

# University Policies

<b>Policy Name:</b> Statement of Student Responsibilities	<b>Effective Date:</b>
<b>Custodian of Policy:</b> Associate Vice President for Student Affairs	<b>Last Review:</b> July 2000
	<b>Next Review:</b> September 2018

## FORMAL REVIEW

### Policy

Students are dual members of the University community and society. Good citizenship is expected of all students regardless of location. Students who engage in alleged violations of the "Statement of Student Responsibilities" policy may also face civil or criminal penalties. This Statement is not intended to replace federal, state or local legal processes. ~~An action involving the student in a legal proceeding does not free the student of responsibility to participate in a University proceeding. The University will decide whether to adjudicate before, after, or simultaneously with a legal proceeding.~~

The "Statement of Student Responsibilities" was established by students, faculty, and staff to clarify behavioral expectations of students. The following responsibilities promote a sense of community where maturity, personal accountability, and positive regard for the well-being of others frame choices and decision – making:

#### Student Responsibilities

1. Individuals will fulfill their academic responsibilities in an honest and forthright manner.  
All students have a responsibility to maintain the academic integrity of the university and each student must at all times keep in mind that his or her behavior reflects not only upon him/herself, but upon other students, upon the faculty and upon the university as a whole. Each and every student is responsible for becoming familiar with and abiding by the University policy on plagiarism and academic honesty as well as the guidelines and policies established by their instructors and programs of study.

Examples of violations include but are not limited to: plagiarism (such as using another's phrasing, concepts, or line of reasoning as your own); submitting course assignments that are not your own; submitting the same paper in different classes without prior approval from both instructors; cheating on assignments, laboratory reports or examinations; acquiring or using test materials without faculty knowledge; failure to follow class policy; obtaining academic benefits through inappropriate application of technology; computer fraud or unauthorized access; engaging in academic fraud alone or with others; downloading material off the Internet without proper citation; illicit attempts to influence grading; failing to abide by test-taking procedures; signing the class attendance roster for an absent student.

2. Individuals will respect and foster the academic endeavors of others.  
MSU exists to promote learning, and as such, students must behave in such a way so as to allow the process of learning to take place by group or individual.

Examples of violations include but are not limited to: harassment of a faculty member; disrupting teaching or learning; excessive noise that disrupts classes, studying or University activities; other activities that seriously disrupt the educational process; intentionally altering, inhibiting or stealing another person's research.

3. Individuals will respect the integrity of the University's academic and administrative records. Those records are the property of the University and must be treated as such.

Examples of violations include but are not limited to: acting alone or with others to misrepresent academic status, performance, awards or graduation material; omitting material from or manipulating records; falsifying, altering, stealing or destroying University documents; altering, forging or misusing University academic records; obtaining grades, course access, awards or endorsements dishonestly; computer fraud.

4. Individuals will adhere to all policies and regulations of MSU and the MnSCU system along with federal, state and local laws that govern individual actions and relationships among community members. When students accept admission to MSU, they accept the responsibilities that go along with membership in the University community. The University complies with federal, state, and local laws, and expects students to act in accordance with the law. The University holds students to high standards of conduct and ethical behavior, which may exceed legal obligations.

Examples of violations include but are not limited to: sexual violence; unauthorized or illegal consumption or possession of alcohol; public drunkenness; possession, sale or distribution of illegal material or substances; violation of University or departmental policies, violation of law; defenestration (throwing items out a window); violation of University e-mail or computer usage policy; possession of false identification; engaging in riotous behavior or encouraging others to do so; illegal gambling; inappropriate use of electronic devices, e.g. cell phones.

5. Individuals will protect and support the personal safety of self and others. Living in a community requires that students respect another's personal space. Students have the right to pursue their academic and personal goals free from the threat of injury, threats or unwanted contact. Self-injurious behavior has the potential to adversely disrupt the academic and personal success of both the student involved and other MSU students. Physical safety is a prerequisite for maintaining an educational environment. Violations of these expectations need to be addressed in order to maintain the boundaries of all students.

Examples of violations include but are not limited to: sexual violence; indecent exposure; stalking (persistent unwelcome contact or observation); threatening with a weapon or simulated weapon; fighting; physical violence, unsolicited, nonconsensual sexual or physical contact with another person; endangering the health or safety of self or others; reckless actions taken with disregard for the harm that may ensue to self or others; participation in a disturbance which may endanger self or others.

6. Individuals will demonstrate civility for others in all their interactions. As member of the MSU community, all students owe to their fellow students, as well as to the faculty, staff and other members of the community, a basic level of respect; and students have a right to be treated with respect as well. Minnesota State University respects and protects the right of students, faculty, staff and visitors to engage in argument, to advance their opinions and beliefs without fear of reprisal or punishment, and to disagree with one another provided that the exercise of those rights takes place within a context of civility and respect for others.

Examples of violations include but are not limited to: disruptive noise; terroristic threats; sexual harassment; verbal or written intimidation; severe or persistent harassment through verbal, written or graphic expression; hazing (defined as mandating undesirable activities, a pattern of banter/ridicule/criticism and/or the use of humiliation, as a form of initiation); actions that substantially interfere with another person's right to learn and participate.

7. Individuals will show respect for personal and University property. As a member of the MSU community, all students will recognize, value, and appropriately regard personal and University property.

Examples of violations include but are not limited to: identity theft; vandalism; theft; actual or threatened damage to property; acting fraudulently to obtain goods, services, or funds from University departments, student organizations or individuals; misuse and/or wrongful use of University facilities, equipment or services; failure to return University equipment; wrongful sale or use of another's property; knowingly possessing or using stolen property; littering; public urination; trespassing; unauthorized possession, distribution or duplication of a University key(s); providing a key or ID to another person without proper authorization; providing another person with unauthorized access to a secured area; intentional harm to computer equipment and programs.

8. Individuals will contribute to a safe environment within the University community. The University is a community and requires the active participation of all members in keeping the community peaceable and safe. Students are encouraged to respect and be proactive about their own safety and the safety of others.

Examples of violations include but are not limited to: possession of weapons, incendiary devices or explosives; possession of articles or substances that are used as weapons or simulated weapons; misuse of University keys; willful failure to identify or false identification of oneself or one's guest(s); failure to assume responsibility for the actions of one's guest(s); misuse or damage of fire fighting, safety or other emergency equipment; failure to comply with appropriate requests from University Security or other University staff members; intoxication that disrupts other individuals or the University's activities; self-injurious substance abuse; or interference with law enforcement or University staff performing their duties.

9. Individuals will comply with the University in enforcing its administrative responsibilities. Successful operation of the University requires adherence to policies and procedures by its members. It is the responsibility of all University students, staff, and guests to cooperate at all times with the University in order to maintain a safe environment.

Examples of violations include but are not limited to: retaliation toward an individual for involvement in a University activity; disruption of activities of the University; harassment of University staff (including student staff); submission of a false or purposely incomplete statement/report; misuse, alteration, or transference to another person of the MavCard; failure to appear in response to a proper summons, when requested to do so by a University official; disruption of disciplinary activities; dishonesty as part of a University hearing; misuse of one's position within the University; failure to comply with sanctions from a disciplinary hearing; failure to comply with restriction from areas on campus; or demanding inordinate amounts of attention from faculty or staff.

## Procedures

The student conduct system promotes and enforces the "Statement of Student Responsibilities" policy following a philosophy of educational discipline. Through involvement in the adjudication process, students have an opportunity to learn new ways of resolving difficulties and relating to others while strengthening their comprehension of rules and regulations necessary to maintain a safe environment conducive to learning and growth.

- Each student is responsible for knowing and adhering to the prescribed community standards. A student found to have violated the "Statement of Student Responsibilities" policy will receive a maximum disciplinary sanction of expulsion, or any sanction not less than a warning.
- Disciplinary action is cumulative resulting in more serious consequences if the student engages in repeat violations or fails to follow through with sanctions from a previous hearing.
- Being under the influence of alcohol and/or other drugs does not in any way excuse or mitigate responsibility for a student's actions. The excessive, illegal, unprescribed or otherwise socially irresponsible use of alcohol or other drugs infringes upon one's ability to preserve personal integrity and civility.

- Any violation of the “Statement of Student Responsibilities” policy is aggravated in severity when bias motivation is involved.

## Rationale

The “Statement of Student Responsibilities” is influenced by the Minnesota State University, Mankato’s statement of Core Values:

Minnesota State University, Mankato is an innovative, student-centered learning community that values:

- Integrity and respect in the way we conduct ourselves;
- Diversity in who we are and what we do;
- Access to our programs and services that create opportunities for all to pursue their dreams;
- Responsibility to those we serve by providing an education that inspires solutions to society’s challenges; and
- Excellence in our academic and non-academic pursuits.

Minnesota State University, Mankato encourages scholarship and is committed to the acquisition of knowledge. A student’s first responsibility is to study. To allow individuals to pursue successfully their educational, professional and personal objectives, the University identifies responsibilities expected of students as members of this learning community. The “Statement of Student Responsibilities” policy was established by students, faculty and staff to clarify behavioral expectations of students as a condition of membership. The “Statement of Student Responsibilities” policy promotes a sense of community where maturity, personal accountability and positive regard for the well-being of others frame choices and decision-making.