

Selected UCCSN and/or UNLV Campus Policies

The policy section of this student handbook is illustrative and not comprehensive. The policies included here are those about which students most frequently have questions and are provided in this manner for ease of reference. Students should contact the Office of the Vice President for Student Life for further explanation and clarification of these and any other policies of the University.

Academic Policies

Academic policies have been established by the University community and should be carefully reviewed and understood by all students. These policies are published in the Student Undergraduate and Graduate Catalogs and include information regarding the following areas:

- Planning a Program
- Student Responsibility
- Change of Address
- Readmission
- Unit of Credit/Credit Load
- Registration
- Dropping/Withdrawal from Classes
- Grade Symbols and Options
- Probation
- Suspension from a College
- Suspension from the University
- Declaring or Changing College, Major, or Advisor
- Graduation Requirements
- General Education Core Requirements
- Student Classifications

Administrative Drops/Classroom Conduct

Failure to attend a course or to submit required work will result in a grade of F. The student who neglects a course is solely responsible for dropping the course or withdrawing from the University. However, an administrative drop may be initiated at the discretion of the instructor, who will record circumstances. The approval of the dean of the college offering the course is required. Deadlines and grades are the same as for a drop initiated by the student and are based on the date received at the Registrar's Office. The student will be notified by the final grade report.

Students have a responsibility to conduct themselves in class and in the libraries in ways which do not interfere with the right of other students to learn or of instructors to teach. Use of electronic devices such as pagers, cellular phones, or recording devices, or other potentially disruptive activities, is permitted only with the prior explicit consent of the instructor. The instructor may rescind permission at any time during the course.

If a student does not comply with the requirements or obstructs the functioning of the class, the instructor may initiate an administrative drop. The instructor must record circumstances. The approval of the dean of the college offering the course is required. Prior to a decision, the dean will consult with the student and other parties as appropriate. Appeals go to the Academic Standards Committee and the provost. Serious cases

of misconduct, as defined by the Rules and Disciplinary Procedures for Members of the University Community, will be referred to the Student Judicial Affairs Office.

Advertising and Marketing on UNLV Grounds and Facilities Policy

- A. This policy applies to indoor and outdoor areas of the campus, unless otherwise exempted. Exempted areas/administrative units include the following:
 - Performing Arts Complex
 - Areas rented by non-University entities during the hours for which the area is rented.
 - Campus organizations selling non-commercial products or services for non-profit fundraising purposes.
 - Moyer Student Union counter space.
 - The UNLV Alumni Association for its contract with MBNA Credit Card Company.
- B. Sponsored activities are presented for educational or entertainment value: for instance, concerts or lectures. Campus Sponsored activities are not essentially commercial in nature. Such activities are presented for educational or entertainment value – concerts or lectures, for example: Campus organizations that wish to present such activities may obtain sponsorship and receive support in the form of money or donated products or services from off-campus entities. Such events are organized solely for presentation at UNLV and are not part of a tour presented by a commercial interest for the purpose of marketing, advertising, or selling products.
- C. Sponsors may be recognized through the use of banners or signs during the scheduled hours of the sponsored event. Such banners or signs may be displayed at the event site only. Sponsors may distribute free product samples during the scheduled hours of the event at the event. Sponsors may be acknowledged in ads, posters, fliers, and similar materials in advance of events, but such acknowledgement must be in the context of promotion for the event. Appropriate approvals must be obtained in advance from the distribution of products – waivers from the holders of campus catering contracts for distribution of food products, for instance.
- D. CSUN will be the sponsoring organization for all commercial tours. CSUN may sponsor one tour per semester for which it negotiates the fee. It (CSUN) will be required to take complete responsibility for hosting the tour. Any additional tours will be charged a fee of \$10,000. CSUN will return 50 percent of the net proceeds from the tour for which it negotiates the fee and 75 percent of the net proceeds of all other tours it sponsors to the UNLV grounds department for deposit in a grounds enhancement fund. Commercial tours are permitted on the North Field and the Intramural Field only, and must comply with all UNLV policies.

- E. Unless otherwise exempted, commercial activity (sales, marketing, advertising) by non-University entities is forbidden on the UNLV campus.

Alcohol Policies and Procedures

The UNLV Alcoholic Beverage Policy in the *UNLV Student Conduct Code and Policies* states that neither the storage, possession, nor the use of alcoholic beverages is allowed on the University campus or other University property unless prior approval has been obtained in writing from the University president. The only exception is in the case of a student over the age of 21 in his or her own residence hall room. Student-sponsored events at which alcoholic beverages will be served may only be held in pre-approved specific locations by those recognized student organizations that accept the responsibilities outlined in the UNLV Alcohol Events Policy. Copies of the UNLV Alcohol Events Policy may be obtained from the Office of the Vice President for Student Life.

Animal Policy

The Nevada Revised Statutes empower the University to establish regulations for the health, safety, and welfare of all. In this interest, the University will restrict the presence of animals on campus by enforcing two guidelines:*

1. Any animal permitted on campus must be controlled by the owner or responsible person on a walking leash at all times and,
2. If the animal creates solid waste, it is the responsibility of the owner or person responsible to gather and properly dispose of it.

* Failure to comply with these guidelines subjects the responsible party to a fine, or to the University withdrawing permission for access through the campus.

Appealing a Grade

After final grades have been filed in the Registrar's Office, a grade in an undergraduate course may be changed only by the course instructor or by action of the Faculty Senate Academic Standards Committee. Appeals must be directed first to the instructor, then to the department chair, and to the dean. If the request remains unresolved at any of those levels, the student may file a grade grievance petition with the instructor of the University which could not reasonably have been avoided.

Cheating, Plagiarism, and Academic Dishonesty

The University is dedicated to learning by all members of its community. In responding to this dedication, the University demands a high level of scholarly behavior and academic honesty on the part of students, faculty, staff, and administrators. No form of academic dishonesty is acceptable. While maintenance of an atmosphere of academic integrity is the responsibility of all, the faculty is principally responsible for enforcement of these standards.

Academic dishonesty includes any act that violates the academic processes of the University. These acts include, but are not limited to, cheating on an examination, stealing examination

questions, substituting one person for another at an examination, violating the procedures of a national or state examination, falsifying data, destroying or tampering with or stealing a computer program or file, and plagiarizing (using as one's own the ideas or writings of another).

In cases where a degree, diploma, or certificate has been granted, the degree, diploma, or certificate may be revoked.

Should changing a course grade to F leave a student deficient in system, general core, college or departmental requirements, the degree, diploma, or certificate will be revoked until all system, general core, college and departmental requirements are fulfilled.

If a student in a particular course is deemed by the instructor to be guilty of academic dishonesty, the student may be assigned a failing grade for the corresponding segment of the course or for the entire course. The faculty member may also initiate disciplinary review under procedures described in the University and Community College System of Nevada document Rules and Disciplinary Procedures for Members of the University Community. Disciplinary sanction options described therein include warning, probation, suspension, and expulsion. In all cases the instructor is responsible for recording the circumstances and for giving the student an opportunity to reply. Appeals go to the dean of the college offering the course, the Academic Standards Committee, and the provost. If any member of the University community is deemed guilty of academic dishonesty, any other member may bring action under the Rules and Disciplinary Procedures for Members of the University Community.

Computer Use Policy (Student)

I. Principles

Academic freedom in education and research and the right to freedom of speech for enrolled students are fundamental principles of UNLV and the University and Community College System of Nevada. Nothing in these policies limits or removes the right of free speech or the academic freedom of enrolled students engaged in the learning process, nor relaxes their responsibilities as members of the campus community. This computer use policy seeks to achieve objectives necessary for the legitimate and proper use of the UNLV computer resources. It is intended that these ends should be achieved in ways that respect the legitimate interests and rights of all computer users. UNLV acknowledges its responsibilities to respect and advance free academic inquiry, free expression, reasonable expectations of privacy, due process, equal protection of the law, and legitimate claims of ownership and intellectual property.

II. Use of Computing Resources

The student computing resources of the University of Nevada Las Vegas are the property of UNLV and are intended for the support of currently enrolled students. Student computer labs and mainframe computers are provided as a service to enrolled students. Use is a privilege, not a right. Appropriate use of UNLV computing resources means 1) respecting the rights of other computer users, 2) protecting the integrity of the physical and software facilities, 3) complying with all pertinent license

and contractual agreements, 4) use of only assigned account(s) or account information, and 5) obeying all UNLV and UCCSN regulations, state and federal laws.

Inappropriate use of computing or networking resources, as defined in this policy, may result in Student Judicial sanctions and/or the loss of computing privileges. Inappropriate use would include but is not limited to:

- a. Duplicating, distributing or using copyrighted materials without appropriate licenses and/or permission.
- b. Copying, renaming, altering, examining, or deleting the files, programs, or work of another person or UNLV without permission.
- c. Using a computer to harass, send offensive messages, or knowingly cause a computer or system crash.
- d. Attempting to disrupt services of the computing and network systems, including the knowing propagation of computer viruses or the bombardment of individuals, groups, or the system with numerous repeated unwanted messages.
- e. Using the computer resources for non-University or non-academic work, such as for private business or for a non-UNLV sanctioned club.
- f. Moving, reconfiguring, or tampering with equipment or engaging in activity of any kind that could disrupt services or damage computers or printers.
- g. Using the computer account of another person without their permission.
- h. Accessing or attempting to access a host computer, either at UNLV or through a network, without the owner's permission, and/or through use of log-in information belonging to another person. This does not apply to FTP, Web, or other servers that are set up for the specific purpose of being available for public access.

Dangerous Weapon Policy

It shall be the policy of the University of Nevada, Las Vegas that dangerous weapons will not be permitted on campus without the express written approval of the Director of Public Safety. This policy shall apply to all persons on the campus of the University of Nevada, Las Vegas, except law enforcement officers in the performance of their duties.

Dangerous weapons include, but are not limited to, all weapons named in Nevada Revised Statutes (NRS) 202.250. For purposes of this policy, facsimile weapons are also banned.

Any person found carrying such weapons upon their person may be prosecuted for carrying concealed weapons. If the weapons are found on the campus, they shall be seized by the University Police. If the weapon, by its nature, is not illegal, it shall be returned to its owner when the owner has made arrangements for its removal from campus.

Hazing

Per Nevada Revised Statutes 200.605 – Hazing is defined as an activity in which a person intentionally or recklessly endangers the physical health of another person for the purpose of initiation into or affiliation with a student organization,

academic association or athletic team at a high school, college or University in this state. The term:

Includes, without limitation, any physical brutality or brutal treatment, including, without limitation, whipping, beating, branding, forced calisthenics, exposure to the elements or forced consumption of food, liquor, drugs or other substances.

Does not include any athletic, curricular, extracurricular or quasi-military practice, conditioning or competition that is sponsored and approved by the high school, college or University.

Consent of a victim of hazing is not a valid defense to a prosecution conducted pursuant to this section.

For the purposes of this section, an activity shall be deemed to be “forced” if initiation into or affiliation with a student organization, academic association or athletic team is directly or indirectly conditioned upon participation in the activity.

Religious Holidays

Any student missing class quizzes, examinations, or any other class or lab work because of observance of religious holidays, shall be given an opportunity during that semester to make up missed work. The make up will apply to the religious holiday absence only.

It shall be the responsibility of the student to notify the instructor no later than the last day of late registration of his or her intention to participate in religious holidays which do not fall on state holidays or periods of class recess. This policy shall not apply in the event that administering the test or examination at an alternate time would impose an undue hardship on the instructor or the University which could not reasonably have been avoided.

Posting Policy

Posting of signs, flyers, placards, or any similar printed material is prohibited on the UNLV Campus, except in the following locations:

- A. SITES AVAILABLE TO MEMBERS OF THE CAMPUS COMMUNITY AND THE GENERAL PUBLIC.
 - I. Outdoor kiosks located on the Academic Mall.
 - II. Moyer Student Union Bulletin Boards (with the permission of the MSU Office and in accord with the MSU posting policy).
 - III. (Dickinson) Lied Library bulletin boards (with the permission of the Library administration and in accord with the Library's posting policy).
 - IV. Thomas and Mack Center (with the permission of the TMC Director's Office and in accord with TMC posting policy).
 - V. Residence Halls (posters are to be left with the Campus Housing Office, which will post them).

VI. Fliers of a political or non-profit nature may be passed out by hand in the Academic Mall, Classroom Building Complex Mall, and East/West Mall areas only. Written permission of the News and Public Information Office is required.

B. SITES AVAILABLE TO MEMBERS OF THE CAMPUS COMMUNITY ONLY.

I. Departmental bulletin boards located in office and classroom areas (with permission of the appropriate department or administrative unit).

C. ABSOLUTELY NO POSTING ALLOWED IN THE FOLLOWING AREAS:

I. On trees or other plants or objects in the landscape, lamp posts, exterior or interior walls, sidewalks, benches, windows, or other surfaces not specifically designed for posting printed material.

II. Automobiles in University parking lots.

III. Freestanding signs on University property.

D. Campus and non-campus organization may hang banners at appropriate location, in accordance with the applicable policies, including the Advertising and Marketing Policy. Locations include Moyer Student Union, with permission of the MSU Director or designee; interiors and exteriors of other campus building, with the permission of the Facilities Management Department.

UCCSN POLICY AGAINST SEXUAL HARASSMENT
AND COMPLAINT PROCEDURE BOARD OF REGENTS HANDBOOK (Title 4, Chapter 8, Section 13)

A. **Sexual Harassment is Illegal Under Federal and State Law.**

The University and Community College System of Nevada (UCCSN) is committed to providing a place of work and learning free of sexual harassment. Where sexual harassment is found to have occurred, the UCCSN will act to stop the harassment, to prevent its recurrence, and to discipline those responsible in accordance with the UCCSN Code or, in the case of classified employees, the Nevada Administrative Code. Sexual harassment is a form of discrimination; it is illegal.

No employee or student, either in the workplace or in the academic environment, should be subject to unwelcome verbal or physical conduct that is sexual in nature. Sexual harassment does not refer to occasional compliments of a socially acceptable nature. It refers to behavior of a sexual nature that is not welcome, that is personally offensive, and that interferes with performance.

It is expected that students, faculty and staff will treat one another with respect.

B. **Policy Applicability and Sanctions**

All students, faculty, staff, and other members of the campus community are subject to this policy. Individuals who violate this policy are subject to discipline up to and including termination and/or expulsion, in accordance with the UCCSN Code or, in the case of classified employees, the Nevada Administrative Code. Other, lesser sanctions may be imposed, depending on the circumstances.

This policy is not intended to and does not infringe upon academic freedom in teaching or research as established in the UCCSN Code, Ch. 2.

C. **Training**

All employees shall be given a copy of this policy and each institution's Human Resources Office shall maintain documentation that each employee received the policy. New employees shall be given a copy of this policy at the time of hire each institution's Human Resources Office shall maintain documentation that each new employee received the policy.

Each institution shall include this policy and complaint procedure in its general catalog.

Each institution shall have an on-going sexual harassment training program for employees.

D. **Sexual Harassment Defined**

Under this policy, unwelcome sexual advances, requests for sexual favors, and other visual, verbal or physical conduct of sexual nature constitute sexual harassment when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic status;
2. Submission to or rejection of the conduct is used as a basis for academic or employment decisions or evaluation, or permission to participate in an activity; or
3. The conduct has the purpose or effect of substantially interfering with an individual's academic or work performance, or of creating an intimidating, hostile or offensive environment in which to work or learn.

Sexual harassment may take many forms-subtle and indirect or blatant and overt. For example,

- It may occur between individuals of the opposite sex or of the same sex.
- It may occur between students, between peers and/or co-workers, or between individuals in an unequal power relationship.
- It may be aimed at coercing an individual to participate in an unwanted sexual relationship or it may have the effect of causing an individual to change behavior or work performance.

- It may consist of repeated actions or may even arise from a single incident if sufficiently severe.
- It may also rise to the level of a criminal offense, such as battery or sexual assault.

Determining what constitutes sexual harassment under this policy will be accomplished on a case by case basis and depends upon the specific facts and the context in which the conduct occurs. Some conduct may be inappropriate, unprofessional, and/or subject to disciplinary action, but would not fall under the definition of sexual harassment. The specific action taken, if any, in a particular instance depends on the nature and gravity of the conduct reported, and may include disciplinary processes as stated above.

Examples of unwelcome conduct of a sexual nature that may constitute sexual harassment may, but do not necessarily, include, and are not limited to:

- Physical assault;
- Sexually explicit statements, comments, question, jokes, innuendoes, anecdotes, or gestures;
- Unnecessary touching, patting, hugging, or brushing against a person's body or other inappropriate touching of an individual's body;
- Use of electronic mail or computer dissemination of sexually oriented, sex-based communications;
- Sexual advances, whether or not they involve physical touching;
- Requests for sexual favors in exchange for actual or promised job or educational benefits, such as favorable reviews, salary increases, promotions, increased benefits, continued employment, grades, favorable assignments, letters of recommendation;
- Displaying sexually suggestive objects, pictures, magazines, cartoons, or screen savers;
- Inquiries, remarks, or discussions about an individual's sexual experiences or activities and other written or oral references to sexual conduct.

Even one incident, if it is sufficiently serious, may constitute sexual harassment. One incident, however, does not usually constitute sexual harassment.

E. Procedure

The Chancellor and each president shall designate no fewer than two administrators to receive the complaints of alleged harassment. The administrators designated to receive the complaints may include the following: (1) The Human Resources Officer at the institution; (2) the Affirmative Action Program Officer; or (3) any other officer designated by the president. If the Human Resources Officer or the Affirmative Action Program Officer or another officer designated by the president, is not the individual who initially received the complaint of alleged sexual harassment, then the individual receiving the complaint must immediately forward the

complaint to either the Human Resources Officer or the Affirmative Action Program Officer.

An individual filing a complaint of alleged sexual harassment shall have the opportunity to select an independent advisor for assistance, support, and advice and shall be notified of this opportunity by the Human Resources Officer or the Affirmative Action Program Officer, or by their designee. It shall be the choice of the individual filing the complaint to utilize or not utilize the independent advisor. The independent advisor may be brought into the process at any time at the request of the alleged victim. The means and manner by which an independent advisor shall be made available shall be determined by each institution or unit.

Supervisor's Responsibilities: Every supervisor has responsibility to take reasonable steps intended to prevent acts of sexual harassment, which include, but are not limited to:

- Monitoring the work and school environment for signs that harassment may be occurring;
- Refraining from participation in, or encouragement of actions that could be perceived as harassment (verbal or otherwise);
- Stopping any observed acts that may be considered harassment, and taking appropriate steps to intervene, whether or not the involved individuals are within his/her line of supervision; and
- Taking immediate action to minimize or eliminate the work and/or school contact between the two individuals where there has been a complaint of harassment, pending investigation.

If a supervisor receives a complaint of alleged sexual harassment, or observes or becomes aware of conduct that may constitute sexual harassment, the supervisor must immediately contact one of the individuals identified above to forward the complaint, to discuss it and/or to report the action taken.

Failure to take the above action to prevent the occurrence of or stop known harassment may be grounds for disciplinary action.

Complaints of sexual harassment must be filed within one hundred eighty (180) calendar days after the discovery of the alleged act of sexual harassment with the supervisor, department chair, dean, or one of the administrators listed above and/or designated by the president to receive complaints of alleged sexual harassment. Complaints of prohibited conduct, including sexual harassment, filed with an institution's administrative officer pursuant to UCCSN Code Chapter 6, Section 6.8.1, are not subject to this 180-day filing requirement.

1. Employees.

- a. An employee who believes that he or she has been subjected to sexual harassment by anyone is encouraged – but it is neither necessary nor required to promptly tell the person that the conduct is unwelcome and ask the person to stop the conduct. A person who receives such

a request must immediately comply with it and must not retaliate against the employee for rejecting the conduct.

- b. The employee may also choose to file a complaint with his or her immediate supervisor, who will in turn immediately contact one of the officials listed above.
- c. If the employee feels uncomfortable about discussing the incident with the immediate supervisor, the employee should feel free to bypass the supervisor and file the complaint with one of the other listed officials or with any other supervisor.
- d. After receiving any employee's complaint of an incident or alleged sexual harassment, whether or not the complaint is in writing, the supervisor will immediately contact any of the individuals listed above to forward the complaint, to discuss it and/or to report the action taken. The supervisor has a responsibility to act even if the individuals involved are not supervised by that supervisor.

2. Students

- a. A student who believes that he or she has been subjected to sexual harassment by anyone is encouraged-but it is neither necessary nor required – to promptly tell the person that the conduct is unwelcome and ask the person to stop the conduct. A person who receives such a request must immediately comply with it and must not retaliate against the student for rejecting the conduct.
- b. The student may also choose to file a complaint with his or her major department chair, who will in turn immediately contact one of the officials listed above.
- c. If the student feels uncomfortable about discussing this incident with the department chair, the student should feel free to bypass the chair and file a complaint with one of the above officials or to any chair or dean, who will in turn immediately contact one of the officials listed above to forward the complaint, whether or not the complaint is in writing, to discuss it and/or to report the action taken. The chair or dean has a responsibility to act even if the individuals are not supervised by that chair or dean.

3. Non-Employees and Non-Students

Individuals who are neither UCCSN employees nor UCCSN students and who believe they have been subjected to sexual harassment by a UCCSN employee

during the employee's work hours or by a UCCSN student on campus or at a UCCSN-sponsored event may utilize any of the complaint processes set forth above in this section.

4. Investigations and Resolution

- a. After receiving a complaint of the incident or behavior, an investigation by one of the above listed officials will be initiated to gather information about the incident. Each institution may set guidelines for the manner in which an investigation shall be conducted.
- b. At the completion of the investigation, a recommendation will be made to the appropriate management regarding the resolution of the matter. The recommendation is advisory only.
- c. After the recommendation has been made, a determination will be made by appropriate management regarding the resolution of the matter. If warranted, disciplinary action up to and including involuntary termination or expulsion will be taken. Any such disciplinary action shall be taken in accordance with UCCSN Code Chapter 6, or, in the case of classified staff employees, NAC Chapter 284. Other appropriate actions will be taken to correct problems, if any, caused by or contributing to the conduct. If proceedings are initiated under Chapter 6, the investigation conducted against pursuant to this policy may be used at the Chapter 6 investigation. The administrative officer, in his or her discretion, may also supplement the sexual harassment investigation with additional investigation.
- d. After the appropriate management has made a determination regarding the resolution of the matter, and depending on the circumstances, both parties may be informed of the resolution. Certain actions made confidential under UCCSN Code Chapters 5 and 6 or NAC Chapter 284 shall remain confidential.

5. Prompt Attention

Complaints of sexual harassment are taken seriously and will be dealt with promptly. Where sexual harassment is found to have occurred, the UCCSN institution or unit where it occurred will act to stop the harassment, to prevent its recurrence, and to discipline those responsible.

6. Confidentiality

The UCCSN recognizes that confidentiality is important. However, confidentiality cannot be guaranteed. The administrators, faculty or staff responsible for implementing this policy will respect the privacy of individuals reporting or accused of sexual harassment to the extent reasonably possible and will maintain confidentiality to the extent possible. Examples of situations where confidentiality cannot be

maintained include, but are not limited to, necessary disclosures during an investigation, circumstances where the UCCSN is required by law to disclose information (such as in response to legal process), or when and individual is in harm's way.

7. **Retaliation**

Retaliation against an individual who in good faith complains of alleged sexual harassment or provides information in an investigation about behavior that may violate this policy is against the law, will not be tolerated, and may be grounds for discipline.

Retaliation in violation of this policy may result in discipline up to and including termination and/or expulsion. Any employee or student bringing a sexual harassment complaint or assisting in the investigation of such a complaint will not be adversely affected in terms of conditions of employment and/or academic standing, nor discriminated against, terminated, or expelled because of the complaint. Intentionally providing false information is also grounds for discipline.

"Retaliation" may include, but is not limited to, such conduct as:

- The denial of adequate personnel to perform duties;
- Frequent replacement of members of the staff;
- Frequent and undesirable changes in the location of an office;
- The refusal to assign meaningful work;
- Unwarranted disciplinary action;
- Unfair work performance evaluations;
- A reduction in pay;
- The denial of a promotion;
- A dismissal;
- A transfer;
- Frequent changes in working hours or workdays;
- An unfair grade;
- An unfavorable reference letter

8. **Relationship to Freedom of Expression**

The UCCSN is committed to the principles of free inquiry and free expression. Vigorous discussion and debate are fundamental rights and this policy is not intended to stifle teaching methods or freedom of expression. Sexual harassment, however, is neither legally protected expression nor the proper exercise of academic freedom; it compromises the integrity of institutions, the tradition of intellectual freedom and the trust placed in the institutions by their members.

Skateboard and Rollerblades Policy

The use of skateboards, rollerblades and roller skates by the general public on the property of the University of Nevada Las Vegas is prohibited. The following exceptions and guidelines will apply:

Faculty, Staff or Students may utilize these devices on University property for transportation purposes only.

All recreational use of skateboards, rollerblades and roller skates by students, staff or faculty is prohibited unless it is within the context of a controlled environment as part of a special event, contest, or other official University Function.

The use of any of these devices in a reckless or dangerous manner by any UNLV Faculty, Staff or Student upon University property is also prohibited and will result in disciplinary procedures.

Motorized skateboards, rollerblades, roller skates, or other two, three or four wheel means transportation not covered by the Nevada Department of Motor Vehicles rules and regulations or the Nevada Revised Statutes covering vehicles and vehicle usage, are not allowed on University sidewalks or pedestrian walkways without the proper authorization from the UNLV Department of Public Safety. Such motorized items could include, but shall not be limited to, go-carts, unlicensed mopeds, pedal cycles, gas powered skateboards, electric powered bicycles, gas powered bicycles, etc.

Smoking Policy

The Nevada Revised Statutes place certain restrictions on the smoking of tobacco in state and public buildings. In the interest of human health and safety, the University will restrict the smoking of tobacco to individual offices.

In an office area which has more than one work station, smoking of tobacco will not be permitted. Smoking will not be permitted in the University's elevators, libraries, museums, concert halls, or classrooms at any time.

Smoking may be permitted only when so designated in areas identified by the facilities management department.

Failure to comply with these guidelines subjects the responsible party to administrative action.

Tips for a Safe Campus

The following are some suggestions which will allow time on campus to be safer. They are presented out of concern for student welfare.

When walking or jogging:

- Go with someone.
- Stay away from isolated areas.
- Try to stay near street lights.
- Hold your purse or briefcase tightly close to your body.
- A front pocket is safer for a wallet than a back one.
- Dress sensibly. Tight pants, clogs, or heels make movement difficult.

If being followed:

- Cross the street or change directions.

- Keep looking back so the person knows you can't be surprised
- Go to a well lighted area. Enter a store, house, residence hall, classroom, or library – anywhere there are people.
- Notice and remember as much as possible about the person so you can give a good description later.

If held up:

- Don't resist. No amount of money is worth taking chances with your life.
- Notify the campus police or local police immediately. Try to give a description that included approximate age, height, weight, and details on hair, clothing, jewelry, scars, tattoos, anything that is noticeable.

Where you live:

- Keep your doors and windows locked day and night.
- Don't let strangers in.
- Don't leave a door unlocked for someone planning to come back later.

Protect personal property:

- Lock your door every time you leave.

- Engrave expensive equipment and valuables with an ID number.
- Don't store your purse in an unlocked desk drawer.
- Don't leave your belongings unattended in libraries, hallways, locker rooms, or classrooms.

If you are working late:

- Keep your office door locked.
- Lock all doors behind you when entering or exiting at night.
- Inform the Police

In a car:

- Keep doors locked while driving.
- Don't pick up hitchhikers.
- Check the back seat before getting into car.

Protect your car:

- Always lock your car and take the keys
- Lock valuables in the trunk.
- Park in well lighted areas.

Report suspicious activity and vandalism immediately.

Definitions – Definitions of terms used in this Code, unless the context otherwise provides or requires.

Academic Good Standing – students enrolled at the University who maintain a UNLV grade point balance of zero or above, that is, a UNLV cumulative grade point average necessary to be considered in good standing. The University will place a student on probation in the UNLV grade point balance falls below zero. Students should seek advice from their academic advisor for the most current information on UNLV cumulative grade point average requirements.

Cheating – intentionally using or attempting to use unauthorized materials, information or study aids.

Coercion – to compel or unduly influence in any way an action of another.

Controlled Substance – a drug or substance listed in the schedules contained in the Nevada Revised Statutes.

Disciplinary Good Standing – students enrolled at the University who are not currently under disciplinary probation, suspension or expulsion. Failure to maintain disciplinary good standing may result in exclusion from participation in privileges and extracurricular activities.

Distribution – sale, exchange, transfer, delivery, or gift or sale or exchange for personal profit.

Endanger – to bring into danger or peril.

Faculty – all employees of the University and Community College System of Nevada in teaching, research, or service, whose notice of appointment is as lecturer, instructor, assistant professor, associate professor, professor or otherwise designated as faculty on the notice of appointment.

Greek life – any student affiliated with a social Greek-letter fraternal organization, or that organization itself; specifically those fraternities and sororities recognized by the University.

Hazing – any method of initiation into or affiliation with the University community, a student organization, a sports team, an academic association, or other group engaged in by an individual, whether on or off campus, that intentionally or recklessly endangers another individual or that destroys or removes public or private property. Such activities include, but are not limited to, paddling in any form, physical or psychological shocks, late work sessions which interfere with scholastic activities, advocating or promoting alcohol or substance abuse, tests of endurance, submission of members or prospective members to potentially dangerous or hazardous circumstances or activities which have a foreseeable potential for resulting in personal injury, or any activity which by its nature may have a potential to cause mental distress, panic, human degradation, or embarrassment.

Organization – a number of persons who are associated with each other and who have complied with University requirements for recognition.

Plagiarism – representing the words or ideas of another as one's own in any academic exercise.

Predicated – based upon

Reckless – conduct which one should reasonably be expected to know would create a substantial risk of harm to persons or property or which would otherwise be likely to result in interference with University or University-sponsored activities.

Sanction – conditions, measures and/or activities assigned as a result of being found responsible for a Code violation, the clear purpose of which would be to redirect behavior.

Solicitation – any unauthorized seeking of trade, contributions, attendance or support.

University official – any member of the campus community holding an office or position that authorizes them to perform functions of or uphold any University codes, rules and/or regulations.

University-sponsored activity – any activity on or off campus which is initiated, approved, or supervised by the University.

UNLV Guide Sheet to Assist in Referring Student Questions

(Additional steps may be necessary and are subject to change)

Question/Concern	Refer Student:
Denial of admission (undergraduate)	Undergraduate Recruitment Office (774-8658)>Faculty Senate Admissions Committee (895-3689)
Denial of admission (graduate)	Graduate College (895-3970)>Department Chair>College Dean>Graduate Council (895-3970)>Graduate College Dean (895-3970)
Readmission from academic suspension (undergraduate)	Advisor>Department Chair>College Dean>Faculty Senate Academic Standards Committee (895-3689)
Readmission after separation (graduate)	Graduate College (895-3970)>Department Chair>College Dean>Graduate Council (895-3970)>Graduate College Dean (895-3970)
Removal of failing grades (undergraduate)	Advisor>Department Chair>College Dean>Faculty Senate Academic Standards Committee (895-3689)
Removal of failing grades (graduate)	Graduate College (895-3970)>Department Chair>College Dean>Graduate Council (895-3970)>Graduate College Dean (895-3970)
Registration adds, drops & changes	Student Enrollment Services (895-3443)>Instructor>Department Chair>College Dean>Faculty Senate Academic Standards Committee (895-3689)
Administrative drops & reinstatements after drop date	Instructor>Department Chair>or College Dean>Faculty Senate Academic Standards Committee (895-3689)
Administrative Drop for classroom conduct	Instructor>Department Chair> College Dean>Faculty Senate Academic Standards Committee (895-3689)> Associate Provost for Academic Affairs (895-1267) or Student Judicial Affairs (895-2308)
Graduation appeal for core requirement	Advisor>Department Chair>College Dean>Faculty Senate General Education Committee 9895-3689)
Graduation appeal of college requirement	Advisor>Department Chair>College Dean>Faculty Senate Academic Standards Committee (895-3689)
Credit overload 22 credits or more	Advisor>Department Chair>College Dean>Student Enrollment Services (895-3371)
Denial of transfer credit (undergraduate)	Advisor>Department Chair>College Dean>Faculty Senate Admissions Committee (895-3689)
Denial of transfer credit (graduate)	Graduate College (895-3970)>Department Chair>College Dean>Graduate College Dean (895-3970)
Grade appeal (undergraduate)	Instructor>Department Chair>College Dean>Faculty Senate Academic Standards Committee (895-3689)
Grade appeal (graduate)	Graduate College (895-3970)>Instructor>Department Chair>College Dean>Graduate Council (895-3970)>Graduate College Dean (895-3970)
Graduate student issues	Graduate College (895-3970)>Advisor>Graduate Coordinator>Department Chair>College Dean>Graduate Council (895-3970)>Graduate College Dean (895-3970)
Residency appeal (undergraduate)	Student Enrollment Services (895-3443)>Residency Appeals Board (895-2030)
Residency appeal (graduate)	Graduate College (895-3970)>Residency Appeals Board (895-2030)

Purged from classes for non-payment before Academic drop date	Bursar's Office (895-3683)>Fee Appeal Committee (895-3683)
Purged from classes for non-payment after Academic drop date	Bursar's Office (895-3689)>Faculty Senate Academic Standards Committee (895-3689)
Refunds	Bursar's Office (895-3683)>Faculty Senate Academic Standards Committee (895-3689)>or>Fee Appeal Committee (895-3683)
Appeal for late fees, reinstatement fees & Fees due to UNLV	Bursar's Office (895-3683)>Fee Appeal Committee (895-3683)
Financial aid (scholarships, grants, loans, Employment, suspension, denial)	Student Financial Services (895-3424)>Financial Aid Appeals Committee (895-3424)
Registration/payments related to financial aid	Student Financial Services (895-3424)
Appeal of financial aid suspension & denial	Student Financial Services (895-3424)>Financial Aid Appeals Committee (895-3424)
ADA classroom accommodation	Learning Enhancement Services (895-0866)