

# THE TEXAS A&M UNIVERSITY SYSTEM

## HEALTH SCIENCE CENTER INTERNAL POLICIES

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### **13.99.99.Z1.01 Student Rights and Obligations**

*Approved September 10, 2003*

*Revised May 13, 2009*

*Revised March 10, 2010*

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#### **1. OVERVIEW**

The Texas A&M University System Health Science Center (HSC) is committed to providing an academic and work environment that is conducive to the personal and professional development of each individual. The rights of students are to be respected, and students are expected to recognize their obligation to observe appropriate standards of conduct.

#### **2. STANDARDS OF CONDUCT**

2.1 The component institutions of the HSC shall adopt procedures concerning student conduct and discipline. Such procedures shall be in compliance with The Texas A&M University System (Texas A&M System) Policies and Regulations, and with the HSC Rules. All students are expected to comply with these procedures, and to obey federal, state, and local laws.

2.2 Any student who engages in conduct that violates Texas A&M System Policies and Regulations, the HSC Rules, the institutional component procedures, or federal, state, or local laws whether on or off campus may be subject to discipline.

#### **3. RIGHTS OF STUDENTS**

3.1 Procedures established by HSC institutional components should ensure the right for students to be heard in academic and disciplinary matters, and should afford the appropriate amount of due process applicable to the conduct being disciplined and/or level of discipline being applied.

3.2 Students may appeal academic and disciplinary decisions according to the procedures established by their institutional component. In the case of disciplinary matters, procedures must contain:

3.2.1 Designation of a responsible administrator to review initial allegations of misconduct and refer the matter to the appropriate procedural process (academic or disciplinary)

3.2.2 Procedure for a hearing with explicit charges

3.2.3 Written notice of hearing

- 3.2.4 Written notice of actions throughout the process at appropriate time intervals
  - 3.2.5 Notice of anticipated witnesses
  - 3.2.6 Opportunity for the affected student to present defense
  - 3.2.7 Opportunity for the affected student to present witnesses
  - 3.2.8 Opportunity for the affected student to have an advisor present subject to the limitations of the Federal Educational Rights and Privacy Act (FERPA)
  - 3.2.9 Written guidelines on range of possible sanctions
  - 3.2.10 Opportunity for the affected student to appeal the decision in accordance with 3.4 of this rule.
- 3.3 The dean of their component shall be the ultimate level in the academic and disciplinary appeal processes and his/her decision is final, unless a case is established for appeal to the President as described in section 3.4.
- 3.4 After being notified of the final decision, if a student feels that the HSC institutional component did not follow its established procedures, then an additional written appeal may be forwarded to the President within 10 business days. The appeal must be limited to process only. This step exhausts the student's appeal options and the President's decision is final.

## **OFFICE OF RESPONSIBILITY**

### **Vice President for Academic Affairs**