

Key Southeastern Policy Statements

- [Academic Integrity](#)
- [Accommodations for Disability](#)
- [Children in Classroom](#)
- [Detection of Plagiarism](#)
- [E-mail Communication](#)
- [Lecture Capture and FERPA](#)
- [Reporting Sexual Misconduct](#)
- [Student Behavior/Classroom Decorum](#)
- [Student Code of Conduct](#)



Academic Integrity

Students are expected to maintain the highest standards of academic integrity. Behavior that violates these standards is not acceptable. Examples are the use of unauthorized material, communication with fellow students during an examination, attempting to benefit from the work of another student and similar behavior that defeats the intent of an examination or other class work. Cheating on examinations, plagiarism, improper acknowledgment of sources in essays and the use of a single essay or paper in more than one course without permission are considered very serious offenses and shall be grounds for disciplinary action as outlined in the [Academic Integrity Policy](#).

Accommodations for Disability:

If you are a qualified student with a disability seeking accommodations under the Americans with Disabilities Act, you are required to self-identify with the Office of Student Accessibility Services, Tinsley Hall 102. No accommodations will be granted without documentation from the Office of Disability Services. The deadline for registering or making accommodation changes is two weeks prior to the start of the Final Exam period. Any requests received after the deadline will generally be considered for the following semester. [Accommodations for Students with Disabilities Policy](#)

Children in Classroom

The classroom is not a place for children or other family members and students are not to bring their family members for day care or babysitting. For more information, please see the [Casual Visitors Policy](#).

Detection of Plagiarism

Students agree by taking this course that all required papers may be subject to submission for textual similarity to SimCheck for the detection of plagiarism. All submitted papers will be included as source documents in the SimCheck reference database solely for the purpose of detecting plagiarism of such papers. Use of the SimCheck service is subject to the Terms of Use posted on the SimCheck website. (This statement may not apply if SimCheck will not be used.)

E-mail Communication

As per the [University e-mail policy](#), only Southeastern's email addresses can be used for course communications.

Lecture Capture and FERPA

Certain content obtained through the video and audio recording of classes may be classified by the Family Educational and Privacy Act (FERPA) as an educational record. Such records are protected by the guidelines established by FERPA and require your written consent for 3rd party disclosure. An overview of these guidelines can be found on the website of the [U.S. Department of Education](#) with additional information available through Southeastern's [Center for Faculty Excellence](#).

Reporting Sexual Misconduct

If you would like to report a sexually oriented crime, please be aware that the University Policy regarding Victims of Sexual Misconduct is located online at: http://www.southeastern.edu/resources/policies/assets/sexual_misconduct.pdf as well as the University Student Handbook at: http://www.southeastern.edu/admin/stu_affairs/handbook/index.html. The policy includes definitions of the various sexually oriented offenses prohibited by Southeastern as well as the reporting options for victims and the process of investigation and disciplinary proceedings of the University. For more information, log onto: <http://www.southeastern.edu/about/titleix/index.html>.

Southeastern faculty and staff are committed to supporting our students and upholding gender equity laws as outlined by Title IX. Please be aware that if you choose to confide in a faculty or staff member regarding an issue of sexual misconduct, dating violence, or stalking, we are obligated to inform the University's Title IX Coordinator or Deputy Title IX Coordinator, who can assist you in connecting with all possible resources both on- and off-campus. If you would like to speak with someone confidentially, the Student Counseling Center (985-549-3894) and the Student Health Center (985-549-2242) are both confidential resources.

Student Behavior/Classroom Decorum

Free discussion, inquiry, and expression is encouraged in this class. Classroom behavior that interferes with either (a) the instructor's ability to conduct the class or (b) the ability of students to benefit from the instruction is not acceptable. Examples may include routinely entering class late or departing early; use of communication devices, or other electronic devices; repeatedly talking in class without being recognized; talking while others are speaking; or arguing in a way that is perceived as "crossing the civility line." Classroom behavior which is deemed inappropriate and cannot be resolved by the student and the faculty member may be referred to the Office of Judicial Affairs for administrative or disciplinary review as per the Student Code of Conduct which may be found at http://www.selu.edu/admin/stu_affairs/handbook/.

Student Code of Conduct

The Office of Student Advocacy and Accountability (OSAA) is responsible for administering a campus-wide student disciplinary system that is student-centered and based on educational and developmental principles. OSAA strives to uphold community standards while respecting the rights of the individual.

Students are expected to familiarize themselves with the [Student Code of Conduct](#) and [University Policies](#) and to conduct themselves in a manner that supports the educational mission of the University, as well as comply with University rules.
