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# TIGER HANDBOOK

2024–2025

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The Tiger Handbook is the official university guidebook for current residential, undergraduate students. It does not constitute a contract, either expressed or implied, and is subject to change at the university's discretion.



## Introduction

When we enter a community, we commit to respect and uphold certain characteristics, standards, and values. The specific policies outlined in the Tiger Handbook are not presented as an exhaustive list; instead, they are guidelines and standards that contribute to Ouachita’s vibrant and highly residential community. By enrolling at Ouachita, students are expected to conduct themselves both on and off campus in ways consistent with the university’s identity as a Christ-centered institution of higher education. Clear expectations help the community live in unity, and the university expects students to live and act consistently with these standards. This handbook serves as a guide to those expectations.

# TABLE OF CONTENTS

|  |    |
|--|----|
| WHO WE ARE .....                                     | 1  |
| Origin .....   | 1  |
| Vision, Mission, and Values.....                     | 1  |
| Statement of Faith .....                             | 1  |
| Community Characteristics.....                       | 2  |
| ACADEMIC LIFE .....                                  | 3  |
| Covenant on Academic Honor.....                      | 3  |
| Judicial Council.....                                | 3  |
| Academic Support Services .....                      | 4  |
| Academic Enrichment.....                             | 4  |
| SPIRITUAL LIFE.....                                  | 5  |
| Chapel .....   | 5  |
| Campus Ministries .....                              | 6  |
| RESIDENCE LIFE .....                                 | 6  |
| Residence Hall Staff .....                           | 6  |
| Housing Contract.....                                | 7  |
| Check-in and Check-out Procedures.....               | 7  |
| Building Security.....                               | 7  |
| Meal Plan.....                                       | 8  |
| Residence Hall Meetings.....                         | 8  |
| Guests and Visitation.....                           | 8  |
| Health and Safety Checks .....                       | 8  |
| Room Access .....                                    | 9  |
| Quiet Hours .....                                    | 9  |
| Pets and Animals.....                                | 9  |
| Loft Rental Program .....                            | 9  |
| Appliances .....                                     | 9  |
| Laundry Services.....                                | 9  |
| Fire Safety .....                                    | 9  |
| Personal Property.....                               | 10 |
| Solicitation .....                                   | 10 |
| Internet Service .....                               | 10 |
| Holiday Periods .....                                | 10 |
| Roommate Conflict.....                               | 10 |
| Roommate Consolidation .....                         | 11 |
| Apartment Policies and Procedures .....              | 11 |
| Non-University Housing Policies and Procedures ..... | 13 |

|  |    |
|--|----|
| CAMPUS LIFE .....  | 14 |
| Student Organizations .....                                | 14 |
| Religious Organizations.....                               | 14 |
| Student Senate.....  | 14 |
| Intercollegiate Athletics.....                             | 14 |
| Recreational Sports .....                                  | 15 |
| Student Dances .....                                       | 15 |
| Counseling Services.....                                   | 15 |
| Dining Services.....                                       | 15 |
| Health Services .....                                      | 16 |
| Ouachita Campus Store .....                                | 16 |
| Student Financial Services .....                           | 16 |
| Ouachita Post Office.....                                  | 16 |
| Fitness Facilities .....                                   | 16 |
| Email.....   | 16 |
| Student Web Portal .....                                   | 17 |
| New Student Orientation (Welcome to Ouachita’s World)..... | 17 |
| ORGANIZATION GUIDELINES.....                               | 17 |
| Recognition of New Organizations .....                     | 17 |
| Maintaining Records of Organizations.....                  | 17 |
| Reactivation of Chartered Organizations.....               | 17 |
| Membership Requirements for Clubs and Organizations .....  | 17 |
| Social Club New Member Induction Plan .....                | 18 |
| Hazing .....   | 18 |
| Sanctions.....   | 18 |
| Sponsors of Organizations .....                            | 19 |
| Finances of Organizations.....                             | 19 |
| Solicitation of Funds .....                                | 19 |
| Other Campus-Wide Participation .....                      | 19 |
| Activities/Scheduled Events on University Calendar .....   | 19 |
| STANDARDS OF STUDENT CONDUCT.....                          | 20 |
| Alcohol or Substance Use .....                             | 20 |
| Dishonesty.....  | 20 |
| Excessive Noise .....                                      | 20 |
| Fire and Safety Equipment.....                             | 20 |
| Firearms/Weapons .....                                     | 21 |
| Fireworks .....  | 21 |
| Gambling .....   | 21 |
| Harassment/Bullying.....                                   | 21 |
| Hazing .....   | 21 |
| Insubordination .....                                      | 21 |
| Irresponsible Conduct.....                                 | 21 |
| Lewd, Indecent, and Obscene Conduct .....                  | 21 |
| Pets and Animals.....                                      | 21 |
| Racial Bias or Discrimination .....                        | 22 |
| Sexuality Policy .....                                     | 22 |
| Social Media .....   | 22 |
| Theft .....  | 22 |
| Tobacco and E-cigarettes.....                              | 22 |
| Vandalism.....   | 22 |

|   |           |
|---|-----------|
| Visitation Violation .....  | 23        |
| <b>DISCIPLINARY PROCESS .....</b>                                     | <b>23</b> |
| Disciplinary Philosophy.....  | 23        |
| Disciplinary Procedures.....  | 23        |
| Disciplinary Sanctions .....  | 24        |
| Appeal Process .....  | 26        |
| <b>GENERAL UNIVERSITY POLICIES.....</b>                               | <b>27</b> |
| Identification Cards.....   | 27        |
| Severe Weather.....   | 27        |
| Emergency Response Procedures.....                                    | 27        |
| Vehicles and Parking.....   | 27        |
| Electric Scooters.....  | 28        |
| Speakers and Films.....   | 29        |
| Student Marriages and Name Changes .....                              | 29        |
| Student Demonstrations and Rallies .....                              | 29        |
| Communicable Diseases.....  | 29        |
| <b>LEGAL NOTICES, POLICIES, AND CAMPUS SAFETY.....</b>                | <b>30</b> |
| Educational Records .....   | 30        |
| Policy Statement on Nondiscrimination .....                           | 30        |
| Harassment .....  | 31        |
| Hazing .....  | 31        |
| Ouachita Statement of Policies and Procedures .....                   | 32        |
| Security Services.....  | 33        |
| Alcohol and Drugs .....   | 34        |
| Counseling Services.....  | 34        |
| Reporting Crimes and Other Emergencies.....                           | 34        |
| Emergency Response .....  | 36        |
| Campus Crime Alerts .....   | 37        |
| Fire Safety Procedures.....   | 37        |
| Evacuation Procedures .....   | 38        |
| Missing Student Notification .....                                    | 39        |
| Policy on Non-Attendance .....  | 40        |
| Policy on Involuntary Administrative Withdrawal .....                 | 40        |
| Policy Concerning Accommodations for Students with Disabilities ..... | 40        |
| University Complaint Policy .....                                     | 42        |
| Code of Computing Practices.....                                      | 42        |
| <b>SEXUAL ASSAULT AND MISCONDUCT .....</b>                            | <b>44</b> |
| Sexual Misconduct Policy.....   | 44        |
| Emergency Services Contact Information .....                          | 45        |
| <b>APPENDIX: STUDENT CONDUCT FINE &amp; CHARGES SCHEDULE.....</b>     | <b>46</b> |

**Questions about the handbook? Contact:**

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(870) 245-5220  
OBU Box 3758  
[studentdevelopment@obu.edu](mailto:studentdevelopment@obu.edu)

# WHO WE ARE

## ORIGIN

The Arkansas Baptist State Convention authorized Ouachita Baptist College as its institution of higher education in November 1885. The following month, Ouachita trustees voted to locate the campus in Arkadelphia, Ark. Classes began in September 1886, and the institution has operated without interruption in the same location since that date. On January 14, 1965, the Board of Trustees voted to change the name from Ouachita Baptist College to Ouachita Baptist University.

## VISION, MISSION, AND VALUES

### Vision

Ouachita Baptist University seeks to foster a love of God and a love of learning by creating for students and other constituents dynamic growth opportunities both on campus and throughout the world. With foresight and faithfulness, Ouachita makes a difference.

### Mission

Ouachita Baptist University is a Christ-centered learning community. Embracing the liberal arts tradition, the university prepares individuals for ongoing intellectual and spiritual growth, lives of meaningful work, and reasoned engagement with the world.

### Values

Ouachita strives to be an academic community of vision, integrity, and service grounded in the following values:

- **Faith.** We believe that life is lived most abundantly in response to the love of God through Jesus Christ.
- **Scholarship.** We advance excellence in teaching, learning, research, and creative expression.
- **Growth.** We foster broad-based education, encouraging growth in intellectual, spiritual, physical, and social domains.
- **Character.** We affirm that respect and honesty undergird responsible citizenship and stewardship.
- **Community.** We promote a vibrant community strengthened by diversity, sustained by common aims and supportive relationships, and committed to leadership and service on campus and beyond.

## STATEMENT OF FAITH

Ouachita Baptist University's Statement of Faith reflects sincerely held beliefs grounded in the solid foundation of Holy Scripture, which is fully inspired by God, and thus true and authoritative. It also reflects orthodox beliefs held by the Christian church since the first century and is consistent with Ouachita's Arkansas Baptist State Convention affiliation.

### God and Creation

There is one true and living God in three persons – Father, Son, and Holy Spirit – who created all things by His spoken word and declared His creation good. He made all people in His own image, both male and female, so they might enjoy their creator, live in community with others, and steward God's good creation, all to the glory of God.

### Human Sin and God's Love

Tragically, Adam and Eve rebelled against God's goodness and love, introducing sin and death into the world. All generations have repeated this pattern of sin in thought, word, and deed. God, though, is merciful, slow to anger, and abounding in love. He declared that a descendant of Eve would one day reverse the effects of sin and death. God continued to reveal the good news of this salvation plan

through His covenants with Abraham, Moses, and David, promising to bless all the nations of the world through a royal descendant of David.

### **Jesus and Salvation**

God sent His Son, Jesus Christ the Lord, who is a descendant of Abraham and David. He was born of the virgin Mary by the Holy Spirit – fully God and fully human. Jesus proclaimed the arrival of God’s Kingdom through His ministry and perfect obedience to the Father, His sacrificial death on the cross for our sins, and His bodily resurrection from the dead and ascension into heaven. All those who turn from sin and believe Jesus is Lord experience forgiveness by grace through faith and are adopted into the family of God. This is the Gospel, the good news of God, who loves us and has reconciled us with Himself, defeating evil, and breaking the curse of sin and death.

### **The Holy Spirit**

God sent His Holy Spirit, who dwells in all those who believe in Jesus, creates in us a new heart, and includes us in the meaningful work of redemption. The Spirit guides and empowers all believers to proclaim His Kingdom in word and action, to make disciples among all the nations of the world, and to live in fellowship with one another.

### **New Creation and Christian Life**

Jesus will come again to bring about fully the new creation, when sin and death will be defeated and when all evil will be judged by Him. As we await his return, God’s holy and redeemed people in Jesus – the church – are called to love Him and others, to follow Him in discipleship in a local congregation, and to develop by His Spirit a life of Christian character that includes love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control.

*Our Statement of Faith is drawn from the entirety of the Bible. Below is a selection of key passages: Genesis 1:1–3:24; 12:1-3; Deuteronomy 30:1-6; 2 Samuel 7:1-29; Psalm 1:1-6; 2:1-12; 8:1-9; 19:1-14; 22:1-31; 89:1-52; 103:1-22; 110:1-7; 118:1-29; 139:1-24; Isaiah 7:14; 49:1-7; 52:13–53:12; Jeremiah 31:31-34; Ezekiel 34:1–37:28; Joel 2:28-32; Amos 9:11-12; Micah 5:2; 6:6-8; Zechariah 9:9-13; Matthew 16:13-16; 19:1-9; 28:16-20; Mark 12:28-31; Luke 1:26-56; John 3:16-17; Acts 1:1–2:47; 15:1-29; Romans 1:1-6; 3:21-31; 5:1-21; 1 Corinthians 15:1-58; Galatians 3:10-14, 26-29; 5:13-26; Ephesians 1:1–2:22; 4:17–5:33; Philippians 2:6-11; 3:20-21; Colossians 3:1-14; 2 Timothy 3:16-17; Hebrews 1:1-4; 10:19-25; 2 Peter 1:3-11, 21; 1 John 1:5-10; Revelation 7:9-12; 21:1–22:21.*

## **COMMUNITY CHARACTERISTICS**

Over the many decades since its founding, several common characteristics have developed at Ouachita and have been passed on as traditions from generation to generation of students. These have formed the distinctive ethos of Ouachita’s campus community. While students are not required to profess personal Christian faith, making the choice to attend Ouachita means having an appreciation for our guiding biblical principles and choosing to abide by these characteristics that unite our community:

- A love of God and a love of learning
- Commitment to or respect for a Christian lifestyle
- Respect for scholarship, creativity, and achievement by fellow students, faculty, and staff members
- Respect for the rights, feelings, and property of others
- Friendliness on campus, especially to visitors
- Audience etiquette and sportsmanship at athletics events; treating speakers and performers as well as opposing teams and fans with respect
- Respect for personal appearance, including appropriate grooming and dress for class, chapel, and similar settings

- Commitment to physical and mental health and wellness through campus programs or an independent pursuit of personal development
- Positive expressions of school spirit such as singing the alma mater or fight song; attending university events; or representing the university at external events

## ACADEMIC LIFE

### COVENANT ON ACADEMIC HONOR

The Covenant on Academic Honor was developed by a committee of the Student Senate and approved by the Board of Trustees in 2001. All Ouachita students are obligated to uphold the Covenant Pledge.

#### Covenant Mission

We believe that a university under the Lordship of Jesus Christ must involve itself in the pursuit of honor. In all academic endeavors, our commitment is to build a community of scholars characterized by the highest standards of integrity consistent with Ouachita's Christian ideals. We hope this pursuit of integrity will extend beyond the classroom and be reflected in every area of our daily lives.

#### Covenant Pledge

As a member of the Ouachita community, I am committed to fostering a culture of honor. I affirm that an academic environment can be enriching only when its members commit to mutual integrity, trust, responsibility, and respect. I will refrain from all forms of academic dishonesty, and I will act responsibly when confronted with the knowledge of such behavior. I recognize that academic excellence is more than the absence of dishonesty; true scholarship entails devotion to my studies and respect for my professors and classmates. With the aim of academic and personal growth, I make this pledge to myself and to the women and men of Ouachita Baptist University.

### JUDICIAL COUNCIL

#### Purpose

The purpose of the Judicial Council is to consider possible violations of the Covenant on Academic Honor and other matters related to student conduct as requested by the Office of Student Development.

#### Composition

The Judicial Council is composed of 12 student representatives and five faculty representatives, one of whom is designated by the council as chair.

#### Faculty Representatives

The faculty representatives of the Judicial Council are the members of the Student Life Committee.

#### Selection of Student Representatives

Nominations for student representatives to the Judicial Council are accepted from the university faculty. Students nominated must not currently be on probation. Those nominated appear before a selection committee charged with appointing the student representatives. The selection committee consists of the president of the university, the president of the Student Senate, the chair of the current Judicial Council, the vice president for academic affairs, the vice president for student development, and the chair of the University Committee, or their designates. The selection committee seeks to maintain broad representation as to class and major among the student representatives. Student representatives serve until they are no longer enrolled as a full-time student at Ouachita, resign, or are removed from the council.

## Hearings

When faculty members suspect a violation of the Covenant on Academic Honor, they retain the right to make independent academic determinations or may initiate hearings before the Judicial Council. Students may not appeal an individual faculty member's academic decision to the Judicial Council. In making a request for a hearing, the initiating faculty member will present a written statement along with any pertinent documentation to the chair of the council.

Two faculty members from the Student Life Committee and three student representatives will be designated to hear the case. Another student representative will be designated as a non-voting record-keeper. Students will be given reasonable notice of any hearing, which will generally take place within 10 days. The faculty member who initiated the hearing may address the council and may call others with direct knowledge of the suspected violation to address the council. The student will have the opportunity to be heard by the council, may call others with direct knowledge of the suspected violation to address the council, and may question the faculty member and others who have presented information in the hearing. Legal counsel is not permitted in Judicial Council hearings.

If four of the Judicial Council representatives hearing the case agree there is substantial evidence a violation of the Covenant on Academic Honor occurred, a sanction will be imposed and provided to the student in writing. Sanctions may include a warning, honor probation with activities designed to foster student development, recording of a test or assignment as a zero, recording a semester grade of "F" for the course, suspension from the university, or other actions at the discretion of the council.

## Appeals

An appeal of a decision made by the Judicial Council must be presented in writing to the Academic Deans Council within five days of the decision. After consideration of the records of the Judicial Council hearing and other pertinent evidence, the Deans Council will notify the student of its decision in writing. Action by the Judicial Council does not preclude additional disciplinary action by the university when appropriate.

## ACADEMIC SUPPORT SERVICES

Ouachita is committed to providing students with supplemental resources to meet the demands of a rigorous curriculum and to assist them with academic problems that may arise. The following services and programs are designed to accomplish these goals:

**Academic Advising:** [obu.edu/advising](http://obu.edu/advising)

**Academic Success Center (tutoring, etc.):** [obu.edu/success](http://obu.edu/success)

**Disability Support (ADA/504):** [obu.edu/counseling](http://obu.edu/counseling)

**Office of Career & Calling:** [obu.edu/career](http://obu.edu/career)

**Discover Program (for undeclared majors):** [obu.edu/discover](http://obu.edu/discover)

**IT Services (computer labs, printing, etc.)** [obu.edu/its](http://obu.edu/its)

**Riley-Hickingbotham Library:** [obu.edu/library](http://obu.edu/library)

## ACADEMIC ENRICHMENT

### Academic Awards

Each semester, students who have a 4.0 GPA on that semester's work will be placed on the President's List. Students who make a 3.5-3.9 for the semester will be placed on the Dean's List. Students placed on



either list will receive a notification of recognition. Additional academic awards are presented at the department, school, and university levels at the Academic Awards Ceremony each spring.

**Carl Goodson Honors Program:** [obu.edu/honors](http://obu.edu/honors)

Available for students with either a high school GPA of 3.5 or higher and an ACT score of 28 or higher or for students with a first semester Ouachita GPA of 3.5 or higher.

**CORE Curriculum:** [obu.edu/core](http://obu.edu/core)

Ouachita's School of Interdisciplinary Studies coordinates the university's required CORE curriculum, which is designed to foster intellectual inquiry and breadth of knowledge through courses in a variety of disciplines.

**Service Learning:** [obu.edu/elrod](http://obu.edu/elrod)

All students are encouraged to participate in service-learning opportunities through Ouachita's Ben M. Elrod Center for Family & Community. Volunteer hours may be recorded on academic transcripts through the TranServe program.

**Study Abroad:** [obu.edu/intedu/study-abroad](http://obu.edu/intedu/study-abroad)

Programs in more than 13 countries are available through Ouachita's Daniel & Betty Jo Grant Center for International Education by application for students in good standing and who hold a minimum 2.5 cumulative GPA.

## SPIRITUAL LIFE

In accordance with the university's vision, mission, and values, Ouachita seeks to foster in our students a love of God and a love of learning. While students are not required to be Baptist or to adhere to a specific set of beliefs, our longstanding institutional religious identity and our relationship with the Arkansas Baptist State Convention shapes the university's approach to spiritual life. Ouachita actively encourages and seeks to assist all students in developing a personal relationship with Jesus Christ. Ouachita believes the local church is central to the spiritual life of Christians and does not consider chapel or other university programs to be replacements for church involvement.

**CHAPEL:** [obu.edu/chapel](http://obu.edu/chapel)

As a public expression of Ouachita's identity and purpose as a Christ-centered learning community, the university's chapel program is designed to deepen students' spiritual lives, to broaden their cultural appreciation, and to realize their role as a part of the Ouachita community. Chapel programs are guided by Campus Ministries. While many programs include worship and teaching from Scripture, others promote student participation in university programs or allow Christians from diverse walks of life to share about their faith.

Chapel attendance is required for undergraduate graduation. Every full-time undergraduate student is required to earn a chapel credit each semester until seven credits have been accumulated unless an exception has been made by the Academic Deans Council. Students are given four allowed absences each semester. These are intended to cover all reasons for missing chapel, including illness, university-related travel, quarantine, and family emergencies. There is no distinction between excused and unexcused absences. There is an appeal process if a student misses more than four chapels and has extenuating circumstances.

Students must present ID cards to be scanned when exiting the chapel service to be considered in attendance. Attendance will not be granted if a student arrives after 10:10 a.m. Additionally, students are expected to sit in their assigned seats and to act respectfully to chapel leaders and others in attendance.

Any device or activity that distracts others attending the chapel service may result in a chapel absence (i.e., laptops, tablets, studying/ homework, sleeping, cell phone use not related to the chapel service). See the General Catalog section “Academic Requirements for Chapel” for more details about chapel credits.

Attendance records are kept in the Student Development Office. At the end of each semester, the record of “credit” or “no credit” will be registered on the permanent transcript, and the cumulative chapel credits will be transferred to the Academic Affairs Office which monitors all graduation requirements.

Chapel is held in Jones Performing Arts Center on Tuesdays at 10 a.m. Each semester’s schedule is posted in a Moodle course, which is also used to share valuable information with enrolled students. A seating chart for JPAC can be found at [obu.edu/chapel](http://obu.edu/chapel).

## **CAMPUS MINISTRIES**

The Office of Campus Ministries coordinates the university’s spiritual life programs, activities, and resources. Its primary goals are to foster meaningful relationships with Christ among students; to guide them in fruitful ministry, discipleship, and fellowship; and to train leaders who will continue to engage the world and serve the church. The office coordinates ministry teams, mission trips, discipleship groups, and student-led gatherings, including Refuge and Noonday. See more about Campus Ministries at [obu.edu/cm](http://obu.edu/cm).

## **RESIDENCE LIFE**

Living in a residence hall with a roommate provides students with opportunities to learn relationship skills that affect all areas of life and to participate fully in the life of the university. Research has shown that students who live in residence halls, compared with students living elsewhere:

- Generally are more satisfied with their living environment and their college experience.
- Earn higher grades.
- Are less likely to drop out.
- Have more contact with faculty, staff, and other students.
- Are more involved in student activities.
- Have fewer emotional problems.
- Report less conflict with parents.

Ouachita is so committed to the importance and value of residential living that all students who are of traditional college age, not married, and not living with immediate family are required to live on campus and should expect to have a roommate. In consideration of their developmental needs, students under the age of 16 or 26 years and older are exempt from this policy and are not permitted to live in campus housing.

## **RESIDENCE HALL STAFF**

Each residence hall is staffed with people who are trained to provide specific services for residents. Resident assistants (RAs) are students who have been chosen to work with members of individual floors to assist them with concerns through support and referral and to promote the development and welfare of the community on that floor and in the entire residence hall. Trained resident directors (RDs) are permanent employees who manage the residence hall, monitor its daily operations, provide assistance and counsel for residents, and address and sanction student conduct as needed. The head of the unit is the dean of students/director of residence life within the Office of Student Development.

## HOUSING CONTRACT

Selected housing policies are in a contract that is part of the online registration process, where students agree to these policies. This document becomes part of the student's file in the Office of Student Development.

## CHECK-IN AND CHECK-OUT PROCEDURES

1. Upon checking into their assigned residence hall room, each student will sign a check-in form describing the condition of the room and its contents. The student should verify the form is correct before signing it. The student's signature indicates the student accepts the room in the noted condition. Students are responsible for leaving the room in a condition similar to that described on the form. Students who arrive prior to their prescheduled check-in time may be charged up to \$50 per day.
2. When a student signs the check-in form, he/she is issued a key or card access to the assigned room. Students are encouraged to keep their doors locked and their card/key with them at all times when they are not in the room to protect their belongings. (See Lock-out Policy below.) Lost keys may be replaced by reporting them to the resident director and paying a \$25 replacement fee. If a lost key is later found, it must be turned in. If a student does not return his/her key upon checking out of the room, the lock may be changed, and \$75 will be charged to the student's account for the cost of lock and labor.
3. Unauthorized moves will result in a charge of \$50 to the student's account.
4. Before vacating the room, the student must be checked out by a member of the residence hall staff who will compare the current condition of the room with that noted at the time of occupancy. Loss of furnishings or damage to ceilings, walls, windows, screens, doors, or furnishings will result in the levying of charges to the student(s) occupying the room. Failure to leave the room/bathroom clean and the trash emptied will result in the assessment of a cleaning charge (\$25 minimum). Check outs should be scheduled in advance with the RA, resident director or director of residence life.
5. Failure to check in or check out properly will result in a \$25 charge to the student's account. Permission to remain past the check-out deadline for extenuating circumstances will be granted at the discretion of the director of residence life.
6. A student may not remove university-owned furniture or move to another residence hall room without authorization from the resident director and the director of campus housing.
7. Housing deposits, paid before the student is assigned to a room, will be returned after a student vacates university housing in accordance with the policy printed in the current General Catalog. Deposits may be held or forfeited under the following conditions:
  - a. The student notifies the university that he/she will not be enrolling at Ouachita after the deadline indicated on the university enrollment application.
  - b. The student notifies the university of his/her plans to move out of university housing after the deadline indicated on the Housing Contract.
  - c. The student leaves for any reason during the semester.
8. A student may not continue to live in university housing if he/she is no longer enrolled or no longer attends classes. Upon withdrawal or suspension, the student must vacate the residence hall and leave campus within 24 hours.

## BUILDING SECURITY

Residence halls are locked 24 hours a day. Students are expected to have their key/student ID at all times to gain access. Safety officers may grant students access into the lobby area of their residence hall. Residence Life staff may assist students in entering their rooms. Students who prop open exterior doors may be assessed a \$50 fine; repeated offenses may result in a higher charge.

## MEAL PLAN

Students living in residence halls must participate in the meal plan. Special dietary needs should be reported to the Sodexo food service manager, who will work with the student to meet those needs. An exemption to the required meal plan cannot be made retroactively.

## RESIDENCE HALL MEETINGS

Attendance is required at all residence hall or floor meetings unless excused by the resident director. A fine of \$50 may be assessed for an absence not previously excused by the resident director.

## GUESTS AND VISITATION

1. Visitors of the opposite sex are allowed only in the lobby/common areas of the residence halls from 10 a.m. to 12 a.m. (midnight). Individuals who violate this policy may be assessed a \$50 fine.
2. The Office of Student Development schedules and announces Open Hall events, during which guests of the opposite sex may visit rooms in the residence halls beyond common areas. Open Hall is for current Ouachita students and any non-Ouachita person or student in the age restrictions listed below.
3. Guests of the opposite sex must enter and exit the hall through the main lobby and IDs must be left in the lobby.
4. Guests must always be accompanied by the host resident.
5. Room doors must remain open when a guest is present (at least six inches in Anthony, Frances Crawford, Flippen-Perrin, Maddox, and O.C. Bailey Halls; open fully at 90° in Everett, Georgia Hickingbotham, Gosser, and Tollett). In Gosser, Tollett, Maddox, and Anthony Halls, guests are not permitted beyond the common living area in each suite.
6. Only one non-Ouachita guest is allowed per Ouachita student. The non-Ouachita guest must leave his/her driver's license as well as his/her student ID (if applicable) at the check-in desk. Ouachita freshmen may only host a non-Ouachita guest who is 18-21. Ouachita upperclassmen may only host a non-Ouachita guest who is 18-25.
7. Guests of the same sex are permitted to stay overnight under the following conditions:
  - a. The student has requested and received permission in advance from the resident director.
  - b. The overnight stay is not during finals week.
  - c. The length of stay is no more than three (3) days and two (2) nights. Exceptions must be approved by the resident director.
  - d. The guest is 12 years of age or older.
  - e. The guest registers with the resident director.
8. Guests are expected to conform to the same standards of conduct as students. Violations of university policies and standards by visitors are the responsibility of the student whom the guest is visiting and may result in disciplinary action against the student, may require the guest to leave campus, or both.
9. The resident director may limit:
  - a. The number of guests.
  - b. The length of stay of a guest.
  - c. The number of times a student has guests during the semester.

## HEALTH AND SAFETY CHECKS

Responsibility for cleanliness of student rooms and suite bathrooms belongs to all students assigned to those living spaces. To ensure that student living areas are kept in a healthful and safe manner, residence hall staff will do periodic room inspections throughout the semester.

The resident director will announce in advance regular times when checks will occur and expected cleanliness and safety standards. These will include but are not restricted to proper food storage, clean bathroom facilities, inspection of smoke alarms, and inspection of electrical outlets for overloads, etc.

Students will be given feedback after each check; three reports of “poor” conditions may subject the student to disciplinary action.

If there is reason to believe that conditions in a room present a hazard to its residents or the residence hall as a whole, the resident director or a member of the Student Development staff may inspect the room at a time other than the scheduled room check date/time.

## **ROOM ACCESS**

Ouachita seeks to respect a student’s desire for privacy while maintaining the safety of persons and property and ensuring the values and policies of the university are upheld.

The terms and conditions of the housing agreement do not require Ouachita to relinquish control of its facilities and services to the Lessee.

Specifically, Ouachita retains the right to unrestricted access into any room or apartment for any reason deemed necessary by the university. Ouachita further retains the right to require the Lessee, or any of its participants, to leave university premises if the staff feels that circumstances require it.

## **QUIET HOURS**

Residence halls, university apartments, and adjacent parking areas should remain relatively quiet at all times to promote an atmosphere conducive to productive scholarship. The hours between 10 p.m. and 10 a.m. are designated as quiet hours. During Open Hall, quiet hours are adjusted to coincide with the end of the event. The purpose of quiet hours is to create conditions in which residents may study and sleep with maximum comfort. Media devices should not be heard outside the room in which they are played. During the week of finals, quiet hours are expanded to 24 hours a day.

## **PETS AND ANIMALS**

Only approved service animals are allowed in university buildings; no pets other than aquarium fish are allowed. Emotional support animals (ESA) are only allowed in the student’s housing area; they are not permitted in academic or administrative buildings. Violations incur an initial \$200 fine per incident. Evidence of unapproved animals will constitute a violation of this policy.

## **LOFT RENTAL PROGRAM**

Freshman students are allowed to rent a university loft for \$50 per semester if desired. Homemade lofts are not permitted.

## **APPLIANCES**

Cooking in the residence halls is limited to microwave ovens and popcorn poppers. Refrigerators should be no larger than 4.5 cubic feet. Open coil and open flame devices including toasters, toaster ovens, hot plates, etc. are strictly prohibited. Ceiling fans are not permitted in residence hall rooms. Alterations to the living space are strictly prohibited.

## **LAUNDRY SERVICES**

Each residence hall is equipped with laundry facilities. Misuse of laundry facilities may result in a \$50 fine.

## **FIRE SAFETY**

All residence halls are equipped with smoke alarms in individual rooms and fire extinguishers. Fire equipment is not to be removed except in emergency situations. Misuse or tampering with safety equipment violates state law and may be punished as such, in addition to incurring a \$100 university fine. Setting fires also subjects the student to serious disciplinary action. No open coil or open flame devices,

halogen lamps, candles, or incense are permitted. Hallways and stairwells must be kept clear for fire safety codes, and violations may result in a \$50 fine.

## **PERSONAL PROPERTY**

The university does not assume responsibility for lost or damaged personal property. Private homeowners insurance or rental insurance is recommended for personal property. Information on personal property insurance is available in the Office of Student Development.

## **SOLICITATION**

No soliciting or selling of any product or service by any person — student or non-student — is allowed in the residence halls and apartments except with written permission of the Office of Student Development. Violators should be reported immediately to this office.

## **INTERNET SERVICE**

Internet services are available in individual rooms in the residence halls. Each room has at least one port in addition to wireless access. For instructions on configuring your computer to utilize the wireless network, please refer to [obu.edu/its](http://obu.edu/its).

## **HOLIDAY PERIODS**

The residence halls are closed on the following school holidays: Thanksgiving break, Christmas break, and Spring break. Typically, the residence halls will close and must be vacated by 4 p.m. on the last day of class prior to the holiday and will reopen at 1 p.m. on the Sunday prior to classes. However, any student who, because of distance from home or other compelling factors, cannot vacate the hall during a holiday must petition in advance to the Dean of Students for permission to stay on campus during all or part of a holiday period. Students in such circumstances may be required to temporarily move to a different residence hall to increase safety or to accommodate facilities management needs. Campus dining locations are closed during holiday periods. As holiday periods are not covered in the regular semester's room charge, students remaining in residence halls during a holiday may be charged for that period. Visitors are not allowed during the holiday periods.

Students are encouraged to remove items of significant value from their rooms during holiday periods. See also: [Personal Property](#).

## **ROOMMATE CONFLICT**

If a resident wishes to change rooms during the year due to conflict, he or she must participate in the following process: Residents must first contact their resident director about the problem or reason for requesting a change in housing assignments. The RD may then evaluate the situation to determine if there is need for an immediate change and/or disciplinary action.

If there is no need for an immediate change, the RD will meet with the complainant to discuss the matter in person.

The RD may then determine that the complainant and roommate need to have a supervised/mediated dialog. This dialog may lead to a written behavioral contract to sustain the housing assignment until the end of the semester.

If all the previous steps have been utilized, and the complainant is still dissatisfied, the complainant has the right to move out if another room is available. The RD should notify the director of residence life of the situation, then the complainant should meet with the director of Residence Life to finalize any new housing assignment.

Ideally, intervention will occur prior to escalation of a situation through proactive involvement initiated by individual students and staff alike. In all cases, the residence life staff may intervene if the situation becomes escalated such that a student or roommate must be given a new housing assignment. It is the goal of Residence Life and Student Development to aid and nurture each student's interpersonal skills of living within a community environment. Resident directors are committed to assisting students individually with issues both day-to-day and in moments of crisis.

## **ROOMMATE CONSOLIDATION**

All residents should expect to live in a double room with a second person (except in single bedrooms). In the event that a roommate leaves a university housing unit, the remaining student should expect another occupant to be assigned, unless the remaining student can fill the vacancy with a roommate of his/her choice. The purpose of the policy is to ensure spaces for incoming students and rectify the inequitable condition which exists when many students end up living alone in rooms designed for more than one occupant. Generally, implementation of the consolidation policy will only occur during the consolidation period, approximately the first month of classes.

The roommate consolidation process is as follows: After the Friday of the first week of classes, there will be a review of vacancies in student housing due to no-shows, etc. If this leaves a student without a roommate, the student has until the following Friday to make arrangements to consolidate to another available space.

Residence Life staff will make a top priority of consolidating suites that have only one or two students in them with another suite. Students who are not consolidated should understand that an open room indicates a possibility someone could be placed with them later in the semester.

If Residence Life staff assigns new roommates to fill vacancies, every effort will be made to provide 48 hours advance notice to students already living in that space. In some urgent cases, such notice may not be possible.

The Residence Life staff works diligently to provide students with a comfortable, safe living environment. If a new roommate is discouraged from living in the room or suite by unwelcoming negativity, harassment, abuse, messiness, noise, etc., the original roommate(s) may be reassigned in campus housing at the discretion of the Residence Life staff and/or may face disciplinary action.

### **Christmas Break Roommate Changes**

If a student learns that he or she will have to participate in the roommate consolidation process in the Spring semester, the student should notify his/her resident director. By providing notification prior to finals week, the student may request a new roommate or change housing assignments prior to the start of the spring semester.

## **APARTMENT POLICIES AND PROCEDURES**

### **Qualifications for Student Apartments**

Ouachita's apartments are limited to students who meet the following criteria:

- Students with senior classification (89 hours) must have at least a 2.0 cumulative GPA.
- Students with junior classification (59 hours) must have at least a 3.0 cumulative GPA.
- The student must not be on any probationary status with the university at the time of application.
- Married students will be placed in one-bedroom units regardless of the qualifications above. Neither married student may check in to their apartment until a completed marriage certificate has been submitted to the Office of Student Development. Students who marry mid-semester are not guaranteed a university apartment.

### **Apartment Application and Sign-ups**

- The Office of Residence Life will notify all students when apartment applications become available on the student web portal.
- Students must apply as a pair.
- The two students' cumulative hours will then be averaged. All pairs' average hours will then be ranked highest to lowest, which will determine the order that applicant pairs may sign up for apartments. Married students' sign-up times are ranked in the same way.
- Each pair will be assigned an apartment sign-up time. Both applicants do not have to be present – only one resident must be present for the selection. NOTE: Applicant pairs where both students have significant scheduling conflicts with their apartment sign-up appointment must contact the Office of Residence Life as soon as they know of the conflict.
- When students arrive at the appointment, they will have five minutes to choose any available apartment not yet chosen.

### **Wait List**

Applicants may elect to be placed on a wait list should they not receive their preferred housing assignment. While no change is guaranteed, the Office of Residence Life will do its best to accommodate all available reassignments as they occur prior to the start of the following semester. Applicants must directly express their interest in being placed on the wait list. Students on a wait list will be ranked by cumulative hours just as in the original sign-up process.

### **Mandatory Meeting for New Apartment Residents**

After the completion of apartment sign-ups, all new apartment residents must attend a mandatory New Apartment Resident Meeting, typically held in mid-April. This meeting will cover important details regarding August move-in dates, the check-in process, and things to know while living in a university apartment. Students who do not attend this meeting may forfeit their apartment assignment and may be required to live in a residence hall the following semester.

### **Deposits**

Once a student has received a university apartment assignment, each occupant must pay an additional one-time \$250 deposit. Payments of cash, check, or credit card may be made in the Office of Student Financial Services. Deposits are due the week before final exams of the preceding semester (e.g. due in May for fall residency or in December for spring residency). Failure to pay the deposit by its due date may result in loss of the apartment assignment. Utility companies require separate deposits. It is recommended that students contact utility companies at least five business days in advance of checking in. Monthly utility expenses vary by apartment complex; see [obu.edu/reslife](http://obu.edu/reslife) for more details.

### **Checking Into the Apartment**

Prior to checking in, one occupant must present verification of the electricity deposit having been paid. This may be done via email or with a paper copy to the director of Residence Life. Generally, check in takes place in the week prior to the start of each semester. The Office of Student Development will provide details regarding dates and times to new occupants via email. New occupants must make an appointment with their apartment manager to check in during the designated check-in period.

### **Visitation for University Apartments**

Apartment guest visitation is from 10 a.m. - midnight. Disciplinary actions range from a fine to loss of apartment privileges.

### **Apartment Health and Safety Checks**

Apartment health and safety checks are conducted once every three to four weeks. Residents are given advance notice of approximately one week in which their complex's check will take place. Residents will be notified of their completed apartment check the same day it occurs.



**Personal Property**

The university does not assume responsibility for lost or damaged personal property. Private home-owners insurance or rental insurance is recommended for personal property. Information on personal property insurance is available in the Office of Student Development.

**Work Orders**

To request a work order for a repair or maintenance issue, contact your apartment manager. Clearly indicate your apartment unit along with all relevant details regarding the issue. For issues that arise after hours, you may contact the Office of Campus Safety & Emergency Management.

**Lock Outs**

For lock outs that occur during business hours, contact the Apartment Area Coordinator. After-hours lock outs may be referred to the Office of Campus Safety & Emergency Management.

**Other Apartment Guidelines**

See additional apartment guidelines in the [housing contract](#).

**Apartment Access**

Ouachita seeks to respect a student's desire for privacy while maintaining the safety of persons and property and ensuring the values and policies of the university are upheld.

The terms and conditions of the housing agreement do not require Ouachita to relinquish control of its facilities and services to the Lessee.

Specifically, Ouachita retains the right to unrestricted access into any room or apartment for any reason deemed necessary by the university. Ouachita further retains the right to require the Lessee, or any of its participants, to leave university premises if the staff feels that circumstances require it.

**Change in Living Assignment**

A student will be moved from his/her present living assignment to another when such is deemed appropriate to a student conduct violation.

The presence of alcohol or the appearance of alcohol in a university apartment may result in any unmarried residents moving to a residence hall. A student who loses apartment privileges is not eligible to regain them.

**NON-UNIVERSITY HOUSING POLICIES AND PROCEDURES**

All unmarried students are required to live in university housing as long as space is available unless: they are living with a parent/guardian and commute daily from that residence, they are given special permission by the Off-Campus Housing Exceptions Committee to live off-campus (the Exceptions Committee considers distance from the university and travel time as factors in the decision), they are 23 years or older, or they have completed eight regular semesters of residence hall life.

Residing in university housing is required for eligibility for institutional financial aid. Contact the Office of Student Financial Services for more information.

Students who report they are living with a parent/guardian but are actually living off campus in violation of the university policy will be subject to disciplinary action, up to and including disenrollment from the university.

While traditional students are rarely permitted to live off campus, the university remains sensitive to circumstances which make living off campus necessary. Procedures for students to request an exception to the on-campus policy are as follows:

1. Complete the “Request for Exception to Non-University Housing Policy” form in the Office of Student Development by the following dates:
  - a. November 1 for spring semester
  - b. March 1 for fall semester
2. The dean of students will screen requests. Students who meet the usual criteria for living off campus (e.g., fifth-year senior, nontraditional student) will be given written notification of their permission.
3. Students who do not fit the criteria in item 2 above will be advised of such. They may request a review by the Off-Campus Housing Exceptions Committee.
4. The committee will meet after the application deadline. Letters from parents will be accepted and considered in the committee’s decision-making process. The committee chairperson will inform the student in writing of the committee’s decision.
5. Applications submitted after the deadline date will not be considered without incurring a \$50 late fee.
6. The decision of the Off-Campus Housing Exceptions Committee is final. Students should not sign a lease or other commitment for an off-campus dwelling until they have been granted permission to live off campus by the Off-Campus Housing Exceptions Committee. Leases signed in advance of receiving permission will not constitute a reason for allowing the student to live off campus and may result in burdensome financial obligations for the student.

## CAMPUS LIFE

### STUDENT ORGANIZATIONS

Ouachita offers a variety of clubs and organizations to meet the extracurricular needs of students. See [obu.edu/studentlife](http://obu.edu/studentlife) for a current list of active student organizations on campus.

### RELIGIOUS ORGANIZATIONS

The Office of Campus Ministries coordinates most religious activities that serve the campus. Groups seeking to meet on campus must coordinate with the director of Campus Ministries. Religious leaders and speakers must be approved in accordance with the university policy (see: [Speakers and Films](#)).

### STUDENT SENATE

The Student Senate at Ouachita Baptist University exists to “provide means for responsible and effective participation in the organization of student affairs, to provide activities for students, to initiate actions, to provide the official voice through which student opinion may be expressed, to encourage the responsible participation of students in overall policy and decision-making processes of the university community, and to enhance the quality and scope of education.” The executive committee of the Student Senate for 2024-2025 is:

- **President** – Jillian Covington
- **Internal Vice President** – Malea Borland
- **External Vice President** – Grace Sexton
- **Secretary** – Anna Breeding
- **Treasurer** – Ashley Dillman

### INTERCOLLEGIATE ATHLETICS: [obutigers.com](http://obutigers.com)

Intercollegiate athletics have been a vital part of the university’s heritage since 1892. Ouachita is affiliated with the Great American Conference and the National Collegiate Athletics Association (NCAA), Division II. The men’s and women’s swimming/diving teams compete in the New South Intercollegiate Swim League. Student athletes must comply with the standards and requirements set forth by the above organizations. Ouachita offers the following intercollegiate athletics teams:

- **For women** – volleyball, basketball, softball, tennis, swimming/diving, cross country, track & field, indoor track & field, and soccer
- **For men** – football, basketball, baseball, tennis, swimming/diving, wrestling, cross country, track & field, and soccer

### **RECREATIONAL SPORTS:** [obu.edu/reclife](http://obu.edu/reclife)

The Office of Recreational Life offers a variety of recreational sports leagues and tournaments throughout the school year for currently enrolled students and Ouachita employees.

All participants must understand there is the potential for physical injury inherent in intramural sports in which they engage. The participant will assume the risk of such activities and expressly waive all claims against Ouachita Baptist University which they or their estate has or may have for injury, damages, or death arising from such activities. Each participant must declare that health records clear them for participation in the recreational sports activity in which they will be engaged.

Most recreational sports at Ouachita are played according to the NIRSA (National Intramural and Recreational Sports Association) guidelines.

### **STUDENT DANCES**

Club and organization sponsored dances may be hosted on campus with approval from the Office of Student Life. Most dances will be in the Tiger Den. Clubs must have a Ouachita faculty or staff sponsor present as well as a hired security officer.

### **COUNSELING SERVICES:** [obu.edu/counseling](http://obu.edu/counseling)

Counseling services are available to help Ouachita students with a wide range of mental health challenges – from test anxiety and dealing with stress to depression or grieving the loss of a loved one, among others. One-on-one sessions, group sessions, and online screenings and resources are available.

Information disclosed by students during counseling sessions remains confidential unless the student is thought to be in imminent danger of harming himself/herself or other people. Students may also give written authorization if they desire the release of their records to other persons/agencies, or if they desire the university counselor to consult with a family member or other persons.

Services provided are free of charge to currently enrolled students. Appointments may be scheduled by calling the Office of Student Development at (870) 245-5220. Students who require assistance beyond the scope of the university counseling services may be given a referral to a professional or agency in the community or other recommendations.

### **DINING SERVICES:** [obu.sodexomyway.com](http://obu.sodexomyway.com)

Sodexo USA, a leading food services company, manages all on-campus dining facilities at Ouachita. All students living in university residence halls must purchase a meal plan, which is included in the total cost of “housing and food.” To eat in the Ouachita Commons cafeteria or Tiger Express (a meal-to-go option down the stairs in the Commons entrance area), the student must either (1) present his/her programmed ID card or (2) pay for the meal. ID cards may not be used by anyone other than the individual whose name appears on the card; unauthorized use of the card will result in a \$20 fine and/or disciplinary action. Ouachita ID cards can also be used on a limited basis at dining locations in the Evans Student Center food court: the Tiger Grrrill, Chick-fil-A, and Tacos 4 Life, as well as Dr. Jack’s Coffeehouse. See [obu.sodexomyway.com](http://obu.sodexomyway.com) for location hours, menus, nutrition information, and more.

**HEALTH SERVICES:** [obu.edu/healthservices](http://obu.edu/healthservices)

Ouachita's Office of Health Services offers on-campus first aid, health education, simple diagnoses, and treatments for minor illnesses by a registered nurse at little or no cost. An on-campus physician from the Arkadelphia Clinic for Children & Young Adults is available for more serious needs, or students may be referred to Baptist Medical Center Arkadelphia or other local physicians.

It is recommended that every student be covered by some form of health insurance; Ouachita does not provide a group policy for students. International students, however, are required to enroll in a medical insurance policy with a third party identified by the Grant Center for International Education before registering. All students must complete health records consistent with state and university requirements. See current immunization requirements at [obu.edu/healthservices](http://obu.edu/healthservices).

Arkansas Act 1233 of 1999 requires all universities to notify both students and parent(s) of an increased risk of meningococcal disease among individuals who live in close quarters, such as students in college residence halls. A vaccine is available and should be discussed with your local health provider.

The Arkadelphia Clinic for Children & Young Adults provides the services of a physician and other health professionals on campus. The Arkadelphia Clinic for Children & Young Adults is a private clinic, and the university does not assume responsibility for the actions of the clinic. Students seeking care through this clinic will be billed by the Arkadelphia Clinic for Children & Young Adults for their services.

**OUACHITA CAMPUS STORE:** [obu.edu/bookstore](http://obu.edu/bookstore)

The Ouachita Campus Store, located on the lower floor of Evans Student Center, is the center for textbooks, supplies that are requirements for classes, everyday supplies, and Ouachita-branded merchandise. Graduation announcements and senior rings are also available through the Campus Store. Students have the option of charging books to their student account and paying for them over the course of the semester via a payment plan with the Office of Student Financial Services.

**STUDENT FINANCIAL SERVICES:** [obu.edu/finaid](http://obu.edu/finaid)

The Office of Student Financial Services, on the first floor of Cone-Bottoms Hall, provides a number of services. It receives payments for all university expenses and maintains records of all scholarship funds. It will cash checks for students in amounts up to \$50; a Ouachita ID card is required for this service.

**OUACHITA POST OFFICE**

The Ouachita Post Office, located on the lower floor of Evans Student Center, is a branch of the U.S. Postal Service; therefore, U.S. mail guidelines apply. Official mail can be delivered on-campus without postage. Other mail placed in the "off-campus" bin must meet all USPS regulations to be delivered. All students are assigned a combination lock mailbox at no cost. Students should check their mailboxes daily because some official university communications are sent via campus mail. Hours of operation for window service are posted at the post office counter.

**FITNESS FACILITIES:** [obu.edu/reclife/fitness](http://obu.edu/reclife/fitness)

Fitness facilities are available in Sturgis Physical Education Center, Evans Student Center, and select residence halls.

**EMAIL**

Each student is assigned a Ouachita email address upon acceptance to the university. The address is [the first three letters of the student's last name] [the student's ID number]@obu.edu (e.g. John Smith, ID#12345 = smi12345@obu.edu). Email accounts provided by the university are considered an official means of communication between each student and the university's employees. Ouachita students are responsible for reading email messages sent to their Ouachita email account and for responding to these emails if requested.

**STUDENT WEB PORTAL:** [info.obu.edu](http://info.obu.edu)

Ouachita maintains a web-based information portal for each student; accounts are created upon application to the university. This portal is designed for a student to log in and access personal information, such as current major/minor, cumulative hours, grade point average, transcripts, current and pre-registered course enrollment, chapel attendance records, financial aid, current financial balance, and pending transactions.

**NEW STUDENT ORIENTATION (WELCOME TO OUACHITA'S WORLD):** [obu.edu/wow](http://obu.edu/wow)

New students are encouraged to participate in Welcome to Ouachita's World (WOW) new student orientation during the first week of the fall semester.

## ORGANIZATION GUIDELINES

### RECOGNITION OF NEW ORGANIZATIONS

New organizations for students may be issued a charter and granted recognition when approved by the (1) Student Life Committee, (2) Student Senate, (3) University Committee, and (4) University President. Students who have completed at least one semester at Ouachita and have at least two semesters remaining before graduation are eligible to submit a plan for new organizations. A petition setting forth the need for the organization, the purpose of the proposed organization, a list of qualified charter members, the faculty sponsors, and a proposed constitution for the organization must have been submitted to the Office of Student Life by October 31 in the fall semester and March 31 in the spring semester of each academic year to be considered for approval. See complete instructions at [obu.edu/studentlife](http://obu.edu/studentlife).

### MAINTAINING RECORDS OF ORGANIZATIONS

To maintain recognition after approval, the organization must respect the mission and values of the university, abide by the policies and regulations of the university, and conform to appropriate university expectations. A current copy of the constitution and bylaws of the organization and a current membership list must be kept on file with the vice president for student development and the director of Student Life. All changes in officers should be reported to the above officials. University policies and guidelines supersede club or organization constitutions and bylaws when at variance with one another.

### REACTIVATION OF CHARTERED ORGANIZATIONS

If an organization does not meet for a period of one year, it is placed on an inactive status and is removed from all current listings. A club may be reactivated on a one semester probationary status with the approval of the vice president for student development and the director of Student Life if the same constitution is used. If constitutional changes are made, the organization must follow the guidelines for recognition of a new organization.

### MEMBERSHIP REQUIREMENTS FOR CLUBS AND ORGANIZATIONS

To join any club or organization, a student must have a cumulative GPA of at least 2.0 through the preceding semester and must not be on disciplinary probation. For organizations that allow freshmen to join, the high school GPA may be used, and the student must not have been admitted on academic probation. An organization's charter may require a higher GPA for membership.

Social clubs may accept new members only through the rush process as approved by the Student Life Committee. To be eligible for rush, in addition to the requirements above, a student must have completed at least 12 hours and must be enrolled full-time.

### **Active Membership**

To remain an active member of any club or organization, a 2.0 cumulative GPA must be maintained. The Office of Student Development will check the eligibility of members at least once per semester, and findings will be sent to the student and organization sponsor. Again, a club or organization's constitution may impose higher requirements. Unless otherwise stipulated in the appropriate constitution, members of each student organization must be enrolled at Ouachita. Any club or organization which fails to meet its constitutional requirements for membership shall be placed on probation for one semester. At the end of this probationary period, if membership is not at the minimum level, the club shall be declared inactive by the Student Life Committee. Any appeal for variation or interpretation of these policies shall be made in writing to the Student Life Committee.

### **Honorary Membership**

Honorary membership is available as a means of honoring a faculty, staff, or Ouachita community member who has significantly aided the club's development. Such membership is strictly a form of recognition and does not convey any membership privileges. Current Ouachita students are ineligible for honorary member status. Honorary membership status must be approved by the Office of Student Life.

## **SOCIAL CLUB NEW MEMBER INDUCTION PLAN**

The process of inducting new members into Ouachita's social clubs is meant to be a positive experience for both old and new members. In the best interest of the clubs, new member induction should focus both on bonding new members together and on bonding new and old members together. Specific guidelines for induction are available in the Office of Student Development.

All activities during the period should focus on meeting the following goals:

- To cause inductees, through a hazing-free induction process, to be bonded with each other and with club members within the guidelines of Ouachita and the state
- To promote positive enhancement of self-worth of the individual and that person's value to the club
- To encourage individual commitment to grow academically, spiritually, socially, emotionally, and physically
- To learn and appreciate the traditions of the clubs
- To foster club recognition through university and community service.
- To promote school and club spirit

## **HAZING**

Hazing by any club, person, or organization is prohibited by university policy and Arkansas state law. Violation of that prohibition renders the person or group inflicting the hazing, the person submitting to the hazing, and those knowledgeable of the hazing subject to disciplinary action up to and including suspension. See also [Standards of Student Conduct](#) and [Legal Notices, Policies, and Campus Safety](#) in the Tiger Handbook for more information.

## **SANCTIONS**

Action(s) of any club or organization which violate(s) its constitution and/or bylaws or brings discredit or embarrassment to Ouachita Baptist University and/or its student body will result in disciplinary action by the appropriate authority. Sanctions include, but are not limited to, a written warning, probation for the group, removal of a pledge class, and temporary or permanent suspension of the organization's charter. For club conduct violations, the club may be held responsible as a group, and its individual members may also be held responsible. Any incident of hazing will result in a fine of \$25 per member of that club or organization. Written appeals may be heard by the Student Life Committee. If the president of the university makes a decision related to a club, that decision is final. See also: [Arkansas Law on Hazing](#).

## **SPONSORS OF ORGANIZATIONS**

To be recognized, each campus organization must have a sponsor who has signed the appropriate form agreeing to sponsorship. The sponsor serves the following functions:

- The sponsor shall strive to help students achieve the maximum educational opportunities and benefits inherent in the leadership of such an organization.
- The sponsor shall encourage student/faculty rapport.
- The sponsor shall be expected to attend meetings as frequently as deemed necessary but should have some periodic meetings to assist in establishing, planning, implementing, and evaluating goals.
- The sponsor must be a full-time faculty or administrative staff member at Ouachita and must have been employed for at least one academic year.
- All established organizations are expected to comply with policies and Christian principles of Ouachita Baptist University. The sponsor should assist in the interpretation and understanding of these policies and principles.
- The sponsor should be available to advise and supervise the expenditure of the organization's funds.

## **FINANCES OF ORGANIZATIONS**

For their protection, all student organizations should be prepared to submit a financial statement to the university on the request of the vice president for student development. The statement will show the beginning balances as of June 1; all deposits listed as to date, amount, and source of income; and all dated itemized expenditures with canceled checks and/or receipts.

## **SOLICITATION OF FUNDS**

Chartered student organizations may sponsor fundraising programs/events on campus, so long as these have been scheduled and approved by the director of Student Life. In general, those sales or projects which are in line with the purpose of the organization and guidelines of the university are approved. Funds, donations, sponsorships, etc. may not be solicited from off-campus sources, including but not limited to businesses, alumni, etc., until written approval is obtained from the vice president for student development and the vice president for development.

Tax-deductible donations must be made through the Office of Development and deposited into an account managed by the Office of Business Services. Deposits and expenditures of organization funds through the Office of Business Services must follow university policies and procedures. Expenditure of these funds must be approved by the organization's sponsor.

## **OTHER CAMPUS-WIDE PARTICIPATION**

The primary reason for a student to be at Ouachita is for academic purposes. It is therefore expected that every student will give priority to this pursuit. In addition to many opportunities to participate in club activities, there are several special programs, such as Tiger Tunes or pageants, which demand large blocks of time. Prior to approval, these students must have at least a 2.0 GPA and must not be on academic or disciplinary probation.

## **ACTIVITIES/SCHEDULED EVENTS ON UNIVERSITY CALENDAR**

Regularly scheduled meetings, special occasions, and programs by student organizations must conform to university policy and must be scheduled through the Office of Student Life. No organization may schedule regular or special activities on or off campus during regular church hours, including 6-8 p.m. on Sunday or Wednesday nights.

# STANDARDS OF STUDENT CONDUCT

By accepting admission to Ouachita Baptist University, each student assumes responsibility to abide by the rules and standards of conduct of the university as well as by all city, state, and federal laws. The university's standards of student conduct provide a framework by which students should act in keeping with the Christian purposes to which Ouachita is committed. The standards are grounded in the following:

- **Respect for the institution**
- **Respect for Ouachita's Christian mission**
- **Respect for others**
- **Respect for self**
- **Respect for property**

Anything identified with the university must be in keeping with the official [vision, mission, and values](#) of Ouachita Baptist University. This includes the content of programs or performances, texts of printed material, and actions and speech of individuals and groups.

The regulations and standards of this handbook apply to all students who are enrolled at Ouachita and any guest(s) they may host on campus. Students are responsible for informing their guests of university policies and assuring they act within the guidelines of established policies.

Some violations of university standards may also break local, state, or federal statutes. University disciplinary action will not preclude the filing of charges with appropriate law enforcement agencies.

The following listing (in alphabetical order) of standards, policies, and prohibitions is not intended to include all regulations that pertain to students. Furthermore, the listing is subject to change at the university's discretion. Students are advised to review the Tiger Handbook periodically as changes to standards will apply to prospective students and those already enrolled.

## ALCOHOL OR SUBSTANCE USE

Since its founding in 1886, Ouachita has prohibited student use of alcoholic beverages and/or unlawful use of controlled substances either on or off campus. See also: [Alcohol and Drugs](#).

## DISHONESTY

Dishonesty includes but is not limited to deceit, cheating, plagiarism, falsification of information, theft of services, electronic tampering, or failure to divulge to university officials the knowledge of violation of university standards of conduct. For dishonesty related to academic matters, see also: [Covenant on Academic Honor](#).

## EXCESSIVE NOISE

Noise in or around a residence hall or other campus building which disturbs or disrupts normal activity will be considered excessive. Noise is especially monitored in the residence halls during quiet hours. Excessive noise violation may result in a \$50 fine. See also: [Residence Life](#).

## FIRE AND SAFETY EQUIPMENT

Tampering with or removing fire alarms, smoke alarms, fire extinguishers, sprinklers, exit signs, or other safety equipment is prohibited; likewise, sounding or reporting false alarms is prohibited. Misuse of safety equipment is a violation of state law and punishable as such. Malfunctioning equipment should be reported immediately to the appropriate authority. A \$100 fine may be incurred for tampering, in addition to costs associated with returning the safety equipment to proper working condition.



## **FIREARMS/WEAPONS**

Possessing weapons of any type, including but not limited to firearms, blowguns, air guns, pellet guns, bows or crossbows, large knives, martial arts training materials, slingshots, paintball guns, explosive or incendiary devices, dangerous chemicals, and ammunition are prohibited on university property. An exception is made for residence hall and university apartment residents with hunting equipment. Such equipment must be registered and deposited immediately with the Office of Campus Safety & Emergency Management, which will act as custodian. Persons licensed to carry a concealed handgun are restricted from carrying a weapon into any campus building or event. Students holding such a license should contact the Office of Student Development for more information.

## **FIREWORKS**

Possession or use of any type of fireworks or explosives on campus is prohibited. Possession may result in a \$50 fine.

## **GAMBLING**

Playing a game for money or something else of value in hopes of gaining something significant beyond what the individual invests is considered gambling. Ouachita prohibits all types of gambling on its campus.

## **HARASSMENT/BULLYING**

The university prohibits all forms of unlawful harassment and discrimination. All allegations of sexual harassment should be reported consistent with the procedures identified in the [Sexual Misconduct Policy](#). Any allegation of other type of harassment should be reported immediately to the dean of students or vice president for student development.

## **HAZING**

Hazing by any club, person, or organization is prohibited by university policy and Arkansas state law. Violation of that prohibition renders the person or group inflicting the hazing, the person submitting to the hazing, and those knowledgeable of the hazing subject to disciplinary action up to and including suspension. See also: [Hazing](#).

## **INSUBORDINATION**

Failure to comply with the directive of a college official acting in his/her official capacity; failure to show respect for university faculty, staff, or guests; and verbal and/or physical abuse is considered insubordination.

## **IRRESPONSIBLE CONDUCT**

Behavior that is offensive or annoying to others, disrupts the rights of others, or poses a potential danger to self, others, or property is considered irresponsible. Fighting also is considered irresponsible conduct, and it may be considered an assault.

## **LEWD, INDECENT, AND OBSCENE CONDUCT**

Prohibited conduct includes but is not limited to lewd, profane, or vulgar language (verbal or written), including clothing, musical lyrics, gestures, possession of pornographic material, voyeurism, indecent exposure, or other inappropriate sexual behavior.

## **PETS AND ANIMALS**

Only approved service animals are allowed in university buildings; no pets other than aquarium fish are allowed. Emotional support animals (ESA) are only allowed in the student's housing area; they are not permitted in academic or administrative buildings. Violations incur an initial \$200 fine per incident. Evidence of unapproved animals will constitute a violation of this policy.

## **RACIAL BIAS OR DISCRIMINATION**

Ouachita is called to be an intentional community of belonging based on the Gospel, which transcends racial, ethnic, cultural, socio-economic, and national divisions. Scripture compels God's people to practice true friendship by loving their neighbors as themselves, striving to emulate the beautiful multitude from every language, ethnicity, and nation who will gather in eternal praise to God when Jesus returns and makes all things new. Bias or discrimination expressed through behavior, speech, or in other ways is inconsistent with the university's mission and values.

## **SEXUALITY POLICY**

Ouachita's policy on human sexuality is grounded in the biblical and historical Christian view of marriage and sexual relationships and reflects its affiliation with and responsibility to Arkansas Baptist churches. While the university recognizes that not all students profess Christian faith, and that others may reach conclusions which differ from its biblical convictions, choosing to enroll at Ouachita carries the expectation that one will respect and live in accordance with the university's values.

As expressed in the biblical account of creation, God designed male and female as a beautiful expression of diversity and mutual dependence. Sex and gender are aspects of humanity that God created in harmony with one another. According to Scripture, both singleness and marriage are gifts of God. Marriage is a sacred covenant between one man and one woman, the exclusive context for virtuous sexual expression and procreation, and a symbol of Christ's relationship with the Church.

The following are examples of expected behaviors: stewarding sexual expression with discretion and respect for God and others; chastity in singleness and faithfulness in marriage; abstaining from pornography; living with integrity in congruence with one's birth sex, including use of pronouns; refraining from same-sex romantic or sexual relationships; and avoiding behaviors inconsistent with the university's values.

The university will strive to treat all people redemptively with dignity, compassion, and love. Such love reflects the grace of Jesus Christ, who offers forgiveness for all sins and calls us to follow Him.

## **SOCIAL MEDIA**

Although online content is not routinely monitored, students may be held accountable for content posted on social media or the internet at large. Any violation of laws or university policy or evidence of such a violation may be subject to sanctions as detailed in this document. The university desires its students to learn the significance and potential widespread impact of an individual's online presence and the individual's responsibility pertaining to any consequences for their words and actions.

## **THEFT**

Unauthorized taking or keeping of items or services that are university property; are borrowed, rented, or leased by the university; or which belong to students, faculty, staff, or others is considered theft.

## **TOBACCO AND E-CIGARETTES**

Ouachita is a tobacco free campus; tobacco possession on campus and use of all kinds is prohibited. The use of e-cigarettes (vapes) and contents is prohibited on campus, as well. A first offense will result in a \$25 fine. A second offense will result in a \$50 fine. A third offense will result in a \$75 fine. Services are available for those students seeking to withdraw from tobacco use.

## **VANDALISM**

Damaging, defacing, or destroying property belonging to the university, its students, faculty, staff, others, or property belonging to another college or university is considered vandalism.

## **VISITATION VIOLATION**

Visitation by the opposite sex is allowed in apartments and residence hall lobbies between 10 a.m. until midnight. The Office of Student Development schedules and announces Open Hall events, during which guests of the opposite sex may visit rooms in the residence halls beyond common areas. First offense visitation violations will result in a delay of one semester for apartment housing once eligibility is attained and a \$100 fine per Ouachita student. A second violation results in a \$200 fine, a third violation is a \$300 fine, and so forth. Violations may also result in other sanctions. A lobby visitation violation may result in a \$50 fine per visitor present.

## **DISCIPLINARY PROCESS**

To live in a community means to abide by the standards and policies set forth by that community. When individuals choose to violate these standards and policies, they threaten the quality of the community. The aim of discipline is to, whenever possible, redeem the violator so that he or she will again be a productive member of the campus community. At the same time, this must be balanced with the need to protect the community and its individual members.

### **DISCIPLINARY PHILOSOPHY**

Ouachita's disciplinary philosophy equates discipline with guidance toward Christian goals and, ultimately, toward self-discipline.

Every student at Ouachita not only has student rights but also student responsibilities. [The Standards of Student Conduct](#) above are responsibilities governing all students. Students who live in the residence halls and apartments are subject to additional responsibilities outlined in the [Residence Life](#) section of the handbook. Failure to meet expected student responsibilities may result in formal discipline. The university expects students to behave in accordance with the Tiger Handbook on- and off-campus (including breaks during and between semesters).

The processes outlined here seek to be redemptive and are designed to handle infractions as expeditiously, wisely, and fairly as possible. Throughout the process, the aim is to move toward reconciliation by providing direction and encouragement to desirable behavior.

### **DISCIPLINARY PROCEDURES**

The Office of Student Development is responsible for responding to possible violations of Standards of Student Conduct.

Infractions of Residence Life policy may be handled by the resident director of the housing facility in which the infraction occurred or by the Judicial Council. A record of such infractions will be maintained.

The dean of students will determine the appropriate person(s) or committee to investigate and respond to other violations of Standards of Student Conduct or university policy. Students who have reportedly committed a conduct violation will be interviewed. The administrator or committee handling the incident will determine if university policy or standards have been violated and will prescribe appropriate action or sanctions.

In cases of suspected violations of the university's Covenant on Academic Honor, see [the appropriate section under Academic Life](#).

These disciplinary procedures will not be used for allegations of behaviors included in the Sexual Misconduct Policy. See instead the [Sexual Misconduct Policy](#).

## DISCIPLINARY SANCTIONS

Except for violations of the [Sexual Misconduct Policy](#), which includes a list of sanctions for violations of that policy, the following sanctions (listed in alphabetical order) may be administered in response to a violation of Standards of Student Conduct or university policy:

### Behavioral Contract

A behavioral contract may be established in conjunction with other sanctions.

### Campus or Community Assignment

A campus or community assignment may be given to the student in response to a violation. Students who are given a campus or community assignment will **generally** not be scheduled for more than an hour per day; however, multiple hours may be scheduled when appropriate. The work may not involve physical labor that puts the student at significant risk for injury, nor may it be such that the student will be visible to a significant portion of the campus community while working. The number of hours will be determined and monitored by the assigning staff member. A campus or community assignment as a response to a disciplinary violation will in no way be connected to the Elrod Center for Family & Community and the volunteer programs that they sponsor, nor will this work be recorded on the transcript through the TranServe Program.

### Change in Living Assignment

The student may be moved from his/her present living assignment to another when appropriate.

### Confiscation

Articles or substances (e.g., alcoholic beverages, pornographic materials, tobacco, weapons) which violate university policy and/or governmental statute may be taken into the custody of the university or turned over to law enforcement authorities as appropriate. These items will be held until disciplinary and/or legal action has occurred. If articles are in university possession, the university retains the right to decide whether such articles will be returned to their owner or destroyed by the university. In the case of stolen property, it will be returned to the person from whom it was stolen if that person can be identified and located.

### Disciplinary Probation

Probation is a written warning and a notice the student has violated university policy and any further violation of policy may result in punitive action up to and including suspension from the university.

There are several types of probation, listed in order from least severe to most severe:

- **Residence Hall Probation** – An official letter that certain residence hall policies have been violated, and repeated violations may result in a more serious sanction.
- **Personal Probation** – Because of the violation of university policy, the student is required to meet with a member of the university staff who will help him/her explore alternatives to the exhibited behavior. This involves a contract, and the breaking of this contract will jeopardize the student's continuation at Ouachita.
- **Social Club Probation** – The offense is directly connected to participation within a social club. The student placed on social club probation is ineligible to maintain active membership within a social club and is prohibited from participating in any of the specified club's activities.
- **University Probation** – The offense is serious enough that privileges are removed. The student placed on university probation may be ineligible to participate in extracurricular activities, to campaign for or hold office in any student organization, receive any university honors except those awarded for academic achievement, or represent the university in any extracurricular activities. One who is on an intercollegiate team or group may be restricted from representing the university after consultation with the appropriate coach or professor. The student on university probation is required to respond in a timely manner to communications from the Office of Student Development. Any violation will result in immediate suspension from the university.

**Drug Testing**

Drug testing may be required of any student when there is reason to believe prohibited substances have been used. If the drug test is positive, the student will be charged for the costs involved.

**Eviction**

Removal from the residence hall or other campus facilities as designated in the sanction. Room fees and deposits will not be refunded.

**Expulsion**

Termination of status as a student at Ouachita Baptist University for an indefinite period of time or permanently. The student is expected to leave campus within six hours following expulsion, and the student is not allowed on campus in the future without permission from the dean of students.

Students expelled during the first 11 weeks of a semester will receive a “W” for all classes in which they are enrolled. Students expelled during the final four weeks of a semester will receive a “W” in all classes in which they have passing grades and an “F” in all classes in which they have failing grades at the time of expulsion.

**Fines/Charges**

See table in the [Appendix](#). The included table of fines in the Appendix is not exhaustive. There may be incidents that result in a fine more or less than the standard fine, given each incident’s unique circumstances.

**Loss of Privileges**

Privileges may be revoked for a designated period of time including, but not limited to, loss of any of the following: residence in a hall or room of choice, computer lab privileges, elective or appointive offices, active membership in clubs/organizations, and certain personal equipment. Reinstatement of the privilege will come through the Office of Student Development. Students with an alcohol violation in a residence hall will lose the privilege of living in university apartments for a designated period of time.

**Redemptive Education**

When appropriate, the student may be required to participate in redemptive education with a university staff member or the university counselor in addition to or in lieu of other sanctions. Often there will be a minimum number of sessions stipulated. While the contents of these sessions will remain confidential, the educator or counselor will provide the appropriate student development staff person (usually the dean of students) with information on the student’s attendance and general progress in required redemptive education.

**Restitution**

Requirement to reimburse or otherwise compensate an injured party or the university for damage or loss of property resulting from the student’s misconduct. Within residence halls, common assessment or group billing may be charged for damages occurring in common areas shared by groups of residents when the specific individual(s) responsible cannot be determined.

**Suspension**

Termination of status as a student at Ouachita Baptist University for a period of time, usually one semester to one full year. The suspension may be immediate or deferred until the end of the current term. The student is expected to leave the campus within 24 hours of the suspension decision. Suspended students are not allowed back on campus during the period of suspension without permission from the dean of students.

Students receiving an immediate nonacademic suspension during the first 11 weeks of a semester will receive a “W” for all classes in which they are enrolled. Students receiving an immediate nonacademic suspension during the final four weeks of a semester will receive a “W” in all classes in which they have passing grades and an “F” in all classes in which they have failing grades at the time of suspension.

### **Suspension of Financial Aid**

Students who fail to abide by the policies in the Tiger Handbook as well as local, state, or national laws may have their institutional financial aid immediately suspended. Students currently on university disciplinary probation (or who have been previously warned) who fail to maintain their standard of conduct may have aid suspended. The dean of students may recommend the suspension of aid in consultation with the director of student financial services. The final appeal of the loss of aid is to the Student Life Committee.

### **Warning**

A verbal or written statement to the student that he/she has violated university policy, and that future misconduct will result in a more severe sanction.

## **APPEAL PROCESS**

A student wishing to appeal a disciplinary decision must submit a written appeal request (email communication is acceptable) to the vice president for student development within 48 hours of the time the student was informed of the decision. The student should note new information not previously considered, or request that a sanction be reviewed to ensure it aligns with the facts of the violation and the Tiger Handbook.

### **Hearing Personnel**

The dean of students will hear appeal cases adjudicated by residence hall staff. Other appeals will be heard by the Conduct and Community Standards Appeal Committee (consisting of faculty, staff, and students). Hearings are not open to individuals not directly involved, including peers, family members, other university personnel, or legal representatives.

### **Hearing Timeline**

Convening the Conduct and Community Standards Appeal Committee on short notice can be a challenge; every effort will be made to confirm the highest attendance possible.

### **Determining a Ruling**

The Conduct and Community Standards Appeal Committee (or dean of students if a ResLife hearing) will deliberate to render a decision to either uphold the original finding and sanction or alter the finding and/or sanction. The committee’s decision is final and will be communicated to the student within 48 hours.

### **Probationary Status**

The student will not be eligible to represent the university in any curricular or co-curricular activity while they are the subject of a disciplinary process or appeal without written permission from the vice president for student development or his/her designee. Where immediate suspension, dismissal, or expulsion is involved, the student’s enrollment may be interrupted until the appeal process has been completed.

# GENERAL UNIVERSITY POLICIES

## IDENTIFICATION CARDS

All students are issued a Ouachita ID card they are expected to always carry and to show upon request from a university official. No student is to allow anyone to use his/her ID card for any reason. ID cards are scanned for many purposes, including serving as a meal card at campus dining, checking out books from the library, counting attendance at chapel or other campus events, access to locked campus facilities, and using campus printers or laundry machines, etc. An ID card must be presented when writing or cashing checks at the business office and bookstore. If the card is lost, it should be reported to the Office of Student Development immediately; replacements cost \$25.

## SEVERE WEATHER

In addition to local news stations (KARK-4, KATV-7, KTHV-11), severe weather updates are available through the Clark County, Ark., Smart911 system: [clarkcountyar.gov/smart911-alerts](http://clarkcountyar.gov/smart911-alerts). Additionally, Ouachita's RAVE Alert System will automatically email students and employees with notices affecting campus. Sign up to receive text alerts in the Ouachita Web Portal at [info.obu.edu](mailto:info.obu.edu).

Students, faculty, and staff should respond quickly in the event of a tornado warning. Whether in a classroom building or a residence hall, students should go to the lower floor in the center of the building, usually the hallway, away from any windows. Arkadelphia utilizes a tornado siren alert system, which is tested on Wednesdays at noon. During thunderstorms, take shelter inside a building or in a vehicle. Do not stand near trees, telephone/electric poles, or in open fields. In times of severe weather, do not use the elevators in campus buildings.

Since Ouachita is a residential campus, classes rarely are canceled for ice or snow. Students seeking information concerning the possibility of altered schedules may contact the Office of Communications & Marketing. Students who commute should use their own judgment when assessing road conditions. Commuters who believe it is unsafe to travel to campus must contact their instructors, work-study supervisors, and others who will need to know. Each instructor sets his/her own guidelines concerning missed assignments or exams, so it is important to communicate with them directly.

## EMERGENCY RESPONSE PROCEDURES

Any local emergency information will be conveyed over the Ouachita RAVE Alert System. It is recommended students have access to a battery-powered radio, flashlight, and spare batteries. Campus officials responsible for facilities and personnel will try to stay current with government and other agency guidelines about emergency response.

## VEHICLES AND PARKING

The university has established parking and traffic regulations to help ensure the safe and orderly operation of vehicles on campus. The following regulations are in effect 24 hours a day:

- All student vehicles must be registered through the Office of Campus Safety & Emergency Management. Upon registration and payment of a \$40 fee, a decal will be issued. The decal must be affixed to the outside lower left corner of the rear glass.
- Vehicles are not to be used for transportation between campus buildings as there are no parking spaces for resident students other than at the residence halls.
- Traffic citations may be issued for the following violations; fines will be added to the student's account in the Office of Student Financial Services:
  - Lack of current decal
  - Improper display of decal
  - Parking in an incorrect zone (not enforced between 5 p.m. & 8 a.m.)
  - Unauthorized parking in reserved or resident parking spaces
  - Parking across the lines of a space (not wholly within a space)

- Parking in other than a marked space
- Driving the wrong direction through a one-way street, exit, or entrance
- Driving on sidewalk or ground
- Unsafe driving (the campus speed limit is 15 mph)
- Failure to come to a complete stop at a stop sign
- Excessive speed/acceleration
- Disruptive noise
- Double parking
- Parking in a loading zone
- Parking on a sidewalk or grounds
- Parking too near a fire hydrant
- Parking in a visitor parking space
- Parking in a no parking zone
- Unauthorized parking in a handicapped space
- Parking in a fire lane
- The student in whose name the permit is issued is responsible for the vehicle at all times regardless of who is operating it.
- Proof of insurance will be presented when registering the vehicle for a campus parking decal.
- All boats, trailers, and motorcycles are to be parked in designated areas, must be registered, and have a properly placed decal.
- If a different car is brought to campus, it must be registered immediately. A temporary parking permit may be issued to students who bring a substitute car for a brief time.

Students who choose to bring personal vehicles to campus do so at their own risk. The university is not responsible for any vehicle damage, whether caused by natural occurrences, other persons, or a combination thereof. Any vehicle damage that is discovered should be immediately reported to the Office of Campus Safety & Emergency Management, who may assist the student in making a report to the Arkadelphia Police Department when appropriate.

Designated parking zones are shown on the parking map available at [obu.edu/maps](http://obu.edu/maps). Each decal indicates the zone or lot in which the vehicle may be parked.

Vehicles will be towed at the owner's risk and expense if they are blocking a loading zone, are in a handicapped space (without authorization), are in a no parking zone or fire lane, are on sidewalks or grass, or are otherwise impeding the normal flow of traffic. Unregistered vehicles with multiple tickets will be charged a \$25 tracing fee.

Students who wish to appeal a traffic citation may do so by attending or presenting a written appeal to the Student Traffic Court. The appeal must be made at the next scheduled court meeting after the citation has been issued. Later appeals will not be considered. The court has the authority to uphold, void, or modify a citation and/or fine.

## **ELECTRIC SCOOTERS**

Skate and motorized devices including skateboards, longboards, skates, rollerblades, and scooters may not be used inside university buildings. Skaters and cyclists are expected to always give the right of way to pedestrians on campus. Equipment not specifically manufactured for street use in traffic conditions – including unlicensed or unapproved motorized scooters, mopeds, and minibikes – may not be used on streets or parking lots on campus.



## **SPEAKERS AND FILMS**

No speaker from off campus may be invited by a student or student group to speak at Ouachita without prior clearance from the vice president for student development. All films shown to an audience other than a class must be cleared through the Student Life Office. Except for academic purposes in accordance with copyright law, public showing of copyrighted films is prohibited.

## **STUDENT MARRIAGES AND NAME CHANGES**

Any student who marries during the academic year should report this in advance to the Office of Student Development so that all records may be appropriately changed.

If there is a name change for any reason, legal documentation must be shown at the Office of the Registrar before records can be changed.

## **STUDENT DEMONSTRATIONS AND RALLIES**

As a private, religiously affiliated institution, Ouachita reserves the right to restrict or prohibit any unauthorized, disorderly, disruptive, or offensive on-campus demonstrations or rallies. Students who participate in any such event are subject to disciplinary action. Student demonstrations or rallies must be authorized by the Office of Student Development.

## **COMMUNICABLE DISEASES**

Ouachita reserves the right to restrict campus activities or access for any student, prospective student, or campus visitor who has been diagnosed as having a contagious or communicable disease or virus. It is assumed students are free of any communicable disease while a part of the university community. Any student who knows or who has reason to believe he/she may be infected by a communicable disease must report this information immediately to the Office of Health Services. Any restrictions and/or exclusions deemed necessary for the welfare of all students will be determined considering the most current medical knowledge and in accordance with state and federal laws. Universal precautions should be used by anyone dealing with exposure to infectious materials.

# LEGAL NOTICES, POLICIES, AND CAMPUS SAFETY

## EDUCATIONAL RECORDS

The Family Educational Rights and Privacy Act of 1974, Public Law 93-380, requires the student give written permission for the release of “any personally identifiable information” other than general “directory information.” Directory information includes the following data: name, local address and phone number, permanent address and phone number, place and date of birth, citizenship status, class schedule, dates of attendance, classification, academic major, full or part time status, academic and nonacademic honors, letter of commendation, high school attended, scholarship information, withdrawal date, other academic institutions attended, degree obtained and date conferred, campus activities, leadership positions, and height and weight of varsity athletes.

At the time students register for courses, they may notify the registrar in writing that directory information relating to them may not be released. Restricting the release of public information directly affects the publication of the Ouachita directory, yearbook, programs, and news releases concerning student activities, honors, and awards.

Additional information on educational records is released only upon written student request except to the following persons:

- Ouachita staff with legitimate educational interest
- Federal, state, and local officials as specified by law
- Research and accreditation representatives
- Officials of other schools in which students intend to enroll
- Financial aid representatives
- National Student Clearinghouse

Individual students may sign a consent granting Ouachita the right to disclose a student’s educational record to his/her parents.

The Family Educational Rights and Privacy Act (FERPA) also grants students the right to inspect and review their education records. A copy of the full text of the Family Educational Rights and Privacy Act of 1974 is available in the Office of the Registrar along with information about types of student records maintained at Ouachita, the procedure for gaining access to records and procedure for challenging the content of those records.

## POLICY STATEMENT ON NONDISCRIMINATION

In accordance with applicable federal and state laws, such as Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act, and the Americans with Disabilities Act and ADA Amendments, the university does not illegally discriminate on the basis of sex, gender, race, color, national origin, age, disability, genetic information, veteran status, religion, or any other protected status under federal, state, or local law applicable to the university in its education policies, programs, and activities; in its admissions policies; in employment policies and practices; and in all other areas of the university. As a faith-based institution, the university is exempt from certain laws and regulations concerning discrimination.

Sex-based discrimination is prohibited by Title IX of the Education Amendments of 1972, a federal law that provides that: “No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.” Sex-based harassment is a form of sex-based discrimination. In accordance with Title IX, the university’s [Sexual Misconduct Policy](#) addresses the

university's prohibition of the following forms of sex-based discrimination: sex-based harassment, sexual assault, domestic violence, dating violence, stalking, and sexual exploitation.

For more information, see the Sexual Misconduct Policy at [obu.edu/sexual-misconduct-policy](http://obu.edu/sexual-misconduct-policy). Inquiries or complaints about Title IX, sex discrimination, sexual harassment, or other forms of sexual misconduct may be directed to the university's Title IX coordinator:

**Christa Neal**

*Title IX Coordinator*

Ouachita Baptist University

TitleIX@obu.edu

Office: BPBB131

(870) 245-4896

## **HARASSMENT**

Ouachita Baptist University is committed to providing an environment in which all persons are safe from harassment and intimidation. Harassment can include physical conduct or verbal innuendo which creates an intimidating, hostile, or offensive environment. Such harassment is contrary to the Christian standards of conduct expected of all members of the university community, students, faculty, and staff; it may also be illegal.

Ouachita Baptist University is committed to providing students, faculty, and staff with an environment free from implicit and explicit coercive behavior used to control, influence, or affect the well-being of any member of the university community. Sexual harassment can include physical conduct, verbal innuendo, or nonverbal innuendo of a sexual nature which creates an intimidating, unwelcomed, hostile, or offensive environment. Sexual harassment of any person is inappropriate and unacceptable and is grounds for disciplinary action including expulsion or termination of employment; it may also be illegal.

For more information about the university's prohibition of sex-based harassment, the steps for recourse for those who are subjected to sex-based harassment and the procedures for determining a violation of university policy, see the [Sexual Misconduct Policy](#). Allegations of sex-based harassment should be reported according to the reporting procedures identified in the Sexual Misconduct Policy. Any allegation of other types of harassment should be reported immediately to the dean of students or vice president for student development.

## **HAZING**

Ouachita Baptist University abides by the definition and restrictions related to hazing set forth in Arkansas Code Annotated sections 6-5-201 (-204) as described below:

### **Definition**

Hazing is defined as follows:

- Any willful act on or off the property of any school, college, university, or other educational institution in Arkansas by one student alone or acting with others, directed against any other student done for the purpose of intimidating the student attacked by threatening him with social or other ostracism or of submitting such student to ignominy, shame, or disgrace among his fellow students, and acts calculated to produce such results: or
- The playing of abusive or truculent tricks on or off the property of any school, college, university, or other educational institution in Arkansas by one student alone or acting with others, upon a student to frighten or scare him: or
- Any willful act on or off the property of any school, college, university, or other educational institution in Arkansas by one student alone or acting with others, which is directed against another student done for the purpose of humbling the pride, stifling the ambition, or impairing the courage of the student attacked; or to discourage him from remaining in such school, college,

university, or other educational institution; or reasonably to cause him to leave the institution rather than submit to such acts; or

- Any willful act on or off the property of any school, college, university or other educational institution in Arkansas by one student alone or acting with others, in striking, beating, bruising, or maiming; or seriously offering, threatening or attempting to strike, beat, bruise, or maim; or to do or seriously offer, threaten, or attempt to do physical violence to any student of any such educational institution; or any assault upon any student made for the purpose of committing any of the acts, or producing any of the results, to such student as defined in this Section.

The term hazing as defined in this Section does not include customary athletic events or similar contests or competitions and is limited to those actions taken and situations created in connection with initiation into or affiliation with any organization.

### **Prohibitions**

No student at any school, college, university, or other educational institution in Arkansas shall engage in what is commonly known and recognized as hazing or encourage, aid, or assist any other student in the commission of this offense. No person shall knowingly permit, encourage, aid, or assist any person in committing the offense of hazing, or willfully acquiesce in the commission of such offense, or fail to report promptly his knowledge or any reasonable information within his knowledge of the presence and practice of hazing in this state to an appropriate administrative official of the school, college, university, or other educational institution in Arkansas. Any act of omission or commission shall be deemed hazing under the provisions of this subsection.

### **Penalties**

The offense of hazing is a Class B misdemeanor. (Fine not exceeding \$500 and up to 90 days in jail.) Upon conviction of any student of the offense of hazing, he shall, in addition to any punishment imposed by the court, be expelled from the school, college, university, or other educational institution he is attending.

## **OUACHITA STATEMENT OF POLICIES AND PROCEDURES**

The statement of policies of the university is published annually in the Tiger Handbook for students under [Legal Notices, Policies, and Campus Safety](#) and in the university's Faculty/Staff Manual for employees. The Tiger Handbook is available at [obu.edu/studentdevelopment](http://obu.edu/studentdevelopment) and on the Ouachita Web Portal, [info.obu.edu](http://info.obu.edu).

### **Campus Security and Fire Safety Policies**

The following Annual Security and Fire Safety Report information is provided by Ouachita Baptist University in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Higher Education Act, as amended by the Higher Education Opportunity Act and inclusive of the Violence Against Women Reauthorization Act of 2013. All enrolled students and university employees, as well as all prospective students and prospective employees, are entitled to request a copy of this information. This report can be found on the Ouachita Baptist University website at: [obu.edu/studentdevelopment/campus-security-and-fire-safety](http://obu.edu/studentdevelopment/campus-security-and-fire-safety) or a paper copy will be provided upon request to the Office of Student Development, OBU Box 3758, Arkadelphia, AR, 71998, telephone (870) 245-5220.

### **Annual Security Report**

Ouachita Baptist University compiles an Annual Security Report. This report includes statistics for the previous three calendar years concerning reported crimes that occurred on-campus; in certain off-campus buildings or property owned or controlled by Ouachita Baptist University; and on public property within, or immediately adjacent to and accessible from, the campus. The report uses the Federal Bureau of Investigation UCR (Uniform Crime Reporting Handbook) guidelines for each report classification. Offenses occurring off-campus generally are not subject to inclusion in Ouachita's report. Thefts (unless

the circumstances meet the UCR criteria for the classification of burglary) also are not subject to inclusion on the report. The collection and publication of the Annual Security Report is the responsibility of the dean of students. If you have questions concerning the annual report, contact the Office of Student Development at (870) 245-5220.

### **Fire Safety Statistics and Documentation**

A record of fires on campus beginning with calendar year 2009 is maintained in the Office of Student Development. It includes for each fire, the nature of the fire, the date and time it occurred, and the general location of the fire. The most recent 60-day period is open to public inspection upon request during normal business hours. Older portions of the log will be made available within two business days of a request for public inspection. The log will be maintained for three years following the publication of the last annual report to which it applies.

Statistics will be collected and reported annually in a fire safety report and in the Department of Education's web-based data collection system for each housing facility. The number of fires and the cause of each fire will be categorized as unintentional (cooking, smoking materials, open flames, electrical, heating equipment, hazardous products, machinery/industrial, natural, other), intentional, or undetermined. The number of deaths related to fires, the number of injuries related to fires resulting in treatment in a medical facility, and the value of property damage related to fires will be recorded.

### **Daily Crime Log**

A record of crimes reported to the Office of Campus Safety & Emergency Management is maintained in the Office of Student Development. The log includes the nature of the crime, the date the crime was reported and the date and time it occurred, the general location of the crime and the disposition of the complaint, if known. The university reserves the right to temporarily withhold information in some cases if there is clear and convincing evidence that the release of information would jeopardize an ongoing investigation, jeopardize the safety of an individual, cause a suspect to flee or evade detection, or result in the destruction of evidence. The log for the most recent 60-day period is available for public inspection during normal business hours in the Office of Student Development. Older logs will be made available upon request within two business days.

## **SECURITY SERVICES**

The Office of Campus Safety & Emergency Management works to facilitate a safe and secure university environment by responding quickly and effectively to needs for assistance through ensuring that university standards are upheld and by consistent monitoring of university buildings, grounds, and activities. Campus Safety & Emergency Management administratively reports to Dr. Rickey Rogers, vice president for student development. Its office is located on the first floor of Evans Student Center.

Each building on campus has a closing time established by its building supervisor. The officer on duty completes a routine checklist of buildings. Provisions for exceptions are made through the Office of Student Life (870) 245-5539. Incident reports are filed as needed by officers concerning problems related to lighting, unauthorized visitors, etc. Each member of the university community is encouraged to act responsibly, to take safety precautions and to be aware of the safety of others. Any individual should promptly and accurately report any suspected crime to the Office of Campus Safety & Emergency Management or other law enforcement.

Every residential student is urged to keep his/her room door locked, to mark personal property, and to record serial numbers of items of significance. Crime prevention and safety information is offered periodically to groups through new student orientation and in Residence Life programming. Upon request, this information is also offered to student organizations, classes or other groups or individuals.

## **ALCOHOL AND DRUGS**

Since its founding in 1886, Ouachita Baptist University has prohibited the use by students of alcoholic beverages or unlawful use of controlled/illegal substances either on or off campus.

The university intends to fully comply with the Drug Free Schools and Communities Act Amendments of 1989 (PL 101-226). The university believes that its students and employees can best function when they are free of any mind-altering substances. Its goals are to provide an environment where the campus is aware of the health and safety risks of alcohol and drug use; to discourage possible use of alcohol and illegal drugs; and to provide confidential and redemptive help to students and employees who seek assistance.

The possession, consumption, manufacture, sale, transfer, purchase, or distribution of alcoholic beverages or controlled/illegal drugs by any individual or group either on campus or off campus is prohibited. It is also a violation for anyone to possess, use or be intoxicated or impaired in normal mental and/or physical functioning due to the use of alcohol or other drugs. Such actions may be subject to law enforcement involvement as well as campus disciplinary action. Any student who is arrested for alcohol or drug related offenses may be subject to discipline under university policies including suspension.

For most first offenses involving alcohol, Student Development personnel will meet with the student and will administer an objective screening instrument designed to assess the student's level of risk. Based on the results, an individualized 30-day Response Plan consisting of educational activities concerning alcohol and substance abuse will be developed. Students considered to be at high risk may be required to engage in further activities, including personal counseling. Repeated violations or failure to complete the Response Plan may result in additional sanctioning or fines up to \$350. Violations that occur with fewer than 30 days remaining in the semester may result in a fine only.

Illegal drug paraphernalia or alcoholic beverage containers, including those that are empty, are not allowed in the residence halls, campus apartments or anywhere on campus; alcoholic beverage or other drug logos on clothing, posters, etc., are also prohibited. Violation of this regulation by a club, organization, or group of members from a club/organization may result in a \$25 fine per club member. The presence of alcohol or drugs in a university apartment results in all residents moving to a residence hall for a designated period of time.

University staff may conduct a search of a student's housing assignment, vehicle, or other personal property when there is a reasonable suspicion of the presence of illegal drugs or alcohol.

Parents and/or guardians will be informed of any alcohol violation if the student is under 21 years of age. Parents will be informed of any drug violations that occur.

Drug and alcohol abuse information is available through Counseling Services or Health Services.

## **COUNSELING SERVICES**

The university's Counseling Center has licensed counselors who are available, free of charge, to assist Ouachita students with a variety of mental health difficulties, personal problems, and crises. Graduate interns also see students each semester through the center. The coordinator of the center is Dan Jarboe, who may be contacted at (870) 245-5591. For instructions on scheduling an appointment, visit the Counseling Center website: <https://obu.edu/counseling>, or call the Office of Student Development at (870) 245-5220.

## **REPORTING CRIMES AND OTHER EMERGENCIES**

In the event of any emergency, call 911 immediately. For matters that are important but do not require an emergency response, call the Office of Campus Safety & Emergency Management at (870) 245-4000 or (870) 260-5691. The telephone number and location of each is below:

**Campus Safety & Emergency Management**

(870) 245-4000  
 Evans Student Center  
*Brandon Tollett, Director*

**Arkadelphia Police Department**

(870) 246-4545  
 700 Clay Street  
*Chief Jason Jackson*

**Student Development**

(870) 245-5220  
 Evans Student Center  
*Dr. Rickey Rogers, Vice President for Student Development*

**Clark County Sheriff's Office**

(870) 246-2222  
 406 South 5th Street  
*Sheriff Jason Watson*

Students and employees should report criminal offenses for the purpose of making timely warning reports and for the annual statistical disclosure required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and inclusive of the Violence Against Women Reauthorization Act of 2013.

**Confidential Reporting Procedures**

If you are a victim of a crime but do not wish to pursue action either within the university disciplinary process or the criminal justice system, you may still wish to consider making a confidential report. With your permission, any of the following individuals can file a report on the details of the incident without revealing your identity. The university's goal is to comply with your wish to keep the matter confidential, while taking whatever steps it can to ensure the future safety of yourself and others.

Depending on the information you permit to be shared, such steps could include keeping an accurate record of the number of incidents involving students; determining where there is a pattern of crime with regard to a particular location, method, or assailant; and alerting the campus community to potential danger. A confidential report, however, may impact or limit the scope of the response of the university depending on what information is permitted to be shared. The staff members listed below are encouraged to inform persons they are counseling of these procedures when deemed appropriate.

**Counseling Services**

Evans Student Center 137  
 (870) 245-5220  
 Therapists:  
*Dan Jarboe, LPC*  
*Sue Poole, LCSW*  
*KaNeil Purifoy, LAC*

**Campus Ministries**

(870) 245-5536  
 Evans Student Center  
*Dustin Wagley, Director*  
*Bailey Buettner, Assistant Director*

**Health Services**

(870) 245-5244  
 Evans Student Center  
*Dr. Wesley Kluck, MD*  
*Molly Wallace, RN*

**Victim Services**

A comprehensive listing of victim services available in the area, including sex offender victim services, is maintained on the website of the Arkansas Crime Information Center. University staff members listed above will assist members of the university community in locating and accessing victim services when requested.

## **Sex Offenders**

Law enforcement agency information concerning registered sex offenders provided by the State of Arkansas through the Violent Crime Control and Law Enforcement Act of 1994 is available by accessing the website of the Arkansas Crime Information Center.

## **EMERGENCY RESPONSE**

The safety and security of our students, faculty, staff, and visitors is a top priority of Ouachita Baptist University. The safety of our campus community is each of our responsibilities, and each of us plays a critical role in keeping our students, faculty, staff, and visitors safe.

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees, the campus community will be notified through the university's RAVE Alert system. Campus authorities will determine the content of the notification and initiate the notification system, unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

Notifications will provide information on the nature of the emergency and the appropriate action one should take. The notification methods that may be used are email, text messaging, and designated telephones in resident director apartments and certain faculty and staff offices.

When uncertain that a significant emergency exists and when time allows, at least two of the campus authorities listed below will confer and determine whether to activate the RAVE Alert. Other members of the Administrative Council may be consulted when appropriate. The individual who initiates the activation of the RAVE Alert is responsible for determining the content of the notification.

While the RAVE Alert is designed to reduce the probability of harm to campus students, employees, and guests, no system can ensure the safety of persons on campus. Rather, this represents the university's efforts to exercise reasonable care in the face of an emergency. The RAVE Alert is tested at least once per year. These annual tests are coordinated by the Office of Campus Safety & Emergency Management. A description of the exercise, as well as the date and time of the exercise, and whether it was announced or unannounced is maintained on file in the Office of Campus Safety & Emergency Management.

When appropriate, emergency information will be disseminated to the larger community through local and state media sources including newspaper, radio, and television, as well as through the university's website, [obu.edu](http://obu.edu). The Office of Communications & Marketing is responsible for the coordination of such efforts and may be contacted at (870) 245-5228.

The telephone number/location of those authorized to issue emergency notifications on the campus is below:

### **Brandon Tollett**

*Director of Campus Safety & Emergency Management*  
Evans Student Center 131  
(870) 245-4000

### **Dr. Rickey Rogers**

*Vice President for Student Development*  
Evans Student Center 220  
(870) 245-5220

### **Kevin Herrington**

*Chief Information Officer*  
Cone-Bottoms Hall 250  
(870) 245-4552

### **Jonathan Hughes**

*Director of Facilities Management*  
Physical Plant  
(870) 245-5189



## CAMPUS CRIME ALERTS

The Clery Act requires the university to issue a crime alert (timely warning) to the campus community about certain reported offenses that may represent a serious or continuing threat to students and employees. The timely warning may include that an incident has been reported, general information surrounding the incident, and how incidents of a similar nature might be prevented in the future. The timely warning will not include any identifying information about the individual who has alleged the crime.

If a report of a violent crime against a person or a major crime against property on campus represents a severe, ongoing threat to the safety of members of the university community, the director of campus safety & emergency management, vice president for student development, assistant to the president for communications, or other authority will issue a crime alert.

Crime alerts may be distributed by email, posted in areas frequented by students, included in other university publications, or otherwise distributed. The release of a crime alert will be subject to the availability of facts concerning the incident.

The telephone number/location of those authorized to issue crime alerts on the campus is below:

**Brandon Tollett**

*Director of Campus Safety & Emergency Management*  
Evans Student Center 131  
(870) 245-4000

**Kevin Herrington**

*Chief Information Officer*  
Cone-Bottoms Hall 250  
(870) 245-4552

**Dr. Rickey Rogers**

*Vice President for Student Development*  
Evans Student Center 220  
(870) 245-5220

**James Taylor**

*Assistant to the President for Communications*  
Lile Hall 325  
(870) 245-5228

**Tim Harrell**

*Dean of Students*  
Evans Student Center 220  
(870) 245-5220

## FIRE SAFETY PROCEDURES

As defined by the Higher Education Opportunity Act, for the purposes of fire safety reporting, a fire is, “Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.”

Each housing facility owned or controlled by Ouachita is equipped with a fire safety system. Anthony, Everett, Gosser, Georgia Hickingbotham, Maddox, and Tollett Halls are equipped with a sprinkler system with hardwired heat and smoke detectors and central alarms. O.C. Bailey, Crawford, and Flippen-Perrin Halls have hardwired heat and smoke detectors with central alarms. Tatman Corner, Caddo Place, Lancelot, Starlight, Kluck Hillside, and Terrace Apartments have 110v with 9v battery backup smoke detectors. Fire drills are conducted on a regular basis, with at least one occurring for each housing unit each year. Portable electrical appliances are allowed in campus housing except those that have an open heating coil or open flame. Halogen lamps, candles, and incense are prohibited.

Housing staff members (e.g., resident directors and resident assistants) will maintain an accurate listing of all students living in the building and the location of each person’s room. Copies of the lists for all floors are provided to each RA in the building. In the event of an evacuation, the lists will be used to determine whether individuals may still be in the building. A resident of the building who has a disability

that impairs mobility, vision, or hearing will be noted on the list. Individualized evacuation plans and/or a responsible person will be designated for such situations.

When smoke or fire is noticed, the nearest alarm should be pulled, and 911 should be called. The Office of Campus Safety & Emergency Management should also be notified at (870) 245-4000. When fire is suspected (alarm, smoke, etc.), the entire building must be evacuated. Elevators are not to be used when a possible fire exists. Resident directors and RAs are responsible for notifying the residents of the need to leave the building. If the alarm is positively determined to be a false alarm, the evacuation may be halted, and residents may return to their rooms.

If a serious fire or other emergency seems to exist, resident directors and/or RAs will notify emergency personnel. Resident directors and RAs will make room-to-room efforts to alert the residents of the necessity of evacuating the building until such time as their own safety becomes compromised.

A location outside each housing facility is designated as the meeting place for residents from the hall in order to check occupant lists. This designated meeting place is communicated by the resident director to residents at times throughout the year.

Upon the arrival of emergency personnel and in the existence of an actual fire emergency, the resident director and RAs will immediately leave any alert or rescue efforts to the trained personnel.

No person may reenter the building until emergency personnel give permission to do so.

Fire safety education and training programs will be provided to faculty and staff upon request to the Office of Campus Safety & Emergency Management. New student orientation and residence hall programs periodically provide fire safety education to students.

The telephone numbers and locations of those to whom reports of a fire on the campus should be reported (after emergency personnel have been summoned if appropriate) are below:

**Brandon Tollett**  
*Director of Campus Safety & Emergency Management*  
Evans Student Center 131  
(870) 245-4000

**Dr. Rickey Rogers**  
*Vice President for Student Development*  
Evans Student Center 220  
(870) 245-5220

**Jonathan Hughes**  
*Director of Facilities Management*  
Physical Plant  
(870) 245-5189

## **EVACUATION PROCEDURES**

In the event of a required evacuation of the entire Ouachita campus or portions thereof, the vehicular evacuation plan will be followed. The plan is designed to allow the fastest possible evacuation from campus with the least amount of confusion by segregating the campus into five zones and directing those zones to the nearest public street exiting the campus. The plan is also designed to limit the amount of cross traffic and the potential for vehicles to interfere with emergency vehicle access. See the evacuation map at [obu.edu/evacuationmap](http://obu.edu/evacuationmap)

### **Zone 1**

Exits south following 6th Street to Pine Street and includes the following areas:

- Cone-Bottoms/Ouachita Commons lot (104 spaces)
- Cone-Bottoms west lot (18 spaces)

- Frances Crawford lot (47 spaces)
- Flippen-Perrin lot (140 spaces)
- Maddox south and west lots (120)
- Verser/JPAC lot (114)

### **Zone 2**

Exits south following 4th Street to Caddo Street and includes the following areas:

- 5th Street/Ouachita Street (48)
- Jones Science Center lot (92)
- Anthony lot/4th Street (55)

### **Zone 3**

Exits south following Ouachita Street to 6th Street then Pine Street and includes the following parking areas:

- Ouachita Street near Lile Hall (33)
- O.C. Bailey lots (134)
- Mabee/McClellan lots (43)
- Ouachita Street near McClellan (11)
- Walker lot (16 spaces)

### **Zone 4**

Exits west following University Drive and includes the following parking areas:

- Frances Crawford lower lot and west lot (110 spaces)
- Triangle lot (45 spaces) • Gosser lot (200 spaces)

### **Zone 5**

Exits north following Elrod Boulevard and includes the following parking areas:

- Tollett Hall lot (250 spaces)
- Elrod Blvd lot (210 spaces)
- SPEC lot (120 spaces)

A full evacuation of the Ouachita campus would be initiated only in rare and extreme situations due to the problems inherent in evacuating 1,500-1,800 vehicles. If a partial evacuation of specific buildings or areas of the campus occurs, those areas will evacuate based on the routes designated for the zone in which they are located. Notification to evacuate will be initiated through activation of the RAVE Alert system and other means of communication as necessary. The evacuation plan will be distributed to all students, faculty, and staff periodically to maintain high awareness of the evacuation routes.

## **MISSING STUDENT NOTIFICATION**

A residential Ouachita student who is absent and unaccounted for after a period of 24 hours or longer without any known reason may be deemed missing. The vice president for student development or a designee is responsible for determining whether a student is missing for the purposes of this policy. The Office of Campus Safety & Emergency Management and local law enforcement with jurisdiction in the area will immediately be notified that a student is missing in every instance once the determination has been made.

A parent or guardian will be notified when a missing student is less than 18 years of age and not emancipated. A parent or guardian will be notified in all other cases unless the student has notified the vice president for student development in writing in advance that he/she prefers the parent/guardian not be notified in the event the student is deemed to be missing. Such written notification should be submitted to the Office of Student Development.

Each student living in Ouachita housing has the option to register a confidential contact person to be notified in the case the student is determined to be missing. Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may have access to this information if a confidential contact person is registered by the student. To do so, contact Student Development at (870) 245-5220.

When a student is thought by a reporting person to be missing, personnel from the Office of Student Development and the Office of Campus Safety & Emergency Management will gather essential information. The student's acquaintances, family, and friends may be interviewed. Appropriate campus staff will be contacted and their assistance requested to aid in searching for the student. The student's campus ID photo may be disseminated to assist in identifying the missing student, and card access logs may be analyzed. Other campus computer resources may be checked for student logins or email usage.

Ouachita Baptist University reserves the right to implement these procedures in less than 24 hours if circumstances warrant a faster implementation. If an individual is concerned a fellow student might be missing or otherwise be in danger, he/she is encouraged to immediately notify one of the persons or offices below:

**Brandon Tollett**  
*Director of Campus Safety & Emergency Management*  
Evans Student Center 131  
(870) 245-4000

**Dr. Rickey Rogers**  
*Vice President for Student Development*  
Evans Student Center 220  
(870) 245-5220

## **POLICY ON NON-ATTENDANCE**

When a student, for whatever reason, has ceased to attend classes and/or chapel, the student may be withdrawn from the university.

## **POLICY ON INVOLUNTARY ADMINISTRATIVE WITHDRAWAL**

A student will be subject to involuntary administrative withdrawal from the university, from university housing, or both if it is determined the student engages or threatens to engage in behavior which poses a danger of causing physical harm to self or others; would cause significant property damage; or would directly, substantially impede the lawful activities of others or the university.

At the discretion of the university, a student may be required to submit documentation from an appropriately licensed mental health professional certifying a student's readiness to continue or to reenter the university's academic program and/or housing facilities. Student agreement to ongoing treatment by an appropriately licensed mental health professional may be stipulated by the university as a requirement for continued academic enrollment and/or housing in university facilities.

Legal representation is not permitted in any university hearings regarding such cases. Refund policies as stated in the university catalog will apply to the above cases.

## **POLICY CONCERNING ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES**

Ouachita Baptist University supports the goals of Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act to extend access and opportunity to those who are disabled. It is the university's intention to fully comply with the provisions set forth in these federal laws while maintaining the essential academic standards of the institution. The university does not discriminate on the basis of disability with respect to admission to, access to, or employment in its programs and activities. Just as the university is responsible for the provision of reasonable accommodations for those who are disabled, the student has responsibilities concerning documentation of the disabling condition and requests for accommodations. The guidelines below have been established for students who desire accommodation for a disabling condition.

### **Identification of Disability**

It is the responsibility of the student to self-identify a disabling condition if he/she desires an accommodation. This disclosure must be made to the ADA/504 coordinator.

### **Documentation**

It is the responsibility of the student to provide written documentation to the ADA/504 coordinator of any disabling condition for which he/she desires an accommodation. Documentation should be recent (within the previous three years) for conditions that tend to change over the course of time (such as learning disabilities or emotional/mental disorders). Less recent documentation may be acceptable for disabling conditions that do not tend to change over the course of time (such as many mobility, visual, or hearing impairments).

The documentation must include a diagnosis of the disabling condition and a description of the resulting functional difficulties and limitations in an educational setting, as well as the severity and longevity of the condition. Documentation should include suggestions of reasonable accommodations which might be appropriate at the postsecondary level.

For learning disabilities, documentation of testing results must be provided by a licensed psychologist or other appropriately certified educational diagnostician. Testing should include a full range IQ test, such as the Wechsler, as well as an achievement test in reading, writing, and math. Although the university does not provide or pay for testing services, the ADA/504 coordinator will provide a referral for students who desire such testing.

For emotional or mental disorders, documentation must include the DSM-V diagnosis, a summary of present symptoms, a summary of assessment procedures and evaluation instruments used to make the diagnosis, and a summary of evaluation results (including standardized or percentile scores). If medication is prescribed, the impact of medication on the student's ability to meet the demands of the post-secondary environment should be included.

### **Requests for Accommodations**

The student is responsible for requesting specific accommodations in each course. These requests must be made to the ADA/504 coordinator in a timely manner. For example, if extended time on an exam is requested after the exam has begun, the student has failed to make a request in a timely manner. If the student fails to ask for extended time until late in the semester, the instructor is only required to provide accommodations from that time forward and does not need to offer make up exams.

The ADA/504 coordinator will facilitate requests for accommodations. Students who have presented documentation of a disability may sign a release allowing the ADA/504 coordinator to notify professors and instructors of the need for reasonable accommodations. This process must be repeated each semester. Students should make an appointment with the ADA/504 coordinator immediately after completing registration at the beginning of each semester.

Requests for accommodations that are reasonable and that are supported by the student's documentation will be met. The university is not required to lower its academic standards. If the university determines that the requested change would substantially alter essential elements of a course or program of study, the requested modification will not be granted, even if specified in the student's documentation. The university may also refuse to grant a student's request for an accommodation that is not specified in the student's documentation as being essential.

The university is not required to provide accommodations of a personal nature such as personal care attendants, tutors, or transportation services (unless non-disabled students are being transported by the

university). Equipment aids (such as wheelchair or eyeglasses) also are not the responsibility of the university.

### **Grievance Procedure**

Students who believe their rights under Section 504 or the ADA have been violated are responsible for contacting the ADA/504 coordinator. The ADA/504 coordinator will work with the university personnel and the student to resolve concerns. If communication between the ADA/504 coordinator and university personnel has not resolved the matter, an individual may register a complaint with the appropriate dean or vice president. Upon receipt of a written complaint that alleges a violation of these laws, the appropriate dean or vice president shall promptly attempt to resolve the matter to the satisfaction of all parties. If this informal resolution proves unsuccessful, the student may request the dean or vice president to notify the university's compliance officer, who shall then begin an impartial investigation of the allegations within 10 working days of the receipt of the complaint. Complainants will be given the opportunity to be heard and will be given notice of the outcome of the investigation.

### **ADA/504 Coordinator**

The ADA/504 coordinator at Ouachita is Dan Jarboe, who also serves as university counselor. Contact him at (870) 245-5591 or [jarboed@obu.edu](mailto:jarboed@obu.edu).

## **UNIVERSITY COMPLAINT POLICY**

Ouachita Baptist University takes seriously all questions, concerns, and complaints it receives and responds in a timely fashion. These should be initiated and resolved through regular university processes whenever possible. Some matters may be directed to the university compliance officer, Missy Lewis ([lewism@obu.edu](mailto:lewism@obu.edu)), who will refer them to the appropriate department or official. The University Complaint Policy may be found at [obu.edu/complaintpolicy](http://obu.edu/complaintpolicy). For questions, please send an e-mail to [consumerinfo@obu.edu](mailto:consumerinfo@obu.edu).

## **CODE OF COMPUTING PRACTICES**

### **General Principles**

Access to computer systems and networks owned or operated by Ouachita Baptist University imposes certain responsibilities on users, obligations to users, and is granted subject to university policies. Acceptable use is always ethical, reflects academic honesty, and shows restraint in the consumption of shared resources. It demonstrates respect for intellectual property, ownership of data, system security mechanisms, individuals' rights to privacy, and to freedom from intimidation, harassment, and malicious annoyance. Violations to this code will be reviewed through established procedures.

### **Guidelines**

In making acceptable use of resources, one must:

- Use resources only for authorized purposes.
- Protect one's account and system from unauthorized access. (The student is responsible for all activities on his/her account or that originate from his/her system.)
- Access only files and data that are one's own, that are publicly available, or to which one has been given authorized access.
- Use only legal versions of copyrighted software in compliance with vendor license requirements.
- Be considerate in one's use of shared resources by refraining from monopolizing systems, overloading networks with excessive data, or wasting computer time, printer paper, or other resources.
- Abide by restrictions associated with one's account.

In making acceptable use of resources, one must not:

- Disclose privileged or sensitive information to which one has access other than during official university business.
- Use another person's system, account, password, files, or data without permission.

- Use computer programs to decode passwords or access control information.
- Attempt to circumvent or subvert system or network security measures.
- Engage in any activity that might be harmful to systems or to any information stored thereon, such as creating or propagating viruses, disrupting services, or damaging data.
- Use university systems for commercial or partisan political purposes, such as using email to circulate advertising for products or for political candidates.
- Make or use illegal copies of copyrighted materials, store such copies on university systems, or transmit them over university networks.
- Use mail or message services to harass, intimidate, or otherwise annoy another person, for example, by broadcasting unsolicited messages or sending unwanted mail.
- Waste computing resources, for example, by intentionally placing a program in an endless loop or by printing an excessive amount of paper.
- Use the university's systems or networks for personal gain, for example, by selling access to your resources or to university systems or networks or by performing work for profit with university resources in a manner not authorized by the university.
- Engage in any other activity that does not comply with the code presented above.

### **Legal Note**

Unauthorized copying or use of digital material (e.g., computer software, movies, music, or intellectual material) is illegal and unethical. Ouachita Baptist University strictly prohibits copying licensed software. Users are allowed, however, to make a copy for backup or archival purposes of duly licensed software. Ouachita will not knowingly encourage, condone, or support the illegal acquisition, possession, or distribution of copyright protected materials in any form. Specifically, if the university becomes aware of persons utilizing the campus network for such purposes, those persons could be considered in violation of this Code of Computing Practices, and appropriate actions will be taken. If one is in doubt of whether he/she owns a legal copy of one's digital material, he/she may contact the Office of IT Services for assistance.

### **Disclaimer**

The above does not cover every situation that pertains to proper or improper use of the computing resources at Ouachita Baptist University, but it does suggest some of the responsibilities that one accepts if he/she chooses to use Ouachita's computing resources or any network access that the university provides. This code is intended to work for the benefit of all users by encouraging responsible use of limited computing resources.

### **Abuse of Computer Access**

The Code of Computing Practices has established the following guidelines. Abuse of computer time includes, but is not limited to:

- Unauthorized entry into a file to use, read, or change the contents or for any other purpose.
- Unauthorized transfer of a file.
- Unauthorized use of another individual's identification and password.
- Use of computing facilities to interfere with the work of another student, faculty/staff member, or university official.
- Use of computing facilities to send or procure obscene or abusive materials.
- Use of computing facilities to interfere with normal operation of the university computing or any other system.

## Accounts

Student computer accounts are assigned upon enrollment at Ouachita. They remain active as long as the student is enrolled. Accounts are dropped when:

- The student does not enroll for two consecutive semesters.
- The student has graduated and will not be enrolled in the next semester.
- The student is denied access due to academic or disciplinary action.

When an account is dropped, all files and emails are erased.

## Network Use

Being connected to a network may involve security risks such as viruses. Ouachita is not responsible for damages resulting from connection to the network. The university recommends taking appropriate measures such as using antivirus software and regular backups. Improper settings could not only affect the way your PC works, but it could cause problems for other network users. Peer networks are not allowed. Students may NOT provide network services to others. We recommend file and print sharing be turned off due to the security risks involved; see how to disable this feature at [obu.edu/its](http://obu.edu/its). Misuse of your computer on the network could result in termination of your network connection.

# SEXUAL ASSAULT AND MISCONDUCT

## SEXUAL MISCONDUCT POLICY: [obu.edu/sexual-misconduct-policy](http://obu.edu/sexual-misconduct-policy)

Ouachita Baptist University is committed to establishing a safe, Christ-centered learning community and addressing all forms of unlawful harassment and discrimination to achieve this goal. The university's Sexual Misconduct Policy outlines the university's community expectations to ensure a campus free from sexual misconduct, the steps for recourse for those individuals whose rights have been violated, and the procedures for determining a violation of university policy related to sexual misconduct. It also provides information about the resources available to those who have been affected by sexual misconduct.

The Sexual Misconduct Policy applies to the following forms of sex discrimination, which are referred to collectively as "sexual misconduct": sex-based discrimination and sex-based harassment, including sexual assault, domestic violence, dating violence, stalking, and sexual exploitation.

The Sexual Misconduct Policy applies to all university community members including students, faculty, administrators, staff, trustees, volunteers, vendors, independent contractors, visitors, and any individuals regularly or temporarily employed, studying, living, visiting, conducting business, or having any official capacity with the university or on university property.

The university will not tolerate sexual misconduct in any form. The university will promptly and equitably respond to all reports of sexual misconduct in order to eliminate the misconduct, prevent its recurrence, and address its effects on any individual or the community. See the full Sexual Misconduct Policy at [obu.edu/sexual-misconduct-policy](http://obu.edu/sexual-misconduct-policy).

Inquiries or complaints regarding Title IX, sex-based discrimination, sex-based harassment, or other forms of sexual misconduct may be directed to:

### Christa Neal

*Title IX Coordinator*

Berry-Peebles Bible Building 131

[TitleIX@obu.edu](mailto:TitleIX@obu.edu)

(870) 245-4896



In case of emergency or for immediate assistance, call 911 or reach local law enforcement at (870) 246-4545. To reach the Office of Campus Safety & Emergency Management, call (870) 245-4000.

Students and employees should report criminal offenses for the purpose of making timely warning reports and for the annual statistical disclosure required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

The university or an officer, employee or agent of an institution may not retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights or responsibilities.

When reporting an incident of possible sexual assault or exploitation, victims, intervening bystanders, or corroborating witnesses will be provided amnesty (immunity from university sanctions/punishment) in situations which involve alcohol or drug use. Amnesty is provided to ensure that no sexual assault incident goes unreported from fear of sanctions for alcohol or drug use.

## **EMERGENCY SERVICES CONTACT INFORMATION**

The telephone number, location, and jurisdiction of each is below:

### **Clark County 911 Service**

911

*Provides emergency access to all Clark County and City of Arkadelphia emergency services*

### **Office of Campus Safety & Emergency Management**

(870) 245-4000

Evans Student Center 131

Brandon Tollett, Director

*Ouachita Campus; A police force with the ability to arrest*

### **Arkadelphia Police Department**

(870) 246-4545

700 Clay Street

Chief Jason Jackson

*Law enforcement in the City of Arkadelphia; able to arrest*

### **Clark County Sheriff's Office**

(870) 246-2222

406 South 5th Street

Sheriff Jason Watson

*Law enforcement of Clark County which*

*includes the City of Arkadelphia; able to arrest*

### **Student Development**

(870) 245-5220

Evans Student Center 220

Tim Harrell, Dean of Students

*All Ouachita students*

## APPENDIX: STUDENT CONDUCT FINE & CHARGES SCHEDULE

### **CONDUCT ISSUE FINE**

|   |  |
|---|--|
| Alcohol - Group (Social Club)   | \$25 per active member                   |
| Alcohol infractions   | \$350                                    |
| Apartment/Room change without authorization                               | \$50                                     |
| Cleaning fee  | \$25 minimum                             |
| Cluttering hallway/stairwell  | \$50                                     |
| Dirty room/failed health & wellness check                                 | \$25                                     |
| Early housing check in  | \$50 per day                             |
| Excessive noise   | \$50                                     |
| Exterior door propping  | \$50                                     |
| Hazing - Group  | \$25 per active member                   |
| Illegal use of ID card  | \$20                                     |
| Improper check-in/Improper check-out                                      | \$25                                     |
| Late Housing check out  | \$50 per day                             |
| Late off-campus housing exception application                             | \$50                                     |
| Laundry misuse  | \$50                                     |
| Lobby visitation violation  | \$50                                     |
| Loss of ID card   | \$25                                     |
| Loss of key   | \$25/\$75                                |
| Missed mandatory meeting  | \$50                                     |
| Not exiting during fire alarm or any safety drill                         | \$50                                     |
| Parking violations  | See <a href="#">Vehicles and Parking</a> |
| Possession or use of fireworks/explosives/open flame or open fire devices | \$50                                     |
| Staying over the breaks   | \$100 per week                           |
| Tampering with fire & safety equipment                                    | \$100                                    |
| Tobacco use or possession   | 1st -\$25 • 2nd -\$50 • 3rd -\$75        |
| Unapproved Pets/Animals   | \$200                                    |
| Unregistered vehicle with tickets tracing                                 | \$25                                     |
| Visitation violation  | 1st -\$100 • 2nd -\$200 • 3rd -\$300     |

### **STUDENT FEES**

|                   |       |
|-------------------|-------|
| Apartment Deposit | \$250 |
| Auto Registration | \$40  |
| Loft              | \$50  |