

### 12.3 Student rights

The institution publishes clear and appropriate statements of student rights and responsibilities and disseminates the statement(s) to the campus community.

**Compliance Judgment:** In Compliance

#### Rationale

**Publications of Student Rights and Responsibilities.** Students attending USC Aiken have specific rights and responsibilities. These rights and responsibilities are outlined in various publications including the [USC Aiken Policy Manual](#) <sup>[1]</sup>, the [USC Aiken Academic Programs Bulletin](#) <sup>[2]</sup>, the [Faculty Manual](#) <sup>[3]</sup>, and the [USC Aiken Student Handbook](#).<sup>[4]</sup> While some of the publications, such as the Faculty Manual and the USC Aiken Policy Manual ensure all members of the campus community are aware of students' rights and responsibilities, it is the USC Aiken Student Handbook that serves as the principal means of disseminating information about rights and responsibilities to undergraduate and graduate students. The USC Aiken Student Handbook contains material about what the student may rightfully expect from the University and what the University may rightfully expect from the student.

The University of South Carolina Aiken, as an institution of higher education, accepts its obligation to provide for its students, faculty, and staff an atmosphere that protects and promotes its educational mission and guarantees its effective operation. To accomplish these goals, the University requires certain standards of conduct. All students, faculty, and staff at the University share the responsibility to respect:

- the fundamental rights of others as citizens;
- the rights of others based upon the nature of the educational process;
- the rights of the institution; and
- the rights of everyone to fair and equitable procedures for determining when and upon whom sanctions for violations of University standards should be imposed.

The Student Judicial Policy is the essential component in guaranteeing the right to due process for students at the University. This policy describes procedures for addressing violations of the [Academic Code of Conduct](#) <sup>[5]</sup> and violations of the [Non-Academic Code of Conduct](#) <sup>[6]</sup> including violations by Student Organizations. Further, if a student believes he or she has been treated unjustly or improperly by a faculty or staff member, a grievance can be filed in accordance with the [Student Grievance Policy](#) <sup>[7]</sup>, as discussed in the [narrative response to Standard 12.4 – Student complaints](#).<sup>[8]</sup>

**Dissemination of Policies and Information.** Publications containing statements of student rights and responsibilities are available on the USC Aiken website. The Student Handbook is the principal publication of student rights and responsibilities.

**Evidence of Adherence to Policies.** Disciplinary procedures are clearly defined, broadly available, and adhered to. To illustrate adherence to the published policy and procedures, two examples of charges of violations of the Academic Code of Conduct are provided with personally identifiable information removed. [Example 1](#) <sup>[9]</sup> occurred in the Fall 2019 semester and [Example 2](#) <sup>[10]</sup> occurred in the Spring 2020 semester. Adherence to policy for non-academic code of conduct violations is demonstrated via two randomly selected examples. [Example 1](#) <sup>[11]</sup> dealt with alcohol consumption on campus and [Example 2](#) <sup>[12]</sup> dealt with drug use.

**Policy Modification Process and Oversight.** New or modified policies undergo a multi-step vetting process to ensure that they accurately represent USC Aiken's protocols, programs, and services before they are approved, published, and disseminated to students, faculty, and other parties. In accordance with the [UNIV 1.00 - Policy on Policies](#) <sup>[13]</sup>, "draft new policies, substantially revised policies and policies recommended for repeal must be distributed to the university community for review and comment prior to final approval." In addition to the policy vetting process, publications containing academic policies are reviewed on an annual basis. The Academic Bulletin is carefully reviewed by the Academic Council and Academic Affairs personnel. The Student Handbook is reviewed by personnel in the division of Student Affairs.

## Supporting Documentation

1. [USC Aiken Policy and Procedures Manual](#)
2. [USC Aiken Academic Programs Bulletin](#)
3. [USC Aiken Faculty Manual](#)
4. [USC Aiken Student Handbook](#)
5. [Student Handbook: Academic Code of Conduct](#)
6. [Student Handbook: Non-Academic Code of Conduct](#)
7. [Student Handbook: Student Grievance Policy](#)
8. [Narrative response to Standard 12.4 – Student complaints](#)
9. [Academic Code of Conduct Violation Example 1](#)
10. [Academic Code of Conduct Violation Example 2](#)
11. [Non-Academic Code of Conduct Violation Example 1](#)
12. [Non-Academic Code of Conduct Violation Example 2](#)
13. [USC System Policy UNIV 1.00 - Policy on Policies](#)