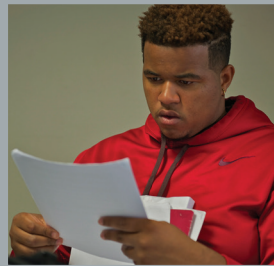




TEXAS SOUTHERN UNIVERSITY

Division of Student Services  
& Enrollment Management



# OFFICE OF STUDENT CONDUCT

*The mission of the Office of Student Conduct is to develop student integrity and accountability through an educational, consistent, and equitable conduct process. The Office of Student Conduct is committed to improving student's collegiate experience through conflict resolution and restorative justice.*

## **HOW DO WE RECEIVE REFERRALS?**

The Office of Student Conduct receives student referrals from different sources. It treats referrals from all sources equally and with the same level of concern. A student referral can come from one of the following:

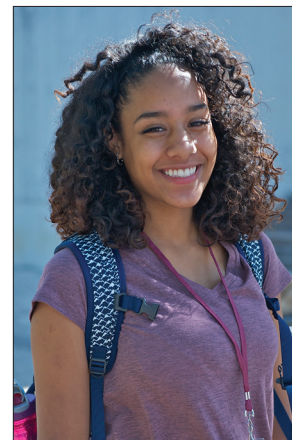
- Department of Public Safety (TSUPD)
- Residential Life and Housing
- Faculty
- Staff
- Community
- Local Police Department

## **SERVICES PROVIDED:**

- Educating, interpreting, and enforcing University policies and procedures for students, including academic and non-academic misconduct. This includes academic integrity, University policies, and the Student Code of Conduct.
- Helping students understand how their behavior influences and impacts themselves, others, and the brand of the University.
- Provide assistance to the campus on student related policies, including the Student Code of Conduct.

## **ALCOHOL AND DRUGS:**

Students in violation of drug and alcohol policies will be subjected to university judicial procedures as outlined in the Student Code of Conduct. The Student Code of Conduct can be found on the Student Conduct webpage at <http://students.tsu.edu/departments/student-conduct/>. Separately and concurrently, students may also be subject to legal proceedings in accordance with local, state, and federal law.



## Health Risks of Alcohol and Other Drugs



This not an all-inclusive list of illegal and/or dangerous drugs. The following list highlights some of the most frequently abused drugs.

**Alcohol** is a depressant that is consumed in liquid form. The effects of alcohol are slow nerve function, impaired judgment and delayed reaction time; excessive exposure can result in the slowing of breathing rate that could result in coma or death. Prolonged alcohol abuse has been shown to negatively affect liver and brain function.

**Marijuana** is derived from the cannabis plant and is commonly smoked. The effects of marijuana include a feeling of relaxation. In some

instances, anxiety and paranoia may result. Marijuana can be a psychologically addictive and long-term use may cause damage to the lungs.

**Prescription Drug** abuse is rapidly rising in the U.S. People are abusing drugs prescribed to other people and themselves. The most commonly abused prescription are pain medications, depressants, and stimulants. The physical effects of these drugs vary, but risks include addiction, organ damage, and death.

### Available Drug or Alcohol Counseling Services

If you or someone you know is need of drug and/or alcohol counseling, Texas Southern University provides students access to the services. For initial screening, students should contact the University Counseling Center at 713-313-7804 or Health Services at 713-313-7173



## Resources

Department of Public Safety/TSUPD

713-313-7000

University Counseling Center

713-313-7804

Title IX Coordinator

713-313-7881

Houston Crisis Hotline

832-416-1177

The Harris Center for  
Mental Health & IDD

713-970-7000

National Suicide Prevention

Lifeline 1-800-273-8255

National Sexual Assault Hotline

1-800-656-4673

## THE OFFICE OF STUDENT CONDUCT

Recreation Center, 2nd Floor

713-313-1038

<http://students.tsu.edu/departments/student-conduct/>

## STUDENT CONDUCT FAQ

### 1. How can I file a complaint?

You can visit the website at [www.tsu.edu/student-report](http://www.tsu.edu/student-report) and complete the incident reporting form. You will need the name of all parties involved, T-number if possible, as well as the time, date, and location of incident.

### 2. I was involved in an incident, what happens now?

The Office of Student Conduct will receive a student referral and summon you via your TSU student email. Email is the preference for the office to contact individuals.

### 3. What is a judicial hold?

A hold placed on a student's record preventing registration for classes, receiving copies of their transcripts or grades, having their transcript released to other parties, or graduation. To clear this hold, students must contact the Office of Student Conduct. The Judicial Hold is an administrative action authorized by the Office of the Vice President for Student Services and is not a disciplinary sanction under the Code for purposes of the internal records of the student.

### 4. I already went to court, why do I have to come to your office?

Students are held accountable to criminal and civil authorities for misconduct which violates the law. Even though this same misconduct may also violate TSU's Code of Student Conduct. TSU's conduct process is separate from any criminal or civil legal investigation or determination.

### 5. What happens at this conference?

During this procedural interview, the conduct officer will inform you of the nature of the complaint, explain the university disciplinary process, notify you of your rights and responsibilities, and provide you with the opportunity to submit a written explanation of the alleged incident. If you prefer, you may bring a written statement with you to the meeting, though this is not required.

### 6. What is an advisor and what do they do?

You have the right to be accompanied and assisted by an advisor of your choice during your disciplinary hearing or conference. An advisor may be anyone (i.e. another student, a faculty member, a friend, a parent, an attorney, etc.). An advisor may not speak for you, nor may an advisor appear in your stead. If you wish to be accompanied by an advisor during your proceeding, you must notify the Judicial Officer or Assistant Vice President of the advisor's name and phone number within three business days prior to the hearing. If you wish to discuss your situation with an attorney, you may consult with anyone of your choice.

### 7. Will this go on my record?

The Office of Student Conduct keeps all student conduct records. These records are separate from a student's transcript and other types of records the university may keep. Student conduct records are typically kept for seven years, then they are destroyed. These records are only shared with employees who need the information to do their jobs. For instance, your academic department will need to know if you are dismissed from the university, so you may not enroll for the upcoming semester.

### 8. I don't agree with my sanction, what can I do?

Depending on your case and whether it involves a separation from the university, you can appeal the decision. An appeal is not an opportunity to re-hear the original conduct case and will not be granted based on a student/respondent's or student organization's disagreement with the outcome of the original conduct case decision. Your appeal is reviewed by a neutral third party who will hear why the office came to the decision and the facts of the case.

### 9. Can I be held accountable to the Student Code of Conduct if I was not found guilty in court?

The student conduct process addresses your obligations to Texas Southern University. Any legal proceedings with courts are your separate obligations.