

Denison University Student Handbook 2021-2022
Effective: August 1, 2021

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Introduction

Denison University is an educational community that prizes intellectual excellence and integrity. At Denison, students participate in an academic experience under the guidance of a faculty deeply devoted to teaching and actively engaged in advanced research and scholarship. The residential nature of this community permits learning to continue beyond the classroom.

Denison regards its students as moral agents who are capable of assuming primary responsibility for conducting their lives and making their decisions. Central to the mission of the University is the continual development of a community of respect, in which the principles of human dignity and ethical integrity are paramount. Rational dialogue and discourse determine the character of our interaction with each other.

Denison expects all members of the academic community to engage each other with mutual respect, compassion, and a deep appreciation for all of the cultural, racial, ethnic, sexual, religious, and economic differences that comprise the richness of our community.

The Student Handbook is not a contract. It is provided with the intention of including in one location current information and resources for student life at Denison. In it you will find a description of the various offices, services, and resources, as well as the policies and regulations that govern life at the University. All students are responsible for reading and knowing the policies and regulations of the University.

As you embark upon your collegiate journey at Denison, we trust that this Handbook will serve you well as a guide.

Campus Compact

DENISON UNIVERSITY IS A COMMUNITY WHERE INDIVIDUALS RESPECT ONE ANOTHER AND THEIR ENVIRONMENT

Each of us possesses a full range of rights and responsibilities and foremost among these is a commitment to treat each other and our environment with unconditional respect. With mutual consideration and trust, our community will thrive as a place of liberal learning and humane life.

- As a **university**, we value learning and scholarly work.
- As a **community**, we share common purposes, governance, bonds, and traditions.
- We treat each other with **respect**. Civility is a cornerstone of our community.
- We value our campus and respect our **environment**.
- We respect **individuality**. We celebrate diversity as a strength from which we grow and learn from one another.
- All interactions, academic and social, are characterized by **integrity**.
- We take **responsibility** for acting in accordance with our community's standards and rules, and for reporting violations of those standards and rules.

Nondiscrimination Policy

Title IX Notice: Sex discrimination is prohibited by federal law through Title IX of the Education Amendments of 1972. Denison does not discriminate on the basis of sex in the education programs or activities that it operates including admissions and employment. Title IX also prohibits

retaliation against reporters of sex discrimination, including reports of sex discrimination against administrators and other employees, and Denison will investigate alleged retaliation for participation in the Title IX process. Inquiries concerning the application of Title IX may be made to Denison's Title IX Coordinator and/or, the Assistant Secretary of the United States Department of Education. Reports of sex discrimination, including sexual harassment, may be made to the Title IX Coordinator at any time at the contact information below and also as detailed in Denison's Title IX grievance and response procedures and processes found on Denison's Title IX website (<https://denison.edu/campus/title-ix>).

Title IX Coordinator

Stephanie Jackson
Office of Sexual Respect
409 Slayter Union
100 W. College Street
Granville, OH 43023
jacksonsa@denison.edu

Deputy Title IX Coordinator

Sara Lee
Professor, Associate Director of Athletics
Mitchell Recreation & Athletic Center Rm 228
100 W. College Street
Granville, OH 43023
lees@denison.edu

Deputy Title IX Coordinator for Staff

Theresa Feldmeier
Associate Director of Human Resources
Doane Hall Room 304
100 W. College St.
Granville, OH 43023
740-587-6551
feldmeiert@denison.edu

Deputy Title IX Coordinator for Faculty

Veerendra Lele
Interim Associate Provost for Diversity, Assoc Professor
Doane Hall Room 201
100 W. College Street
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Statement on Academic Freedom

Denison University actively promotes the free expression and exchange of ideas. Academic freedom is essential to the aims of higher education and to the University's goals of fostering critical thinking, moral discernment, and active citizenship among its members. It is the responsibility of the faculty and the administration to protect academic freedom. Furthermore, because Denison is a residential, liberal arts college, academic freedom must be extended to all members of the university community in the broadest of contexts. Indeed, academic freedom is a core value of liberal education and is essential to the transformative power of that education promised in our mission statement.

Academic freedom is the right of all members of the University to exercise the broadest possible latitude in speaking, writing, listening, challenging, and learning. It applies to opinions and inquiry regarding political, cultural, religious, scientific, and social matters, as well as to those regarding the University itself and its policies. Academic freedom is especially critical in the classroom, in research and publication, and in all educational activities.

Academic freedom applies to views and ideas that most members of the University may consider mistaken, dangerous, and even despicable. The ideas of different members of the University community will often conflict, but it is not the proper role of the University to shield individuals from ideas and opinions they find unwelcome, disagreeable, or offensive. Although the University values civility, and although all members of the University community share the responsibility for maintaining a climate of mutual respect, concerns about civility and mutual respect can never be used as a justification for limiting discussion of ideas, however offensive or disagreeable those ideas may be to some members of the community.

Academic freedom does not, of course, mean that individuals may say whatever they wish, whenever they wish. The University may prohibit expression that violates the law, defames specific individuals, constitutes a genuine threat or harassment, or unjustifiably invades substantial privacy or confidentiality interests. These limitations, however, are narrow exceptions; it is vitally important that these exceptions never be used in a manner that is inconsistent with the University's commitment to a free expression of ideas.

Members of the University community must act in conformity with the principle of academic freedom. Although members of the University community are free to criticize and contest the views of others, they may not obstruct or otherwise interfere with the freedom of others to express views they reject. To this end, the University has a solemn responsibility not only to promote a lively and fearless freedom of debate and deliberation, but also to protect that freedom when others attempt to restrict it. Such an open exchange of ideas is essential to liberal education.

** Portions of this statement are from the University of Chicago Report of the Committee on Freedom of Expression. University Offices, Services and Resources*

COVID-19 ADDENDUM – Community Expectations

The COVID-19 pandemic warrants unique considerations of our care for one another and support of community values of respect and safety. Students are expected to comply with University directives, guidance, and practices of physical distancing, mask wearing, off-campus travel, visitors or guests, and other University expectations adapted for the current public health context.

The Division of Student Life

Alexander R. Miller, Ed.D.
Vice President for Student Life
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(740)587-6208

Holly Breymaier
Executive Assistant
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Julie Tucker
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The Division of Student Life provides a wide array of services, programs, and advising for students. The Division of Student Life includes Alford Community Leadership & Involvement Center; Campus Safety; Dean of Student Support & Family Partnerships; First-Year Experience and Orientation; Multicultural Student Affairs; Office of Community Values & Student Conduct; Office of Gender & Sexuality; Red Frame Lab; Religious & Spiritual Life; Residential Communities and Housing; Sexual Respect Education and Title IX; and the Wellness Center.

The deans and directors in the offices within the Division of Student Life serve in a number of capacities to assist, counsel, and advise students in all aspects of their life at the University. They are available to discuss personal and academic problems and issues with students, and to assist students in availing themselves of the various resources and programs of the University. They are also responsible for implementation and evaluation of programming, the administration of policies governing student life, and they act as advisors for numerous campus organizations and participate in the general governance of the University.

For more information, go to <http://denison.edu/campus/student-development>

Resources

Academic Resource Center

The Academic Resource Center (ARC) offers programs and services specifically designed to help all students improve their overall academic performance and ultimately achieve personal academic excellence. As a supplement to faculty advising, professional staff meet with students on an individual basis concerning academic matters as well as study strategies and time management development. ARC Ambassadors, peer staff in representing the Academic Resource Center, are available for additional academic mentoring support. The S.O.A.R. (Strategies, Organization, and Academic Resources) Flight School, an on-demand video series, covers a variety of these topics as well. The Center collaborates with other units at the college to provide additional programming and resources. Free subject-based peer tutoring is also available to all students on a first-come, first served basis in most subjects. Students can request tutors at www.denison.edu/requestatutor The Academic Resource Center coordinates the delivery of accessibility services for students with documented disabilities including requests for reasonable accommodations. Students must request reasonable accommodations on a semester by semester basis.

Please call 740-587-6666 or email arc@denison.edu for assistance or reasonable accommodations. Note: The Academic Resource Center has limited hours during June and July.

For more information, go to: <https://denison.edu/academics/support>

Alford Community Leadership & Involvement Center

The Alford Community Leadership & Involvement Center (CLIC) is committed to providing student-centered experiences and leadership development to engage Denison students in meaningful campus involvement. CLIC creates co-curricular opportunities that enhance a student's academic experience, celebrate diversity, promote self-awareness, and deepen one's understanding of social responsibility and civic engagement. CLIC connects students to the campus community and encourages learning to enhance the holistic development of students. CLIC is responsible for six major areas of student life: campus organizations, fraternity & sorority life, leadership development, service, social life, and major campus events & traditions.

For more information, go to <https://denison.edu/campus/get-involved>

Athletics, Club Sports and Recreation Facilities

The University is committed to a broad-based program of intercollegiate athletics, sponsoring 26 varsity sports -- 14 for women and 12 for men. A wide variety of club and intramural sports, fitness classes and exercise facilities are available to accommodate interest levels of all students. The Mitchell Center is the centerpiece of athletics and fitness at Denison.

Please go to <https://denisonbigred.com> for complete information about athletics at Denison.

Business Affairs

Business Affairs provides oversight for various services for students including: Purchasing, Contract Review, Dining Services (including meal plan exemptions), Food Trucks, and Office/Copy Services.

For more information, go to <https://denison.edu/campus/purchasing>

Campus Safety

The Office of Campus Safety is a professional public safety organization providing quality community safety services and innovative programs. The office is a student-centered, community-focused, public safety organization focused on using communication and education to foster strong relationships as the first tool in cultivating a safe community. The Office of Campus Safety has a staff of professionally trained community service officers, communications officers and student staff. Officers are on duty 24 hours seven days a week and are trained in best practices of community policing, CPR, Automatic External Defibrillator, First Aid, self-defense, and tactical communication, among other topics

For additional information and required consumer information regarding Campus Safety, go to <https://denison.edu/campus/safety>

The Center for Global Programs

The Center for Global Programs is the hub for international learning opportunities at Denison. It houses off-campus study operations and support for international students. It collaborates regularly with the Lisska Center for Scholarly Engagement, the Knowlton Center for Career Exploration and Development, academic departments and programs, the Division of Student Life and other campus partners to expand the range of global learning pathways and approaches. Our growing international community on campus includes students from around the world, permanent residents who live abroad, US citizens, and individuals who identify as global citizens.

Who studies off campus at Denison? Students who study off-campus come from a full range of majors, interests, personal and financial backgrounds, and involvement at Denison. More than half of the student body participates in off-campus study, including Denison Seminars, at some point during their four year, with the majority doing so during the junior year. The Center maintains a list of more than 300 Denison-approved programs in over 70 countries. The list of approved programs is reviewed and updated annually, and program providers are carefully vetted. Students must select a program from the approved [list](#) at our Global Tools website. Students can email us with questions about off-campus study at ocs@denison.edu.

How do we support international students? We provide guidance and advisement for our international students so that they can thrive in their classes, develop friendships on campus, and participate in a range of co- and extra-curricular opportunities. To that end, we offer a comprehensive pre-orientation program for entering students before, and after they arrive on campus; regular one-on-one advising on the academic, social, and personal challenges associated with living and learning in an unfamiliar culture; multilingual learning support, career exploration advisement, and continuing education focusing on immigration regulations, requirements, and pertaining to the nonimmigrant student visa. Our office also organizes exciting programs and special events for all Denison students interested in other cultures and meeting people from around the world. Please consult the [MyISS Portal](#) for valuable information related to maintaining the F-1 student visa status, employment options, ID cards, and more. Students can also email us at iss@denison.edu.

Consumer Information

In accordance with federal regulations set forth by the Higher Education Act of 1965, as amended, Denison University's required Consumer Information can be found online at <https://denison.edu/consumer-information>

Dean of Student Support and Family Partnerships

The Dean of Student Support and Family Partnerships works closely with staff across the university in supporting student success and holistic well-being. Students visit the Dean to discuss a range of matters related to academic and personal success and persistence at Denison. In addition students may confer with the Dean about withdrawal and reinstatement procedures; questions or concerns about campus issues; suggestions for improving the student experience, and navigating university resources, policies, and processes. The Dean takes the lead on communication with families to partner on helping students thrive and achieve their goals. The Dean coordinates responses to CARE system referrals and to formal student complaints as described in the Student Consumer Complaint Policy at <https://denison.edu/forms/student-consumer-complaint-policy>.

Dining Services

Denison University Dining Services offers healthy and sustainable dining options that cater to the needs of the campus community. Students will find quality, variety, value, healthy nutritious options, and convenience in all of the dining locations on campus.

To learn more about locations, hours of operation, daily menus, and other Dining Service offerings, go to <https://denison.edu/campus/dining> or log into MyDenison and select the Dining Channel under the Campus Resources Tab. Meal plan options may be viewed at <https://denison.edu/campus/dining/student-meal-plans>

Financial Aid and Student Employment

The Office of Financial Aid offers a variety of financial aid programs to help students with their educational expenses. Scholarships, grants, loans, and work study opportunities are available for those who qualify.

Additional information on financial aid and consumer information is available at <https://denison.edu/campus/finances>. For more information on student jobs and to search for openings, please visit: MyDenison » Students » Knowlton Center » Handshake. Or MyDenison » Students » Student Employment.

Facilities Services

Facilities Services is responsible for maintaining campus grounds and buildings.. For more information or to submit a work order, log in to MyDenison, and click on the TopDesk icon.

Financial Wellness Office

The Financial Wellness Office is here to provide timely and accurate financial information. We are available to all students in development of their personal financial knowledge and skills to manage their financial resources effectively for a lifetime of financial well-being. Our office provides one-on-one financial coaching and students can schedule appointments for a variety of finance-related topics. Group presentations, campus wide programs, and online financial literacy platforms are also available along with information about other campus resources. Check out our new YouTube and Spotify channels with helpful videos on managing meal plans, planning to study abroad, affording greek life and more!

For more information about the office, how to schedule appointments and other services please visit, <https://linktr.ee/DuFinancialWellness>

For financial emergency support please visit the Financial Resources page. Departments across campus offer support for a variety of needs, <https://my.denison.edu/campus-resources/financial-resources-for-students>

First-Year Experience

The First-Year Office coordinates academic and co-curricular programs to assist new students in adjusting to the social, emotional, and academic communities they participate in during their first year at Denison.

The Academic First-Year and Sophomore Dean and Director of Orientation and First-Year Experience are available to meet with students on a wide range of issues, including academic performance issues, personal adjustment problems, and other matters of concern.

For more information, go to <https://denison.edu/campus/first-year>.

Information Technology Services

Information Technology Services (ITS) provides a wide range of technology services to students, faculty, and staff. Key services include campus-wide WiFi, collaborative learning technology in classrooms and labs, web-based services (e.g.; MyDenison, Denison Apps, and the NoteBowl social learning platform), select software for installation on personally-owned computers, online and in-person training, technology equipment for checkout at the Circulation Desk in the Library (e.g.; Chromebooks, digital still & video cameras, audio recorders, etc.), and much more.

The ITS Service Desk is available to support students with technology questions and issues. A staff of ITS professionals and skilled student employees are equipped to provide support. For more information on the ITS Service Desk, please visit:

<https://denison.edu/campus/technology/service-desk>

By using Denison technology services, students agree to abide by Denison's Acceptable Use Policy (<https://denison.edu/forms/acceptable-use-policy>). All technology policies can be found under the Information Technology Services "Important Policies" page in MyDenison's Campus Resources.

Knowlton Center for Career Exploration

The Knowlton Center for Career Exploration equips students with the support, knowledge, tools, and life skills to launch and sustain meaningful career journeys that honor their unique desires and abilities. From exploring career options to resume building to applying your skills in the real world, the Knowlton Center's career coaches will support and guide students throughout every step of the career-planning journey and launch. Students are encouraged to visit the Center early and often, participate in unique programming and utilize career technology and resources To access digital resources, search and apply for jobs and internships, register for events, schedule career coaching appointments, and more, log in to the Knowlton Center's online career platform, Handshake at <https://denison.joinhandshake.com/login>.

For more information about the Knowlton Center, visit <https://denison.edu/career>

Libraries

As the place where the disciplines meet, Denison Libraries help people ask the right questions as they discover and build knowledge. We are committed to connecting people with ideas. Two dozen librarians and staff members help students find and assess resources in all formats; they meet with students one-on-one, and often teach classroom sessions on library research. In conjunction with the first-year Advising Circles program, all students are assigned a "Personal Librarian" in September, so there's always someone they can approach, call, text or email to get help.

Throughout our 7 floors, the library has a variety of spaces that support quiet study as well as collaborative work. We offer access to over 500 databases and 26 million electronic articles from wherever you are. While we hold over half a million volumes in our building, we also have strong consortial partnerships that allow quick access to the resources of 120 higher ed members of OhioLINK, more than 46 million items.

Via our University Archives and Special Collections and our digital programs, students can use primary source materials for original research. See, for example: <https://exhibits.denisonarchives.org/exhibits>.

For more information, see: <https://denison.edu/campus/library>

Lisska Center for Scholarly Engagement

The Lisska Center for Scholarly Engagement is Denison's fellowships office and a campus hub for programs that promote a culture of intellectual life on campus. Our mission is to (1) advise and support students and recent alumni applying for nationally and internationally competitive fellowships and scholarships; (2) coordinate Denison's Summer Scholars program; (3) provide funding for student research and academic enhancement travel; (4) support faculty in their role as scholars; (5) sponsor a range of multidisciplinary programs and events.

For more information, go to the Lisska Center at <https://denison.edu/academics/research/the-lisska-center-for-scholarly-engagement>

Office of Community Values & Student Conduct

The Office of Community Values and Student Conduct oversees the Student Code of Conduct and resolves interpersonal and organizational conflict through fair, consistent, timely methods of resolution, and cultivates skills to help individuals work through conflict in healthy ways. Staff provide conflict coaching, education, and connections to campus and community resources to emphasize connections between individual choices and community well-being. Committed to integrative restorative principles, OCVSC educators provide opportunities to resolve disputes through healthy confrontation of choices and honest dialogue. In doing so, staff facilitate learning, redress of harm, and community.

For more information, go to <https://denison.edu/campus/conduct>

Office of Gender & Sexuality

The Office of Gender & Sexuality exists to serve all students, with special attention to women, gender expansive, and LGBTQ+ students. We provide one-on-one advising and support for students, host programs, and provide leadership in areas of gender and sexual equity across the college. Through our work, we strive to explore the intersections of gender, sexuality, race, ethnicity, social class, ability, and/or national origin. Our student center (shared with Multicultural Student Affairs) is located in 402 Slayter Student Union and is open to all students.

For more information and access to some of our resources, visit <https://denison.edu/campus/gender-sexuality>.

Office of Multicultural Student Affairs

The Office of Multicultural Student Affairs supports the experiences of students academically, socially and culturally in concert with the mission of Denison University. MCSA is integral to creating venues for identity development, cultural dexterity, innovative expression, holistic wellness

and academic persistence to ensure Denisonians thrive and flourish in a global inclusive society. In partnership with fellow diversity and inclusion departments including, the Office of Gender and Sexuality and Religious and Spiritual Life, MCSA collectively builds meaningful relationships across differences through intercultural engagement, educational enrichment and collaborative resource referrals. MCSA creates college-wide platforms for Denison University's inclusive community to express mutual respect amongst the student body across lines of ethnic-racial, cultural, religious, gender, socioeconomic status, ability and sexual orientation and other identities. Collaborations, co-sponsorships and partnerships with faculty, staff and students are at the crux of proactively implementing impactful goals to support a thriving diverse community and Denison University.

For more information, go to <https://denison.edu/campus/multicultural-students>

Office of Sexual Respect Education and Title IX

The Office of Title IX and Sexual Respect Education, overseen by the Title IX Coordinator, provides the campus community with resources, support, trainings and educational opportunities designed to promote positive messaging of sex and to transform cultural attitudes on topics such as gender, gender expression, gender identity, and sexual orientation; understanding consent and incapacity; and the prevention of sexual violence, intimate partner violence, stalking, and sexual harassment. The Office achieves this by collaborating with faculty, other university offices, students, campus organizations, and outside organizations to create, execute, and offer workshops, campaigns, initiatives, varied support resources, and multiple support choices. Students may also come to the Office to discuss and report potential sexual misconduct, Policy provisions, interim protections and supportive measures .

For more information, go to: <https://denison.edu/campus/title-ix>

Provost

The Provost is the Chief Academic Officer of Denison University. The Provost provides leadership to all academic areas ensuring alignment with the mission and strategic direction of the institution. The Provost is charged with stewardship of the Academic Program and is responsible for the creation and implementation of academic priorities and allocation of resources that will support those priorities.

The Office of the Provost is responsible for the curriculum and the faculty of the University. In addition, the Registrar and the directors of the Athletic Department, the Michael D. Eisner Center for the Performing Arts, the Denison Museum, and the Doane Library report directly to the Provost. The Office of the Provost coordinates the work of the department chairs.

For more information, go to <https://denison.edu/academics/provost>

Red Frame Lab

Denison students come to the Red Frame Lab to explore entrepreneurship, design thinking, and innovation. Located in the heart of the Slayter Student Union, the Red Frame Lab is home to big programs, small workshops, and coaching opportunities for all students. The skills and experiences students gain help them put their passions to work for them now and long into their future career paths. Our staff, alumni, and network have a vast range of industry, entrepreneurial, and design thinking experience. Come by and start a conversation. You never know where it might take you.

For more information, please visit: <https://denison.edu/campus/entrepreneurship>

Registrar

The Registrar's office maintains student academic records, manages course registration, provides transcripts, coordinates transfer credits, confirms graduation, and issues diplomas.

For more information, go to <https://denison.edu/academics/registrar>

Religious and Spiritual Life

The staff in Religious and Spiritual Life have the primary responsibility for religious life programming on Denison's campus. In our commitment to diversity and inclusion, opportunities for interreligious experiences and dialogue are integral to the mission of this office. All students are welcome to visit The Open House, the home for Denison's Center of Religious and Spiritual Life.

For more information, go to <https://my.denison.edu/campus-resources/religious-and-spiritual-life>

Residential Communities & Housing

Residential Communities & Housing works collaboratively with students in their residential spaces to build diverse, resilient, and healthy communities by cultivating and sustaining strong peer-to-peer relationships grounded in Denison's mission, in principles of leadership, civic engagement, and creative problem solving, and in practices of individual and community well-being.

This office manages logistics and operations of the residence halls, and also serves to coordinate planning for physical improvements to, or new construction of, residential facilities.

The Residential Communities & Housing team is located in the Curtis Community Center (below Curtis Dining Hall) and offers a variety of services for students such as troubleshooting residence hall concerns, managing housing assignments, updating address/phone numbers, ID services, providing assistance with residence room keys, facilitating room change requests, and supporting students who may be managing a roommate conflict.

For more information, go to <https://denison.edu/campus/housing>

Slayter Student Union

Slayter Student Union is an informal gathering place for students, faculty, and staff and home to campus offices and an auditorium, in addition to the following:

- Campus Leadership and Involvement Center
- Center for Inclusion & Belonging
- Denison Bookstore
- Dining options including Slayter Market and the Nest
- Red Frame Lab
- Student Life
- Student Mailroom and package distribution

Student Accounts

The Student Accounts office is responsible for all university billing and for providing statements of account, in addition to handling student health insurance, Denison Dollars accounts, and more.

For more information, go to <https://denison.edu/campus/student-finances>

Transportation

Denison operates a free shuttle service that provides transportation to Newark and Columbus and surrounding areas for movies, dining, shopping, events, and more. Shuttles to the airport (CMH) and Greyhound Bus station for break periods will also be available for a fee yet to be determined.

For information about shuttles and other transportation options, go to <https://denison.edu/campus/granville-and-beyond/transportation>

The Wellness Center

The Wellness Center provides high quality, integrated health and wellness care to the Denison student community. Our team of health and wellness professionals includes, counselors, clinical social workers, physicians, medical and psychiatric nurse practitioners, registered nurses, health educators, and dietitians.

Wellness Education empowers Denison University students to develop healthy and responsible habits, attitudes, and lifestyles. The Student Wellness Education Coordinator organizes events, programs, and campaigns throughout the year designed to promote wellness and educate students about relevant college health topics such as responsible alcohol use, nutrition, sexual health, stress relief, and self-care.

For more information, go to <http://denison.edu/campus/health> and <https://denison.edu/campus/health/programs>

University Policies and Procedures

Important Academic Policies and Procedures

For a complete description of academic policies, please consult the Denison Catalog <https://catalog.denison.edu/>

Important academic procedures can be found on the Registrar pages on MyDenison and at <https://denison.edu/academics/registrar>

NOTE: Academic offerings, practices, and policies are subject to change in the event of exigent circumstances, including the ongoing COVID-19 situation.

Academic Policies

All students are required to review Denison's academic policies. These include the Petition Policy, Absence Policy, Attendance Policy, and policies related to Student Classification, the Eligibility Rule, Credit Earned by Advanced Placement Testing, Recognition of Credit Earned Elsewhere, Grades Earned Elsewhere, Matriculation Requirements and requirements regarding participation in Commencement. These can be found at:

<https://catalog.denison.edu/catalog/academic-program/academic-policies/>

Students should familiarize themselves with the Grading System and regulations related to Incomplete Grades, Satisfactory ("S grade") Evaluation, and Repeating Courses.

<https://catalog.denison.edu/catalog/academic-program/grading-system-evaluation/>

Academic Standing

The Course Catalog details Denison's policies with regard to Academic Good Standing, Academic Warning, Academic Continued Warning, Academic Suspension, and Reinstatement following

Academic Suspension.

<https://catalog.denison.edu/catalog/academic-program/academic-standing/>

Academic Grievance

The assessment of student academic performance, including the assignment of particular grades, is a faculty responsibility. The faculty member offering the course should be responsible for the evaluation of student course work and, under normal circumstances, is the sole judge of the grades received by students in that course.

If a student feels that a course grade was the result of a prejudiced, capricious, or in some other way unjust evaluation on the part of an instructor, that student may file a grievance petition with the Academic Standing Board. For more information go to the Academic Grievance section at <https://catalog.denison.edu/catalog/academic-program/academic-policies/>

Academic Integrity

Every Denison student is expected to know and uphold University standards in matters of academic honesty. Students who practice academic dishonesty assault their own integrity as well as that of the University. Each Denison student is expected to be familiar with this policy. Please note that violations may result in suspension or expulsion from the University. The Code of Academic Integrity and all regulations related to the academic integrity process can be found at <https://denison.edu/forms/code-of-academic-integrity>

Academic Procedures

Important academic procedures can be found on the Registrar pages on MyDenison and at <https://denison.edu/academics/registrar>. Log in to MyDenison, select Campus Resources, and choose Registrar to view information about add/drop, class registration, responsibilities of student advisees, important dates and deadlines, and additional academic information.

For information about withdrawal from the University, go to <https://denison.edu/campus/dean-of-students/withdrawal>

For information about reinstatement & re-enrollment, go to <https://denison.edu/academics/registrar/reinstatement-re-enrollment>

Disability Grievance Procedures

For Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990.

Through policy and practice, Denison University is committed to providing to all enrolled students equal access to campus programs, services and activities. The following procedures have been adopted to ensure and maintain the University compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990 under which no qualified student with a disability shall be denied access to or participation in programs, services or activities of Denison University. A qualified student is defined as one who meets the requisite academic and technical standards required for admission or participation in a post secondary institution's programs and activities. A person with a disability is anyone with a physical or mental impairment that substantially limits one or more major life activities, such as walking, seeing, hearing, speaking or learning. In addition to those people who have visible disabilities, the definition includes people with a whole range of invisible disabilities. These include psychological disabilities, learning disabilities, or some chronic health impairments such as epilepsy, diabetes, lupus, cancer, HIV/AIDS, and more.

To view the Disability Grievance Policy, go to <https://denison.edu/forms/disability-grievance-policy-procedures>

Research Involving Human Participants

Students planning to conduct research that will involve human participants, whether on-campus or as part of an off-campus study program or internship, must submit a Human Participants Research Approval Form and obtain approval prior to beginning research. For more information, guidelines, and access to the form, log in to MyDenison and go to

<https://my.denison.edu/campus-resources/institutional-review-board-irb>

Other Policies and Procedures

Advertising/Posting on Campus

- A. All posters/banners must be event-specific and list "who," "what," "where," "when," and the sponsoring group or individual name. There are no exceptions to this policy.
- B. Postings for student-initiated commercial enterprises must be approved in advance by the Business Affairs office.
- C. Off-campus commercial enterprises are not permitted to advertise on campus.
- D. Wording or artwork on any posting may not contain reference to an amount or type of alcohol available at an event, nor may it reference alcohol to be the dominant feature of the posting. In addition, there may not be any reference to abusive or excessive consumption of alcohol in any advertisement.
- E. The advertising of term or research papers will not be permitted.
- F. The sale of personal articles (i.e. books, couches) may be advertised only in Slayter Union on the Community Bulletin Board and Community Table. No advertising of any kind may be placed under the doors of residents' rooms or on any motor vehicle on campus. There is no door-to-door solicitation allowed by anyone for any reason.
- G. No advertisements or postings may be hung on exit or access doors.
- H. Advertising may only be hung in interior spaces. Any advertising on any exterior surface is subject to removal and fines may be levied against responsible parties.
- I. Advertisement to the general campus population of any event requiring a guest list is not permitted.

Anti-Harassment Policy

It is the policy of Denison University, to be read in context with the important principles regarding academic freedom, that all students, faculty, staff and visitors should be free from harassment in any form – physical, verbal, graphic, written, or otherwise – based upon an individual's race, color, gender, gender identity and/or expression, sexual orientation, family configuration, socioeconomic status, religion, ethnic or national origin, age, disability, military status, or any other status protected under federal, state, or local law. The entire Denison community is responsible for adhering to Denison's Anti-Harassment Policy <https://denison.edu/forms/anti-harassment-policy>.

Campus Organizations and Activities

Denison offers rich opportunities for participation in a wide variety of campus organizations, many of which are associated with the Alford Community Leadership & Involvement Center. Registered campus organizations and their members are responsible for adhering to and supporting the community standards and values as set forth in the Student Handbook, Campus Compact, <https://denison.edu/campus/about/campus-compact> Code of Student Conduct <https://denison.edu/forms/code-of-student-conduct>, and Campus Organization Handbook <denison.edu/orghandbook>. A campus organization and its officers may be held collectively and/or individually responsible for violations of the Code of Student Conduct. For comprehensive information about operations and management of a campus organization, and important policies for campus organizations including those related to alcohol, hazing and fundraising, refer to the Campus Organization Handbook <denison.edu/orghandbook>.

Business and Commercial Activities

Background

Denison University strives to provide an environment that is conducive to academic endeavors and co-curricular activities while always mindful of our tax exempt status. As such, all business and commercial type activities are regulated through the Finance and Management Division. While student entrepreneurship is encouraged when the academic mission is served, disruptive or commercialized types of activity on campus are prohibited. The following guidelines should be followed by individual members of the Denison community or campus organizations interested in fund raising or sponsoring business-type activities on campus. Policy implementation and activity approval is managed by the Office of Business Affairs.

Individual Denison Community Members

- A. Commercial or business ventures may not be run out of residence hall rooms or in any space on campus. This includes an individual being a "representative" for a business or commercial venture for the Denison campus or marketing their goods or services in campus-owned buildings.
- B. Sponsorship of a commercial business or venture on campus is possible only when a campus organization or department submits an application to the Business Services Manager in the University Bookstore - Slayter Union.
- C. Students engaged in academically sanctioned entrepreneurial programs on campus may utilize facilities and services of the University when faculty/Student Life sponsorship is obtained and activities are individually approved by faculty/Student Life. All business/entrepreneur activity must receive approval from the Business Services Manager to ensure compliance with University policy and procedures. As a general rule, these activities may not result in financial benefit to individuals.

Campus Organizations

- A. Campus organizations may sponsor fundraising events to benefit their organization or for a cause that is clearly communicated during any fundraising activities. Campus Organizations are not allowed to raise funds to benefit any specific individual unless the circumstance for fundraising is approved by the Business Services Manager.
- B. Campus Organizations may sponsor commercial or business ventures on campus when their efforts further a fundraising or academic goal of the organization. However, all commercial or

business venture type of activities must demonstrate a reasonable value to the sponsoring organization and may not detract from or harm the Denison community.

- C. Any fundraising activity that involves the signing up or solicitation for credit cards is not allowed on campus.

All paperwork, policies, forms, and procedures necessary for coordinating any fundraising activity on campus may be found with the Business Services Manager in the University Bookstore. Meeting with the Business Services Manager at the University Bookstore in Slayter Union will ensure compliance with University policy and procedures. For inquiries or to start the review process, email purchasing@denison.edu.

Code of Student Conduct

Part of the learning and development that Denison fosters is the ability to make ethical decisions and contribute to healthy communities by understanding the connections between individual choices and community well-being and developing skills to work through conflict in healthy ways. Every student who accepts the invitation to join the Denison community is expected to abide by the University's policies, and to report to the University when they observe others violating those policies. The Code of Student Conduct outlines the expectations Denison has for its students and the University's procedures for resolving conflicts. It is not a legal document, nor written with the specificity of a criminal statute, but is an educational document based on the University's values. The Code can be accessed at <https://denison.edu/forms/code-of-student-conduct> and is administered by the Office of Community Values and Student Conduct.

Drug and Alcohol Policies and Information

The Drug Free Schools and Communities Act Amendments of 1989 require Denison University to annually distribute information about the University's Drug and Alcohol policies <https://denison.edu/forms/drug-alcohol-policies-and-information> to all students and staff. This document includes information about standards of conduct, legal and disciplinary sanctions, health risks, and prevention and treatment programs related to drug and alcohol use. Please take time to review this important document. Please contact the Office of Community Values and Student Conduct (740-587-6232) or the Office of Wellness Education (740-587- 6385) with any questions.

FERPA (Family Educational Rights & Privacy Act)

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. To review FERPA, go to <https://denison.edu/forms/ferpa-family-educational-rights-and-privacy-act>

Financial Information and Regulations

Comprehensive information about tuition and fees, payment options, financial aid, refund and forfeiture of fees, and more may be found at <https://denison.edu/campus/finances>

Important information about refunds or forfeiture of fees in the case of withdrawal from the University is found in the Student Finances webpages at <https://denison.edu/campus/finances/refund-or-forfeiture>

Information Technology Services Policies

The Information Technology Services (ITS) policies and regulations for Acceptable Use, Peer-to-Peer File Sharing and other important policies and information are available by visiting <https://sites.google.com/denison.edu/its-informationsecurity/overview>. Students should log in and familiarize themselves with all policies related to information technology. Please note that Denison's Acceptable Use Policy specifically prohibits sharing Denison account credentials

(BigRedID/username and password) with anyone. Students can grant access to selected portions of their information and records to parents and other guests using the Parent Proxy system. Please see <https://denison.edu/campus/finances/parent-proxy> for details. Missing Student Notification Policy. Denison University's Missing Student procedures assist students who, based on facts and circumstances made known to the University, are determined to be missing. The Missing Student Notification Policy & Missing Student Procedure at <http://denison.edu/forms/missing-student-policy-procedure> describes required notifications within twenty-four (24) hours after the time a student is deemed to be missing. This plan complies with the August 14, 2008 Higher Education Opportunity Act, Section 485 (j) of the U.S. Department of Education.

Motor Vehicle Regulations

The Denison University Motor Vehicle Regulations have been created and adopted for the purpose of promoting the safe and orderly movement of traffic and the safe and orderly parking of vehicles on our campus.

All persons who enter Denison University campus are required to comply with Denison's Motor Vehicle Regulations in addition to State of Ohio motor vehicle laws. Denison students who intend to park their vehicle for any length of time are expected to have knowledge of and comply with the provisions of these Rules and Regulations.

Motor vehicle regulations and policies may be viewed at <https://denison.edu/campus/safety/vehicles-on-campus>

Outdoor Noise Policy

Outside-amplified events on campus grounds may only take place after 4:00 p.m. academic days, unless the event is scheduled during the common hours on Thursday. This policy applies to individuals as well as campus organizations.

Reservations for campus organization events are granted through the Events & Scheduling Office. The sponsoring organization must submit a proposal for the event including date, time, place, duration and reason for the amplification of the event. The proposal should be submitted no later than one week prior to the proposed activity.

All amplified events must cease by 10 p.m. as stated in the Granville Village Noise Ordinance.

Outside-amplified events will not be approved during final exam study periods or during finals week.

Parent Communication Policy

Parents and guardians will occasionally solicit information from faculty, advisers, and others regarding their student's performance and experience. Denison recognizes that such requests reflect the wish to support the personal and academic success of their student. The Communication Policy <https://denison.edu/forms/communication-policy> describes our approach to parent-notification and explains the goals and constraints that influence how conversations with parents and guardians are handled.

Party Registration and Hosting Policy

The Hosting Policy was developed in collaboration by students, faculty, and staff to provide autonomy to party hosts while maintaining the interest of a safe and respectful social environment. The University provides several flexible, quality spaces in which students can host registered social

events. Students can become "Safe Host Trained" to activate this privilege. For information, training, and to register events, visit:

<https://my.denison.edu/campus-resources/campus-safety/party-registration>

Policy on Firearms

No person shall possess, carry, store or use a firearm, deadly weapon or dangerous ordinance, as defined in the Ohio Revised Code, in or on university premises, defined as university owned, rented and/or sponsored property, except as allowable under Ohio Law. To view the complete policy, go to <https://denison.edu/forms/policy-on-firearms>

Policy on Hazing

Consistent with the Ohio Revised Code, no individual, group, campus organization or team (including intercollegiate and recreation teams) shall conduct or condone hazing activities. Apathy or acquiescence in the presence of hazing is not considered a neutral act; such action violates this policy. Tradition, the intent of such acts, and the express or implied consent of the victim do not constitute valid defenses for violation of the policy.

Ohio anti-hazing law "Collin's Law: Ohio's Anti-Hazing Act", was signed by Governor Mike DeWine on Tuesday, July 6, 2021. The law increases the legal penalties for hazing, creates a statewide curriculum for college students about hazing and requires transparency at the University level to report instances of hazing.

To view Denison's Policy on Hazing, go to

<https://denison.edu/campus/anti-hazing/policy-on-hazing>

Policy on Inappropriate Relationships Between Students and Faculty

A relationship between a faculty member and a student that is romantic or sexual is not in harmony with the values of the Denison community. Such an inappropriate relationship exploits the inherent inequality of power between faculty and students, creates a situation that inhibits the learning environment, and has a negative impact on the community. As such, it is incumbent upon faculty not to engage in such relationships, and to do so will be considered the basis for disciplinary action.

For more information and to view the complete policy, go to Policy on Inappropriate Relationships Between Students and Faculty in the faculty handbook at

<https://denison.edu/forms/faculty-handbook>

Policy Prohibiting Sex Discrimination, including Sexual Harassment, Sexual Misconduct, Stalking and Retaliation

Sexual violence has a profound impact on both assault survivors and our community. Our community expects that students who choose to engage in sexual activity do so safely, appropriately, and in a manner that does not violate University Policy and/or the law. Students who attempt to or engage in sexual activity must have affirmative consent from the other person(s). Violations may vary in severity and consist of a range of behavior, including but not limited to non-consensual sexual contact or touching and non-consensual sexual intercourse, including forced sexual intercourse. Allegations of sexual misconduct are subject to the Policy Prohibiting Sex Discrimination, including Sexual Harassment, Sexual Misconduct, Stalking and Retaliation at <https://denison.edu/forms/policy-prohibiting-sex-discrimination>, which outlines the University's definitions of consent, force, incapacitation, and other important definitions related to sexual misconduct, as well as procedures used to investigate and resolve alleged violations. Students are responsible for reading and acting in accordance with the policy.

Reinstatement & Re-enrollment

Enrollment Management and the Registrars' offices, and Dean of Student Support and Family Partnerships coordinate university processes related to student reinstatement and re-enrollment.

For information about reinstatement & re-enrollment, go to

<https://denison.edu/academics/registrar/reinstatement-re-enrollment>

Residential Communities and Student Housing Policies

Denison University is committed to the learning opportunities fostered in our residential communities. We strongly believe that students and our larger community benefit from these environments and the conditions they create within the student learning experience. As such, Denison requires that all students reside in the residence halls through the duration of their four years at the college.

With the notion of community and academic success at its core, the Residential Communities and Housing program is focused on the development of positive learning communities and a strong sense of civic responsibility and is designed to support the overall academic mission of the college. Students sign a Residence Agreement which defines student housing regulations and policies. The Residence Agreement and other important regulations may be viewed at <https://denison.edu/campus/housing/residential-policies>. By accepting University housing, students agree to abide by these policies as well as the Code of Student Conduct <https://denison.edu/forms/code-of-student-conduct> and other policies as described in this Student Handbook. The Student Resident Agreement is also available in paper copy in the Residential Communities and Housing office in the Curtis Community Center.

Smoking, Vaping, and E-Cigarettes

As a public health measure, smoking, including vaping and e-cigarettes, is prohibited in all interior areas of University buildings, including classrooms, residence halls, offices, labs, restrooms, hallways and dining rooms.

Student Consumer Complaint Policy

Federal regulations require each college or university authorized to offer postsecondary education in one or more states to ensure access to a complaint process. To view Denison's Student Consumer Complaint Policy go to <https://denison.edu/forms/student-consumer-complaint-policy>

Student Records

- A. Denison University guarantees full compliance with the provisions of the Family Educational Rights and Privacy Act of 1974. Student educational records are maintained and may be accessed only by members of the University with legitimate educational interest in the student.
- B. Students may inspect the contents of their official file and placement credentials, including personal references. Exceptions are letters collected under a waiver of inspection and information on parents' financial status. Requests should be in writing to the office responsible for those records and upon inspection may not be removed from that office.
- C. The Division of Student Life is the depository for student conduct and disciplinary records. The Provost's office maintains Academic Integrity records. The Registrar's Office maintains all academic information. The Office of Financial Aid maintains all forms and correspondence regarding financial aid, scholarships and student employment. University Communications maintains information used for news releases to the media.
- D. In addition to the regular sharing of grade information among University offices concerned with student academic standing and advisement, cumulative GPA's are furnished to officers of chartered honoraries for the purpose of membership selection.

- E. Contents of inspected records may be challenged upon the grounds that the information is inaccurate, misleading or otherwise in violation of the person's privacy or other rights. The administrator responsible for maintenance of those records will hear the challenge, and based on the information presented may decide to:
1. Let the record stand
 2. Allow the student to insert a letter of explanation
 3. Correct the record
 4. Delete the item in question

University Privacy Policy

Denison University is committed to protecting the privacy of students' personal information. Denison respects students' right to privacy and recognizes its obligation to keep student information secure and confidential. For more information, go to University Privacy Policy <https://denison.edu/forms/student-information-privacy-policy>

Withdrawal from the University

For information about withdrawal and links to related forms, go to <https://denison.edu/campus/dean/withdrawal>

Withdrawing from the University may have implications concerning a student's financial aid and repayment plan. Visit <https://denison.edu/campus/finances> or contact the Office of Financial Aid for more information. Students should also contact Student Accounts <https://denison.edu/campus/finances> with questions regarding the amount of refund or forfeiture of charges.

Important University Committees and Campus Governance

Students play an important role in shared governance of the University. For information about governance committees and how concerns get proposed and considered, refer to the Governance Document at <http://denison.edu/forms/governance-document>

Academic Calendar

A complete academic calendar may be found at the following website: <http://denison.edu/academics/calendar>