



99-00 Calendar



SOUTHERN ADVENTIST UNIVERSITY

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Years.
      YPK
  Weeks.
      Crowned by the Sabbath
 Months.
      Marked by the meen.
   Days.
      Sunshine, Starlight.
  Hours.
      Two dozen per day.
Minutes.
      Structured Eines.
Seconds.
      The timest of fractions.
 Clocks.
      FACSES
  Faces.
      Students.
Students.
      Calendar.
Time has no spatial form, no weight. Regular and continual
movement—whether of sand, the sun, or atoms—allows us to
measure it. Time gives structure to past, present, and future.
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Today clocks dominate our lives... Eternity will be awesome.

SDA

5101

A13

1999-

2000

McKEE LIBRARY
Southern Adventist University
Collegedate, TN 37315









So teach us to number our days, that we may apply our hearts unto wisdom



S	m	t	V	t	1	S
1	2	3	4	5	Last day to drop and automatically receive "W"  Vespers, 8:00, Adam Case Sunset 8:39	Church service, Ed Wright <b>7</b>
8	9	10	11	University colloquium 12-16 12 Employee picnic	Withdrawals after today receive "F" 13 Vespers, 8:00, Will Johns Sunset 8:32	Church service, Michael Hasel 14
15	16	Employee wellness assessment 17  ACT	18	4th session ends Campus Shop book buy back 9-5	ACT 8:00 Vespers, 8:00, Victor Czerkasij Sunset 8:24	Church service, Ed Wright <b>21</b>
Registration, pre-registered students only 3-5 Yearbook pictures taken in gym School of Nursing orientation, 6:00, Lynn Wood Hall MCAT exam	Registration, all students, 8-12 23 and 1:30-5 Yearbook pictures taken in gym Softball sign up Freshman orientation Watermelon feed	Classes begin Late registration fee applies Senior portrait sign up begins	4th session grades due 9 a.m. 25	Convocation, 11:00, Church, 26	Vespers, 8:00, Gordon Bietz Sunset 8:15	Church service, Ed Wright SA welcome back party 9:00
29	Last day to make changes without 30 charge and for 100% tuition refund (\$100 fee/total drop)	Swim and stay fit sign up 31	1	2	July 1999  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	September 1999  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
Sout	herr	n Adv	vent	ist L	lnive	ersity







Time is nature's way of making sure that everything doesn't happen at once.

















The trouble with being punctual is that nobody's there to appreciate it.





S	m	t	VV	t	+	S
26 September 1999	November 1999	28	29	30	Vespers, 8:00, Faculty home Sunset 7:25	Church service Evensong 7:00 SA party
5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30					
3	Last day for 50% tuition refund (\$100 fee/total drop)  LSAT exam  Academic Affairs 3:30	Student Senate 8:00 5	6	Convocation, 11:00, Church, missions 7	Vespers, 8:00, Missions Sunset 7:16	Church service, Ed Wright  Student Missions fair 2-5  Evensong 7:00  Classic film, 8:00 Thatcher
ViewSc	outhern					
Employee boat ride 10	Last day for 40% tuition refund (\$100 fee/total drop) University Senate 3:30	Aart Bergwerf, organ, 8:00, Church <b>12</b>	13	14	Sunset 7:06 <b>15</b>	Church service, Dúane Schoonard 16
(						
					— Midterm break, no classes —	
Board meeting Cohutta Springs 17	Last day for 30% tuition refund (\$100 fee/total drop)  Academic Affairs 3:30  Joint worship 7:00	Midterm grades due 9 a.m. Volleyball sign up Student Senate 8:00 Joint worship 7:00	Joint worship 7:00 20	Convocation, 11:00, Iles, Lieutenant Bud Hulsey <b>21</b>	Vespers, 8:00 <b>22</b> Sunset 6:58	Church service, Ed Wright Evensong 6:30 Upsilon Delta Phi bowling night
			— Drug and alcohol awareness week —			
OAT exam Foreign language challenge exam Orpheus Male Chorus, 8:00, Church (double credit)	Last day for 20% tuition refund (\$100 fee/total drop) University assembly 4:00	Florence Oliver Anderson nursing 26	27	Convocation, 11:00, Iles, Donald Davis  Last day to drop a class and automatically receive a "W"  SA promenade party	Withdrawals through December 3 29 receive "W" or "WF"  Vespers, Greg King  Sunset 6:50	1 Church service, Oave Cress 2 Church service, Des Cummings Evensong 6:30
Set clocks back 31						

Southern Adventist University







There is more to life than increasing its speed.







S		m		t	W		t	f	S
	31	Last day for 10% tuition refund (\$100 fee/total drop) Academic Affairs 3:30	1	No tuition refund for withdrawals Student Senate 8:00		3	Convocation, 11:00, Church, Gottfried <b>2</b> Oosterwal	R. H. Pierson Lecture Series, November 5-6, Gottfried Oosterwal Vespers, 8:00, CABL Sunset 5:43	Church service, Ed Wright Evensong 5:30 CABL party, Almost anything goes
					Preregistration -				CABL week
	7	University Senate 3:30 GRE subject tests only	8	9		10	Convocation, 11:00  Veterans Day  Harald Vogel, organ, 8:00, Church	Vespers, 8:00, Jaime Jorge 12 Sunset 5:37	Church service, John Nixon Evensong 5:30 Symphony Orchestra, 8:00, Church
				CA	BL week — Preregistration -		-		
Senior exit exam for English majors, 8-12	14	Academic Affairs 3:30	15	Student Senate 8:00 16		17	Convocation, 11:00, Iles, Lee University Symphonic Band Blood assurance	Vespers, 8:00, CARE Sunset 5:33	Church service, Celebration of Thanks 3 on 3 volleyball tournament
		0		VE			MI	06	
3 on 3 volleyball tournament	21	PRAXIS exam	22	23		24	Thanksgiving Day Offices closed	Offices closed Sunset 5:30	Church service, Ed Wright 27
							Thanksgi	ring vacation —	
_	28	University assembly 4:00	29	Christmas tree lighting 30		1	2	October 1999	December 1999
			P.					1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
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time clock in Wright Hall



Time is the most valuable thing a man can spend.











clock in Dining Hall



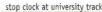
Doing the best at this moment puts you in the best place for the next moment.



S	m	t	W	t	f	S
December 1999  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February 2000  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	28	29	30	31	Church service, Ed Wright 1 New Year's Day
2	Offices closed 3	4	5	6	Sunset 5:46 <b>7</b>	Church service, Jim Herman
ACT 1:00 <b>9</b> Enrollment for preregistered students only 3-5  Basketball sign up	Enrollment for preregistered 10 students only 9-12 Registration for all 2-5	Classes begin 11 Late registration fee applies	Vacation Swim and stay fit sign up 12	Convocation, 11:00, Church, 13	Ministerial trainee induction, January 14-15, Walter Pearson Vespers, 8:00, Walter Pearson Sunset 5:51	Church service, Ed Wright 15 Evensong 5:30 Warren Miller 50th anniversary ski movie, 8:00, Iles
Summer ministries recruiting, 16 January 16-19 Joint worship, 7:00, Dining Hall	Martin Luther King, Jr. Day, no classes PRAXIS exam Order graduation announcements, January 17-31, Campus Shop	Last day to make changes without 18 charge and for 100% tuition refund (\$100 fee/total drop) Student Senate 8:00	Singles racquetball tournament 19	Convocation, 11:00 Blood assurance	Vespers 21 Sunset 5:58	Church service, Ed Wright 22 Evensong 5:30 SA midwinter party
Coed volleyball tournament 23 Employee pizza party, Iles	Last day to add class and for 90% 24 tuition refund (\$100 fee/total drop) University Senate 3:30 Anderson Business Lecture, 8:00, Brock	Senior class organization 25	3 on 3 basketball sign up <b>26</b> Family night, 6-8, Church	Convocation, 11:00, Iles, Health 27 Careers Fair (fair starts 10:00)	Vespers, 8:00, CARE 28 Sunset 6:05	Church service, students Evensong 5:30 Sigma Theta Chi skating party
SA Superbowl party 30	Last day for 80% tuition refund (\$100 fee/total drop) and last day to order graduation announcements University Assembly 4:00 Anderson Business Lecture, 8:00, Brock				Jnive	









Lite is not so short but that there is always time enough for courtesy-





S		m	t		W		t		f	S	
	30	31	Last day to return textbooks to Campus Shop Student Senate 8:00	<u>L</u>	Family night, 6-8, Church	2	Convocation, 11:00, Church, Zeb Davenport	Vespers, 8:00, Lorenz Sunset 6:12	o Grant 4	Church service, Lorenzo Grant Evensong 6:00 BCU night	5
Honors Music Festival, Feb. 6-8 Symphony concerto concert, 8:00, Church	6	Last day for 70% tuition refund (\$100 fee/total drop) Academic Affairs 3:30 Anderson 8usiness Lecture, 8:00, Brock Meeting 7:00	Convocation, 11:00, Church (double credit)  Meeting 7:00	3	Family night, 6-8, Church Meeting 7:00	9	Convocation, 11:00, Church (double credit)  Meeting, 7:00, Iles, Steve Green concert	Sunset 6:19	<sup>t</sup> 11	Church service, Ken Rogers Evensong 6:00 Pops concert, 8:00, Iles	12
				1	Student w	eek of s	piritual emphasis ———————————————————————————————————				
SA Valentine's banquet	13	Valentine's Day  Board Meeting Last day for 60% tuition refund (\$100 fee/total drop) University senate 3:30 LSAT exam Anderson Business Lecture, 8:00, Brock Amernet String Quartet and Southern Singers, 8:00, Church (double credit)	Student Senate 8:00 15	5	Family night, 6-8, Church	16	Convocation, 11:00, Iles, SA election speeches  Rees series 6:00	Vespers, 8:00, Iles, M Englishman Sunset 6:26	alad Oog and 18	Church service, Ed Wright Evensong 6:00 Rees Series 7:00	19
Singles badminton tournament	20	President's Day Last day for 50% tuition refund (\$100 fee/total drop) Academic Affairs 3:30 Anderson Business Lecture, 8:00, 8rock	Career fair, Chattanooga  Doubles tennis tournament sign up 22	2	Family night, 6-8, Church	23	Convocation, 11:00 24	Vespers Sunset 6:33	25	Church service, Ed Wright Evensong 6:00	26
	27	Last day for 40% tuition refund (\$100 fee/total drop) University Assembly 4:00 Anderson Business Lecture, 8:00, Brock	Student Senate 8:00 29	9		1		January 2:  2 3 4 5 9 10 11 12 16 17 18 15 23 24 25 26 30 31	1 6 7 8 13 14 15 20 21 22	March 2000  1 2 3 5 6 7 8 9 10 12 13 14 15 16 17 19 20 21 22 23 24 26 27 28 29 30 31	11 18
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clock on promenade



Time is of once the most valuable and the most perishable of all our posessions.











Even a clock that is not going is right twice a day.





S	m	t	W	t	f	S
26  March 2000  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	May 2000  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	28	29	30	31	Church service, Ed Wright Symphony Orchestra and Southern Singers, 3:30 Evensong 7:00 Gym-Masters Home Show, 8:00
et clocks forward <b>2</b> enior recognition banquet	Academic Affairs 3:30 Anderson Business Lecture, 8:00, Brock	4	5	Convocation, 11:00, Church, Caleb Rosado Employee meeting 4:00 Culturefest Banquet, Dining Hall	Vespers, 8:00 <b>7</b> Sunset 8:07	Church service, Gordon Bietz Evensong 8:00
			Fall preregistration — One World, Ma	ny People Week —	PreviewSouthern —	
Wind Symphony, 8:00, Iles	Senior progress grades due and deadline to finish incompletes and correspondence University Senate 3:30 GRE subject tests only Anderson Business Lecture, 8:00, Brock	Student Senate 8:00 11	12	Convocation, 11:00, SA 1	3 Vespers, 8:00, CARE Sunset 8:12	Church service, Ed Wright Lawn concert, 3:30 Evensong 8:00
Symphony dinner concert, 6:00, <b>16</b> Dining Hall Strawberry Festival, 9:00, Iles	Exam passes available 17	18	19	Convocation, 11:00, Church, Quantity Condon 8ietz	Withdrawals after today receive "F" 21 Earth Day celebration, noon, Lynn Wood Vespers, 8:00, Student Missions Sunset 8:18	SonRise Resurrection Pageant <b>22</b> Evensong 8:00 Die Meistersinger and Bel canto, 9:00, Ackerman
Easter 23	Board meeting 24 University Assembly 4:00	Student Senate 8:00 25	Secretary's Day 26	Convocation, 11:00, Clubs and departments 2	Religion Senior Consecration, Greg 28 Nelsan, April 28-29 Vespers, 8:00, Symphony Orchestra and Southern Singers, Haydn's <i>Creation</i> Sunset 8:24	Church service, Ed Wright Symphony Orchestra and Southern Singers, Haydn's Creation, 3:30 Evensong 8:00







The man who graduates today and stops learning tommorow is uneducated the day after.



S	m	t	W	t	f	S
30	PRAXIS exam	Campus Shop book buy back, 9-5 2	Campus Shop book buy back, 9-5	Gampus Shop book buy back, 9-3	Senior Consecration, 8:00, Iles Sunset 8:29	Baccalaureate, 11:30, Iles School of Education/Psychology dedication service, 4:00, Church School of Nursing dedication service, 7:00, Church
		Semes	ter exams ————————————————————————————————————	n		
<b>7</b> Commencement, 9:30, Iles		2nd semester grades due 9:00 a.m. 9 1st session begins	Late registration fee applies 1	O Last day to add 1st session class 11	Sunset 8:35 <b>12</b>	Church service, LeClare Litchfield 13
Mother's Day 14	1	5 16	1	7 18	Last day to drop class and automatically receive "W" 19 Sunset B:40	1 Church service, CA Choir 2 Church service, CA Baccalaureate
			12			
21	2	2 23	Georgia-Cumberland camp meeting—May 24-27	4 25	Withdrawals after today receive "F" 26 Sunset 8:45	Church service, camp meeting 27
28	Memorial Day, offices closed <b>2</b>	9 30	3	1 1	2	3
		Praragistration	2nd summer session —————		April 2000  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	June 2000  1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
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# Credits

#### Quotations:

August—Psalm 90:12
September—Author unknown
October—Franklin P. Jones
November—Mohandas K. Gandhi
December—Laertius Diogenes
January—Oprah Winfrey
February—Ralph Waldo Emerson
March—John Randolph
April—Polish proverb
May—Newton D. Baker

# **Photography:**

Daryl Cole Hans Olson Jyll Taylor

## Calendar data:

Student Services

## Information:

1-800-SOUTHERN

# 2000 Fall registration:

August 28

#### 2000

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#### 2001

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#### 2002

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# Southern Adventist University

# Student Handbook 99-00

The information presented at the time of printing is a statement of non-academic policies at Southern Adventist University. The university reserves the right to change policy without prior notice. All students are expected to be aware of and abide by Southern Adventist University policies which appear in this handbook. The Student Services Office (423.238.2814) or a residence hall dean should be contacted if further information regarding a particular item is desired.

Academic Policies Academic policies are presented in detail in the *University Catalog*. Students should study this catalog to become familiar with their particular programs of study.

Alcohol and Other Drug Use It is the policy of Southern Adventist University to maintain a safe and healthful environment for its students. A drug-free/alcohol-free lifestyle for students is intrinsic to this policy. Therefore, it is the policy that possession, use, manufacturing and/or distribution of alcohol and illicit drugs by a university student are strictly prohibited. If the vice president for student services and residence hall deans have reasonable suspicion or evidence, they may require a student to submit to chemical screening analysis. Therefore, by enrolling at Southern Adventist University, all students agree to submit to drug testing. Furthermore, the university considers the serving of alcohol as inappropriate. Illicit drugs include such substances as opium derivatives, hallucinogens (marijuana, mescaline, peyote, LSD, psilocybin), cocain, amphetamines, codeine, heroin, morphine, and other drugs prohibited by law. This definition does not include lawfully prescribed drugs which are being taken under a physician's care. Violation of this policy is grounds for disciplinary action-up to and including immediate dismissal for a student. All students are subject to applicable federal, state, and local laws related to this matter.

Convocation, Church, and Residence Hall Worship In order to provide for spiritual fellowship essential to a Christian campus, Southern Adventist University has a regular program of student attendance at convocation, church service, Sabbath School, and residence hall worship. Convocations are held each Thursday at 11 a.m. During weeks of spiritual emphasis, convocations are held on Tuesday as well. Occasionally, convocations will be held in the evening or may begin at 10:30 a.m. on Thursday. Double credit is given for some special evening convocations. Convocations serve several purposes including spiritual nurture and cultural enrichment, as well as general information and community fellowship. Convocations are held in the church or in the Iles Physical Education Center, depending on the nature of the program.

All students are expected to attend at least 14 convocations each semester. Students who fail to attend the required number of convocations will be assessed \$10 per convocation that they are short of the required number. Students who have missed more than five convocations may be subject to cancellation of registration. Reinstatement will occur only after the above penalty plus a \$25 re-registration fee are paid, and arrangements are made to prevent future deficiencies.

Church and Sabbath School are designed to be the apex of spiritual life at Southern Adventist University. Attendance at Sabbath School and church services is required of resident students each week. The Collegedale SDA Church is the regular church for Southern Adventist University students; however, students may attend another area church by indicating in writing as they leave the residence hall the Sabbath School and church they will be attending that day. Students who do not attend Sabbath School and church services regularly may be subject to discipline.

The residence hall worship program is the third part

of the spiritual nurturing and fellowship program at Southern Adventist University. Residence hall worships may be conducted by the residence hall deans, invited guests, or by the pastor from one of the area churches.

Assault Physical and/or verbal assault is not tolerated. Students involved in this type of behavior will be subject to discipline, including dismissal.

Automobiles and Motorcycles All motor vehicles operated by students on the Southern Adventist University campus must be registered with the Campus Safety Department within 3 days of initial arrival on campus. Current proof of insurance and vehicle registration papers must be presented to register vehicles. At the time of vehicle registration, a hang tag and the Vehicle & Traffic Regulations booklet will be issued.

**Benefit Programs** Any organization desiring a benefit program must submit a proposal to the Administrative Council through the Student Services Office.

Books The Campus Shop sells textbooks for all classes offered by the university. Students have three weeks after the first day of classes to return textbooks for credit. No credit will be given without a receipt. Only partial credit will be given for books written in or damaged. At the end of each semester students may sell back their used textbooks at the Campus Shop to its designated used textbook buyer. ID cards are required when selling books as a part of the Campus Shop's system for locating books that have been reported lost or stolen. Anyone attempting to sell stolen books will be disciplined by the university administration.

**Bulletin Boards** Inappropriate bulletin board material may be removed by Student Services Office personnel.

2

Camping Students who wish to leave campus for weekend camping trips must submit their request through the regular weekend leave process. The following guidelines must be verified: specific identification of camping site; approved married couple to accompany mixed gender groups; separate sleeping arrangements for each gender. Campus organizations are expected to follow these guidelines on camping trips which they sponsor. Recreational vehicle use on campus is restricted to designated areas. Arrangements for required reservations and permits may be made by calling the Conference Center at 423,238,2910.

Campus Clubs Over 20 academic department and specialinterest clubs are organized each school year. Each organization must file a statement of purpose and officers roster, including a faculty adviser, with the Student Services Office for approval and formal university recognition. Only approved organizations are to function on campus.

Campus Safety The Campus Safety Office is located on the ground floor of Lynn Wood Hall. Campus Safety may be contacted 24 hours daily by calling extension 3390. Services provided by Campus Safety include: on-campus escorts after dark, assistance with vehicle jump starts and lockouts, taking reports and investigating suspected criminal activities, vehicle registration, fire alarm monitoring, card access door and building control, locksmith services, transportation to local airport, bus terminal, and to medical appointments (fees charged per transport).

CARE CARE is the acronym for Collegiate Adventists Reaching Everyone, which is the student organization for religious activities at Southern Adventist University.

Classroom Conduct Teachers and the institution reserve the right to remove students from classes if their behavior threatens the purposes of the class by exceeding the bounds of normal academic freedom. Contact Sports In order to protect the physical well-being of its students and the liability of the university, Southern Adventist University prohibits participation in sports with excessive physical contact, including tackle football.

Counseling and Testing Services The director of counseling administers a formal program of counseling through the Counseling Center. This program provides various aptitude and psychological tests as well as interest and personality inventories which are available for students who wish to gain insight into various problems which may be associated with their university experience and planning for life. University entrance examination results and other personal data which may assist in counseling and guidance are kept on file in the Counseling Center.

Crime On Campus Southern Adventist University is required by the State of Tennessee to report all criminal activities occurring on campus to the Bureau of Investigation on a monthly basis. The university works closely with local law enforcement departments to report and investigate such activities. Faculty, staff and students are responsible to report any known or suspected criminal activities to the Campus Safety Department. Campus Safety will do the initial investigation, make appropriate reports, and notify the proper local law enforcement authorities as needed.

Crime on campus statistics for Southern Adventist University are published and available to the public, upon request, at the Campus Safety Office. Statistics are kept on the following criminal activities, in compliance with TBI and FBI requirements: murder, rape, robbery, aggravated assault, burglary, motor vehicle theft, liquor violations, drugs, weapons, arson, and larceny.

What should be reported to Campus Safety?

- Suspicious activities, persons, or vehicles
- Criminal activities
- Unauthorized person(s) in closed areas

- Fire, intrusion, mechanical or vehicle alarms
- Accidents involving vehicles, bicycles, pedestrians or personal injuries.
- Open doors/windows to buildings and areas supposed to be locked.
- Missing persons
- Illegally parked vehicles
- Fires on grounds or in buildings
- Violation of safety regulations
- Harassing phone calls

Curfew Residence halls are closed at 11 p.m. Sunday through Thursday, at 10 p. m. Friday, and at midnight on Saturday.

Disabilities Students with disabilities should contact the Center for Learning Success when they arrive on campus by calling extension 2574 or 2838 or by visiting the office. Southern Adventist University is in compliance with Section 504 of the Rehabilitation Act and is dedicated to the elimination of architectural and prejudicial barriers which prevent any qualified person from attending. Furthermore, SAU has established the Center for Learning Success to assist in advocating for reasonable accommodations. However, the university does not assume responsibility for providing accommodations or special services to students who have not voluntarily and confidentially identified themselves as having a qualifying disability or to those who have not provided the Center for Learning Success with appropriate documentation of their disability.

Discipline All major disciplinary procedures are under the direction of the vice president for student services. Discipline for minor infractions may be administered by the residence hall deans. However, head deans, consulting with the opposite residence hall, have the authority to suspend students in the event that the vice president for student services is not available. A student who may be subject to discipline is counseled by the appropriate residence hall dean and/or vice president for student

services regarding the student's rights, including voluntary withdrawal from school and possible disciplinary actions. The student meets with appropriate university officials which will always include the vice president for student services and usually a dean from each residence hall. A decision regarding the appropriate disciplinary action is made. The student accepts this decision or has the right to appeal to the Discipline Review Committee. The vice president for student services may have the student meet with the Discipline Review Committee before making his decision. A student facing discipline regarding matters that may involve charges by civil authorities may request permission to bring legal counsel to the Discipline Review Committee. This request must be in writing, at least one full day prior to the committee meeting. Such legal counsel is present only to guide the student and does not have the prerogative of addressing the committee directly.

Categories of discipline are: citizenship probation, suspension, on-campus suspension, withdrawal at the end of the semester, immediate withdrawal, expulsion.

Citizenship Probation Citizenship probation carries with it some or all the following restrictions:

- 1. One approved weekend leave per month to home.
- 2. No use of an automobile, driving or riding, except as allowed in #4 below.
- 3. No late leaves.
- Only one off-campus leave per week. No personal car use. Must obtain a ride for this leave via permission from a dean and return to campus by sundown.
- 5. A perfect record of presence for night checks and regular attendance at classes, convocations, worships, Sabbath School and church services.
- 6. Loss of all student leadership positions, including Student Association and religious activities.
- 7. No participation in off-campus public appearances which represent the university except when involved in class activity.
- 8. Other restrictions deemed appropriate.

  If a student on citizenship probation fails to comply

with these restrictions, he/she is subject to suspension.

Suspension A student is required to leave campus for a specified period or the complete term in which case he/she is dropped as a registered student. A student who has been suspended indefinitely must submit his request for university readmission to the vice president for student services.

On-campus suspension A student is allowed to remain on campus under restriction of citizenship probation and is specifically told in writing that any other violations of university regulations will result in immediate dismissal.

Withdrawal at end of semester or session Completion of course work for that semester or session will be allowed if the student's conduct is acceptable for the interim.

Immediate withdrawal A residence hall student who accepts the option of withdrawing agrees to move away from the university community; unwillingness to do so may result in formal dismissal.

Expulsion Students who are expelled will not be eligible for readmission to Southern Adventist University.

A student who receives any discipline will receive a letter from the vice president for student services or a residence hall dean. This letter will be made part of the student's official record and will be used as reference in evaluating future behavior and may be used when making future recommendations. Copies will be sent to the student's parents and to the residence hall dean if a student is a residence hall student. Copies of disciplinary letters are not sent to parents of independent students.

A student who has been administered discipline by the deans of either residence hall may appeal the decision to the vice president for student services. The vice president's decision may be appealed to the Discipline Review Committee. The president is the final point in the appeal process.

**Distribution of information** Anyone who desires to distribute information via pamphlets or papers on the campus of Southern Adventist University must receive permission from the Administrative Council through the Student Services Office.

Dress Code As part of its overall educational effort, Southern Adventist University has established a specific dress code. Since Southern Adventist University is a Christian institution, cleanliness, modesty, and neatness are the prevailing principles in this code. Southern Adventist University discourages attire which it considers excessive personal adornment. In addition Southern Adventist University expects students to develop a sense of professional appropriateness, dignity, and respect regarding dress and grooming.

All students must dress modestly, and be neat and clean at all times and adhere to the following requirements:

- 1. Men: Pants with shirts and/or sweaters.
- 2. Women: Dresses, skirts, or pants with shirts, sweaters or jackets.
- 3. Hair clean and neatly styled. Radical styles must be avoided. Men: Hair should be off the shoulders, and beards and moustaches well groomed.
- 4. Shoes and shirts in all non-recreational public places
- 5. Makeup and nail polish, if worn, must be natural looking and inconspicuous.
- 6. Neat and modest recreational clothing. Modest one-piece swimsuits.
- 7. Sabbath services (Friday night vespers, Sabbath School, and church services) and Sabbath noon meal: Men-suits, sport coats or sweaters and dress shirts and ties. Women-dresses, skirts or dress pants with blouses/sweaters.
- 8. Shorts are not to be worn in classroom buildings, convocation programs, in the church, or dining hall except noon meal on Sunday and evening meals—except when the evening meal occurs during Sabbath hours.
- 9. The following are specifically prohibited:
  - a. Sloppy clothing, tank tops, clothing that is torn or frayed, clothing with printing which contradicts university standards.
  - b. Tight fitting and revealing styles, sheer fabrics, revealing tops, bare midriffs or shoulders, miniskirts, skirts with deep slits.

c. Jewelry including bracelets, friendship bands, necklaces, chains, medallions, earrings, rings, (except wedding bands for married students). Medical alert chains and bracelets are allowed. Students who wear jewelry may be suspended and must pay a \$25 re-registration fee to be reinstated.

Guests at Southern Adventist University are encouraged to adhere to the same standards as do the students and staff.

**Evensong** Each Sabbath a sundown worship service is held in the church, beginning about 20 minutes before sundown. Residence hall students are given worship credit for attending.

Financial Services The university maintains a Student Finance Office which advises students as to the availability of loans, grants, and scholarships both from private and government sources, as well as advising students about account payment matters. Most financial aid is awarded based on need; therefore, students are encouraged to fill out a financial aid package including the federal form (Free Application For Federal Student Aid) in order to qualify. After all financial aid information is complete and accurate, the university's Student Finance Office will process it and send the students an award letter telling them which financial aid they could receive. Once the aid is accepted and the students enroll at SAU, the financial aid, including any loans applied for from the Federal Family Educational Loan program, will be credited to the students' account. All students are required to make a \$2,500 advance payment at the beginning of the school year even though they may have been awarded financial aid. Students are encouraged to work with a Student Accounts counselor to develop a financial budget to cover any remaining amount owed. Southern offers a cash discount for paying the yearly or semester's estimated expenses in advance. Students and parents who do not prepay will be billed monthly. Bills must be paid by the due date in order to continue enrollment at SAU and in order to continue receiving government or university financial assistance. Students or parents should contact the Student Finance Office whenever their financial situation changes.

Firearms, Fireworks, BB, Pellet, Paint Guns Items of explosive nature, firearms, or pellet guns are not allowed on the campus. Possession of exploding fireworks or combustible chemicals in the residence halls or on the campus is expressly prohibited. Violators of this regulation will be fined up to \$100 and will be subject to suspension or dismissal.

Fire Drill Each building is required to hold periodic fire drills; when an alarm sounds, occupants are to follow announced procedure promptly.

Fire Equipment Tampering with fire extinguishers, fire alarms, smoke detectors, door closing devices, or other fire protection equipment will subject a student to a \$100 fine and/or other discipline.

Fire Hazards Use of candles, incense, open-flame lamps, or any other item that could cause a fire or smokerelated incident will result in a fine of up to \$100.

Food Service Three nutritious meals are served daily in the dining hall, on the third floor of Wright Hall. Students may use their ID cards to charge meals on their monthly statements. A \$2 surcharge is added to each meal charged without an ID card. Cash is also accepted in payment. Students who throw food in the dining hall are subject to a \$100 fine.

The Campus Kitchen, located in Fleming Plaza, is a fast food restaurant, also operated by the Food Services Department, which serves meals 7 a.m. to 2 p.m.

K. R.'s Place is located in the Student Center. This is a fast food place that is open from 1-4 and 6-8 p.m.

In addition, the Food Service staff will provide special luncheons and banquets for groups who make requests to the director of food service two weeks in advance.

The Food Service and Campus Kitchen are normally closed on Thanksgiving Day, Christmas Day, New Year's Day, and the Sabbath after Christmas. Students residing on campus must make their own arrangements for meals on these days by eating at other establishments or by carrying out food the days previous to those holidays.

Hazing and other irregular activities A student who plans or engages in hazing or commits any act that could injure, degrade or disgrace a fellow student will be subject to discipline, including dismissal.

Health Services Care may be obtained at the Student Health Service by all permanent residence hall residents and all village students taking seven or more hours during the school year or three or more during the summer. The Student Health Service is administered by a family nurse practitioner in cooperation with a physician. It is located on the ground floor on the east end of the Conference Center. Clinic hours are 8-12 and 1-5 Monday through Thursday, and 8-12 Friday. A nurse is also on duty after office hours, except during vacations and summer, and may be reached for emergencies by calling 423.238.2713. A three-room infirmary is maintained for overnight confinement if necessary.

Southern Adventist University requires that students be covered by health insurance. Students who are already covered with a similar insurance plan may during registration request to be excluded from the school insurance policy. Such students will need to supply, at that time, written evidence from their parent's employer or local insurance agent which contains the company name and policy number under which they are covered; otherwise, coverage must be purchased through the university health insurance plan.

HIV Southern Adventist University is committed to acting with Christian compassion toward all people with HIV. The university is also committed to protecting the members of its community from exposure to HIV. A detailed procedure to accomplish these goals has been

officially established and is on file in the office of the vice president for student services.

Current medical information indicates that HIV is transmitted only through exchange of body fluid and not through casual contact. Southern Adventist University believes that abstaining from sexual relations outside of marriage and from intravenous drug use is the most effective way to avoid exposure to HIV.

It is not the normal practice of Southern Adventist University to exclude a person with HIV from the student body. However, if the university concludes that its resources are not sufficient to provide the services required, or the HIV infected person proves to be a disruption of the regular university program, such an exclusion may be implemented.

Southern is committed to updating its students and faculty with the latest accurate information about HIV and will regularly review its HIV policy toward that objective.

**Horses** Due to the damage it causes to the landscape, horseback riding is not allowed on campus.

Housing and Residence Requirements The total social and educational program at Southern Adventist University is based on the premise that this is a residential university, not a commuter school. Single students enrolled for more than three semester hours, who are under the age of 23 and who do not live with their parents or legal quardians, must live in the residence halls. Exceptions are made for students who have completed a bachelor's degree or four years of college. In order to live elsewhere a student must present a written request to the vice president for student services who will consult with the Student Services Committee. Such a request must include parental approval, specifics regarding residence requested, and the reasons an exception to the policy is being requested. Generally only those requests which demonstrate definite financial need which off-campus living will correct, or which verify other extenuating circumstances will be approved. Requests will not be considered if a student is on citizenship probation. Students who do not abide by the established residence requirements will have their registration canceled. When a student has been given special permission to live off campus, no change in residence may be made without the permission of the vice president for student services.

A student who lives in the residence hall must be registered in classes. Anyone who drops classes will need to make living arrangements outside of the residence hall. Any exception to this policy must be cleared through the residence hall dean, the vice president for student services, and the Student Finance Office.

Married student housing is available through the office of the vice president for finance. Only currently enrolled students may live in student housing.

Interschalastic Sports Southern does not sponsor or participate in athletic competition with other educational institutions.

Lost and Found All articles found on campus should be taken to Lost and Found, located at the Service Department, 5071-B Industrial Drive. Valuables are kept there to be claimed by those who have lost them. Articles not claimed within one year from the time they were turned in will be donated to the Samaritan Center.

*Marriage* Except by special permission of the vice president for student services, student marriages are not permitted while a school term is in progress.

Motion Pictures All feature-length motion pictures and videos must be approved for showing on campus or at any school-related function by the Film Preview Committee. Requests for the showing of films should be directed to the vice president for student services.

Music Standards Music performed or reproduced anywhere on campus is expected to be in harmony with standards

of good taste applicable to the occasion and in keeping with the ideals of spiritual commitment and personal relationship with God to which the university is dedicated. To assist with the responsibility, a screening committee is appointed by the university president each year to screen all student programs before they are presented. Student groups should contact the chairman of the screening committee in ample time before their scheduled performance so that the committee can be called for the screening. Failure to have a program properly screened may cause cancellation of the program.

**Nondiscrimination** Southern Adventist University does not discriminate on the basis of race, color, gender, ethnic or national origin, disability, or age in compliance with all applicable federal and state regulations.

**PAW** Partners At Wellness is the student wellness program directed by a student. It is under the responsibility of the Health Service.

**Personal Identification** Students are to present proper identification when requested to do so by administrators, faculty, staff, dining hall, library, residence hall, and security personnel.

Pets Pets are not allowed in the residence halls. There is a \$50 fine for students having pets in their rooms, excluding fish.

Protection of Personal Property Unoccupied student rooms, as well as automobiles, bicycles, and motorcycles parked in campus parking areas, should be kept locked at all times. The university cannot accept responsibility for stolen items/money, or damage to personal property.

**Public Display of Affection** Students are expected to conduct themselves with discretion and in a manner which will not embarrass other people.

Qualifications for Student Office Qualifications for holding office in non-academic organizations which perform publicly on or off campus or in student organizations, including all publication staffs and committees are:

- 1. A record of good citizenship
- 2. A minimum cumulative grade point average of 2.00
- 3. Student Association membership

To run for or hold any elected office in a student organization a student must have:

- 1. A record of good citizenship.
- 2. A cumulative grade point average of 2.25 or a 2.50 grade point average for the previous semester with a minimum cumulative average of 2.00. Secondary school grade point averages will be calculated on major subjects only.

Questionnaires All questionnaires for any survey on campus must be approved by Human Participants in Research Subcommittee. Class-project questionnaires are to be recommended by the instructor and submitted to the vice president for student services for approval who will forward them to the Human Participants in Research Subcommittee.

**Roofs** Any individual who is on the roof of a university building without authorization will be fined \$100.

Room Reservations After a student has been accepted by Southern Adventist University and the \$150 fee has been paid as a housing deposit a confirmed room reservation can be made. Tentative reservations made before July 1 without a deposit will be held beyond that date only if the deposit has been received. This deposit is held in reserve until the student graduates and/or permanently moves out of the residence hall. Refunds are not made until after 30 days of residency and all residence hall obligations have been satisfactorily cared for such as the room left clean and undamaged.

Sabbath Observance The Sabbath is God's time for people to meet with Him in an atmosphere free from non-

spiritual distractions. To facilitate this the university gives primary attention to worship, rest, and Christian fellowship and service from Friday sundown until Saturday sundown. During these hours students are expected to refrain from secular activities including secular entertainment, secular music, shopping, sports, school studies, work, and other similar activities.

Selling Selling or soliciting of goods or services in the residence halls must be approved by the head dean. Sales people or peddlers are not allowed to function on the university campus, including the Student Center.

Sexual Harassment Students of Southern Adventist University will not engage in or tolerate sexual harassment as defined by the United States Equal Employment Opportunity Commission thus: "Unwelcome sexual advances, requests for sexual favor, and other verbal or physical conduct of a sexual nature." Any sexual behavior which creates an intimidating, hostile, or offensive working or school environment is a violation of our Christian standards as well as applicable state and Federal regulations and should be reported to the appropriate supervisor or the university president. A student guilty of such activity will be subject to suspension.

Skateboards Skateboards, in-line skates, and roller skates on campus must be used with personal safety precautions and with responsibility for the safety of others. NO skating is allowed in buildings and in the following areas: Fleming Plaza, tennis courts, walking/running tracks, Industrial Drive, all parking lots, all public streets, all private streets, and Collegedale Academy. It is permitted in the following areas: Promenade, church parking lot, sidewalks on campus, Pathfinder Building driveway. All such activity is at the sole risk of the one boarding, skating, or roller blading. Safety equipment is mandatory—helmets, knee pads, elbow pads, wrist splints. Those not wearing proper safety equipment will be asked to desist the activity. Activities prohibited:

"waxing" curbs and handrails; rail sliding; jumping from any docks. Individuals are not to be towed behind any vehicles whatsoever. Southern Adventist University assumes no responsibility for any injuries in this activity. Violators will be asked to (1) Identify themselves (2) Stop and go to approved location (3) Vacate SAU's property and if violators refuse to leave and/or desist, Campus Safety will take propersteps to secure compliance (4) Collegedale Police Department will be called to secure compliance with the law by appropriate legal means (5) Remove "wax" from SAU's property.

Standards of Behavior Students are expected to establish a Christian lifestyle which fosters maximum spiritual, mental, physical, and social growth. Such a lifestyle will include engaging in prayer, Bible study, and Christianservice activities; practicing good study habits; selecting a balanced and nutritious diet and scheduling adequate periods of rest; participating in wholesome recreational and leisure-time activities; and relating responsibly and respectfully to other persons. Behaviors which do not promote such a lifestyle and are expressly forbidden include the use of alcoholic beverages, tobacco and illicit drugs; gambling; dancing; improper sexual behavior, including homosexual behavior; and attendance at entertainments which are spiritually or morally destructive. Students who engage in such behavior will be subject to discipline.

Stealing Protection against stealing is a serious challenge for an institution in which hundreds of people reside close to each other in a relatively open manner. Students should always take precautions to protect their personal belongings. Since thieves conduct their activities surreptitiously, the act of individuals taking without permission any item which they do not own will be regarded as stealing. Students who are involved in theft will be subject to suspension or dismissal.

**Student Association** The Student Association is an organization for the total student body and provides oppor-

7

tunity for leadership training. Student Association officers are responsible for planning specific student activities on the university campus and for acting as a voice for the student body. The officers are elected and appointed each spring to serve for the following school year. Publications of the Student Association include the Joker, a pictorial directory of students and staff; Numerique, a listing of student phone numbers; Southern Accent, the campus newspaper; Campus Chatter, a weekly news/announcement sheet; and Southern Memories, the university yearbook. Students enrolled for a minimum of eight semester hours are members of the Student Association and are eligible to receive the various services provided by the Student Association.

Student Center Lounges, a snack shop, a game room, and a prayer room are available for student use on the third floor of the Student Center building. Student Association offices, the chaplain's office, the CARE office, the Counseling Center, and the Student Services Office are located there. The dining hall is one floor below the Student Center.

Student Employment Students at Southern Adventist University are encouraged to obtain part-time employment in the university's industries, services, or academic departments in order to help pay for their school expenses. Students accepting employment with the university are expected to be punctual to work appointments and to maintain their work schedule during the entire semester, including examination week. To be absent from work appointments without cause or previous arrangement or without notification in the case of illness is sufficient reason for discharge. Students may apply as volunteers for the fire department, ambulance service, or the police reserves if they maintain a cumulative grade point average of at least 2.00.

Student Records Copies of the Family Education Rights and Privacy Act of 1974, and amendments subsequent to this Act and HEW guidelines are available in the Student Services Office. Students have the right to inspect and review official records, files and data directly related to them kept by any unit of the university. This request should be made in writing to the administrator responsible for the record. Requests are to be processed within five days from the date the request has been filed. The Act stipulates a reasonable fee may be charged if copies of the material in the file are desired.

Suicide Any student who attempts suicide or displays behavior which could lead to such an act will be placed on an open-ended medical leave of absence. Readmission will occur only after a therapy program is documented and appropriate releases are signed.

**Telephones** Each residence hall room is equipped with a triple-jack for connection to telephones. Pre-paid calling cards are available for purchase at the ID card desk.

Television and Stereo Sets Television sets are not allowed in residence hall rooms. Radio and stereo equipment are allowed; however, the volume must be adjusted so the equipment is not heard beyond the room where it is placed. Televisions will be confiscated and a fine will be imposed. Stereo equipment will also be confiscated if not used according to all the above guidelines. The residence hall deans are not responsible for the safety of any equipment confiscated during the school year.

A television viewing room is available in each residence hall. Programming on the sets in these rooms is under the direction of residence hall deans. There are also three television sets located in the Student Center. The one in the amphitheater is restricted to Cable News Network. There is one in the Grundset Room and one in the game room for sports broadcasting.

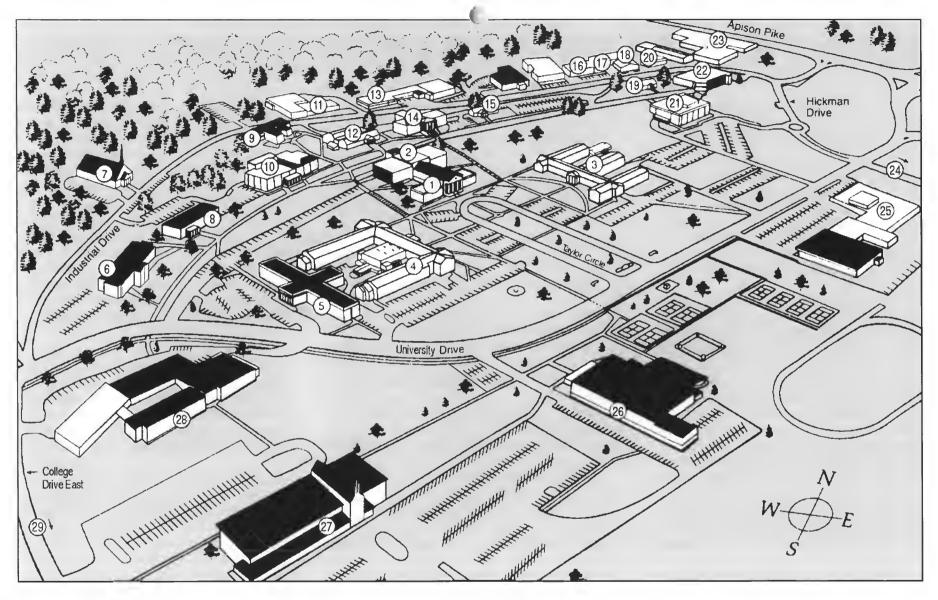
**Theater Attendance** The university does not condone attendance at motion picture theaters.

**Tobacco** Although tobacco is not an illicit drug, nicotine has addictive properties and is responsible for a variety of health-related problems. It is the policy of Southern Adventist University to remain a safe and healthful environment. Possession, use, or distribution of tobacco products by Southern students is strictly prohibited. Violation is grounds for disciplinary action up to and including dismissal.

**Vehicle Sales** No personal or non-university owned vehicles are permitted to be left on campus for the purpose of advertising for sale.

Video Tapes Current copyright laws prohibit universities and sub-organizations from showing video tapes that are intended for home use only. Special licensing fees must be paid to show such tapes. Clubs, departments, and student organizations must adhere to this restriction. Any videos that are to be shown must be approved in advance by the Film Subcommittee.

**World Missions** Information on Student Missionary or Taskforce opportunities is available in the chaplain's office.



- I Wright Hall (administration)
- 2 Dining Hall and Ulmer Student Center
- 3 Talge Hall (men's residence)
- 4 Thatcher Hall (women's residence)
- 5 Conference Center
- 6 Hickman Science Center (biology, chemistry, physics, mathematics, computer science)
- 7 Collegedale Spanish Adventist Church
- 8 Mazie Herin Hall (nursing)
- 9 Summerour Hall (psychology, education, social work & family studies)

- 10 McKee Library
- 11 Ledford Hall (technology)
- 12 Hackman Hall
- 13 College Press
- 14 Lynn Wood Hall
- 15 Daniells Hall
- 16 Auto Body
- 17 Service
- 18 Warehouse
- 19 Miller Hall (religion)
- 20 Landscape Services

- 21 Mabel Wood Hall (music)
- 22 Brock Hall (English, art, history, mod. lang., business, journalism and speech, instructional media, WSMC-FM)
- 23 McKee Foods Corporation (Plant I)
- 24 road to Motor Pool and Plant Services
- 25 Fleming Plaza (shopping center)
- 26 Iles Physical Education Center
- 27 Collegedale Adventist Church
- 28 Spalding Elementary School



For Reference

Not to be taken

from this library



www.southern.edu

1.800.SOUTHERN

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