



Item: VII. AS: A-5.

Wednesday, May 28, 2008

SUBJECT: FAU Regulation 4.004, Miscellaneous Student Rules

PROPOSED BOARD ACTION

Approval of the amendment to FAU Regulation 4.004, Miscellaneous Student Rules

BACKGROUND INFORMATION

The Division of Student Affairs is requesting approval of the revision of FAU Regulation 4.004, Miscellaneous Student Rules. The regulation was last updated in 1988. The regulation addresses some general rules in the University Community such as smoking, promotional materials, and holds on student records. The basic content of the regulation was updated. The involuntary medical withdrawal portion of the regulation has been removed and is being submitted as a new regulation.

The committee, composed of representatives from all Campuses, spent several months revising this regulation. Also, the appropriate Academic and Financial Affairs Offices were consulted and approved the revision. It was also reviewed by the General Counsel's Office.

IMPLEMENTATION PLAN/DATE

Upon Board of Trustees approval

FISCAL IMPLICATIONS

N/A

Supporting Documentation: Proposed Amended Miscellaneous Student Rules

Presented by: Dr. Charles Brown, VP for Student Affairs

Phone: 561.297.3988

**FLORIDA ATLANTIC UNIVERSITY
NOTICE OF PROPOSED REGULATION AMENDMENT**

Date: April 29, 2008

REGULATION TITLE AND NUMBER: Miscellaneous Student Rules (4.004).

SUMMARY: The Division of Student Affairs is requesting approval of the revision of FAU Regulation 4.004, Miscellaneous Student Rules. The regulation was last updated in 1988. The regulation addresses some general rules in the University Community such as smoking, promotional materials, and holds on student records. The basic content of the regulation was updated. The involuntary medical withdrawal portion of the regulation has been removed and is being submitted as a new regulation.

The committee, composed of representatives from all Campuses, spent several months revising this regulation. Also, the appropriate Academic and Financial Affairs Offices were consulted and approved the revision. It was also reviewed by the General Counsel's Office.

FULL TEXT OF THE REGULATION: The full text of the proposed regulation is attached below to this Notice. The full text of the existing regulation is posted on FAU's website at www.fau.edu/regulations. In addition, the full text of the proposed regulation and current regulation are available upon request to the Office of the General Counsel, which can be contacted at (561) 297-3007 or GeneralCounsel@fau.edu.

AUTHORITY TO AMEND THE REGULATION: Article IX of the Florida Constitution and the Board of Governors Regulation Development Procedure dated July 21, 2005.

UNIVERSITY OFFICIAL INITIATING THE REGULATION AMENDMENT:
Dr. Charles Brown, Vice President for Student Affairs

COMMENTS CONCERNING THE PROPOSED REGULATION AMENDMENT SHOULD BE SUBMITTED WITHIN 14 DAYS OF THE DATE OF THIS NOTICE TO THE CONTACT PERSON IDENTIFIED BELOW. In response, the University may solicit additional written comments, schedule a public hearing, withdraw or modify the proposed regulation amendment in whole or in part after notice, or proceed with adopting the regulation amendment. The comments must identify the regulation(s) on which you are commenting:

THE PERSON TO BE CONTACTED REGARDING THE REGULATION AMENDMENT IS: Myrlande Dessalines, Paralegal, Office of the General Counsel, 777 Glades Road, Boca Raton, Florida, 33431, (561) 297-3007 (phone), (561) 297-2787 (fax), GeneralCounsel@fau.edu.

PROPOSED

Florida Atlantic University

Regulation 4.004

Miscellaneous Student Rules

- (1) Change of Address: Every student is responsible for maintaining a current address with the University Registrar. Changes of Address may be accomplished on-line or by contacting the Registrar's Office. It is necessary for any student changing his place of residence after registration to contact the Registrar's Office and submit Form REG-1 REV 12/83, titled Change of Address Notification which is hereby incorporated by reference and made a part of this rule. A copy of the form may be obtained from the Office of the Registrar. Any notices or other correspondence from the University will be mailed to the student's last address on file in the Registrar's Office.
- (2) Official Communication with Students
Official university correspondence will be sent to the either the student's physical address on file with the Registrar, or FAU email address if a current student. FAU uses electronic mail to provide official information to students. Examples include notices from the library, notices about academic standing, financial aid information, class materials, assignments, questions, and instructor feedback. Students are responsible for the content of university communication sent to their FAU e-mail account and are required to activate that account and check it regularly.
- ~~(2)(3)~~ Promotional Materials: Advertising, promotional, and informational materials of students and student organizations must be submitted to the Office of Student Development and Activities before displaying or distributing such materials on University property. All other persons and organizations must submit such materials to the Office of University Communications, in consultation with the Division of Student Affairs. Advertising, promotional, and informational materials of non-University persons must be submitted to the Assistant Vice President for Administrative Affairs before they may be displayed on campus. Campus organizations and departments submit material to be displayed to the Director of Student Activities before displaying promotional materials on campus.
- ~~(3)~~ Fiscal Integrity: Students are required to promptly discharge all financial responsibilities to the University. Students who, by the first calendar day after the deadline, have neither paid fees nor made arrangements with the University for late payment as authorized by the Board of Regents, are subject to dismissal and assessment of additional fees as may be prescribed in Board of Regents subsection 6C-7.003(4), F.A.C.
- ~~(4)~~ Smoking Regulations: Smoking is authorized only where posted.

- ~~(5)(4)~~ Holds on Registrations. The following types of holds may prevent registration of students:—A hold on registration will prohibit and prevent one or more of the following actions: course registration, adding or dropping courses, academic petition or withdrawal processes, any other request for academic or administrative action. The following types of holds may be placed on a student’s record:
- ~~(a)~~ Financial. If a student owes the University money.
 - ~~(b)~~ Medical. If a student has a medical condition, which, in the opinion of the Medical Advisory Committee, based on competent medical opinion, constitutes a threat to his own well-being or to the University community if he is allowed to attend the University.
 - ~~(c)~~~~(b)~~ Student Affairs. If a student has an issue ~~a problem~~ involving nonacademic ~~irregularities~~ matters or misconduct.

In the event one of these holds has been placed on a student’s registration, the Office of the Registrar will direct the student to the office placing the hold. A hold will be removed upon satisfaction of the condition giving rise to the hold. Requests for review may be made to the ~~Dean of Students~~ University Office responsible for placing the hold.

- ~~(6)~~ (65) Withholding of transcripts and diplomas. Students with a hold on registration or who fail to promptly pay debts owed to the University will be denied access to official transcripts and shall have their grades, transcripts and diplomas withheld.

~~(7) — Medical Withdrawal. A student may be withdrawn for medical reasons by the Vice President for Student Affairs upon the recommendation of the Medical Advisory Committee.~~

~~(a) This committee serves as an advisory committee to the Vice President for Student Affairs on matters pertaining to the admission, continued attendance, and withdrawal of students for reasons of physical or mental health.~~

~~(b) The specific duties of this committee are to make recommendations to the Vice President for Student Affairs on the admission, retention, or withdrawal of a student in any case wherein the student’s presence or continued presence on campus may constitute a health hazard or danger to him/herself or to others. If conditions warrant immediate action, a medical withdrawal may be initiated by the Dean for Student Affairs with the approval of the Vice President for Student Affairs. The case will be presented to the committee as soon thereafter as possible for approval, modification, or revision. Any student whose registration is withdrawn by the Vice President upon the committee’s recommendation and whose withdrawal is after the published deadline for withdrawal will receive grades of W in his/her course work for the semester. Any student who is withdrawn under this procedure may be permitted to enroll at a future date after having satisfied the specific conditions required by the committee.~~

~~(c) The committee shall be chaired by the Dean for Student Affairs and shall include the Director of Counseling Center and the Supervisor of the Health Service. When appropriate, consultants may include a physician, the Dean, Department Chairperson, or Academic Advisor of the student, the University Attorney, and other~~

University personnel serving at the request of the Dean for Student Affairs.

~~(d) The Dean for Student Affairs shall arrange for the student to meet with the committee. The Dean for Student Affairs shall direct procedures for conducting these meetings so as to best insure the health and welfare of both student and the University community.~~

~~(e) The committee shall interview the student and shall consider all relevant information available including the oral or written reports of professionals such as physicians, psychologists or psychiatrists, regarding the health of the student being interviewed. If sufficient medical information exists, the committee may arrange for the student to be evaluated by a medical or psychological specialist at the expense of the University. Failure of a student to meet with the committee or to cooperate with an order of the committee to appear for a medical or other evaluation may result in a recommendation for immediate medical withdrawal of the student.~~

~~(f) Nothing herein shall reduce the commitment of the University to accommodate the needs of handicapped students who are able to participate in University functions without hazard to themselves or to others.~~

Specific Authority: Article IX of the Florida Constitution, Florida Board of Governors Resolution dated January 7, 2003, Florida Statutes 1001.74, 1010.03. History—New 10-1-75; Amended 12-17-78; Formerly 6C5-4.0; Amended 11-11-87, 6-7-88; Formerly 6C5-4.004; Amended 5-28-08.