching, administrative consulting, workshops, or any other purpose. Health and dental insurance is available to faculty who are members of the State Teachers Retirement System (STRS). Health or dental insurance is not available for faculty retiring under the Alternative Retirement Program (ARP), but these retirants may purchase this insurance through the University at their own expense.

Beginning at retirement and continuing throughout the period of the staff member's reemployment, the University shall provide life insurance and accidental death and dismemberment insurance. The University shall provide this insurance for the total amount which the staff member would receive with full-time employment.
