



TAYLOR UNIVERSITY FORT WAYNE

STUDENT LIFE HANDBOOK 2007-2008

OTHER COMMUNITY REGULATIONS

Role Play Games and Activities

Because of the potentially harmful effects some role-play games may have on participants and the community at large, the use of certain "fantasy" games and activities is discouraged at TUFW. Students are encouraged to make mature decisions regarding all aspects of entertainment and activities. Games that emphasize a fantasy indulgence in sinful behaviors or other practices not becoming of a mature Christian are considered inappropriate. Many games, even traditionally accepted board games, require the acting out of various worldly qualities in the spirit of competition. Students should examine the motivation behind the behavior in all games and activities to determine whether *"whatever we say in word or deed brings glory to our Father in heaven."* (Col. 3:17 NIV)

Motor Vehicles

All Taylor University Fort Wayne students are permitted to bring automobiles or motorcycles to campus, including first-time freshmen. However, any student with a motor vehicle may lose the privilege if they do not maintain satisfactory academic and citizenship status.

Each motor vehicle used by a student must be registered each year. Registration must be completed prior to the first day of classes at the Campus Safety office in the Eicher main lounge. *If a vehicle is brought to the campus during the year, it must be registered within 72 hours.* The fee for the registration of the student's motor vehicle is ten dollars (\$10). A temporary sticker may be obtained from the Campus Safety office if a vehicle is to be on campus for a period of two weeks or less. Immediately upon the registration of one's vehicle, the registration sticker provided is to be affixed to the vehicle in the lower left corner of rear window (preferred) or on the left side of the rear bumper.

Regulations governing the use of motor vehicles are in a brochure available in the Campus Safety office. **All students operating vehicles on campus are responsible for knowing university traffic regulations. All parking violations are the responsibility of the person who registers the vehicle that is ticketed.**

Skateboarding and Rollerblading Policy

In order to protect the safety of all campus community members and protect University property from undue damage, the following regulations regarding skateboarding, rollerblading and bicycling will apply:

1. Skateboarding, rollerblading, or bicycling is prohibited inside and/or in the vicinity of the entrance to any University building. Rollerblades must be put on and taken off outside all campus buildings.
2. Skateboarding and rollerblading are prohibited on the steps and in the entryways of all TUFW facilities.
3. Failure to abide by these policies may result in disciplinary action, a \$50 fine and charges for any damages, if applicable.

Buying and Selling on Campus

No soliciting of goods or services is permitted on campus without permission from the dean of students. To obtain permission there is a form available in the dean of student's office. Students are to report to their residence hall director any door-to-door solicitation from off-campus sources.

TAYLOR UNIVERSITY AIDS POLICY

In keeping with the Taylor "Life Together" statement, this policy seeks compliance with the "burden-bearing" responsibility of mutual support and respect along with expectations of safe, responsible behavior.

The human immunodeficiency virus (HIV) is communicable, potentially fatal, and currently incurable. A college campus is a complex community wherein individuals engage in a wide range of social interaction. Therefore, Taylor University seeks to maintain an environment that reasonably protects the rights, health, and safety of uninfected individuals.

Compelling evidence suggests that HIV is not transmitted through casual contact and reasonable precaution against the transmission of the virus may be possible within a community. Therefore, Taylor University likewise seeks to respect the rights and reasonable needs of infected individuals.

In recognizing the delicate balance, Taylor University establishes this AIDS policy. Individuals diagnosed as having AIDS, ARC, or a positive HIV antibody test, should inform the dean of students, if a student; the director of admissions, if a prospective student; or the chief administrator in his/her area, if an employee. Taylor University, through its normal administrative responsibilities, will consider each HIV-infected individual on a case-by-case basis.

An HIV-infected individual who places any other member of the Taylor University community in a position of receiving infection, either through deliberate action or carelessness will be held responsible and will be handled in an appropriate manner.

Knowing that education is a major key to addressing the AIDS problem, Taylor University will continue to implement an educational plan for all members of the campus community. (Passed by the Board of Trustees – January 26, 1990.)

SEXUAL MISCONDUCT GUIDELINES

Remaining sexually pure is God's plan for our lives. The following guidelines are intended to provide direction when dealing with students who are sexually involved outside of the marriage relationship. A caring and compassionate attitude must be carefully and continually demonstrated with students who are impacted by these guidelines. Both male and female students will be held equally responsible for the consequences of their sexual activity. These guidelines assume that the student is willing to receive assistance.

1. The student(s) will be placed on citizenship probation for a minimum of two (2) complete semesters.
2. Because of the extremely sensitive nature of this issue, parents may be involved on a case-by-case basis. In all cases students would be counseled to inform their parents. The institution reserves the right to notify parents.
3. The student(s) will be required to meet with a qualified counselor.
4. The following guidelines apply to women who become pregnant outside of the marriage relationship:
 - a. They must receive regular prenatal medical care and counseling.
 - b. The student will not be allowed to live in a residence hall during the third trimester of her pregnancy. Alternate housing arrangements must be approved by the dean of students; the student development staff prefers that the student live with her parents during the third trimester of pregnancy.
5. When appropriate, similar housing restriction will apply to the father of the child.

Sanctity of Life Statement

Scripture affirms the sacredness of human life, which is created in the image of God. Genesis 1:27, *"So God created man in His own image, in the image of God He created them"* (NIV). Therefore, human life must be respected and protected from its inception to its completion.

NON-FRATERNIZATION POLICY

Taylor University is committed to maintaining an environment in which all members of the community can freely work together for the intended purposes of its mission, which is best accomplished in an atmosphere of mutual trust and respect. Actions of employees, students or outside contractors that harm this atmosphere undermine the professionalism, and hinder fulfillment of, the University's educational mission. In addition, those who abuse, or appear to abuse, their position of authority in such a context diminish the essential elements of trust and respect, and violate their responsibility to the entire Taylor University community. All employees (faculty and staff) must recognize that we are here to educate and serve students and to fulfill our mission in a spirit as expressed in the Life Together Covenant.

In light of the above, as well as to prevent unwarranted sexual harassment claims, uncomfortable and/or inappropriate working and/or academic relationships, morale problems among employees, and any appearance of impropriety, the following must be adhered to.

Relationships Between Employees and Students

Romantic or sexual relationships between employees (faculty and staff) and students are strictly prohibited by the University.

An exception to this policy may be made, by the University and at its sole discretion, in the event the involved student is older than a traditional student (approximately 18 – 22). In such a case, the student may, in fact, be more of a contemporary of the faculty and/or staff employee. The University acknowledges that such relationships may develop between employees and students of that age that could be harmless. Therefore, employees in any existing or contemplated romantic relationship with a student who is 23 years old or older, must notify their area vice president immediately. In like manner, students who are 23 years of age or older and are in any existing or contemplated romantic or sexual relationship with a faculty or staff member must notify the Dean of Students on their campus immediately. A careful review of each case by the area vice president and/or the Dean of Students will take place before any course of action is recommended or taken.

Relationships Between Employees or Between an Employee and an Outside Contractor

The University also acknowledges that relationships may develop between employees or between employees and outside contractors that are harmless. Employees in any existing or contemplated romantic with another employee who is:

- a manager or supervisor
- working in the same department, or with an outside contractor, must notify their immediate supervisor of the situation (or the next immediate supervisor, if the situation involves their supervisor).

If potential inappropriateness or conflict of interest exists, the University will deal with the situation on a case-by-case basis with the interest of all parties in mind. The resolution to a case may involve a change in, or termination of, the employment or the contractual relationship with the University.

Students and/or employees (faculty and staff) who believe this policy has been violated in any way must report the situation immediately. Students are to make such reports to the dean of students on their campus. In the same respect, staff and faculty members are to make such reports to the Human Resources Operations Manager, the Associate VP for Human Resources, or the appropriate vice president.

If you have any questions concerning the intent of this policy or its application to you, please consult with your area vice president, the associate vice president for human resources, or the human resources operations manager if you are an employee (faculty or staff), or the dean of students if you are a student.

ANTI-HARASSMENT POLICY AND COMPLAINT PROCEDURE

The Policy

Taylor University is committed to the highest standards of biblical conduct and intentional covenant, Christian community.

With that commitment in mind the University intends to maintain an academic environment and a workplace free of sexual and other harassment and intimidation, including harassment based on race, color, sex (with or without sexual conduct), religion, national origin, protected activity (i.e. opposition to prohibited discrimination or participation in the statutory complaint process), age, or disability. It is the intent of this policy to affirmatively raise the subject of sexual and other harassment, to express strong disapproval against such actions, to identify a complaint procedure whereby students and employees have the right to raise harassment issues, to establish an investigative procedure for such alleged misconduct, and to provide for an effective and appropriate response to this type of conduct, including sanctions against anyone violating this policy. The University is also committed to ensuring that others who may have a connection to our community do not subject its students and employees to harassment. Accordingly, this policy applies to visitors, management and non-management employees, vendors, and others with whom we have a relationship.

Sexual and other harassment is a form of misconduct, which undermines the integrity of the educational and/or employment relationship. Harassment is not only offensive, but it may also harm morale and interfere with the effectiveness and ability to fulfill responsibilities to students and others the University serves. All students and employees must be allowed to learn and/or work in an environment free from unsolicited and unwelcomed sexual overtones and harassment in any form. Sexual

harassment for purposes of this policy is defined as unwelcomed sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when: (1) submission to such conduct is made either explicitly or implicitly a term or condition of the individual's academic progress or employment; (2) submission to or rejection of such conduct by an individual is used as the basis for academic or employment decisions affecting such individual; or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's academic progress, learning ability, work performance or creating an intimidating, hostile, or offensive academic or working environment.

Sexual harassment does not mean occasional compliments of a socially acceptable nature. However, sexual harassment does include, but is not limited to, actions such as: (1) sex-oriented verbal "kidding" or abuse, (2) possession, display, or distribution of photographs, drawings, objects, or graffiti of a sexual nature, (3) subtle pressure for sexual activity, (4) physical conduct such as patting, pinching, hugging, or constant brushing against another's body, (5) explicit demands for sexual favors, whether or not accompanied by implied or overt promises of preferential treatment or threats concerning an individual's academic or employment status, (6) offensive sexual flirtations, advances or propositions, and (7) any other offensive, hostile, intimidating, or abusive conduct of a sexual nature.

In light of this the best admonition for students, faculty and staff is to follow the biblical principles of "avoiding the very appearance of evil" and to limit their own freedoms if their exercise could, or does cause others to stumble or to be seriously discomforted.

Complaint Procedure

The University has adopted a complaint procedure that assures a prompt, thorough, and impartial investigation of all complaints, followed by swift and appropriate corrective action where warranted. The University encourages students and employees to report harassment and other inappropriate conduct before it becomes severe or pervasive. While not all incidents of harassment violate the law, the University does intend to prevent and correct harassment and other inappropriate conduct before it rises to the level of a violation of law.

Students who believe this policy has been violated in any way should feel free to follow the Conflict Resolution process included in this handbook. Students who believe that they are victims of some form of harassment prohibited by this policy must report this immediately to the Dean of Students on their campus.

No students will be subject to adverse treatment or retaliation because they report a violation or potential violation of this policy or provide information concerning such reports.

All faculty members, administration and management employees of the University are held accountable for supporting the effective administration of this Policy. If they are advised of any alleged violation of this Policy, or if they independently observe conduct which may be prohibited by this policy, they must immediately report the matter to the Human Resources Operations Manager, the Associate VP for Human Resources, or the appropriate vice president so that an appropriate investigation can be initiated. Under no circumstances will the individual who conducts the investigation, or who has any direct or indirect control over the investigation, be subject to the supervisory authority of the alleged harasser.

False Complaints

Since Taylor University takes seriously any complaints of harassment it also takes very seriously any false complaints filed by students or employees. Our desire is to protect all of its students and employees from false complaints. If it is discovered that a student or an employee has filed a harassment complaint falsely, that individual will be disciplined up to, and including, expulsion or termination from employment.

Investigation Process

All complaints will be promptly investigated. In addition, we encourage individuals to place their complaints in writing. Written complaints by students are to be submitted to the dean of students. Individuals submitting complaints of harassment are assured that a thorough investigation of such complaints will be conducted.

During these investigations, the person accused of harassment will be informed of the accusation(s) against him/her and will be given the opportunity to state his/her side of the matter. The dean of students has the responsibility of keeping the appropriate persons informed of the process and all final determinations. The complaint and information collected during such an investigation will be kept confidential to the highest extent possible and will only be disclosed to persons involved directly in conducting the investigation and those determining what action, if any, to take in response to the complaint. Complete confidentiality cannot be guaranteed because an effective investigation usually requires revealing certain information to the alleged harasser and potential witnesses.

Determination and Action

If, following a complaint of sexual or other harassment, an investigation reveals that some act of sexual or other harassment, or other inappropriate conduct or behavior, has occurred, fair, prompt and appropriate corrective action will be taken. All appropriate parties will be informed of that determination. If it is determined that a violation of this policy has taken place the person who engaged in such conduct or behavior will be subject to sanctions or penalties, up to and including suspension and/or expulsion (if a student) or termination of employment (if an employee). If the offender is not an employee of the University, the University will take reasonable measures to the extent it can exercise any control over the individual.

If through investigation the evidence is inconclusive and no determination can be made that a violation of this policy took place, all appropriate parties will be informed of this result.

Any student or employee who is not satisfied with the resolution reached by the University may use the established grievance policies and procedures of the University.

In order to demonstrate the University's commitment to the establishment and maintenance of an environment free from harassment, copies of this policy will be provided to all students and employees through employee and student handbooks. This policy will be posted in central locations. If any student has a question about the policy, he/she may direct them to his/her faculty advisor or to the Dean of Students

The University's goal is to maintain a productive and satisfying academic and work atmosphere by ensuring that all individuals within the Taylor community are treated with mutual consideration and respect.

RACIAL ETHNIC STATEMENT

Abraham Lincoln once wrote that the highest calling for any civilization is the eradication of all evidence of injustice growing from ethnic or racial bias and that the end of all great civilizations must always be to move toward unity in the spirit in spite of differences in the body.

The root of Mr. Lincoln's noble sentiment lies deep in Scripture. Jesus summed up the whole of the Old and New Testaments in the two commandments of loving God with the whole being and loving one's neighbor as oneself. Paul frequently teaches that rebirth in Christ supersedes national or racial identity. His finest expression of this idea is: *"For all of you who were baptized into Christ have clothed yourselves with Christ. There is neither Jew nor Greek, slave nor free, male nor female, for you are all one in Christ Jesus."* (Galatians 3:27-28 NIV)

But Paul is also concerned with a unification of the body of believers – regardless of their racial or national origins. Thus he says, *"The body is a unit, though it is made up of many parts; and though all its parts are many, they form one body. So it is with Christ."* (1 Corinthians 12:12 NIV) He adds a vital dimension to his analogy that seems intended to teach us sensitivity and love for one another. He reminds us that, *"If one part suffers, every part suffers with it; if one part is honored, every part rejoices with it."* (vs. 26) In the Christian society, as in no other, the ultimate purpose in community experience is achieved when people from a variety of racial and ethnic origins celebrate together through Christ their joys and sufferings. A healthy Christian society provides opportunities for and encourages such sharing. The laws of the nation that now prohibit any sort of racial or ethnic discrimination are a fulfillment of these ideas.

Taylor University, in obedience to Scripture, in keeping with the noble ideals of great civilizations, and in compliance with federal law, subscribes to and encourages the equal right of all to pursue excellence in their lives without racial or ethnic inhibitions. The University abides conscientiously to non-discriminatory practices in hiring and promotions; the University expects all students and faculty to remove from their behavior and speech habits, as well as from their thinking, as much as lies within them, all indications of racial or ethnic bias. Racism in any form will not be tolerated in community life on this campus.

DRUG-FREE SCHOOLS AND CAMPUSES

To comply with the Drug-Free Schools and Communities Act Amendment of 1989, Public Law 101-226, Taylor University has developed the following guidelines:

1. **Health Risks** – The use of certain products are known to be detrimental to physical and psychological well-being. Their use is associated with a wide variety of health risks. Among the known risks are severe weight loss, malnutrition, physical and mental dependence, changes in the reproductive system, damage to the lungs, heart problems, and even death.

2. **Taylor University Standards of Conduct** – Students are to refrain from the use of alcoholic beverages and illicit drugs including hallucinogenic drugs and substances (including marijuana), and narcotics not authorized by a physician. Under no circumstances are the above to be used, possessed, sold, or distributed on or away from campus. Students are also expected not to abuse legal substances. Students violating this policy will be subject to the University disciplinary procedures up to and including the possibility of dismissal and referral for prosecution.
3. **State and Federal Legal Sanctions** – In addition to the University sanctions, Indiana and federal law provide for fines and/or imprisonment for the unlawful possession, sale, manufacture, or distribution of drugs or alcohol. The amount of the fines and the length of imprisonment vary according to the type and amount of the substance involved, the offender's past record for such offenses, and a variety of other factors. One particularly relevant factor is that the legal sanctions for the unlawful distribution of drugs increase if the substance is distributed to a person under twenty-one years of age or within one thousand feet of the property of a university.
4. **Drug and Alcohol Counseling Program** – University counseling services are available to students who believe that they may have a problem with alcohol or drug use. A number of drug and alcohol counseling, treatment or rehabilitation programs are available to students and employees in the Fort Wayne community. They include:

Alcoholics Anonymous	260.471.6262
Parkview Behavioral Health	260.373.7500
Narcotics Anonymous	800.711.6375
Park Center	260.481.2700

If you have any questions, please contact the TUFW dean of students, 260.744.8776.