



**EQB: The Guide for Living in Community
2024-2025**



Table of Contents

Content	Page
How to Use This Guide	2
Governing Ideas	3
Important Policies	
Code of Conduct	4-24
Residence Life Policies	25-39
Non-Discrimination, Harassment, & Retaliation Information	40
Good Samaritan Policy	41-42
Missing Students Policy	43-44
Hazing Prevention Policy	45-47
Recognized Student Organization Event Policy	48-53
Additional Relevant Policies	54
Student Resources	
Quick Reference Guide	55-59
CARE Team	60
Library and Information Technology Services	61-62
Sewanee Outing Program	63
Student Accessibility Services	64-65
Student Involvement	66-67
Career Readiness + Student Success	68-69
University Chaplain	70
Wellness Commons	71
Notices and Statements	72-73



How to Use this Guide

EQB: The Guide for Living in Community, commonly called the EQB Guide, is Sewanee’s handbook for undergraduate students. It is titled using the shortened version of the University’s motto, “Ecce Quam Bonum,” from Psalm 133 which says:

“Behold how good and pleasant it is when kindred live together in unity.”
- Psalm 133:1

The University’s motto – often shortened to EQB – represents the aspirations we have for this community to live, work, and learn together in unity. This guide is updated each year to provide students with the important resources and information to help them live out the University’s motto each day.

Students should review the EQB Guide in its entirety to become familiar with the important policies and resources presented. It is the responsibility of all students to be aware of the expectations outlined in the University’s policies. The Code of Conduct and Residential Life policies have been included in its entirety in the document. Other critical policies have been summarized with resource listing including policies for Discrimination, Harassment, and Retaliation and the University's Title IX policy.

In addition to these policies, important campus departments have provided resource guides for students. These guides include a summary of the services they provide and how you can find them on campus. Students are encouraged to refer back to these resources regularly for support and assistance.

The items included in the EQB Guide each year are revised and evaluated to ensure they are accurate, clear, and useful to students. Students are encouraged to provide suggestions for changes or improvements to this guide by contacting the Office of Community Standards at communitystandards@sewanee.edu.



Governing Ideas

University Purpose

The University of the South is an institution of the Episcopal Church dedicated to the pursuit of knowledge, understanding, and wisdom in close community and in full freedom of hearing, and enlightened by Christian faith in the Anglican tradition, welcoming individuals from all backgrounds, to the end that students be prepared to search for truth, seek justice, preserve liberty under law, and serve God and humanity.

The College of Arts and Sciences is committed to the development of the whole person through a liberal arts education of the highest quality. Outstanding students work closely with distinguished and diverse faculty in a demanding course of humane and scientific study that prepares them for lives of achievement and service. Providing rich opportunities for leadership and intellectual and spiritual growth, while grounding its community on a pledge of honor, Sewanee enables students to live with grace, integrity, and a reverent concern for the world.

A Community of Honor

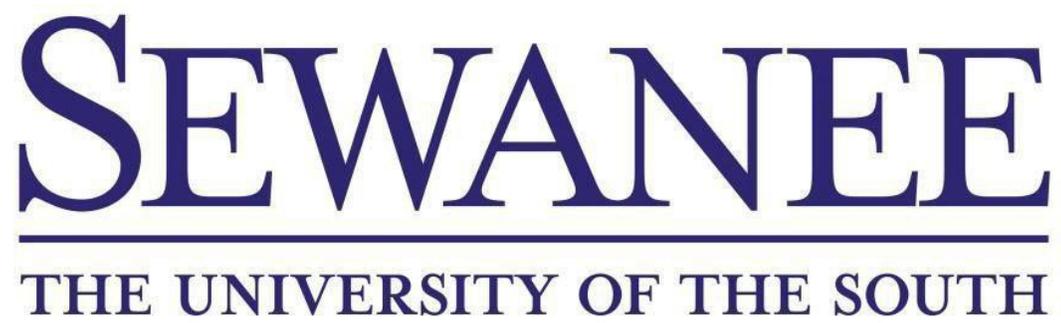
The University's motto—EQB—summarizes the principle that as members of the Sewanee community, we have a responsibility to live with respect for one another and in healthy relationships. Students are expected to live with honor day and night, in the classroom and in the residence halls, on the athletic field and in social spaces, on campus and off—in short, “in every walk of life.” When we commit to living in community with one another, we necessarily agree to accept limitations on our own actions for the benefit of all, with the parallel expectation that we will not be injured, maligned, or otherwise negatively affected by the actions of others. Those who insist upon living outside the expectations of the Sewanee community will understandably be held accountable for their choices by the Honor Council, the Student Conduct Board, or other disciplinary bodies, and may in certain circumstances be removed from the Sewanee community. Matriculation and/or continued enrollment at Sewanee is a privilege, not a right. Additionally, students are expected to comply with federal, state, local, and international laws in their conduct on and off campus.

The Honor Code

One shall not lie, cheat, or steal.

For more than a hundred years the Honor System has been one of Sewanee's most cherished institutions. The Honor Code is an attempt to formulate that system, but no code can adequately define honor. Honor is an ideal and an obligation. It exists in the human spirit, and it lives in the relations between human beings. One can know honor without defining it.

An important part of Sewanee's Honor System is its maintenance and administration by the students. For this purpose, students elect an Honor Council consisting of four seniors, four juniors, three sophomores, and one freshman. All members are elected by their respective classes. The Honor Council presides over cases involving potential violations of this Code. More information about the [Honor Code](#) and [Honor System processes](#) can be found online.



Policies Relevant to Students



Code of Conduct
The University of the South
Effective August 12, 2024

Table of Contents

I.	Introduction	4
II.	Definitions	4
III.	Authority	7
IV.	Jurisdiction and Scope	7
V.	Student Rights & Responsibilities	8
VI.	Prohibited Conduct	9
A.	Alcohol	9
B.	Drugs	9
C.	Abuse and Respect for Others	10
D.	Community Behavior	11
E.	Property	12
F.	Safety and Security	12
G.	Other Policy or Laws	13
VII.	Procedure	13
A.	Standard of Evidence	13
B.	Release of Information	13
C.	Scheduling	13
D.	Supportive Measures	14
E.	Interim Measures	14
F.	Preliminary Steps	15
G.	Resolution Process	17
H.	Appeals	20
I.	Overlapping Jurisdiction.	21
VIII.	Outcomes	22
IX.	Revision	24



I. Introduction

The University of the South's policies are derived from our general philosophy of University life defined by our motto—*Ecce Quam Bonum (EQB)* meaning *Behold how good and pleasant it is when kindred live together in unity!* Our motto comes from Psalm 133 and embodies the principle that, as members of the Sewanee community, we have a responsibility to live harmoniously and respectfully together. We aspire to live and learn in a community that promotes our collective responsibility to hold one another to shared standards. Students and recognized student organizations are expected to uphold the University's motto in their daily lives and actions. University of the South students are regarded as people who are morally and legally responsible for their own conduct within the context of the norms and values of an educational community and as responsible residents of the local community in which the University is located, with respect for the laws of the state and country.

[The EQB Guide](#) is Sewanee's student handbook. It contains information about policies and resources, including the Code of Conduct. The Code of Conduct is designed to provide students with clarity about the major expectations of their behavior as outlined in University policies.

The resolution process outlined in the Code of Conduct is designed to be a part of the educational mission of the University, one that focuses on upholding the commitments and values inherent in the Sewanee community. The resolution process teaches students in the College of Arts and Sciences appropriate and acceptable behavior within a community. We believe in an ongoing developmental process in which individuals assume responsibility for the effect of their behavior on themselves and others. Students are expected to engage in behavior that creates a mutually beneficial living and learning community for all.

The College provides a resolution process in which members of the Sewanee community may resolve violations of the Code of Conduct with mutual respect for one another. The resolution process will be governed by fairness, education, and respect at all stages. Fairness means the process should be carried out in a consistent, clear, and equitable manner. The process, including potential outcomes, strives to be educational. Students are responsible for the consequences of their actions and are expected to make ethical choices. The process also is characterized by respect for all individuals, as well as the community as a whole.

II. Definitions

- A. **Accommodation:** An accommodation is a legally mandated reasonable modification or service that gives a student with a disability an equal and equitable opportunity to benefit from the educational process and/or University services.
- B. **Appeals Board:** The Appeals Board oversees and resolves appeals to outcomes of the resolution process as described in this Code of Conduct. The board has three members selected from a larger pool—one faculty as chair, one staff, and one student – selected and trained by the Office of Community Standards.
- C. **Community Hearing Board:** The Community Hearing Board is a panel composed of one faculty member, one staff member, and one student selected from a larger pool, trained by



the Office of Community Standards which is responsible for resolving cases as outlined in the Code of Conduct.

- D. Complainant: A person who alleges violation(s) of the Code of Conduct.
- E. Educational Conference: An Educational Conference is an informal resolution process where the Respondent meets with the Resolution Facilitator to mutually resolve alleged violations of University policies including the Code of Conduct. With few exceptions, all cases begin resolution at an Educational Conference. The alleged violation may be resolved during the Educational Conference if the respondent and Resolution Facilitator mutually agree on appropriate resolution, including responsibility and outcomes as relevant.
- F. Fact-Finding: Fact-finding is the process overseen by the Resolution Facilitator solely to collect information about a reported incident. The goal of fact-finding is to determine if there is enough information to support an alleged violation of the Code of Conduct or other University policies. Fact-finding includes, but is not limited to, meetings with individual students, review of submitted materials including photos and videos, and review of information available within the University system like enrollment, residential, and event participation data.
- G. Hearing: Formal resolution processes are heard by either the Student Conduct Board or Community Hearing Board, which is a panel of people selected from a larger pool of trained panelists. The type of hearing depends upon the circumstances of the alleged violation. This contrasts to informal resolution processes called Educational Conferences.
- H. Interim Measure: A time-bound restriction or requirement of a participant in the resolution process issued by the Dean of Students prior to the resolution of an allegation of misconduct.
- I. Recognized Student Organization (RSO): Any Student Organization, including, but not limited to, fraternities and sororities, club sports, music and performance groups, and intercollegiate athletic teams. The Student Organization Handbook defines a Recognized Student Organization as a group of undergraduate or graduate students who unite to promote or celebrate a common interest. For the purposes of this Code of Conduct, Recognized Student Organizations will also include those groups of students pursuing but not yet recognized and groups of students acting as an RSO without recognition. The Code of Conduct applies to organizations just as it applies to individual students.
- J. Report: Information received by the Office of Community Standards about a potential violation of University policy. Also called an Incident Report.
- K. Resolution Facilitator: A University official who has been designated by the Dean of Students and received special training from the Office of Community Standards to resolve potential violations of the Code of Conduct in an Educational Conference.
- L. Respondent: A student or RSO alleged to be in violation of the Code of Conduct or other University Policy.
- M. Student: For the purposes of this Code of Conduct, a student is any person taking, scheduled, or reasonably expected to take courses in the College of Arts and Sciences, full or part-time. Student status continues between academic terms and applies to persons who have a continuing relationship with the College including those who withdraw from classes after the alleged conduct. Student status ends upon conferral of degree or the completion of official process to withdraw, transfer, or take a leave of absence.



- N. Student Conduct Board: The Student Conduct Board is a panel composed of trained students who have been selected through an application and interview process with the Office of Community Standards. The Student Conduct Board is responsible for resolving cases as outlined in the Code of Conduct.
- O. Student Housing: Any facility selected by students to live in via the housing application process while attending the University.
- P. Student Organization Activity: An activity organized, supported, or sponsored by a Student Organization. The following guidelines will be used to determine if an alleged activity is associated with a Recognized Student Organization.
1. Conduct is endorsed by the organization or any of its leaders. Endorsement includes, but is not limited to, active or passive consent or support, having prior knowledge the activity was likely to occur, or helping to plan, promote, or advertise the activity.
 2. Conduct is committed during the course of an activity paid for by the organization or paid for by one or more members contributing personal funds.
 3. Conduct occurred on property owned, controlled, rented, leased, or used by the organization or its members for organizational activities.
 4. Purpose of the activity was related to joining, initiating, or continuing membership/affiliation with the organization.
 5. Non-members of the organization learned about the activity from advertisements or communications associated with the organization.
 6. Members of the organization attempted to conceal the activity or protect members who were involved.
 7. One or more leaders of the organization had prior knowledge or reasonably should have known that the conduct would take place.
- Q. Supportive Measure: An action taken by the University to provide appropriate support to a participant in the resolution process to ensure their continued access to education programs and activities.
- R. Support Person: A person attending any part of the resolution process to provide emotional or other support to the Respondent, Complainant, or witnesses. Support Persons may not have an active role during resolution proceedings, i.e., they may not speak for or represent the person they are supporting. All communication will be to and must be made by the Respondent, Complainant, or witness.
- S. The Domain: The Domain defines the University's land including the combined 13,000 acres of natural land, campus properties, and residential spaces.
- T. Threshold Review: An initial review by the Resolution Facilitator of an incident report submitted to the Office of Community Standards to examine readily available information for credibility and actionability before the incident is addressed any further by the Resolution Process.
- U. University Property: Property including items owned or controlled by the University. Examples include the Domain and all campus buildings, spaces rented by the University, University personal property including University vehicles, and technology resources.
- V. University Official: University administrators, faculty and staff, and Sewanee Police officers are considered University Officials.
- W. University Community: Students, faculty, staff, and visitors to the campus are considered our University Community.



- X. Witness: A person participating in a resolution process who can provide additional information about an alleged violation based on their personal knowledge of the incident.

III. Authority

Students, faculty, and staff voluntarily enter into membership in the University community and, in so doing, assume obligations of behavior reasonably expected by that community for the purpose of furthering its mission, vision, processes, and functions. In order to carry out its mission, the University promotes and enforces appropriate rules, regulations, and policies and takes action when violations of such rules, regulations, and policies occur. The University Ordinances give the Dean of Students, and staff under their direction, responsibility for establishing and implementing a student disciplinary system.

College of Arts and Sciences undergraduate students (referred to as “students”) accept the expectations and policies set forth in this Code of Conduct and other University rules, regulations, and policies when they are admitted to the University. Behavior that violates policies related to non-discrimination, harassment, and retaliation, including Title IX, will be subject to the processes outlined in those policies separate from this Code of Conduct. Students are also subject to the laws of the state of Tennessee, federal law, and other local, national, and international governing laws and policies.

The student resolution process is not a criminal or civil court system. The two systems are independent and have different purposes, processes, and standards used to determine responsibility and consequences. The University’s student resolution process is not a legal process and thus rules of law, evidence, and procedure used in legal proceedings do not apply and will not be used. In addition to being managed through the University, conduct violations that are also violations of federal and/or Tennessee law may be referred to the appropriate legal authorities. These processes may run concurrently as the University is responsible for upholding its policies and expectations at all times.

The language used in this Code is not intended to create nor is it to be construed to constitute a contract between the University and any one or all of its students. It is the student’s responsibility to read the Code of Conduct. The Code of Conduct does not contain all policies of the University and its units, but rather highlights important policies for students. Students are responsible for understanding any other pertinent policies, handbooks, or expectations from any University units with which the student may be involved and will be subject to the policies and expectations of any unit within the University to which the student belongs.

IV. Jurisdiction and Scope

The University’s Code of Conduct applies to student behavior occurring from the time of admission until the awarding of a degree or other separation from the institution. More specifically, each student is responsible for their conduct from their admission to the University through the actual awarding of a degree, even though the conduct may occur before classes begin or after classes end, as well as during the academic year and during periods between terms of actual enrollment.



The University reserves the right to address student behavior or recognized student organization activity on-campus, off-campus, and online when such behavior or activity is inconsistent with the Code of Conduct. Any incident involving an individual student's behavior or a recognized student organization's activity that is believed to be inconsistent with federal, state, and local laws may be referred to the appropriate authority. Further, students may be held accountable for behavior that attempts to commit a violation of the Code of Conduct as if an attempt has been completed.

Students are responsible for the conduct of their guests on or in University property and at functions sponsored by any recognized student organization. Residential students should review [Residential Life Policies](#) for more information about host and guest responsibility.

For entering students, a student's violation of the Code of Conduct occurring prior to the opening of student housing for the admitted semester may be addressed through re-evaluation of the offer of admission or by the Dean of Students. After the opening of student housing for the admitted semester, a student's behavior will be addressed in accordance with the process published in this Code. For graduating students, violations of policy just prior to, during, or after final exams may result in the inability to participate in Commencement exercises and stipulations that must be met to receive a diploma at a later date.

V. Student Rights & Responsibilities

Student Rights: The University affirms the following student rights and privileges in conduct resolutions for individual students and recognized student organizations:

- A. To be informed of the Code of Conduct and its corresponding procedures;
- B. To petition for redress of a grievance arising from an incident that violates University policy and/or the Code of Conduct;
- C. To receive notice of any alleged violations of University policy and/or breaches of the Code of Conduct prior to the initiation of fact-finding and, if deemed appropriate, an Educational Conference or Hearing;
- D. To have an opportunity to be heard by an impartial Hearing Board or Resolution Facilitator to address an allegation(s) of a violation of University policy;
- E. To be presumed not responsible for a violation of the Code of Conduct until the conclusion of an Educational Conference, Hearing, or Appeal, as applicable can occur;
- F. To have a Support Person of one's choosing present in any resolution proceedings. Support Persons may not participate directly in a resolution process nor may a Support Person address any participant in the conduct hearing process other than the student they are supporting;
- G. To examine evidence of an alleged violation to be presented prior to an Educational Conference or Hearing;
- H. To view the list of witnesses prior to a Hearing and to suggest additional witnesses to this list;
- I. To choose not to answer a question asked in a fact-finding meeting, Educational Conference, or Hearing;
- J. To choose not to participate in an Educational Conference or Hearing, noting resolution proceedings may continue without their participation;
- K. To be informed of the outcome of the resolution process;



- L. To appeal the decision as outlined in the appeals section of the Code of Conduct.

Student Responsibilities: The following responsibilities represent the standard of conduct at the University for individual students and recognized student organizations:

- A. To maintain a level of behavior consistent with the Honor Code and Code of Conduct;
- B. To observe the laws of local, state, and federal government;
- C. To read, become familiar with, and adhere to all University policies;
- D. To participate in all resolution proceedings or communicate the desire to abstain, unless participation has been required at a fact-finding meeting;
- E. To stay informed by reading communications from the University.

VI. Prohibited Conduct

The following conduct is prohibited as it violates the spirit of the University's motto and the shared commitments and values of the institution.

A. Alcohol

1. Common Source: Providing access to or serving alcoholic beverages from common sources is prohibited. This includes possession, storage, or use of any container where alcohol may be stored, mixed, or served from including, but not limited to, kegs of any size, shared coolers, commercial dispensers, or punch bowls or any container that serves as a common source of access to alcoholic beverages to multiple persons.
2. Alcohol Possession/Use: The University prohibits the unlawful use, possession, and distribution of alcoholic beverages. Under Tennessee law, it is unlawful for any person under the age of 21 to buy, possess, transport, or consume alcoholic beverages, including beer and wine.
3. Driving Under the Influence: In addition to being a violation of Tennessee law, driving under the influence of alcohol, controlled, or other substances used for the purpose of intoxication or inebriation is prohibited by the University.
4. Glass Bottles: Glass bottles or glass containers of alcohol are prohibited.
5. Providing to Underage: It is unlawful under Tennessee law and prohibited by the University for a person to buy, furnish and/or make available alcoholic beverages for anyone under the age of 21.
6. Public Intoxication-Alcohol: Public intoxication, being under the influence of alcohol to the extent of losing control of one's faculties or behavior, including disorderly conduct in public or private locations (including student housing), or endangering oneself or others, is prohibited.
7. Rapid Consumption: The possession of paraphernalia such as beer funnels, beer pong games, and drinking games with or without the express purpose of encouraging or facilitating the rapid consumption of alcohol is prohibited.

B. Drugs

1. Drug Possession/Use: The University expects students to comply with federal and Tennessee state laws related to controlled and other substances used for the purpose of intoxication or inebriation. This includes the unlawful possession, use,



- manufacture, sale, provision, and/or distribution of marijuana, narcotics, hallucinogens, and/or other controlled substances.
2. Misuse of Prescription Drugs: Misuse of prescription drugs including using without a prescription, in manners inconsistent with prescribed use, sale, provision, and/or distribution is prohibited.
 3. Paraphernalia: Any equipment or items related to the production, concealment, or consumption of drugs is prohibited even if the paraphernalia is being used for an alternate purpose. It includes, but is not limited to, items such as smoking devices, bong, roach clips, miniature spoons, homemade bong, scales, cigarette papers, needles, and various types of pipes.
 4. Public Intoxication-Drugs: Public intoxication, being under the influence of controlled substances used for the purpose of intoxication or inebriation to the extent of losing control of one's faculties or behavior, including disorderly conduct in public or private locations (including University owned student housing), or endangering oneself or others, is prohibited.
 5. Selling, Distributing, or Providing Drugs: Students may not sell, distribute, or provide controlled substances or other substances used for the purpose of intoxication or inebriation or violate federal or Tennessee state laws related to sales, distribution, or provision of these substances to anyone on or off campus. Provision includes "sharing" or "trade" but does not require an exchange of money, anything of value, services, or favors.
 6. Tobacco, Smoking Hemp, and Vapor Products: The University prohibits the unlawful possession, use, or distribution of tobacco products including tobacco, smoking hemp, or vapor products or smokeless nicotine products. Under Tennessee law, smokeless nicotine products means nicotine that is in the form of a solid, gel, gum, or paste that is intended for human consumption or placement in the oral cavity for absorption into the human body by any means other than inhalation. Smoking and the use of tobacco products is prohibited in all student housing and campus buildings, including on balconies, and within 50 feet of campus buildings.

C. Abuse and Respect for Others

1. Bullying: Bullying, the repeated and/or severe behaviors directed at a person or persons that cause or would reasonably cause the person(s) to be intimidated, distressed, or harmed physically, mentally, or emotionally and interferes with their ability to participate in and benefit from the University's activities, is prohibited.
2. Physical Conflict: Students may not engage in physical conflicts including actual contact between individuals, as well as threatening physical harm, regardless of whether physical contact occurs or not. A student's intent to initiate physical conflict is not necessary for a violation to occur. Students alleged to have engaged in physical conflicts resulting from domestic or dating violence may be referred for resolution under the [Title IX and Sex Discrimination Policy](#).
3. Hazing: Students may not engage in any behavior that violates the [Hazing Prevention Policy](#). Hazing is defined by Tennessee Law, and the University expands its definition to include any behavior associated with recruiting, joining, initiating, admitting, affiliating, or retaining membership in a group that humiliates, degrades,



abuses, or endangers a person's mental, physical or emotional well-being, regardless of their consent or willingness to participate.

4. **Harassment:** Students may not engage in unwelcome verbal or physical conduct that is so sufficiently severe, persistent, or pervasive that it unreasonably interferes with, denies, or limits someone's ability to participate in or benefit from the college's educational program and/or activities, and is based on power differentials (quid pro quo), the creation of a hostile environment, or retaliation. Sexual or gender-based harassment will be handled under the [Title IX and Sex Discrimination Policy](#). Other forms of harassment (i.e. age, race, disability, etc.) will be managed under the [Non-Discrimination, Anti-Harassment, and Retaliation Policy](#).
5. **Retaliation:** Any person who brings a good faith report under this Code of Conduct, or has information about or is involved in a resolution process, is encouraged to do so without fear of adverse action. Any person who retaliates against a person who brings a report or participates in the complaint resolution process is subject to being charged with retaliation regardless of the outcome of the underlying complaint. Retaliation as a part of an ongoing investigation of sexual or gender-based harassment will be handled under the [Title IX and Sex Discrimination Policy](#). Retaliation as part of an ongoing investigation of other forms of harassment (i.e. age, race, disability, etc.) will be managed under the [Non-Discrimination, Anti-Harassment, and Retaliation Policy](#).

D. Community Behavior

1. **Complicity:** The state of being involved with others in an illegal activity, violation of policy, or wrongdoing and/or failure to take reasonable action in the face of a clear wrong is prohibited. Additionally, students may not facilitate or actively encourage others to violate the Code of Conduct.
2. **Conduct Unbecoming:** Students are expected to respect the dignity of all individuals. This tenet extends to the interactions students have with one another, University staff and faculty, and any other individuals. When a behavior is determined to cause disruption to the learning environment or campus community, the conduct is no longer becoming of a Sewanee student.
3. **Deceptive Behavior:** Students should engage in honest interactions and refrain from deceptive behavior. Deceptive behavior includes lying, misleading, misrepresenting, omitting or otherwise hiding or distorting the truth. Deceptive behavior is prohibited regardless of whether another person is actually deceived. Violations of this policy may be referred to the Honor Council.
4. **Disruptive Behavior:** Conduct constituting a nuisance or danger to persons (including oneself) or property, including but not limited to being loud, aggressive, intimidating, bullying, engaging in a physical conflict. This conduct is prohibited.
5. **Disruption of the Resolution Process:** No one will engage in conduct that disrupts a meeting, Educational Conference, or Hearing, lessens the authority or dignity of any participant in the resolution process, or otherwise intentionally interferes with the resolution process. This includes causing, attempting to cause, or coercing a student to give false information in any meeting, Educational Conference, or Hearing. Students found to be giving false information can be referred to the Honor Council.
6. **Endangerment:** Students are expected to protect the safety of themselves and others by making responsible choices to reduce the risk of danger. Physical, mental, or



emotional abuse, or force against one's self, another individual, or group, or conduct that endangers the health, safety, or well-being of one's self or another person or group is prohibited.

7. Failure to Comply: Students are expected to be cooperative and respectful to University Officials who are acting in the performance of their duties. Further, students are expected to comply with instructions, requests, or orders of a University Official, a University Official's designee, or a University document. A Failure to Comply violation can result when a student knows or reasonably should have known of the instruction, request, or order.
8. Public Health Measures: The University establishes health policies with the goal of providing the safest environment for students, faculty, and staff to learn and live together on The Domain. Students must follow all of these policies.
9. Theft: Students should respect the property of others. Students are expected not to have another's property without express permission. A student who keeps property that excludes its rightful owner of its use or enjoyment when the student knows or reasonably should have known the property belonged to another will be treated as if the student took it no matter how it came into the student's possession. Violations of theft may be referred to the Honor Council.
10. Unauthorized Entry: Students are prohibited from physically entering non-public areas of the University without first receiving the appropriate permission(s) that grants access. Students are also prohibited from assisting others without permission to enter such areas. Non-public areas include, but are not limited to: student housing including private rooms, construction areas, athletic playing surfaces, staff or faculty offices, card-restricted rooms/areas, rooftops, and balconies, as well as closed or locked academic or administration buildings, University chapels and towers.

E. Property

1. Damage to Property or Premises: The damage, destruction, or abuse of personal, private, or University property and/or premises is prohibited. Students and RSOs may be charged restitution for any damage to University facilities and public areas that result from misconduct or misuse.
2. Misuse of University Property: Using University property in manners inconsistent with the designed use is not allowed. This includes removing, exchanging, or otherwise relocating property (i.e., furniture, plants, mattresses, doors, or other furnishings).
3. Unauthorized Use of University Documents: Lending, stealing, or otherwise transferring a student identification card, parking decal, and/or University document is prohibited. Additionally, use of a student identification card by anyone other than the owner is prohibited. No student shall obtain under false pretenses any document, identification card, parking decal, or other University-issued item. Students who violate this policy may be referred to the Honor Council.

F. Safety and Security

1. Fire Hazards and Combustible Materials: The University is committed to the safety and welfare of our community, and combustible materials including, but not limited to, gasoline, gunpowder, flammable chemicals, explosives, etc., are not permitted.



- Incendiary devices of any kind, including fireworks, are strictly prohibited in University facilities and on the premises of The Domain. Students may not light fires of any kind without the appropriate permits and approval. A Tennessee State burn permit is needed between October 15 and May 15.
2. Tampering with Fire Safety Equipment: Smoke detectors, sprinkler systems, alarms, and fire extinguishers are integral to student and facility safety and are not to be tampered with, disabled, or misused in any way. Smoke detectors must remain plugged in and/or with batteries intact.
 3. Pets and Other Animals: Students are prohibited from having pets and other animals in University-owned buildings and all student housing. Animals appropriately registered as an emotional support animal with [Student Accessibility Services](#) may reside in student housing, but may not be in other University buildings. Service animals will have appropriate access granted to them as defined by the [ADA](#).
 4. Weapons: Students may not engage in any behavior that violates the [University Weapons Policy](#).

G. Other Policy or Laws

1. Other Policy or Law Violation: Students are expected to comply with all University policies, as well as local, state, and federal laws. Violation of a University policy, or policies governing academic or administrative units, including Athletics, are a violation of the Code of Conduct. Additional policies may be found by using University credentials on the [Provost's webpage](#) and in the EQB Guide.

VII. Procedure

- A. Standard of Evidence: The University uses a preponderance of the evidence standard to determine responsibility, which means that if it is more likely than not that the student violated a policy, the student will be found responsible.
- B. Release of Information: The University does not release certain information related to the conduct process.
 1. Information collected via a report or during the fact-finding phase is usually not shared with the Respondent or Complainant until an official notice has been given to the Respondent(s) of an Educational Conference or Hearing.
 2. Conduct records are a part of a student's education record and are handled in accordance with the Family Educational Rights and Privacy Act (FERPA).
 3. Outcomes from an RSO resolution process may be shared by the University once the resolution process has concluded. This information may be redacted in accordance with FERPA.
- C. Scheduling
 1. Fact-Finding meetings, Educational Conferences, and Hearings are scheduled based upon the class schedules of the involved parties, availability of the Resolution Facilitator, Hearing Board members, and any witnesses relevant to each case.
 2. If a Resolution Facilitator needs to reschedule the Educational Conference or Hearing prior to its commencement, the facilitator will make a reasonable effort to notify the student of the new time, date, and location of the Educational Conference or Hearing. The facilitator will set a new meeting time, date, and location.



3. If a Respondent needs to reschedule the Fact-Finding meeting, Educational Conference, or Hearing prior to its commencement, they must contact the Resolution Facilitator in advance to request an alternative date and time. These meetings will be rescheduled only for reasonable, unavoidable scheduling conflicts, or additional time to provide evidence or identify witnesses.
 4. Fact-Finding meetings, Educational Conferences, and Hearings are not scheduled during final exam periods, reading days, or holidays when the University is closed. Exceptions may be made at the request of the participating student. The University reserves the right to continue the resolution process during academic breaks when appropriate.
 5. A student's failure or refusal to attend a Hearing or Educational Conference will result in a Hearing or Educational Conference being conducted in the student's absence, including the determination of responsibility and assigning of outcomes as appropriate.
 - a. Cases where the Resolution Facilitator proposes suspension or expulsion will be referred to a Hearing if the Respondent fails or refuses to attend the Educational Conference.
 6. At any point during the resolution process, students seeking accommodations for disabilities should contact Student Accessibility Services at sas@sewanee.edu.
- D. Supportive Measures: The Office of Community Standards may take supportive measures and share information about support resources that may include counseling and psychological and trauma-informed services to Complainants, Respondents, and other impacted parties.
- E. Interim Measures
1. The Resolution Facilitator may recommend to the Dean of Students, or Associate Dean of Students in their absence, an Interim Measure be issued. The Dean of Students or designee may then determine if interim measures should be issued to a student or RSO when there is reason to believe, based upon available information, that the student or RSO has engaged in, attempted, or threatened to engage in behavior that:
 - a. poses a danger of imminent physical harm to the student or to others, or
 - b. directly or substantially impedes the lawful activities of other members of the campus, or
 - c. has or is likely to cause property damage, or
 - d. there is an indication of the potential for ongoing violation of University policies.
 2. Types of Interim Measures:
 - a. Interim Organization Restriction: RSOs may be issued interim restrictions on their activities as defined by the Dean of Students including, but not limited to, a cease of operations, new member activities, or events with alcohol.
 - b. Interim Suspension: This action requires a student to leave The Domain and University property immediately, not return during the interim suspension period, and/or comply with other stated conditions for a specified period.
 - c. Housing Relocation: This action requires a student to relocate to another space within student housing within 24 hours.



- d. Housing Removal: A student who is removed from student housing may not enter any student housing.
3. Procedures for Interim Measures
 - a. A student or an RSO's leadership (including the designated advisor or coach) will receive notification via email or other appropriate manner of any interim measures, which will explain the nature and reason for the action, as well as any interim restrictions that may apply.
 - b. Any student who is suspended on an interim basis and returns to The Domain or University property and/or violates other stated conditions shall be subject to separate discipline for violation of the interim suspension and may be treated as a trespasser.
 - c. Following the imposition of interim measures, the standard resolution process will occur as expeditiously as possible.
- F. Preliminary Steps
 1. Report: The resolution process begins with a report of a potential violation of the Code of Conduct. Any member of the University community, any anonymous person, or any concerned person can file a report.
 - a. Reports may be filed via:
 - i. The [Office of Community Standards webpage](#)
 - ii. The [Sewanee Police Department](#)
 - iii. Mail or email to the Office of Community Standards (communitystandards@sewanee.edu)
 - iv. The [LiveSafe app](#)
 - v. In person in the Dean of Students' Office or Office of Community Standards in the Bishop's Common
 - b. The Office of Community Standards conducts a threshold review of all reports prior to moving forward with any action. This includes examining readily available information for credibility and actionability before being addressed.
 - i. Examples of readily available information include but are not limited to, housing assignments, participation and registered event data, and student enrollment information.
 - ii. As an example, if the person listed in the report is not a student or the behavior occurred outside of the jurisdiction of the Code of Conduct, this process ends.
 - c. Reports including potential violations of the [Non-Discrimination, Harassment, and Retaliation policy](#) and/or the [Title IX and Sex Discrimination policy](#) will be referred to the [Senior Director of Equity, Equal Opportunity, and Title IX](#).
 2. Notice: If the threshold review yields credible information of an alleged violation of the Code of Conduct or other University policies, written notice will be provided to the Respondent of either fact-finding or an Educational Conference.
 - a. Notice of fact-finding will follow the procedures outlined below.
 - i. Participants in fact-finding meetings will be provided with written notice to the University email address at least 24 hours prior to the meeting date.



- ii. Written notice will include a general summary of the incident and University policies potentially relevant to the incident, as well as the date, time, and location of their meeting.
 - iii. In cases involving potential violations by RSOs, the RSO leadership and their advisor may be invited to attend a meeting with the Resolution Facilitator to discuss the fact-finding process before fact-finding meetings commence with any individual student. This may include a request for an internal fact-finding report.
 - iv. Participants in fact-finding meetings may bring a Support Person of their choice; however, no person who may be subject to the fact-finding process is permitted to serve as a Support Person during fact-finding meetings.
 - b. Notice of an Educational Conference or Hearing will follow the procedures outlined below.
 - i. The notice will be sent to the University email address of the Respondent(s). In the case of an RSO, notice will be sent to the RSO's leadership including the organization's advisor or coach.
 - ii. Notice will include a summary of the allegation, alleged policy violations, date, time, and location of the Educational Conference or Hearing, name of Resolution Facilitator and/or Hearing Board Panelists, any interim measures in place, and instructions about the resolution process. These instructions will include opportunities to submit additional information and address potential bias.
 - iii. Notice will be sent no less than five (5) business days prior to the Educational Conference or Hearing date to accommodate students requesting to view case materials in advance.
3. **Fact-Finding:** The Resolution Facilitator assigned to manage the report by the Office of Community Standards will oversee fact-finding related to the nature of the report after the threshold review determines the report is credible and actionable under the Code of Conduct. Fact-finding includes readily available information (e.g., room assignment, registered event), as well as information from people who may have some knowledge of the incident. Fact-finding efforts are designed to determine if there is enough information to support an alleged violation of the Code of Conduct or other University policies.
 - a. The University may interview all necessary persons including, but not limited to, witnesses to the behaviors. Attendance at these meetings may be required when deemed to be in the interest of community safety and wellbeing.
 - b. Participation in these meetings will be kept confidential. This includes removing identifying information in any summary reports used for Educational Conferences or Hearings.
 - c. RSOs may be asked to provide an internal fact-finding statement regarding the allegations.
 - d. If the fact-finding conducted by the University determines there is sufficient information to support an alleged violation of the Code of Conduct or other University policy, the Respondent(s) will be notified in writing as described above.



G. Resolution Process

1. Educational Conference: An Educational Conference is an informal resolution process during which the Respondent meets with the Resolution Facilitator to mutually resolve allegations. With few exceptions, all cases begin resolution at an Educational Conference.
 - a. Educational Conferences provide the Resolution Facilitator and Respondent an opportunity to discuss the available information and alleged violations to mutually assess whether it was more likely than not the Respondent violated the Code of Conduct or other University Policies.
 - b. Educational Conference Procedures: The following procedures will be followed for all Educational Conferences.
 - i. Educational Conferences are closed meetings.
 - A. A Respondent may bring a Support Person with them to Educational Conferences to provide them support as described in the Code of Conduct.
 - B. Witnesses are not permitted in Educational Conferences.
 - ii. The Resolution Facilitator will provide the Respondent with an opportunity to review the information collected by the University during fact-finding and respond to the alleged violations.
 - A. The University reserves the right to redact information when it poses a risk to the safety of an individual(s) or is required by FERPA.
 - B. If the Respondent wishes to provide additional information or materials, they may request the Educational Conference be paused and resumed when they can provide this information.
 - iii. Resolution options during an Educational Conference are as follows.
 - A. After reviewing the information and discussion, the Respondent and Resolution Facilitator may agree that insufficient information exists to substantiate a violation and determine the student is not responsible for a violation.
 - B. If the Resolution Facilitator and the Respondent determine the Respondent is responsible for a violation using the established standard of evidence, the Respondent may:
 1. Agree to fulfill the outcomes as discussed and waive appeal rights; or
 2. Disagree with the proposed outcomes and request a Hearing for determination of appropriate outcomes.
 - C. If the Respondent and Resolution Facilitator do not reach a mutual decision during the Educational Conference, the case will be referred for a Hearing.
 - iv. A Respondent may request to resume the Educational Conference at any time prior to the commencement of a Hearing to pursue informal resolution of an alleged violation.
2. Hearings: The Office of Community Standards determines the appropriate Hearing type and schedules the hearing for all incidents.



- a. A member of the Dean of Students staff who was not the Resolution Facilitator for a case will coordinate the scheduling and management of the hearing. This includes being the point of contact for questions for all parties including hearing board panelists, Complainant(s), and Respondent(s).
- b. Hearing Board Jurisdiction
 - i. The Student Conduct Board hears cases involving individual students. The Student Conduct Board does not hear cases involving RSOs or those that could result in an outcome of removal from student housing, suspension, or expulsion.
 - ii. The Community Hearing Board hears cases involving individual students that could result in outcomes of removal from student housing, suspension, or expulsion, and involving RSOs.
- c. Hearing Types
 - i. Student Conduct Board: The Student Conduct Board is a panel composed of no fewer than three trained students who have been selected through an application and interview process.
 - A. The Director of Community Standards serves as an advisor for the panel to oversee their training and adherence to the procedures outlined in the Code of Conduct. The Associate Dean of Students will serve as the advisor in cases where the Director of Community Standards has been the Resolution Facilitator.
 - B. The SCB advisor may be present during Hearings as a non-participant.
 - C. Hearings conducted by the Student Conduct Board will be chaired by one of the students on the panel as identified by the Office of Community Standards.
 - ii. Community Hearing Board: The Community Hearing Board is a panel composed of one faculty member, one staff member, and one student trained by the Office of Community Standards.
 - A. Panelists must be in good standing with the University in order to serve.
 - B. Hearings conducted by the Community Hearing Board will be chaired by either the faculty or staff member on the panel as identified by the Office of Community Standards.
3. Hearing Procedures: The following procedures are followed regardless of the Hearing type:
 - a. Prior to a Hearing, the Complainant(s) and Respondent(s) will receive the Hearing materials including information collected during fact-finding (such as notes and photos), instructions related to the resolution process, and relevant policy(ies).
 - i. The University reserves the right to redact information when it poses a risk to the safety of an individual or individuals or is required by FERPA.
 - ii. Should the Respondent or Complainant wish to have additional time to review the incident report or to collect information that would be helpful in the case outcome, the Hearing can be rescheduled for a later date not to exceed five (5) business days from the originally scheduled date.



- iii. The Complainant(s) or Respondent(s) will be offered a meeting to review the Hearing materials with the Dean of Students staff member coordinating the hearing.
 - b. The Complainant(s) and Respondent(s) may request permission to bring additional information to the Hearing including a person or persons who have information related to the incident to the Hearing to serve as witnesses.
 - i. The name of any person appearing as a witness should be emailed to communitystandards@sewanee.edu no less than one (1) business day prior to the Hearing and include why the witness is relevant to the case.
 - A. Complainant(s) and Respondent(s) are responsible for ensuring their witness(es) are present at the Hearing.
 - ii. Additional information should be provided to the Office of Community Standards at communitystandards@sewanee.edu no less than one (1) business day prior to the Hearing and include why the information is relevant to the case. This information will be added to the Hearing materials for all parties, including the hearing board panelists.
 - c. A Hearing is a closed meeting involving only those who have information regarding what happened, an optional Support Person for each party, and those responsible for the resolution process.
 - i. A support person cannot speak directly to any other party during a hearing or speak on behalf of the Respondent.
 - ii. The hearing will not be recorded by anyone other than the Hearing Board Chair, and the recording is the property of the University for the specific purposes of any potential appeal.
 - d. On the day of the hearing, Complainant(s) and Respondent(s) will have the opportunity to participate in a pre-hearing consultation with the Dean of Students staff member serving as the hearing coordinator. This meeting will provide an opportunity to review the procedural process and address any questions or concerns prior to the commencement of the hearing.
 - e. During a Hearing, the Complainant and Respondent will have the opportunity to challenge or clarify information related to the incident and present their own information related to the incident.
 - f. The Chair of the Hearing will determine whether the information shared by any party including witnesses is relevant to what happened during an incident and may limit information if it is determined to be irrelevant.
 - g. At the conclusion of the Hearing, the Hearing Board will deliberate in private to determine responsibility using the preponderance of the evidence standard. If a student is found responsible for a violation(s), the Hearing Board will assign outcomes.
 - h. A Respondent's prior conduct record will be considered only during the determination of outcomes phase of the Hearing and will not be considered during the deliberation regarding responsibility for the alleged violation(s).
4. Outcome Letters: Decisions regarding responsibility and outcomes, if any, will be delivered to the student or RSO leadership including advisor or coach in writing



through the student's University email address within seven (7) business days of the Educational Conference or Hearing.

- H. Appeals: Students and RSOs may submit appeals to the outcome of a resolution process in the following circumstances and observing the procedures outlined below. All appellate responses are final.
1. Cases Eligible for Appeal: Cases heard by the Student Conduct Board or Community Hearing Board are eligible for appeal. Outcomes related to suspension, revocation of RSO recognition, expulsion, and removal from student housing will not take effect until the appellate process is complete, except in the case of Interim Measures.
 2. Grounds for Appeal: The decisions made by the Student Conduct Board or the Community Hearing Board related to responsibility or outcomes can be appealed, provided that one or more of the reasons for appeal is relevant to the case:
 - a. Procedural error, which had a bearing on the original decision.
 - b. New information that was not available at the time of the hearing that would affect the original decision.
 - c. Disproportionate nature of the assigned outcomes to the violation.
 3. Appellate Officers: All appeals will be reviewed by the Appeals Board.
 - a. The Appeals Board has three members—one faculty member as chair, one staff member, and one student. Two faculty members or two staff members may serve along with one student if needed.
 - b. The students serving on the Appeals Board shall be appointed from the pool of trained hearing panelists for either the Student Conduct Board or Community Hearing Board and will not have participated in the original hearing of the case.
 - c. The faculty or staff members shall be appointed by the Dean of Students, or designee, annually and include one chair for the appellate proceedings, and will not have participated in the original hearing of the case.
 - d. All three members shall have an equal vote, and a majority vote is needed to change a previous decision regarding responsibility and/or outcomes.
 4. Appeal Procedures: The following procedures are followed regardless of the appellate body:
 - a. A written appeal must be completed and submitted via the [online appeal form](#) within five (5) business days from the date of the Outcome Letter. A student may request an extension of this deadline by submitting an extension request to the Appeals Board Chair in writing. Unless instructed otherwise, a student should continue attending classes during the Appeals Process.
 - b. The appeal request should be complete at the time of submission, including at a minimum the reason(s) for appeal with the supporting facts, any new information available and why it was not available at the time of the original hearing, and any supporting documentation. All appeal materials must be uploaded at the time of submission.
 - c. Respondents wishing to appeal the outcome of their hearing may request the recording and any additional materials added to the case file during the hearing by contacting the Office of Community Standards at communitystandards@sewanee.edu.



- d. The Appeals Board Chair will first review the request for appeal to determine if the request meets the established criteria for appeal and is within the appeal filing timeline. This determination will be made within seven (7) business days of the appeal submission.
 - i. If the Respondent(s) do(es) not meet the established criteria for appeal or the appeal is not submitted within the allotted time frame, the original decision of the Hearing Board will be the final decision of the University.
 - ii. If the appeal meets the established criteria and timeline, the case will be referred to the Appeals Board.
 - iii. The Respondent(s) will be notified in writing of the appeal request determination sent via email to the University email address of the Respondent(s) within seven (7) business days of the referral from the Chair.
 - e. If the appeal is referred, the Appeals Board shall have access to the case file maintained by the Dean of Students' Office.
5. Appeal Outcomes: The Appeals Board has the option of:
- a. affirming the original decision(s) regarding responsibility and outcomes,
 - b. affirming the original decision(s) regarding responsibility and modifying the outcomes,
 - c. sending the matter back for a rehearing by a new panel of the Student Conduct Board or Community Hearing Board, whichever heard the original case according to the procedures of the respective Hearing Board, if a procedural error is found to have impacted the original outcome, or
 - d. reversing the original decisions regarding responsibility and eliminating the outcomes.
6. Notification: Appellate outcomes are communicated in writing and sent to the Respondent's University email address within seven (7) business days of referral to the appellate body or determination the appeal did not meet the criteria.
- a. The case is considered complete once the appeal outcome response is sent or the appeal window closes without a submission.
- I. Overlapping Jurisdiction: In cases where conduct may violate policies included in the Code of Conduct and another policy governed by the Honor Council or Title IX, the following procedures will be observed.
1. Cases with potential violations of [Title IX policies](#) will be referred to the Senior Director of Equity, Equal Opportunity and Title IX Coordinator for evaluation and administration. This evaluation will take priority over administration of the Code of Conduct procedures. The Senior Director of Equity, Equal Opportunity, and Title IX Coordinator will consult with the Office of Community Standards for resolution of any potential violations of the Code of Conduct.
 2. The [Honor Code](#) begins with the principle that "an honorable person shall not lie or cheat or steal." As such, any allegation of lying, cheating, or stealing may be remanded to the Honor Council for review and resolution, in addition to being reviewed through the Student Conduct process. In these cases, the Office of Community Standards and the advisor to the Honor Council will confer about the priority order of resolution.



VIII. Outcomes

The University uses a progressive outcome model for addressing repeated violations of University policies throughout a student's enrollment. The outcomes assigned in each case address the specific behaviors present in the incident, as well as considering the student's prior history of violations. The goal of outcomes is to impact future decision-making and initiate appropriate behavior change. Educational outcomes including training and reflective activities are used more frequently to fulfill this goal. Multiple violations, even minor ones, will see the implementation of more restrictive outcomes as these educational outcomes fail to result in changed behavior. For example, a common outcome for a first-time underage possession of alcohol violation could include an educational course about alcohol, the opportunity to complete Conduct Forgiveness, and a reflection paper. A common outcome for a second-time underage possession of alcohol violation could include an in-person discussion with a trained professional about their substance use, a term of Institutional Probation, and a notification to the student's parent/guardian of their second violation.

The following outcomes may be used for students and RSOs as a means to address the harm caused by their behaviors and resolve violations of this Code of Conduct. More than one outcome may be applied for any single violation.

1. Administrative Referral: Students will be required to meet with another University office or department for a particular need or behavior. For example, a student may be referred to meet with a Career Readiness and Student Success coach for academic support.
2. Conduct Forgiveness: Conduct forgiveness gives students a one-time opportunity to remove the violation from their conduct history. A student will complete assigned community service hours to restore harm in the community and complete a reflection paper to earn Conduct Forgiveness. If a student never has any other incidents in which the student is found responsible, the initial incident will not be reported on an internal conduct check. If further violations occur, Conduct Forgiveness will be revoked, including being listed in a student's conduct record and be used for assignment of future outcomes.
3. Drug Testing: Students will have 24 hours to complete and submit a drug test at a local facility. Any failed, missed, late, or diluted tests will constitute a failed test and subject the student to further sanctioning. These tests are random, and students required to take a drug test will be contacted via University email and phone.
4. Educational Programs: There are several in-person and online educational seminars and workshops students may be assigned to attend specifically designed to address the issue or behavior. On occasion, students may be asked to pay for these classes or services as applicable.
5. Expulsion: Separation of an individual student from the University without the possibility of readmission. A student will lose all tuition, fees, coursework, and other privileges of an enrolled student, regardless of the time in the semester when the status is imposed.



6. Housing Probation: Students placed on housing probation are permitted to remain in University-owned student housing, provided they abide by the rules and regulations outlined in the Code of Conduct, Residential Life Policies, and for campus residency. Violations of any campus policies while placed on housing probation may result in immediate removal from campus housing.
7. Housing Relocation: The University reserves the right to relocate students as appropriate to ensure safety and a productive learning environment for all students.
8. Institutional Probation: A period of time during which any further violation of University policy may result in suspension. A student or RSO on Institutional Probation will be considered to not be in good standing, which may affect the student's ability to participate in certain University activities including leadership roles and study abroad opportunities or restrictions of an RSO's recognition privileges.
9. Letters of Apology: Students may be assigned to provide a reflective letter of apology.
10. Loss of Privileges: Specific privileges to be involved in the University community and represent the University may be limited or lost as a result of violating University policy, including but not limited to the privilege to move out of student housing, membership in RSOs, which may include the ability to participate in recruitment for Greek organizations, and/or remaining in student housing beyond finals.
11. No-Contact Order: Individuals may be issued mutual no-contact orders which may also limit access to certain areas of campus in the effort to provide safety and productive learning environments. Contact between these persons is not permitted even through third parties and social media. No-contact orders may also be issued outside of the resolution process in an effort to preserve the educational environment for both parties.
12. No-Trespass Order: The University may limit any person from coming to the Domain or campus as appropriate. This order is typically issued by the Sewanee Police Department in consultation with the Dean of Students.
13. Other Educational Outcome: A student may be assigned an educational outcome not listed here that is tailored to their specific need and circumstances of violation.
14. Parental/Guardian Notification: The University reserves the right to notify parents/guardians of dependent students regarding any health or safety risk, change in student status, or conduct situation, particularly alcohol and other drug violations. The University may also notify parents/guardians of non-dependent students who are under age 21 of alcohol and/or drug policy violations. The University may contact parents/guardians to inform them of situations in which there is a significant and articulable health and/or safety risk.
15. Reflection Essays: A student may be asked to research and reflect on a violation.
16. Removal from Student Housing: Loss of the privilege of living in student housing. A person removed from student housing for conduct reasons will be responsible for all housing charges assessed for the semester the student is removed. Additionally, the student will be responsible for the complete payment of the student's current meal plan, unless the student receives an exemption from the Dean of Students.
17. Restitution: A person causing damage or contributing to damage of any property or person may be responsible for paying to repair, replace, or make right the situation.



18. Revocation of RSO Recognition: Loss of recognition as a registered student organization at the University. The group loses all rights and privileges of University recognition. Revocation may be issued for a period of time equivalent to individual student suspension, or may be issued permanently, equivalent to individual student expulsion.
19. Social Restriction: Restriction from participation in or hosting of specified University/sponsored activities, events, or use of specified University facilities. Social restriction may be tailored to each student or RSO based on the nature of the violation.
20. Substance Use Assessment: Students may be required to complete a substance use assessment with a qualified counselor to assess if further treatment is needed, and to provide verification that the assessment has been completed. Counselors may only report to verify completion; however, should there be a concern about the student's ability to persist or their safety, the counselor may report this to the University.
21. Suspension: Separation of an individual student from the University for a specified period, which includes loss of all tuition, fees, coursework, and other privileges of an enrolled student regardless of the time in the semester when the status is imposed.
22. Warning: Written notice given to draw attention to the fact that behavior was not appropriate and violated University policy.

IX. Revision

The Code of Conduct is revised annually at the direction of the Dean of Students. The University reserves the right to issue revisions at any time throughout the year.

The Dean of Students will provide all students with written notice when changes have been made to this document. It is the responsibility of each student to read and be familiar with the provisions of this Code of Conduct and other University policies.



Policies and Resolution Procedures Office of Residential Life

Table of Contents

INTRODUCTION	25
RESIDENTIAL LIFE RESOLUTION PROCESS	26
Student Rights in the Residential Life Resolution Process	26
Resolution Procedures	26
Initiating the Residential Life Resolution Process	26
Resolution Meeting Process	27
Outcome Review Process	28
RESIDENTIAL LIFE POLICIES	30
I. Personal Safety	30
A. Alcohol	30
B. Drugs	30
C. Weapons	31
II. Living	31
A. Appliances and Kitchen Guidelines	31
B. Decorations and Displays	32
C. Recreational Equipment and Storage	33
D. Furnishings and Storage	34
E. Room Assignments, Changes, and Space Usage	34
III. Fire Safety	34
A. Electric Equipment Guidelines	34
B. Entry & Exit for Residential Communities	35
C. Fire Pits	35
D. Fire Equipment	36
E. Fireworks, Explosives, and Flammable Items	36
IV. Access	36
A. Keys	36
B. ID Cards	36
C. Locks	36
D. Access Restrictions	37
V. Cleanliness	37
A. Animals	37
B. Pest Control Treatment	37
C. Waste Disposal	37
VI. Community	37
A. Guests and Visitation	37
B. Overnight Guests	38
C. Quiet and Courtesy Hours	38
D. Damage, Theft, and Vandalism	38
E. Commercial, Solicitation, and Sales Activity	38



INTRODUCTION

"Ecce Quam Bonum Et Quam Iucundum Habitare Fratres In Unum." or "Behold How Good and Joyful a Thing it is for Kindred to Dwell Together in Unity." This motto is the principle upon which Residential Life at Sewanee is built.

The Residential Life policies and resolution procedures outlined here are designed to ensure a safe and successful living community. Students who are alleged to have violated any of the Residential Life policies outlined in this document, and are held accountable following the procedures presented below.

The University has the right to enter any rooms in University owned on-campus housing for general inspection, cleaning, repairs, or maintenance of order by Residential Life staff or Facilities Management staff. Property of the University, such as furniture, appliances, closets, armoires, dressers, etc., may be searched if requested by University Officials without notice.

Incident Reports received by the Office of Residential Life, and/or behaviors occurring in University owned housing, also may be referred to the Office of Community Standards; Honor Council; Equity, Equal Opportunity, and Title IX for resolution. Referred incidents will be resolved according to the policies and procedures of the department responsible for resolution. Any case that may result in removal from University housing will be automatically referred to the Office of Community Standards.

The Code of Conduct also applies to behaviors occurring within the University's residential community. Any behavior or procedures not specified in this document are governed by the Code of Conduct. Any questions regarding policies or procedures should be directed to the Office of Community Standards.



RESIDENTIAL LIFE RESOLUTION PROCESS

Student Rights in the Residential Life Resolution Process

The University affirms the following student rights in the Residential Life Resolution Process:

- A. To be informed of the Residential Life policies and the corresponding procedures;
- B. To request resolution of a complaint arising from an incident that violates Residential Life policy;
- C. To receive notice of any alleged violations of Residential Life policy and/or breaches of the Code of Conduct prior to the initiation of a Resolution Meeting or Outcome Review;
- D. To be presumed not responsible for a violation of Residential Life policy until the conclusion of the Residential Life Resolution Process;
- E. To have an opportunity to be heard by an impartial decision maker to address an allegation/s of a violation of Residential Life policy;
- F. To have a support person of one's choosing present in any Resolution Meeting or Outcome Review. Support persons may not participate directly in a Resolution Meeting or Outcome Review, nor may a support person address any party other than the student the support person is supporting;
- G. To examine evidence of an alleged violation to be presented prior to a Resolution Meeting or Outcome Review;
- H. To not participate in a Resolution Meeting or Outcome Review, noting resolution proceedings may continue without their participation;
- I. To be informed of the outcome of the resolution process;
- J. To request an Outcome Review if a resolution cannot be reached in a Resolution Meeting as outlined in these procedures.

Resolution Procedures

Initiating the Residential Life Resolution Process

1. When a potential violation of the Residential Life policies is observed by or reported to a staff member in the Office of Residential Life (including but not limited to Residential Life leadership, Area Coordinators, and Proctors), an incident report will be submitted.
 - a. An incident report is a written account of an event or situation that occurred and is submitted via the incident reporting form found [here](#).
 - b. Incident reports may include supporting documentation such as pictures, videos, etc.
2. The incident report will be reviewed by the Office of Residential Life and/or the Office of Community Standards and will be assigned to an appropriate Resolution Facilitator for management.



- a. Reports may be referred to other University offices depending on the nature of the information submitted. This may include referral to University offices in order to implement appropriate supportive measures.
 - b. The Office of Residential Life may continue with the resolution process outlined here to address violations of Residential Life policies in cases where a report is referred to another office for potential violations of other policies.
3. The assigned Resolution Facilitator will review the information contained in the report as a threshold review to determine if there is sufficient information to initiate the Residential Life Resolution Process.
 - a. If the report lacks sufficient information to initiate the resolution process, it will be dismissed.
 - b. If necessary, the Resolution Facilitator will conduct fact-finding to determine the merit of the information received. Fact-finding may include requests to meet with individual students. In such cases, students will receive a minimum 24-hours written notice of a meeting.
4. A meeting notification letter will be sent to the Respondent and will include: a summary of the information received; the Residential Life policy alleged to have been violated; the date, time, and location of the Resolution Meeting.
 - a. The notice will be sent to the Respondent's University email no less than five (5) business days prior to a scheduled meeting.
 - b. Failure to attend the scheduled meeting, may result in a Resolution Facilitator making a decision in the Respondent's absence.
5. Prior to any meeting, the Respondent may contact the Resolution Facilitator, the Office of Residential Life, or the Office of Community Standards to arrange to examine evidence of an alleged violation to be presented during the Residential Life Resolution Meeting.

Resolution Meeting Process

1. Respondents will be provided with an opportunity to participate in a Resolution Meeting to resolve the allegations.
 - a. Resolution Meetings are closed to the public.
 - b. Resolution Meetings permit the Respondent to discuss the allegations with a Resolution Facilitator.
 - c. Respondents may have up to one (1) support person present at a Resolution Meeting. A support person may not represent, speak on behalf of, delay, disrupt, or otherwise interfere with a Resolution Meeting. A support person may not be an involved party in the allegations being resolved.
2. The Residential Life Resolution Process uses a preponderance of the evidence standard to determine responsibility, which means that it is more likely than not that the Respondent violated the alleged policy(ies).



3. The Resolution Facilitator will complete the following during the Resolution Meeting:
 - a. Provide an opportunity for the Respondent to review their Student Rights in the Residential Life Resolution Process.
 - b. Review the Resolution Meeting process.
 - c. Review the alleged violation(s) of Residential Life policy.
 - d. Review the information contained in the incident report, including a summary of any information collected in fact-finding.
4. The Resolution Facilitator will provide the Respondent with an opportunity to respond to the information contained in the incident report, the information collected in fact-finding, and the alleged violation(s).
5. The Resolution Officer will discuss with the Respondent if there is sufficient information to meet the standard of evidence.
6. The following outcomes may be decided as a result of the Resolution Meeting:
 - a. The Respondent is determined to be not responsible for a violation of the Residential Life policy(ies).
 - b. The Respondent is determined to be responsible for a violation of Residential Life policy(ies) and accepts the proposed outcome(s);
 - c. The Respondent is determined to be responsible for a violation by the Resolution Facilitator, and does not accept that they are responsible for the violation of Residential Life policy(ies) and the proposed outcome(s), and requests an Outcome Review;
 - d. The Respondent is determined to be responsible by the Resolution Facilitator for a violation of Residential Life policy(ies) and accepts the responsibility, but does not accept the outcome(s) and requests an Outcome Review.
7. Respondents will be provided a written outcome letter regarding responsibility and outcomes, if any, through their University email within seven (7) business days of the Resolution Meeting.
8. Failure to complete the assigned outcomes by the assigned deadline may result in referral to the Office of Community Standards.

Outcome Review Process

1. In cases where a Respondent is found responsible for a violation and the outcomes issued include housing relocation, housing probation, removal from student housing, or restitution over \$50.00, the Respondent may request an Outcome Review. Outcome Reviews are managed by the Assistant Dean for Residential Life, or their designee. Outcome reviews may only be requested due to one or more of the following reasons:
 - a. Procedural error, which had a bearing on the original decision;
 - b. New information that was not available at the time of the Resolution Meeting that would affect the original decision; or,
 - c. Disproportionate nature of the assigned outcomes to the violation.



2. Respondents cannot participate in an Outcome Review if they accept the finding of responsibility and the outcome(s) during the Resolution Meeting.
3. When a Respondent requests an Outcome Review following a Resolution Meeting, the following will occur:
 - a. The Resolution Facilitator will refer the request to the Assistant Dean for Residential Life or their designee.
 - b. The Respondent will submit their Outcome Review request using [this form](#) within seven (7) business days, including their reasoning for the request.
 - c. The Assistant Dean, or their designee, will review the request to determine if the request meets the established criteria for an Outcome Review and is within the Outcome Review filing timeline.
 - i. If the Outcome Review does not meet the established criteria, the Respondent will be notified in writing within seven (7) business days and the original outcome will stand.
 - ii. If the Outcome Review does meet the established criteria, the Assistant Dean, or their designee, will send a meeting notification letter to schedule a meeting with the Respondent within seven (7) business days from the receipt of the request.
 - d. The Assistant Dean, or their designee, will review the information from the report as well as the Resolution Meeting and will make a decision regarding responsibility and any assigned outcomes.
4. Outcome Review decisions are final and cannot be appealed.



RESIDENTIAL LIFE POLICIES

In addition to the policies outlined below, the University reserves the right to prohibit any item or activity deemed harmful, unadvisable, or not in the University's or its students' best interest within student housing.

I. Personal Safety

A. Alcohol

1. Students under the age of twenty-one (21) are not permitted to possess, consume, store, or have alcoholic beverages.
2. Students over the age of twenty-one (21) are only permitted to possess, consume, store, or have alcoholic beverages in their assigned room.
3. No student over the age of 21 may buy, furnish, and/or make available alcoholic beverages for anyone under the age of 21.
4. Alcoholic beverages are not permitted in the common areas of student housing, regardless of the resident's age. This includes, but is not limited to, lounges, laundry rooms, outside patios, breezeways, courtyards, hallways, and other areas readily accessible to others including in theme, language, and Greek houses with the exception of registered and approved events with alcohol.
5. Alcoholic beverages in glass containers or bottles are prohibited.
6. The possession of paraphernalia items such as beer funnels, beer pong games, and drinking games, with or without the expressed purpose of the rapid consumption of alcohol, is not permitted.
7. Public intoxication, defined as being under the influence of alcohol to the extent of losing control of one's faculties or behavior, including disorderly conduct, or endangering oneself or others, is prohibited.

B. Drugs

1. Students must abide by the Code of Conduct including sections that cover illegal drugs, misuse of prescription, selling/distribution, public intoxication, and paraphernalia.
2. Public intoxication, defined as being under the influence of drugs to the extent of losing control of one's faculties or behavior, including disorderly conduct, or endangering oneself or others, is prohibited.
3. Smoking and the use of tobacco products is prohibited in all student housing, balconies, and within 50 feet of campus buildings, as is violating Tennessee state laws including use by persons under the age of 21. Prohibited tobacco products include, but are not limited to, cigarettes, cigars, cigarillos, pipes, hookahs, all smokeless tobacco, and e-cigarettes (vaping).



C. Weapons

1. The University prohibits weapons of any kind on University property, including all buildings and grounds, except weapons stored for students in accordance with the Weapons Policy and those weapons carried by an officer of the Sewanee Police Department while on duty. Students failing to adhere to Weapons Policy are subject to accountability as outlined in the Code of Conduct.

II. Living

A. Appliances and Kitchen Guidelines

1. Personal Rooms
 - a. Residents in Residence Halls are permitted to have one microwave per room with a maximum wattage of 800 watts.
 - b. Residents in Residence Halls are limited to one mini fridge no larger than 4.4 cubic feet per bedroom for single or double occupancy rooms or two mini-fridges for triple or quadruple occupancy rooms.
 - c. The following appliances are not permitted within a student's assigned room in the Residence Halls: slow cookers, crockpots, pressure cookers, hot plates, toaster ovens, deep fat fryers, air fryers, electric grills/skillet, bread makers, stand-alone freezers, personal outdoor grills (gas or charcoal), coffee pots without an auto shut-off feature, and multi-cookers.
2. Residence Hall Common Kitchens
 - a. Residents are responsible for reviewing and following any posted policies and/or procedures in their individual kitchens.
 - b. The following appliances are permitted to be used only in the Residence Hall common kitchen: rice cookers, waffle makers, griddles, and air fryers.
 - c. Residents are responsible for cleaning up after themselves, including personal dishes, bowls, cups, pans, or utensils, as well as the surface areas and equipment they use.
 - d. Students must label their individual items in the refrigerator and dispose of them on or before the expiration date.
 - e. All perishable items kept in the refrigerator must be either unopened or properly stored.
 - f. The University is not liable for any food or items left in the kitchen.
3. Theme, Language, and Greek House Kitchens
 - a. The following appliances are not permitted in Language, Theme, and Greek House communities: fat fryers, stand-alone freezers, hot plates, pressure cookers, toaster ovens, and propane outdoor grills.
 - b. Language, Theme, and Greek Houses are provided a microwave in their kitchen and are not permitted any other microwave.



- c. Language, Theme, and Greek House residents are permitted to have one personal mini-fridge no larger than 4.4 cubic feet per bedroom.

B. Decorations and Displays

1. General Décor Guidelines
 - a. Students are not permitted to paint any walls, spaces, or furniture, or any area of University owned student housing.
 - b. Sticky paper, wallpaper, adhesive shelf coverings, or decorative paper may not be adhered, glued, or attached to the walls or shelves.
 - c. No items may hang or be adhered to the ceiling or be attached to pipes or wires running across the ceiling.
 - d. No decorations may be mounted to the walls or furniture with nails, screws, or adhesive materials including 3M Command Hooks, glue, or glue-backed picture hangers.
 - e. Empty alcohol bottles, cans, containers, packaging, tobacco packaging, or advertisements for alcohol, drugs, or tobacco may not be used as decoration in any University owned student housing.
 - f. Students may not have decorations on their doors or inside their rooms that do not comply with the University's mission or values as determined by a University Official.
2. Window Treatments and Displays
 - a. All curtains must be hung using tension rods. Permanent hardware may not be attached to walls, windows, or ceilings.
 - b. Decorations are not permitted between the window and the blinds.
 - c. Decorations should not be seen from outside the building or room.
 - d. Flags, wind chimes, neon lights, signs, and other decorations are not to be hung, fastened to the railings, or hung in the window area unless approved by the Office of Residential Life in advance.
3. Candles, Incense, and Oil Diffusers
 - a. Candles, incense, and wax or candle warmers are not permitted within any University owned student housing.
 - b. Oil diffusers are permitted, but they may not be left unattended when in use.
4. Decorative Lights
 - a. Only non-adhesive LED decorative, electric, battery-powered lights are permitted.
 - b. Electric decorative light sets may not be anchored or allowed to touch metal items, including, but not limited to, metal windows, pipes, or door frames.
5. Door and Combustible Decorations
 - a. Residents are not permitted to cover the room number or prevent access to the locking mechanism and door knob.



- b. Combustible decorations are prohibited, including but not limited to cotton batting, dry/cut vegetation, moss, straw, hay, vines, leaves, or twigs.
- 6. Live Decor
 - a. Live Christmas trees are not permitted in Residence Halls or houses.
 - b. Pumpkins are not permitted in the hallways and must be kept in each room within University owned student housing.
 - i. Residents in houses/townhomes can display pumpkins on their porches. They must be disposed of by the date announced by the Office of Residential Life.
 - ii. Only battery-powered lights or glow sticks are permitted to be used in pumpkins.

C. Recreational Equipment and Storage

- 1. Students must adequately secure their bicycles or scooters. Bicycles or scooters are not stored by the University.
- 2. Appropriate storage areas include:
 - a. Bicycle rooms within the Residence Halls.
 - b. Bike racks close to the Residence Halls, Language, Theme, or Greek Houses, or;
 - c. Personally assigned rooms without being in front of doors or windows.
- 3. Students may not store or place bicycles, scooters, or other recreational equipment in stairwells, hallways, fire exits; or chained/locked to stair railings, lamp posts, or shrubbery.
- 4. Students must register their bicycle or scooter each term they are on campus, including summer.
 - a. Bikes and scooters will be considered abandoned property and removed if left on campus and are not registered for the Summer term.
- 5. Hoverboards and other electronic riding devices are not permitted to be stored or operated within University owned student housing.
- 6. Skateboards, scooters, and other recreational equipment are not permitted to be used in any University owned student housing.
- 7. Boats, kayaks, and other floating devices are not allowed to be stored within University owned student housing or within parking lots on campus. If space is available, all boats, Kayaks, and other floatation devices may be stored in outdoor bicycle sheds or indoor bicycle rooms.
- 8. Launchers used for items such as water balloons, t-shirts, and potatoes are prohibited from University owned student housing.
- 9. Darts and dartboards are not permitted in any University owned student housing. This includes metal, plastic, magnetic, and other types not listed.
- 10. Pools, hot tubs, and other water features are prohibited in any University owned student housing.



11. Swings, playground equipment, and trampolines are prohibited at any University owned student housing, including in common outdoor spaces.
12. Slacklines and hammocks are permitted to be put up temporarily for use, but may not remain in place overnight.

D. Furnishings and Storage

1. All furniture provided by the University must remain in its designated location including common room furnishings and those inside resident rooms.
2. University provided furniture cannot be stored or used outside of the student's assigned room.
3. Personal beds, mattresses, and box springs cannot be brought into University owned student housing unless approved as a disability accommodation through Student Accessibility Services.
4. Student's personal items or belongings are not permitted to be stored outside of the student's assigned room, suite, or house.

E. Room Assignments, Changes, and Space Usage

1. Students may not make use of empty space in their room created by a vacancy in assignment to the space. For example, a student may not push the beds together when living alone in a double occupancy room.
2. Students are not permitted to change rooms without prior approval from the Office of Residential Life.
3. Students may not live with a roommate with whom they are having or have had a romantic relationship.

III. Fire Safety

A. Electric Equipment Guidelines

1. Residents may not alter or repair any electrical equipment or fixtures provided by the University.
2. If more than two appliances with a cumulative wattage of more than 1500 watts are plugged into a single wall outlet, a UL-approved power strip with a built-in circuit breaker must be used.
3. Only one power strip is permitted per outlet.
4. Antennas of any kind, exterior or interior, are not permitted.
5. Extension cords
 - a. Only three-prong, UL-certified extension cords six (6) feet in length or less are permitted to be used in rooms.
 - b. Extension cords must not be used in succession or in conjunction with power strips.
 - c. Extension cords shall not be used as a substitute for permanent wiring.



6. Space heaters, window units/portable air conditioners, ceiling fans, electric heaters, kerosene heaters, and similar items not issued by Facilities Management or Residential Life Staff are not permitted.
7. Lighting
 - a. Light bulbs must be 75 watts or less.
 - b. Lava lamps are not permitted.
8. All power tools, such as but not limited to rotary and oscillating tools, saws, drills, hammers, laser engravers, soldering irons, three-dimensional (3-D) printers, sanders, and related items are prohibited.
9. Recording devices of any kind, including, but not limited to, Ring/Nest or other smart doorbells and personal exterior cameras, are prohibited.
10. Routers, splitters, and other similar devices are prohibited within University owned student housing.
11. Residents or students may not tamper with, abuse, or improperly use any Residence Hall elevator equipment or controls or create an unsafe environment for themselves or others in or around the elevators.

B. Entry & Exit for Residential Communities

1. Students should not permit others to enter the building using their IDs.
2. Doors are not to be propped open at any time due to the safety and security of the building unless approved by the Office of Residence Life.

C. Fire Pits

1. Fire pit gatherings outside Residence Halls and theme, Greek, and language houses must be registered and approved as an event before use.
2. No accelerants are to be used to start the fire, nor may any be present at the fire scene.
3. Fires may only be constructed from natural wood or untreated lumber and started with paper, cardboard, kindling, or a starter log.
4. Fires must be at least 25 feet from the nearest structure, which includes vehicles, unless approved by the University.
5. A designated fire master must remain sober and in charge of the fire. This person will be designated in the event registration form.
6. No horseplay, chicken fighting, wrestling, fire-walking, or fire jumping is permitted.
7. No burning of trash, electronics, furniture, rugs, pillows, tires, bikes, treated/glued woods, crossties, or materials.
8. A water hose must be present, connected to a sufficient water supply, and capable of reaching the fire.
9. Students are responsible for ensuring fires are completely extinguished after their event.



10. Fires will not be permitted during dry spells and may be canceled if weather conditions warrant.

D. Fire Equipment

1. Sounding of false fire alarms or tampering with fire fighting/safety equipment, including but not limited to fire extinguishers, fire sprinklers, connecting pipes, exit signs, and the alarm system, is not permitted.
2. Fire extinguishers and other safety equipment should only be used for their intended purposes. Inappropriately discharging a fire extinguisher and/or using fire equipment is not permitted.
3. Furniture and other personal belongings, including but not limited to bicycles, trunks, boxes, exercise equipment, and drying racks, are not to be placed in hallways or in front doors and windows.

E. Fireworks, Explosives, and Flammable Items

1. Fireworks, and explosives of any kind are prohibited from all University owned student housing.
2. The following items are prohibited in all University owned student housing (this list is illustrative and not meant to be exhaustive)
 - a. Flammable fluids, including chemical mixes;
 - b. Bunsen burners;
 - c. Kerosene heaters;
 - d. Other items deemed unsafe by Residential Life Staff.

IV. Access

A. Keys

1. Students are issued a key to their personal room and are responsible for securing it for the duration of their assignment to the space.
2. Keys must be returned when checking out of the space.
3. All keys remain the property of the University and may not be duplicated.
4. Students may not possess keys to any room other than their assigned room.
5. Students may not pass their key to another student during a room change without permission granted by a Residential Life professional staff member.

B. ID Cards

1. Students are not permitted to give their ID cards to other students.
2. Students may not possess key cards belonging to other students.

C. Locks

1. No additional locks can be added to entry doors to the building or rooms, bedroom doors, and bathroom doors in University owned student housing.
2. Students are not permitted to replace or tamper with lock systems on doors.



D. Access Restrictions

1. Students may not access roofs, ledges, balconies, basements, attics, unassigned rooms, or mechanical/electrical rooms in University owned student housing.
2. Students are prohibited from entering and exiting the buildings through a window.
3. Screens must be kept on the windows at all times and are not permitted to be removed from the building.

V. Cleanliness

A. Animals

1. Only approved animals are permitted in University owned buildings, including the Residential Halls. Students living in University owned student housing may not own pets or have animals visit them.
2. Intentionally misrepresenting the status of an animal to a University staff member, including Residential Life student employees, is prohibited.
3. Livestock such as chickens or other outdoor animals are not permitted at any University owned student housing.

B. Pest Control Treatment

1. Students must allow Residential Life Staff and Facilities Management access to the room, house, or townhome to inspect for or treat pests. The student(s) and their guest must cooperate and must not interfere with inspections or treatments.
2. If Facilities Management can confirm the presence or infestation of pests in a student's residence, the Office of Residential Life has the right to require the students to vacate and remove all furniture, clothing, and personal belongings for pest control services to be performed.
3. Students' failure to promptly report pests, failure to comply with treatment instructions, or any other violation of any other policy will go through the conduct process. The student will remain liable for any costs and damages incurred.

C. Waste Disposal

1. All trash must be deposited in dumpsters or trash sheds. Littering or improper disposal of trash is not permitted.
2. Student rooms may not be excessively dirty or messy, including blocking access to safe entry and exit from the room.

VI. Community

A. Guests and Visitation

1. Residents are responsible for their guests at all times within student housing.



2. If a resident's guest is involved in any violation of University or Residential Life policies, the hosting resident may be held accountable for the actions of their guest.
3. Students will be held accountable for any behavior while they are a guest of another student.

B. Overnight Guests

1. Guests may only stay overnight in student housing rooms or houses with the permission of all persons assigned to the room, suite, or house.
2. Residents are not permitted to cohabitate. Overnight guests may not stay for more than two consecutive nights and/or a total of twelve (12) days in a semester.
3. No guest in University owned student housing may sleep on the floor if it prevents proper egress in the event of an emergency.

C. Quiet and Courtesy Hours

1. Students shall observe and respect the rights of others occupying University owned student housing. Students must avoid excessive noise levels and observe quiet hours studying in each community.
2. Noise that can be heard beyond two doors down from a room is considered excessive and disruptive to other residents in the building.
3. Courtesy hours require all student housing occupants to keep noise levels in all residential areas to a minimum.
4. Quiet Hours require all student housing occupants to keep noise levels low enough not to disturb anyone's sleep or rest.
5. Exam Hours: 24-hour quiet hours are in effect from 24 hours before the first exam through the completion of the exam period.
6. Quiet Hours
 - a. Sunday - Thursday, 11:00 pm to 8:00 am
 - b. Friday - Saturday, 1:00 am to 8:00 am

D. Damage, Theft, and Vandalism

1. Residents are prohibited from vandalizing, stealing, damaging, littering, or destroying public, private, or University property.
2. Residents are responsible for the cost of repairs related to damage, vandalism, theft, or other behavior.

E. Commercial, Solicitation, and Sales Activity

1. University owned student housing is off limits to all persons except University officials, residents, residential guests, and others with a legitimate business when escorted by a member of the Office of Residential Life or Facilities Management.
2. Off-campus salespeople and persons advertising business products are not admitted to the Residence Halls without written approval from the Assistant



Dean of Residential Life. This includes but is not limited to conducting or soliciting commercial sales and distributing commercial pamphlets, handbills, circulars, newspapers, magazines, and other written material on University property.

3. Soliciting, canvassing, or using University student housing as a location for selling, advertising, or running a personal business enterprise is strictly prohibited.



Non-Discrimination, Harassment, and Retaliation

University's Commitment

The University of the South stands firmly for the principle that its employees, students, and participants of university-sponsored programs and activities have a right to be free from discrimination based on race, color, sex, religion, national origin, age, disability, sexual orientation, gender identity, veteran status, pregnancy and childbirth, and genetic information. The University's [Non-Discrimination, Harassment, and Retaliation Policy](#) clearly defines the requirements and procedures for addressing incidents of discrimination, harassment, or retaliation. Additionally, incidents of discrimination on the basis of sex are prohibited under Title IX. Reports of these behaviors fall under the [Title IX/Sex Discrimination Policy](#).

The University is committed to sustaining a community in which the dignity of every individual is respected. Key to this value are efforts to nurture an environment of civility and mutual respect and to foster a culture of reporting concerns so that the University can respond promptly and equitably whenever an incident occurs. All employees, students, and participants of university-sponsored programs and activities have the right to be free from harassment and retaliation.

Filing a Report and Confidentiality

It is University policy to respond promptly and sensitively to all reports of discrimination, harassment, and retaliation. Once the University is made aware of a possible situation of discrimination, harassment, or retaliation, the University makes every attempt to respond. The University will strive to maintain the **confidentiality** of all parties to the fullest extent possible while meeting any legal mandate(s) to act. The University's response is designed to offer a number of choices and access points for dealing with the discrimination, harassment, or retaliation. Any person who is found responsible for discrimination, harassment, or retaliation will be subject to disciplinary action ranging from a warning to discharge, as appropriate.

Reports can be made in person or electronically, based on the nature of the concern. Electronic reports are preferred and can be submitted using the contact information and forms available below.

Sex Discrimination and Other forms of Identity Discrimination

Dr. Sylvia Gray

Title IX Coordinator &

Senior Director of Equity and Equal Opportunity

EQB Annex: Division of Diversity, Equity, & Inclusion

titleix@sewanee.edu & eeo@sewanee.edu

931.598.1420

[File A Report Webpage](#) | [Title IX Webpage](#) | [EEO Webpage](#)

[File a Title IX Report Link](#) or go to **ReportSexualMisconduct.sewanee.edu**

[File a Discrimination, Harassment, or Retaliation Report Link](#)

The Senior Director of Equity, Equal Opportunity, and Title IX (EEOT) may be helpful in aiding a person's own efforts to resolve a problem.



Good Samaritan Policy University of the South

The health and safety of the campus community is a paramount concern for the University. The Good Samaritan policy exists to combat the barriers to seeking help for a medical emergency related to the consumption of alcohol and other drugs by granting amnesty to students and student organizations.

Requirements

Amnesty will be granted to students and recognized student organizations or groups who proactively seek assistance. To qualify for amnesty, a Student or Recognized Student Organization (RSO) must:

1. report any emergency by contacting the appropriate University officials, including law enforcement, when appropriate,
2. remain with any student needing attention or emergency treatment,
3. cooperate with University and/or emergency officials,
4. coordinate with University officials after the incident, and
5. cooperate with any University investigation.

This policy does not apply to individuals experiencing an alcohol or drug related medical emergency who are found by University employees (i.e. University Police, Faculty, administrative staff, residence hall staff, etc.).

This Policy is not intended to shield or protect those students or organizations that repeatedly violate the Code of Conduct. In cases where repeated violations of the University's Code of Conduct occur, the University reserves the right to initiate the conduct process on a case-by-case basis regardless of the manner in which the incident was reported. Additionally, the University reserves the right to resolve any case in which the violations are egregious.

The Office of Community Standards reserves the right to contact any student to discuss an incident whether or not this policy is in effect.

Violations Eligible for Amnesty

Amnesty will only be granted for violations of the Code of Conduct related to the possession or consumption of alcohol and/or other drugs. This does not include distribution of these substances to others. Amnesty does not extend to violations of other portions of the Code of Conduct or other University policies.

Amnesty granted through the University conduct process will not apply or impact criminal or civil processes. The University's accountability processes are not a legal process and operate separately.



The University's [Title IX/Sex Discrimination Policy](#) also includes amnesty for alcohol and other drug violations. Students are offered amnesty for these policies in incidents related to sexual harassment, even if emergency medical assistance was not required.

Types of Amnesty

Individual Amnesty

The student requiring emergency assistance will not participate in the University's accountability process through the Office of Community Standards; however, the student will be required to meet with a member of the Dean of Students Office. The purpose of this meeting will be to provide appropriate support and may require the student to complete an assessment and/or educational program. Failure to complete this requirement will negate amnesty given and refer the student back to the Office of Community Standards.

Reporter Amnesty

Students seeking help for another student will not be charged with violations of the Code of Conduct related to alcohol or other drugs as outlined above. This student will receive an outreach from the Dean of Students office, but will not be required to meet.

Students who repeatedly seek amnesty as a reporter may not be eligible under this policy and may be required to meet with a representative of the Dean of Students' Office. These students may also be required to complete an assessment and/or educational program. Failure to complete this requirement will negate amnesty given and refer the student back to the Office of Community Standards.

Recognized Student Organization Amnesty

Recognized Student Organizations may receive amnesty for policy violations outlined above if they proactively seek assistance for a student during an organizational event as defined by the standards in the Code of Conduct. RSOs who seek amnesty will be required to attend a meeting with a member of the Dean of Students' Office staff to discuss the circumstances and make appropriate plans to prevent future incidents.

RSOs who fail to implement outlined plans or develop a pattern of seeking amnesty may be referred to the Office of Community Standards and be ineligible for amnesty.

Missing Students Policy

Published August 12, 2024

Purpose

The policy aims to ensure the safety and well-being of individuals within the Sewanee community. It outlines the procedures for reporting missing students.

In accordance with this policy, a student may be classified as a “missing person” if their absence from campus deviates from their typical behavior patterns and Sewanee has reason to believe that unusual circumstances may be responsible. These circumstances may involve a report or suspicion of foul play, suicidal ideation, or a life-threatening situation.

Additionally, if a student fails to return to campus as expected and there is no communication from them, they may also be considered a missing person.

It is strongly encouraged that all students provide contact information in case they are reported missing for over 24 hours. To register, students can fill out the Missing Person’s Contact Information section in their housing application.

Definition of Terms

1. Emergency Contact: a person designated by a student to be notified and consulted with in the case of an emergency situation involving that student’s wellbeing.
2. Missing Person: For the purposes of this policy, a student may be considered a “missing person” if their absence from campus deviates from their typical pattern of behavior and the University has reasonable belief that unusual circumstances may have caused the absence. Such circumstances may include, but not be limited to, a report or suspicion that the student may be a victim of foul play; the student has expressed suicidal ideation, or in a life-threatening situation. Additionally, if a student fails to return to campus by a specified date and time and there is no communication from them, they may also be considered a missing person.
3. University Official: University administrators, faculty and staff, and Sewanee Police officers are considered University Officials.

Designation of Emergency Contact

Students will be asked annually to designate an individual to be contacted by the University if they are determined to be missing. The designation will remain in effect until changed or revoked by the student.

Undergraduate students in the College of Arts and Sciences will be asked to designate their emergency contact during the housing application process. Students in the School of Theology will be asked to designate their emergency contact annually, when they provide proof of medical insurance.

This information will be stored confidentially, will be accessible only to authorized university officials, and will not be disclosed to any third party except to law enforcement personnel in furtherance of a missing person investigation.

Missing Student Procedure:

1. If anyone suspects a residential student at the University of the South may be missing you must inform the Sewanee Police Department immediately at 931-598-1111, which will initiate a chain of notification that will involve the Chief of Police and Investigator.
2. The Sewanee Police Department will conduct an immediate investigation and gather all information regarding the student including from missing student's friends, faculty and staff, and other college information sources.
3. SPD will collaborate with the Dean of Students Office or Dean of the School of Theology to make an effort to locate the student and determine their state of health and well-being. If the student is under the age of eighteen (18) is determined to be missing, SPD will contact their parent or legal guardian.
4. For the School of Letters residential summer session, the Director will contact the Sewanee Police Department to follow standard procedures. The Director will inform the Dean of the College. The Director will also contact the individual referenced by the student on the Contact Information Form and inform them that the student is considered missing.
5. University officials will also attempt to determine the student's whereabouts through contact with friends, associates, and/or employers of the student, and determine whether the student has been attending classes, scheduled organizational or academic meetings, and work.
6. If a student is determined to be missing after 24-hours, the Dean of Students, Dean of the School of Theology, or their designee will contact the Emergency Contact listed by the student and inform them that the student is considered missing.
7. Additional offices deemed necessary by the Dean of Students or Associate Dean of the School of Theology will assist and be notified to aid in the search such as (CAPS, Residence Life, and others as appropriate). The following methods for locating the missing student will be used:
 - Contacting the student's cell phone
 - Email to the student
 - Visiting the student's assigned residence.
8. Information gathered could include, but not be limited to the following:
 - Physical description of the missing student to include attire that was last worn.
 - Cell phone number
 - Vehicle description (if any)
 - Information about the physical and emotional well-being of the student
 - Class schedule, including last day of class attendance
 - Last use of student ID card.

After the student has been located, SPD, the Dean of Students, or Dean of the School of Theology will attempt to verify the student's state of health and intention of returning to the campus. When and where appropriate, a referral may be made to additional University departments for ongoing support.

SEWANEE

THE UNIVERSITY OF THE SOUTH

Hazing Prevention Policy

Purpose

The University of the South, in accordance with Tennessee State Law (Tenn. Code Ann. § 49-7-123), is committed to providing a safe and educational environment for all and does not tolerate hazing by any group or individual. The University is unequivocally opposed to all acts of hazing and acknowledges the intersection of hazing and other forms of power-based violence. At its core, “hazing” is characterized by the abuse of power that interferes with community members' ability to thrive as leaders and learners and is counter to the University’s motto of EQB.

Under Tennessee State Law, hazing is defined as “any intentional or reckless act in Tennessee on or off the property of any higher education institution by one (1) student acting alone or with others which is directed against any other student, that endangers the mental or physical health or safety of that student, or which induces or coerces a student to endanger such student’s mental or physical health or safety. “Hazing” does not include customary athletic events or similar contests or competitions, and is limited to those actions taken and situations created in connection with initiation into or affiliation with any organization.”

Scope

All members of the University community are responsible for the prevention of hazing. A person or group may be found responsible for hazing when they solicit, aid, or attempt to aid another person in planning or committing a behavior defined as hazing. Demonstrating complicity in the behavior by concealing the incident after the fact may constitute additional violations of University policies.

Responsible Party

Division of Student Life

Definitions

Term	Definition
Hazing	Is defined by Tennessee Law, and the University expands its definition to include any behavior associated with recruiting, joining, initiating, admitting, affiliating, or retaining membership in a group that humiliates, degrades, abuses, or endangers a person’s mental, physical or emotional well-being, regardless of their consent or willingness to participate.

Group	A “ Group ” is made up of persons who are associated with the University and each other including formalized, recognized student organizations and athletic teams, as well as informal groups (e.g. music ensembles, theater, dance, or residential halls).
Recognized Student Organization (RSO)	Is any Student Organization, including, but not limited to, fraternities and sororities and club sports. A Recognized Student Organization is a group of undergraduate students who unite to promote or celebrate a common interest.
Student	For the purposes of this policy, a student will be defined using the definition in the Code of Student Conduct available here .
University Community	Includes students, faculty, and staff.

Policy

1. Hazing is prohibited.
2. Members of the University Community may not solicit, encourage, or assist anyone to engage in hazing.
3. It is not a defense to a violation of this policy that the hazing victim consented to or agreed to participate in the hazing activity.
4. All members of the university community must take reasonable measures within the scope of their individual capacity or authority to prevent violations of this policy.

Examples of Hazing

Hazing is interpersonal and contextual in nature. It is important to consider the situational interactions within a group that could be considered problematic and promote environments that are hospitable to hazing. Examples of hazing situations may include, but are not limited to:

- Activities meant to ‘prove’ an individual’s worth within an organization or team
- Asking a subset of members to wear conforming, silly, or humiliating attire
- Assigning pranks such as stealing, painting, or harassing others
- Burning, branding, or tattooing
- Controlling a student’s time (e.g. house hours or on-call hours)
- Expecting abuse or mistreatment of animals
- Expecting certain items to be in one's possession
- Exploiting a power imbalance between new members and the rest of the group
- Forced or coerced consumption of substances including, but not limited to, alcohol or other drugs
- Intimidation
- Line-ups or drills
- Personal servitude (e.g. errands, buying food, cleaning, doing laundry, etc.)
- Physical or mental exhaustion
- Pointless tasks
- Provoking anxiety or intimidation about future events/requirements

- Public nudity
- Sleep deprivation
- Social isolation (e.g. not allowed to be around certain people)
- Stunt or skit nights with degrading, crude, or humiliating acts
- Threats or implied threats
- Verbal abuse

Education

All university community members will be notified annually of the policy and the expectations outlined within this policy. Notification will be distributed via email.

1. The University will educate all new students as a part of their New Student Orientation to understand this policy and expectations as outlined in Tennessee State Law.
2. Leaders of student groups such as RSOs, intercollegiate athletic teams, and departmental student groups must participate in annual hazing prevention education and provide an annual acknowledgement statement that they have informed their members of the expectations outlined in this policy.
3. Human Resources will offer education on this topic to employees.

Accountability

Undergraduate students and RSOs are subject to accountability under the Code of Conduct for violations of this policy or interference in a fact-finding process related to hazing.

Retaliation

The University of the South strictly prohibits retaliation against any person for reporting suspected hazing violations, or for cooperating with, or participating in, any fact-finding or resolution process of alleged hazing violations.

Reporting

A person who has knowledge of hazing activities or a person who believes that they have been subjected to hazing should report the incident(s) at hazing.sewanee.edu. Allegations of hazing, including anonymous reports, may be reported 24 hours a day via the [online reporting form](#) or to the Sewanee Police Department (931-598-1111 or 911 in an emergency).



Recognized Student Organization Event Policy

Revised August 12, 2024

Responsible Department

Questions regarding this policy should be directed to the [Office of Student Involvement](#).

Purpose

The University of the South adheres to the laws of the state of Tennessee and strives to create an environment that is reflective of the University's motto, "Ecce Quam Bonum" or EQB. To reinforce this sense of community, the purpose of this policy is to assist Recognized Student Organizations (RSOs) at The University of the South with the planning and safe execution of events. This policy outlines the shared expectations of ensuring a duty of care and commitment to the regular standards of practice at events facilitated by RSOs.

Scope

This policy applies to all events hosted and co-hosted by RSOs, including the behavior of undergraduate students and their attendees, both on and off campus. All undergraduate student members of the Sewanee community are responsible for knowing and adhering to the requirements of this policy.

Definition of Terms

For the purposes of this policy, the following definitions will be used.

- **Amplified Sound:** Any sound (i.e., voice, music, or other noise) created, enhanced, or amplified through the use of equipment, to include, but not limited to speakers, sound systems, stereos, and bullhorns.
- **Athletic Event:** A competition or gathering where individuals or teams participate in physical activities, games, or sports.
- **Event:** An activity organized, supported, or sponsored by an RSO occurring on or off campus, virtually or in person.
- **Event Monitor:** A designated member(s) of an RSO who is responsible for promoting a safe environment for all attendees and ensuring all appropriate University policies are being followed. Event Monitors must have completed the appropriate training as outlined by the Office of Student Involvement.
- **Event Sponsor:** For the purposes of this policy, an event sponsor is an RSO helping to plan, promote, support, or host the event.
- **Recognized Student Organization (RSO):** Any Student Organization, including, but not limited to, fraternities and sororities, club sports, and athletic teams. The Student Organization Handbook defines a Recognized Student Organization as a group of undergraduate or graduate students who unite to promote or celebrate a common interest.
- **Special Event:** A type of event with a potential for an increase in safety or risk management concerns. These types of events typically include off-campus events, athletic events, events with attractions, events involving guests who are not students, or other events with components that warrant additional support from the University or other parties.
- **Substance Free Event:** An event where the presence and consumption of alcohol is prohibited. The use of drugs is always prohibited by University policy and state law.



Requirements to Host Events

The ability for Recognized Student Organizations (RSOs) to host events is a privilege that is granted if the following requirements are met.

1. RSOs, individuals, and guests must comply with all federal, state, and local laws. In addition, all University policies and procedures must always be followed.
2. Only active RSOs as defined by the [Student Organization Handbook](#), who are free of any relevant restrictions from the Office of Community Standards, Departments of Equity, Equal Opportunity, & Title IX may host events under this policy.
3. In addition to this Event Policy, individual students and RSOs must follow and be knowledgeable of relevant University policies including, but not limited to:
 - a. [Code of Conduct](#)
 - b. [Student Organization Handbook](#)
 - c. [Good Samaritan Policy](#)
 - d. [Non-Discrimination, Harassment, and Retaliation](#)
 - e. [Title IX and Sex Discrimination Policy](#)
 - f. [Greek Life Policies and Procedures](#)
4. RSOs are responsible for completing the following required educational components to host events with alcohol or special events:
 - a. [Event Monitor Training](#) - Any student serving as an Event Monitor must complete this training session annually. This training covers topics such as conflict resolution, event management, crowd control, emergency response, and other aspects required of an Event Monitor.
 - b. [Event Policy Training](#) - All RSOs must complete this training session on an annual basis which covers applicable policy updates, processes, and procedures for hosting events. While it is good practice for all leadership positions to learn about this policy, it is required for the organization's president and leadership role primarily responsible for planning events.
5. The Dean of Students or their designee reserves the right to cancel events as deemed necessary to ensure the safety of students.

Event Regulations

Requirements for All Events

The following requirements must be met for all events, regardless of type. Additional requirements for different events and activities are outlined below. Events outside of those listed may have additional requirements as deemed necessary by the Offices of Student Involvement and/or Greek Life to ensure their success.

1. [Registration](#): All RSO events must be registered in [Engage](#) by the following deadlines in advance of the event for review and compliance with University policies.
 - a. Substance Free Events: one (1) business day prior
 - b. Events with Alcohol: seven (7) days prior
 - c. Special Events: fourteen (14) days prior
2. [Substance Free Events](#): RSOs hosting a substance free event are responsible for ensuring attendees are complying with the substance free designation.
3. [Trash](#): RSOs hosting events on campus must take steps to ensure the area is cleaned in a timely manner after each event. University Officials will verify each morning by 7:30 am



that the entirety of the area is free of trash. RSOs that fail to properly clean an event space after use will be billed by Facilities Management for the cost of the clean up.

4. **Noise:** Noise which interferes with academic classes, University operations, and other campus or community activities is prohibited. The following regulations must be observed to reinforce the sense of community.
 - a. Amplified sound is not permitted during Residential Life Quiet Hours, academic breaks, Reading Days, or Final Examination periods. The Dean of Students or their designee may approve special exceptions as appropriate.
 - b. Amplified sound must be maintained at a reasonable level at all times as determined by University Officials.

Requirements for Events with Alcohol

1. Event Monitors are required at all events with alcohol in a ratio of one (1) monitor for every 25 attendees.
2. RSOs may elect to have a “closed” or “invite only” event with alcohol where a guest list must be utilized. Organizations that elect to have a closed event with alcohol must submit a final guest list through the Guest List form in Engage the last business day before the event.

Alcohol Service

1. Alcoholic beverages must either be:
 - a. Provided and sold on a per-drink basis by a licensed and insured third-party vendor as where allowed by local ordinances (e.g., restaurant, bar, caterer, etc.); or
 - b. Brought by individual attendees through a bring your own unopened and pre-packaged beverage (“BYOB”) system.
2. The presence of alcohol products above 15% alcohol by volume (ABV) is prohibited at any event. Exceptions to this requirement may be made during the event registration process for events where alcohol will be served by a licensed and insured third-party vendor and hosted at a venue licensed to sell alcohol.
3. Common sources of alcoholic beverages are prohibited. This includes possession, storage, or use of any container where alcohol may be stored, mixed, or served from (including, but not limited to, kegs of any size, shared coolers, or alcoholic punch bowls). Additionally, bulk quantities of alcohol in any container which are likely to be made available to groups are prohibited.
4. Alcoholic beverages may not be purchased with organization funds or funds pooled by members or guests (e.g., admission fees, cover fees, drink tickets, collecting funds through peer-to-peer payment apps, etc.).
5. BYOB Events: RSOs may elect to have a BYOB event where attendees, who are of legal drinking age, may elect to bring their own alcohol.
 - a. RSOs must limit each participant over the age of 21 to no more than two (2) standard drinks per hour with the total not to exceed six (6) standard drinks of alcohol. Alcohol permitted at functions may not exceed 15% alcohol by volume (ABV).
 - b. Attendees are required to check in their personal beverages with an Event Monitor who is responsible for dispensing the beverages to the same guest throughout the night. RSOs are required to have a central, secure storage location and to



implement procedures, such as a wristband, to verify the identity and age of each guest and the remaining quantity as each beverage is dispersed.

- c. RSOs are required to confirm proof of legal drinking age by utilizing a picture ID that lists a birth date.

Activities at Events with Alcohol

1. RSOs, members, or guests must not permit, encourage, coerce, glorify, or participate in any activities involving the rapid consumption of alcohol, such as drinking games.
2. An RSO may not co-host or co-sponsor an event with a bar, event promoter, or alcohol distributor. An RSO may contract to rent a bar, restaurant, or other licensed and insured third-party vendor to host a private event.
3. The presence and consumption of alcohol or controlled substances is prohibited at events or activities related to recruitment, new member education, or initiation into any organization, including, not limited to, “Big/Little” or “family” events or activities or any ritual or ceremony.
4. RSOs must limit access to only public areas within the venue and actively limit guests from personal or private spaces, including bedrooms.

Timing for Events with Alcohol

1. In order to support the academic mission of the University, events with alcohol may only occur the following days and times during the regular academic semesters.
 - a. Thursday: 7 pm - 11 pm
 - b. Friday: 5 pm - 1 am Saturday
 - c. Saturday: 10 am - 1 am Sunday
2. Events with alcohol are also prohibited during certain periods to support the effective operation of the University campus. The Dean of Students may designate times when events with alcohol are prohibited in addition to the following periods when events with alcohol may not be hosted:
 - a. Reading Day(s)
 - b. Final Examinations
 - c. Academic holidays and breaks including summer and winter breaks
3. Events with alcohol are limited to a maximum length of four (4) hours from the advertised start time and only one (1) event with alcohol may occur each day during periods allowed by this policy.

Recommendations for Events with Alcohol

For all events with alcohol, the following actions are strongly recommended:

1. The venue should have only one designated, well-lit entrance that is controlled and monitored by an Event Monitor. For off-campus events with alcohol organizations may consider using a professional security agency that is contracted, licensed, and bonded. Prior to entering into a contract, the company must be reviewed and approved by the Sewanee Chief of Police or their designee.
2. Several exits should be available due to fire codes and laws; however, exits should not be used as entrances.
3. Whenever alcohol is served, appealing non-alcoholic alternatives should be offered with equal prominence and accessibility.



4. RSOs should educate members and guests about responsible alcohol consumption including the importance of recognizing the individual nature of Blood Alcohol Content (BAC) to inform the amount of alcohol consumed at events.
5. Event Monitors should contact the Sewanee Police Department for assistance should the event become unmanageable or if assistance of any type is needed.

Special Events

Requirements for Events with Attractions

The use of outside attractions, particularly those that offer specialized services such as inflatables, slip-and-slides, mechanical bulls, or similar activities, or those that require a contract that indemnifies the vendor, warrants additional review and support of the RSO from key University departments.

1. Events of this nature must be substance free.
2. RSOs may be required to obtain a copy of a vendor's Certificate of Insurance that lists The University of the South and the RSO as additionally insured parties.
3. An RSO may be required to have participants complete a waiver of liability prior to participation.
4. Event Monitors are required at events with attractions in a ratio of one (1) monitor for every 35 attendees.
5. RSOs must complete a Risk Reduction meeting with a member of the Student Life staff to review the event submission prior to final approval.
6. Additional requirements may need to be implemented based on the type of event and the suggestions of the [Risk Management Office](#).

Requirements for Athletic Events

Given the nature of athletic competition and the higher risk of injury, the following requirements must be implemented for non-Varsity athletic events.

1. Events of this nature must be substance free for all participants who are playing or will play in the event.
2. An RSO may be required to have participants complete a waiver of liability prior to participation.
3. Additional requirements may need to be implemented based on the type of sport and the suggestions of the [Risk Management Office](#) or Club Sports Coordinator.
4. RSOs must complete a Risk Reduction meeting with the Greek Life/Student Involvement office to review the event submission prior to final approval.
5. Exceptions to these requirements may be granted by the Dean of Students or their designee.

Requirements for Off-Campus Events

Given the rural location of The University of the South, RSOs may elect to host events involving travel to off-campus locations. If electing to host an off-campus event the following requirements must be met:

1. Off-campus events with alcohol or located more than 30 miles away from campus must be invitation-only, meaning the event may not be open to the general public and must be limited to students and students' guests listed on a guest list submitted with the event registration.



2. RSOs must complete a Risk Reduction meeting with the Greek Life/Student Involvement office to review the event submission prior to final approval.
3. RSOs must consider transportation to and from the off-campus event while in the planning process. It is recommended that organizations utilize third-party travel arrangements from a licensed and insured company.

Expectation of Event Monitors

1. RSO members must complete Event Monitor Training annually prior to serving as an Event Monitor.
2. At least one designated RSO officer or executive board member must serve as an Event Monitor.
3. New members, defined as any member in their first semester within the organization, are not permitted to serve as Event Monitors.
4. There must be Event Monitors in the ratio of one (1) Event Monitor to every 25 attendees for events with alcohol and one (1) to every 35 attendees for substance free special events.
5. If the event is co-hosted by two or more RSOs, members of each sponsoring RSO must be proportionately represented based upon the organization size.
6. RSOs are responsible for ensuring the correct number of Event Monitors are available for events.
7. Event Monitors must be sober for the entirety of the event, including clean up and dispersal of all attendees.
8. Event Monitors are required to actively manage the event, including but not limited to monitoring attendee behavior, dispensing checked beverages as required at BYOB events, verifying guest lists and ages, responding to emergency situations, and interacting with law enforcement as needed.

Event Review Process

RSOs should review this policy and other applicable policies before submitting an event request.

1. Complete the “Create an Event” section located in [Engage](#) through the organization dashboard by the deadline outlined above for each event type.
2. Submissions will be reviewed by members of the Student Life staff to ensure the plans for the event are compliant with this policy. The event reviewer may contact other University departments or inter/national organizations to ensure compliance with all relevant policies.
3. Once reviewed, the submission will either be “Approved” or “Denied” and the host RSOs will be notified through Engage.

Revision

The Event Policy may be reviewed periodically as determined by the Dean of Students. The University reserves the right to issue revisions at any time. The Dean of Students will provide all students and RSOs with written notice when changes have been made to this document. It is the responsibility of each student to read and be familiar with the provisions of the Event Policy and other applicable University policies.



Additional Policies

The policies listed below include some of the additional University policies relevant to students. Please note, this is not a comprehensive list. Students are responsible for reviewing all University policies to ensure they are following the guidelines and procedures in place. All policies can be found on the Provost's [website](#).

Academic Policies

- [Degree Requirements](#)
- [Educational Records & FERPA](#)
- [Honor Code](#)
- [Library Policies](#)

Policies Related to The Domain

- [Camping Policy](#)
- [Caving and Climbing Policy](#)
- [Gate Key and Road Use](#)

Safety & Security Policies

- [Drug-Free Campus](#)
- [Parking Policy](#)
- [Protection of Minors](#)
- [Timely Warning](#)
- [Title IX & Sex Discrimination](#)
- [Weapons Policy](#)

SEWANEE

THE UNIVERSITY OF THE SOUTH

Resources and General Information for Students



Quick Reference Guide 2024-2025

CARE Team

The CARE Team provides short-term support and referral to students who are experiencing a challenge or crisis which impacts their ability to flourish on campus.

Location: Bishop's Common

Contact: emily britt • careteam@sewanee.edu • 931.598.1229

Contact About: referring a student for additional support or resources related to a crisis or challenge and reporting concerning behaviors

Career Readiness + Student Success

Career Readiness + Student Success helps connect students to resources for academic, career, and personal success.

Location: Carnegie 115

Contact: studentsuccess@sewanee.edu • 931.598.1121

Contact About: Success Coaching – creating an academic plan, study and testing skills, motivation, strengths assessment, and skills for transition to college
Career Coaching and Exploration – major exploration, exploring purpose and values, finding internships, summer research, funding, post-graduation plans, and connecting to alumni

Sewanee Catering

Sewanee Catering provides full-service catering for events on campus.

Location: McClurg Dining Hall

Contact: Megan Brady • catering@sewanee.edu • 931.598.1334

Contact About: request food or catering for campus events

Office of the University Chaplain

All Saints' Chapel is an outward and visible sign of God's beloved community, where belonging and equity intersect.

Location: All Saints' Chapel

Contact: Peter Gray • pwgray@sewanee.edu • 931.598.1274

Contact About: finding support with a caring professional outside of a therapeutic setting, reflecting with a professional on issues of a religious or spiritual nature, connecting with a community that shares your religious, spiritual, or ethical identity, and confidential resource to discuss a Title IX issue

Office of Civic Engagement

Civic Engagement coordinates programs and experiences to support students engaging in the local community through service and civic participation.

Location: Hatchett House

Contact: Javeria Ikhlaq • oce@sewanee.edu • 931.598.1851

Contact About: volunteer opportunities, outreach trips, service-learning and civic engagement classes, service internships, and the Bonner or Canale programs



Office of Community Standards

The Office of Community Standards upholds the University's values and motto through oversight of the Code of Conduct and resolution processes.

Location: Bishop's Common

Contact: Taja Davidson • communitystandards@sewanee.edu • 931.598.1229

Contact About: reporting violations of University policies, questions about policies and the resolution processes for alleged violations, completing assigned outcomes, and the EQB Guide and Code of Conduct

Counseling and Psychological Services

Counseling and Psychological Services (CAPS) provides goal-oriented mental health counseling to students at no cost.

Location: Wellness Commons, Ground Level

Contact: Lindsay Penfold • caps@sewanee.edu • 931.598.1325

Contact About: individual and couples counseling, outreach programming, psychiatric treatment

Office of the Dean of the College

The Dean of the College is responsible for overseeing the academic experience for students including the curriculum, faculty development, and the Honor Council.

Location: Walsh-Ellett, First Floor

Contact: Jessica Baine • dcollege@sewanee.edu • 931.598.1201

Contact About: academic standing and progress standards, Honor Code and Honor Council, and grade appeals or other concerns with faculty

Dean of Students

The Dean of Students Office helps students build a sense of belonging, promote a healthy community, and provide critical care and support.

Location: Bishop's Common

Contact: Anrae Hall-Finney • dstudent@sewanee.edu • 931.598.1229

Contact About: general questions or concerns from students and support from Student Life departments including Community Standards, CARE Team, and Student Accessibility Services

Sewanee Dining

Sewanee Dining oversees food service on campus including McClurg Dining Hall, retail dining locations, and catering for events.

Location: McClurg Dining Hall

Contact: Brent Tate • diningservices@sewanee.edu • 931.598.1324

Contact About: food allergies, religious dietary needs, and other dining accommodations; hours of operation or other general inquiries; visit dining.sewanee.edu for menus, sick meal request forms, and other information

Equity, Equal Opportunity, & Title IX

Equity, Equal Opportunity, and Title IX (EEO) provides education and oversees policies related to discrimination, harassment, and retaliation.



Location: EQB Annex Suite

Contact: Dr. Sylvia Gray • titleix@sewanee.edu and eeo@sewanee.edu • 931.598.142

Contact About: reporting and seeking remedy for alleged violations of any discrimination including sexual misconduct/violence; training, education, programming, and other prevention efforts; resources, support, questions, and thought partnership

Financial Aid

Financial Aid oversees the awarding of all financial assistance for tuition including scholarships, need-based aid, and work-study.

Location: Fulford Hall, Second Floor

Contact: finaid@sewanee.edu • 931.598.1312

Contact About: completing the annual need-based financial aid application, questions about how withdrawals or low grades can impact financial aid, specific financial aid funds (work-study, loans, Pell grants, Tennessee state funding), or any other fund and financing options

Fitwell

Fitwell promotes and facilitates exercise and physical activity for students by providing quality equipment and space, as well as fitness classes and wellness programs.

Location: Wellness Commons, Main Level

Contact: Kayleigh Perlotto •

fitwell@sewanee.edu *Contact About:* fitness classes and exercise options

Office of Global Citizenship

The Office of Global Citizenship helps students interested in studying away or studying abroad and international students here at Sewanee.

Location: Watson House, 143 South Carolina Ave

Contact: Georgia Hewitt • global@sewanee.edu • 931.598.3551

Contact About: study away and abroad, international and exchange student support, international opportunities such as internships, research, service learning, and immigration questions

Greek Life

The Office of Greek Life supports fraternities and sororities on campus to promote successful, safe, and meaningful membership experiences.

Location: Bishop's Common

Contact: Donald Abels • greeklife@sewanee.edu • 931.598.1229

Contact About: how to join a Greek organization, support as a member or leader of a Greek organization, and educational resources for a variety of topics including hazing prevention

Inclusive Excellence

The Office of Inclusive Excellence exists to advance equity, intercultural understanding, and inclusion at the University of the South.

Location: EQB Annex

Contact: Tarneka Ezell • inclusion@sewanee.edu • 931.598.1609



Contact About: culture/identity support for peer interactions, student programs related to culture/identity, and resources for underrepresented students

Integrated Advising

Integrated Advising helps students with academic advising including major exploration, course selection, and academic resources like tutoring.

Location: Carnegie 115

Contact: Brooke Harrington • studentsuccess@sewanee.edu • 931.598.1121

Contact About: academic advising and support including tutoring, questions about advising, and additional resources

IT Help Desk

The Help Desk is a technical support team that provides services for technology problems and questions.

Location: duPont Library, Basement Level

Contact: helpdesk@sewanee.edu • 931.598.1369

Contact About: technology issues including passwords, Banner, BrightSpace, email, and reserving spaces on campus

Print Services

Print Services assists faculty, staff, students, and community members with their desktop publishing and printing needs including printing, photocopying, laminating, and binding. *Location:* Print Services

Contact: Tammy Elliott • printservices@sewanee.edu • 931.598.1571

Contact About: printing requests, how to properly create a document to fit device parameters or final output size, turnaround, and paper stock

Office of the University Registrar

The University Registrar coordinates enrollment and academic records.

Location: Cleveland Annex 115

Contact: registrar@sewanee.edu • 931.598.1731

Contact About: registration, transfer credits, graduation progress, SODA, and transcripts

Residential Life

The Office of Residential Life oversees housing for students including room assignments, Proctors, educational programming, and theme housing.

Location: Bishop's Common

Contact: reslife@sewanee.edu • 931.598.1446

Contact About: check in and check out information, room assignments, roommate conflicts, and facilities issues

Sewanee Outing Program

The Sewanee Outing Program (SOP) provides students the opportunities to explore the outdoors including on the Domain and beyond.

Location: Wellness Commons, Ground Level

Contact: John Benson • jbenson@sewanee.edu • 931.598.1214



Contact About: signing up for trips, gear and equipment check out, trail information and maps, and bike repair

Sewanee Police Department

The Sewanee Police Department (SPD) provides 24-hour a day patrol of the Domain as sworn law enforcement officers.

Location: Sewanee Police Department

Contact: Emergency 911 • SPD Dispatch 931.598.1111

Contact About: emergency assistance, reporting a crime, LiveSafe app, University Parking Policy, and special event planning

Student Accounts

Student Accounts is responsible for managing payments from students for any University related expense including tuition, fines, and other fees.

Location: Behind the Police Department

Contact: Shawn Gibson • studentaccounts@sewanee.edu • 931.598.1347

Contact About: account balances, payment plans, making a payment, and Nelnet support

Student Accessibility Services

Student Accessibility Services works to ensure students with disabilities have the appropriate accommodations to access University programs, services, and activities.

Location: Bishop's Common

Contact: Diane Dekker • sas@sewanee.edu • 931.598.1229

Contact About: applying for academic, housing, or dining accommodations related to a disability, applying for temporary accommodations related to a health condition, and emotional support animals

Student Involvement

The Office of Student Involvement supports building community on campus through programs, events, and student organization advising.

Location: Bishop's Common

Contact: student-involvement@sewanee.edu • 931.598.1208

Contact About: getting involved on campus, student run programs and activities, the Student Government Association and Tiger's Entertainment Board, student organization support and resources, and student leadership development opportunities

University Health Services

University Health Services (UHS) serves as a primary health care facility for students including providing general medical services for students who are ill, injured, and wellness exams.

Location: Wellness Commons, Ground Level

Contact: Evelyn Patton • uwc@sewanee.edu • 931.598.1270

Contact About: scheduling appointments, speaking with a triage nurse, health forms, and immunizations



CARE Team

The [Campus Assessment Response and Evaluation \(CARE\) Team](#) is an interdisciplinary team of staff and faculty who connect students to appropriate resources to support individual student success and a thriving campus community.

The CARE Team is an initiative of the Dean of Students' Office and is chaired by the [Associate Dean of Students](#). The team engages representatives from departments across the college including All Saints' Chapel, Athletics, Counseling and Psychological Services (CAPS), Dean of the College, Career Readiness + Student Success, and more. Members of the Student Life staff serve as Case Managers, overseeing cases and doing front line support for students. Other representatives serve as supporting members, meaning they provide general insight into student needs or meet with students on a referral basis.

How Does it Work?

The CARE Team receives referrals via an [online form](#) submitted by faculty, staff, students, or other community members who are concerned for the student's well-being. These referrals are evaluated to determine what appropriate resources or actions should be taken to help.

Case Managers review each case to determine the appropriate outreach, including meeting with students to assess their well-being in [multiple dimensions](#). This evaluation helps to identify the appropriate resources for each student depending upon their circumstance.

How Will I Know If I Have Been Referred?

Students will be contacted via their University email address if they have been referred to the CARE Team. Students **are not in trouble** if they are referred. This simply means someone is concerned and thinks the student could benefit from additional support.

The email received will include information about next steps whether it be a required meeting with one of the Case Managers, or simply information about relevant resources to use. Students are always encouraged to meet with their Case Manager, but are only required to do so in certain situations.

When Should I Refer Someone to the CARE Team?

Refer a student to the CARE Team if there are concerns about their well-being or know about a circumstance that may prevent them from being successful students. Examples may include mental health concerns, disruptive behavior, sudden change in mood or behavior, or external issues such as the loss of a friend or family member. However, reports can always be submitted for the team to evaluate.

Always call 911 if there is concern the student may be at imminent risk of harm. The CARE Team does not respond to emergency or crisis situations in the moment.



Library and Information Technology Services Services & Resources at the Jessie Ball duPont Library

The best place to start is the web page: library.sewanee.edu. This site includes information about all of the research services and links to research databases, the online library catalog, and journal articles. Take a look at the student services section - library.sewanee.edu/students

Research Help

The Research Help Center, on the ground floor of duPont Library, is available for all research paper, project, and presentation needs. The librarians can help with each stage in the research process, including developing a research question, finding information, interpreting academic sources, integrating research into student papers or presentations, and avoiding plagiarism. Make an appointment at library.sewanee.edu/researchhelp. Walk-ins are also welcome!

Course Books on Reserve

The library purchases at least one copy of each book that is required or recommended for each course. Those items are on Reserve at the Circulation Desk on the main floor of the library for three-hour checkouts. The library also purchases ebook versions for all titles that are available for student use. Students can search for all titles at catalog.sewanee.edu/search/p.

Ebook, Audiobook, and Streaming Media Resources

The library has access to many ebook and audiobook titles through Tigersearch, the online library catalog, as well as streaming videos. Some popular services offered are Overdrive, Hoopla, and Kanopy. Find out more about these and other platforms here: library.sewanee.edu/ebook and library.sewanee.edu/streamingvideo.

Interlibrary Loan

Students can order materials needed for your research that are not available in the library for free through Interlibrary Loan. The library can order physical materials or scanned journal articles. library.sewanee.edu/ILL.

William Ralston Listening Library and Archive

The William Ralston Listening Library and Archive is located on the second floor of duPont Library. The state-of-the-art facility offers an unparalleled teaching and learning resource and was created in memory of beloved Sewanee professor Father William Ralston, C'1951. The Library houses his world-class collection of recordings inside what many reviewers and audiophiles consider to be the best publicly available sound playback system in the world. The Ralston Library hosts music listening events, live-streamed performances of the Metropolitan Opera, and class sessions.

William R. Laurie University Archives and Special Collections

Located in the building next to duPont Library, the William R. Laurie University Archives and Special Collections collects, preserves, and provides access to manuscript collections, university records, rare books, maps, photographs, and more. The archives welcome researchers, genealogists, historians, authors, and University of the South faculty and students. More information on how to discover, access, and cite our materials both digitally and in person can be found at library.sewanee.edu/archives.



Account Access and Technical Support

Technology support is available by submitting a helpdesk request at helpdesk@sewanee.edu. Student loaner laptops are available for checkout for up to 7 days with a 48-hour turnaround once checked back in. Also, check out the student computers on the first and ground floor of the library for additional access. Printing is accessible from any first or ground-floor computers.

Students may also send print requests to webprint@sewanee.edu to print out in the ATC area on the ground floor of duPont.



Sewanee Outing Program

What is the SOP?

At the Sewanee Outing Program (SOP), we are all about playing outside, making friends, mentoring, becoming a leader, releasing steam, and having fun. We are here to help you get outside in meaningful ways through our free or heavily subsidized, student-centered, substance-free trips.

What does the SOP do?

Our fun, friendly trips include all types of activities! We like canoeing on Lake Dimmick, tubing on Lake Cheston, night hiking sections of the Perimeter Trail, and frisbee golf in Manigault Park. Some of our favorite, quick, after-class hikes on campus are:

- Memorial Cross to Morgan's Steep: 1 mile
- Piney Point out and back: 2 miles
- Shakerag Hollow/Beckwith's Point Loop: 3.4 miles

We also run frequent trips both on and off campus for technical activities like rock climbing, cycling, caving, vertical caving, backpacking, trail running, canoeing, and skiing where you can find knowledgeable and welcoming staff eager to teach you these skills, both at introductory and advanced levels. For students seeking an experience further afield, stick around and work your way up to summiting 14,000-foot peaks during winter in Colorado or canoeing 80+ miles of the Rio Grande on the Texas-Mexico border.

How do I learn more?

We love seeing new faces and making new friends, so drop into the SOP Office in the lower level of the Wellness Commons to learn more about:

- Trip information and sign ups
- Trail maps and camping reservation information
- Gear checkout
- Becoming a student SOP trip leader

Or – look for our trip emails! All students receive our emails, but let us know if you have not seen one.

What else should I know?

We also run a student bike shop that can perform basic repairs for your campus bike. There is no charge for labor. Fixing flats costs \$10.

So, whether it is your first semester on campus or your last, come on by and hop onto a memorable trip, make some new friends, and enjoy our beautiful campus!

Have more questions? Email John Benson, the Director of the SOP at jbenson@sewanee.edu Or visit our [website](#)!



Student Accessibility Services

[Student Accessibility Services](#) (SAS) works to ensure that students with disabilities are afforded an equal opportunity to participate in and benefit from the programs, services, and activities of the University. The department supports students, faculty, and staff in determining appropriate accommodations for students, provides auxiliary aids and services, and assists with policies and procedures across the institution. SAS manages accommodations across the University, particularly for the following areas.

Academic Accommodations

SAS provides several services and resources related to accommodations in the classroom. Students who are seeking academic accommodations should navigate to the [How to Apply](#) page of the website. On this site, students will find the steps to register with SAS, including our intake form, documentation guidelines, and process outline. Common academic accommodations include but are not limited to, testing accommodations, note-taking support, audiobooks, and the use of assistive technology.

One of these accommodations is working with students for course substitutions. This process is used for students who, as a result of a disability, may not be able to satisfy specific coursework requirements for degree completion. The policy and process is outlined [here](#).

Additionally, SAS offers [Peer Academic Coaching](#) to help students with executive functioning skills, including time management support, study skills, project planning, and more. Student workers are trained to provide customizable support for any student registered with SAS. Request a coach by emailing sas@sewanee.edu.

Student Accessibility Services also provides accommodations to ensure students are able to use assistive technology while at Sewanee. Students who use personal assistive technology can consult with SAS to address any barriers to using their technology. SAS offers equipment for checkout that may assist students. Learn more about assistive technology [here](#).

Dining Accommodations

Sewanee requires all residential students to have a meal plan. Dining Services works with SAS and individual students to accommodate food-related disabilities. Accommodations are managed individually with Dining Services and SAS but may include accommodations such as altered preparation to avoid cross-contamination, specified menu items, and meal plan revisions.

Students should start the accommodation process by submitting the [SAS intake form](#).

Housing Accommodations

SAS reviews and approves housing accommodations for students with disabilities that impact one's living situation. Information about the process for housing accommodations can be found [here](#) and starts with the submission of the [SAS intake form](#).

Emotional Support Animals (ESAs) are one version of a reasonable housing accommodation for some students. Students must make a formal request through SAS to be approved for an ESA on campus. The policies and procedures for ESAs are available [here](#).



Medical Withdrawal

SAS works collaboratively with Student Success and the Dean of the College's Office to support students who need to medically withdraw from the University. Medical withdrawals must be submitted via the [report form](#), including [appropriate documentation](#), prior to the last day of class for each semester.

Temporary Accommodations

Students may need accommodations for a designated time period because of an accident, illness, hospitalization/surgery, or other situations not considered a disability under ADA. SAS works with these students to support academic or other adjustments. Temporary accommodations require the same intake process and meeting with the [Assistant Director of Student Accessibility Services](#) to identify the best support services.

Learn More about SAS

Student Accessibility Services is a unit of the Dean of Students Office. Use the following contact information and resources to learn more about SAS.

- Visit the SAS [website](#).
- Email SAS at sas@sewanee.edu
- Call the Dean of Students Office at 931-598-1229
- Review the [Documentation Guidelines for Accommodations](#)



Student Involvement

The [Office of Student Involvement](#) facilitates programs, events, and connections for students to encourage them to be involved on campus. Check out the information below to learn how students can get involved at Sewanee.

Why get involved?

Involvement on campus is a cornerstone of flourishing on and off campus. Involvement allows students to take their shared passions and develop a purposeful community around them. These communities not only allow students to develop skills as a leader, but help to form a well-rounded experience that helps to develop globally conscious, compassionate humans of integrity. Students who are involved in organizations on campus can better articulate their personal goals, understand their needs, and create community with diverse groups of people.

Where should students go to get involved?

[Engage](#) is the all-in-one platform to find all student organizations, events, and service opportunities on campus. If students are just walking onto campus for the first time or have been here for years, Engage is the place to look to find opportunities to develop and build community. Check it out [here](#) or by visiting sewanee.campuslabs.com/engage!

What if students can't find what they want to get involved in?

There are several things the staff in Student Involvement can do to help students find ways to get involved! First – the staff enjoy talking to students about how to connect with existing organizations or programs that would be a great fit into their unique Sewanee experience. The office is located on the first floor of the Bishop's Common or students can email them at student-involvement@sewanee.edu.

Also – Student Involvement helps students create new student organizations if there is not already an organization that aligns with their interests. Learn more about starting a new organization in the [Student Organization Handbook](#).

What are some examples of organizations students could get involved in?

All organizations on campus help students live in community. Each organization assists in holding each other accountable, hosts events to build deep connections, and advocates for the needs of their peers. Below is a brief description of some of the organizations that exemplify the different kinds of a student organization on campus:

- *Department Student Organizations (DSOs)* - Function as a part of a University department or serve to carry out the mission of that department which include [Student Government Association](#), [Order of the Gown](#), and [Tigers Entertainment Board](#).
- *Recognized Student Organizations (RSOs)* - Formed by any group of students currently enrolled at Sewanee sharing a common interest and/or goal. RSOs are entirely student-run and include [National Association for the Advancement of Colored People](#) (NAACP), [Sewanee Health Professions Society](#), and [Art Forum](#).
- *Club Sports* - A club sport is a student organization formed by individuals with a common interest in a sport activity and exists to promote and develop interest in that



particular sport. Club sports compete against outside opponents each year. Examples include [Women's Rugby](#), [Crew](#), and [Tennis](#).

- [Theme Houses](#) - A theme house is a registered student organization formed by individuals with a common interest in a topic or “theme” who have been granted an on-campus residence through the Office of Residential Life which includes: [Community Engagement House](#), [International and Global Home](#), and [Queer & Ally House](#).
- [Fraternal Organizations](#) – Fraternal Organizations include all of Sewanee’s fraternities and sororities. These groups engage in membership selection, initiation ceremonies or rituals that are closed to non-members, and offer lifetime affiliation to their membership which includes [Kappa Delta](#) and [Delta Tau Delta](#).

How do students learn more?

For more information about getting involved:

- Login to [Engage](#)
- Visit the Student Involvement Office [online](#) or in the Bishop’s Common
- Email us at student-involvement@sewanee.edu
- Follow us on Instagram @[sewaneosi](#)



Career Readiness + Student Success

[Career Readiness + Student Success](#) empowers you to build your own success, so you may flourish, become your best self on campus, and be ready to pursue a life of meaning and purpose. We do this in partnership with you as we:

- Guide you to discover your strengths and design a four-year experience that serves you during your college years and beyond;
- Provide academic success support and connection with other individuals and resources across campus and beyond Sewanee;
- Help you learn career readiness skills and explore potential majors, careers, internships and jobs; and
- Provide financial resources to pursue internships, research opportunities, and other career readiness opportunities.

Located in suite 115 on the first floor of Carnegie Hall, you can make an appointment to meet with one of our coaches in your [student success portal](#) - or just drop by our office with your question.

[Student Success Resources](#)

Individual Coaching – Student success coaches help you to develop all the skills you need to thrive, whether you are struggling academically or just want a partner in thinking through your college plan. We'll work with you to talk about your strengths and what has worked in the past as well as what barriers you may be facing with your academic success. We can also do strengths assessments, values exploration, and think together about how to make your Sewanee experience meaningful.

Make an appointment with a coach at any time in your [student success portal](#).

[Student Success Brightspace Course](#) – All students are enrolled in the Student Success course within Brightspace where you will find resources for topics such as time management, motivation, test taking, and studying that you can access on your own time. You will also find helpful links to essential resources around campus.

[Career Readiness Resources](#)

Individual Coaching – Career Readiness coaches help you prepare for and evaluate your career options including finding (and funding!) internships, post-graduate jobs, exploring graduate studies, and even discussing major choice. Make an appointment in your [student success portal](#) to talk about how we can help you meet your academic and career goals and design your four-year experience.

Peer Career Advocates – Peer Career Advocates (PCA) help you get started with your career exploration journey. You can meet with PCAs to explore all of the tools provided by Career Readiness including Handshake, [VMock](#) for resume review, networking with Sewanee alumni and more. Meet them in Carnegie 122 most weekday afternoons. No appointment is necessary!



Career Readiness Brightspace Course – All students are enrolled in the Career Readiness Course within Brightspace, which has all the resources you need to get started in your career exploration journey, from connecting to alumni to developing your resume.

Academic Support Resources

Integrated Advising – Integrated Advising provides support to students looking for assistance with understanding requirements for degree completion, exploring and declaring a major, and finding academic resources for success. The [Assistant Dean for Integrated Advising & Student Support](#) works with faculty advisors to help students in all majors and programs.

Peer Tutoring – Many departments coordinate peer tutoring for students to help their peers understand and succeed in your academic courses. Explore the [structured tutoring opportunities](#) and [Language Resource Centers](#) to get assistance.

Connect With Career Readiness + Student Success

Visit your [student success portal](#) to make an appointment with a coach. Reach out via email at studentsuccess@sewanee.edu, careers@sewanee.edu, or call 981.598.1121.



The Office of the University Chaplain and All Saints' Chapel Religious and Spiritual Life

What is a Chaplain?

Chaplains are professionals who work to promote spiritual well-being. They help people access the resources they need to live into their own religious, spiritual, or ethical commitments.

Chaplains can be helpful as people explore questions of meaning, values, beliefs, and purpose or to simply show up and to be present with them in times of celebration, sadness, and everything in between.

Where Can I Find a Chaplain?

[The Chapel staff](#) are spread across campus, with offices in All Saints' Chapel, the Wellness Common, and Bishop's Common. [Chaplains in Residence](#) are seminarians who live in dorms to provide spiritual care to those communities and can be found in Ayres, Courts, Quintard, and Smith Halls. You're likely to bump into chaplains in McClurg or at Stirling's, but you can also schedule time with one by emailing them.

I Don't Consider Myself Religious, Why Should I Care?

You don't have to be religious to wonder about how to live a meaningful life, discover a sense of purpose in the world, or wrestle with your deepest beliefs and values. Chaplains serve students from every different religious tradition on campus; those who consider themselves spiritual but not religious; and those who are agnostic, atheist, and nothing in particular.

How Do I Find My People?

The Office of the University Chaplain maintains relationships with religious and spiritual communities both on campus and off. If you're looking for a place where you can worship or find belonging around your religious identity, a chaplain can listen to your needs and work to connect you to an appropriate community. If a student group reflective of your religious or spiritual identity does not exist, we have resources to help you create one. You can find a list of current groups [on our website](#).

What Happens in All Saints' Chapel?

All Saints' Chapel is open 24 hours a day to be a place for quiet, reflection, prayer or meditation whenever you need it. Inside All Saints', you'll find two smaller, more private spaces: the Meditation Chapel and St. Augustine's Chapel. During the academic year, the Chapel offers Sunday worship from the Episcopal (Christian) tradition at 8 a.m., 11 a.m., and 6:30 p.m. The University Choir sings at the 11 a.m. service.

Sewanee is an Episcopal School, So What?

The Episcopal Church is an open, generous, and thoughtful expression of the Christian tradition that is grounded in common prayer. So, we take religious and spiritual life seriously; we want you to have what you need to connect the life of the mind to the life of the spirit. At the same time, we don't feel the need to dictate what you or anyone else has to believe.



The Wellness Commons

The Wellness Commons at Sewanee includes the departments of FitWell, University Health Service (UHS) and Counseling and Psychological Services (CAPS).

University Health Service (UHS)

University Health Service (UHS) provides health care which is patient-centered, integrated, and delivered in a culture of inclusivity and respect. UHS services include treatment for acute illness or injury, physical “well” exams, immunization and travel vaccinations, health education and consultation, and contraceptive management. UHS also helps students obtain specialized treatment through referral to local providers.

For more information:

- Call the front desk at 931.598.1270
- Visit the office in the lower level of the [Wellness Commons](#)
- Visit the [patient portal](#)

Counseling & Psychological Services (CAPS)

Counseling and Psychological Services (CAPS) offers short-term individual and group therapy, crisis services, and psychiatric medication management at [no cost](#) to students. CAPS is located on the lower level of the [Wellness Commons](#) in the University Wellness Center.

For more information or to schedule an appointment:

- Call the front desk at 931.598.1325
- Email us at caps@sewanee.edu

FitWell

Move with FitWell! Exercise is a vital part of the college journey; it improves mood, sleep, attention, focus, and more. FitWell is located on the upper level of the [Wellness Commons](#) and includes a fitness center with a strength floor and yoga and spin rooms. FitWell also has student- led fitness classes and special outreach events.

For more information:

- Contact us at fitwell@sewanee.edu
- Download the [Sewanee FitWell app](#)



Notices and Statements

Annual Security Report

The University produces an annual security report that complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the Higher Education Reauthorization Act, and other federal laws. The report is part of the University's ongoing effort to inform the community of the safety programs and related services available to students and the steps they can take to maintain their own safety and security. This report is prepared by a team representing various campus constituencies: Sewanee Police Department, Office of Institutional Research, Dean of Students, Office of General Counsel, and Marketing and Communications. A copy of the most recent report is available [here](#).

Complaints and Grievances

Sewanee students are emerging adults responsible for managing, with our support and guidance, their academic and personal affairs. Even as we expect students to take initiative and responsibility for solving their problems, we believe that helping them gain the information and strategies they need to seek remedies for their concerns produces a better outcome for all students.

The Dean of Students serves as the primary coordinator of response and support to students with concerns. If a student has an issue with a University policy or practice, we expect them to review the appropriate policies and handbooks and to pursue their concerns directly with the appropriate office or program. For example, there are already processes in place for appealing final course grades, Honor Council and student conduct outcomes, financial aid decisions, and parking tickets. For students who have complaints or grievances outside of these published remedies, please file the formal complaint or grievance [via online form](#) describing the issue or treatment, related actions, and remedy sought. Complaints will be investigated and/or referred to other offices as necessary.

A written response regarding the issue will be sent to the student who initiated the complaint within 30 days.

Information about grievances that are not resolved internally and may involve state consumerism, state licensing boards, or accreditation can be reviewed at the [Provost's web page](#).

Documentation and Retention of Conduct Records

All documentation related to a conduct incident will be placed in the student's conduct file. A student's conduct file(s) and record(s) will be maintained by the Dean of Students' Office, and is separate from their academic transcript. All conduct files and records will be retained for seven years from the incident date. Suspensions and expulsions will be retained indefinitely.

Upon a request for conduct check by the student or on behalf of the student, with a signed release of information disclosure, the University will respond to questions about a student's conduct history and disciplinary status. The University only reports on conduct matters to



outside agencies incidents where outcomes of Removal from Student Housing, Suspension, or Expulsion were assigned. Students who have questions about what types of information will be disclosed for their individual record should contact the Dean of Student's office at dstudent@sewanee.edu.

Students may request their complete conduct file, or any part, by completing an online request on the Dean of Students' webpage. The amount of information requested will determine the time needed to process the request, not less than two business days.

Dress Tradition

At Sewanee, students elect to participate in the Class Dress tradition in order to show respect for their professors and the education they are receiving. While not mandatory, Class Dress symbolizes that during your four years at Sewanee, academics are your top priority. Class Dress varies with the seasons, but typically includes khakis, slacks, or a skirt and a collared shirt, coat and tie, a nice top, or a dress

Identification Cards

Students are issued an official Sewanee card upon matriculation. Students are expected to carry their cards at all times on campus and to present it as necessary (e.g., at McClurg, for entry into University sponsored concerts, etc.). Students must also present their ID when requested by a University employee. Lost or damaged cards can be replaced by submitting a request to id-request.sewanee.edu. Cards can be picked up at the Circulation Desk in duPont Library. Altering a Sewanee ID or allowing others to use one's Sewanee ID is prohibited and may be an Honor Code offense.

Search and Entry

A search of a student, a student's possessions, or a student's on-campus residence may be authorized by the Dean of Students' Office or by the Sewanee Police Department if there is reasonable cause to believe that prohibited or unlawful activity has occurred. Any items found that violate the Code of Conduct or any local, state, or federal laws will be removed and reported to the appropriate authorities. Additional details regarding residence hall room searches are noted in the Housing Contract.

University Email Communication

Each student is granted an official Sewanee email account (operated through Google mail). The University will send official electronic communications only to this email address. It is the student's responsibility to check his or her Sewanee email account regularly. All students will be added to University-approved distribution lists. Students may opt out of some lists, but not others; those with an "opt out" option have directions included within the email.