You Don’t Know Jack?

Introducing you to life as a Lumberjack!
(with advice from alumni)

15 Jack Facts you need to know!
The first Lumberjack Day was Nov. 8, 1947. The Sylvans, a student forestry club, began participating in Lumberjack Day in 1969 and still host the event annually.
Welcome to the land of academics and axe handles. Although you’ve already received lots of information about SFA, you still might not know JACK. Don’t worry, that’s what Orientation is for!

This booklet contains the details you need to know about SFA (like where to get help deciding on a major) and includes the stuff you want to know (for instance, on-campus dining choices). It’s also chock-full of helpful information on how to make the adjustment to college life and get acquainted with your soon-to-be alma mater.

So, sit back, relax and enjoy the journey.
SFA’s main campus covers 417.6 acres.
Q: What does SFA stand for?
A: Stephen Fuller Austin, the university’s namesake and Father of Texas. He’s most remembered for his colonization efforts in Texas in the early 1800s. Texas' capital also is named in his honor.

Q: Why is the SFA mascot a Lumberjack?
A: Because Pine Cones was rejected. That’s right. In 1932, SFA students and faculty members met to decide on a mascot. Several names were considered, including Pine Cones. By vote, the assembly chose Lumberjacks (thank goodness)!

Stephen F. Austin Stats
- Born Nov. 3, 1793, in Virginia; died Dec. 27, 1836
- Graduated from Transylvania University in Kentucky
- Created informal armed groups, which later became known as the Texas Rangers
- Appointed as the Republic of Texas’ first secretary of state in October 1836
- A 67-foot statue of Austin stands in Angleton, Texas.
- The National Statuary Hall Collection permits each state to select just two statues for display at the Capitol in Washington, D.C. Stephen F. Austin was selected as one of Texas’ statues.
- In 1959, Stephen F. Austin was posthumously inducted into the Hall of Great Westerners.

“Get involved. It’s the best way to meet new people!”
Nacogdoches is difficult to spell.

It’s a Caddo Indian word. Legend has it that a Caddo chief ordered his two grown sons to report to him precisely at sunrise. He told one son to walk east and the other west until sunset. The sons were to establish villages at the places they reached. The westward-bound son stopped in a grove of persimmon trees and named his village Nacogdoches, meaning persimmon. The eastbound son reached a grove of papaw trees, and named his village Natchitoches, meaning papaw.

"Enjoy the time you spend at SFA. It goes by so fast!"

The oak trees surrounding the Stone Fort Museum are offspring from Stephen F. Austin’s homestead.

"Take the time to enjoy Nacogdoches while you’re here and get involved! It’s a beautiful, historic city, and SFA makes it that much better!"
TRADITIONALLY SPEAKING
(Just a few of SFA’s better-known traditions)

Homecoming is coming!
Usually held in October, Homecoming unites the Lumberjack community. From near and far, alumni come “home” to SFA to take part in the traditional bonfire, pep rally, duck dash, downtown parade, tailgating, football game and much more.

BOOM!
When you attend SFA home football games, you had better bring your earplugs. Each time the Lumberjacks score, Ol’ Cotton, a World War II-era cannon named after Ret. Lt. Gen. Orren R. “Cotton” Whiddon, the most senior military officer ever to graduate from SFA, is fired by the Lumberjack Battalion’s cannon crew.
School Song: "All Hail to SFA"

Oh future bright 'neath the Purple and White
All hail to SFA.

'Mid Texas pines we have
Found peaceful shrines
Where ev'ry month is May.

Long live our Alma Mater,
Honor to thee for aye.

As years unfold, happy
Mem'ries we'll hold,
All hail to SFA.
The stars at night are big and ... purple?
Well, the stars are actually lights, but they are purple. To help notify the SFA community of an athletic victory, purple lights are installed on top of the Steen Hall towers and in the Baker Pattillo Student Center clock. If you’re unable to attend a game, just look to the sky, and when the lights are shining, you can rejoice! Axe ’em!

What’s better than watermelon?
Nothing! As the temps rise, the Student Government Association hosts the annual Watermelon Bash. The event is free and is SGA’s oldest-standing tradition.

Why is my hand purple?
You’ve just participated in the Big Dip ring ceremony. The tradition is one of the final steps to becoming an SFA graduate. Students get their hands dipped in purple dye before receiving their official SFA Ring.

Parents Day
Time for the “fam” to visit! Sponsored by the Residence Hall Association, this event draws thousands of parents and friends to the campus for entertainment, fellowship and fun.

SFA pole vaulter Demi Payne burst into the national scene during the 2015 Indoor and Outdoor Track and Field season in her first year as a Ladyjack. She holds the NCAA women’s pole vault record for indoor and outdoor field events clearing 4.75 and 4.5 meters respectively.

“Check the weather every day. Keep an umbrella in your purse, backpack and car, just in case.”
Chief Caddo
This 7-foot 6-inch, 320 pound statue is the largest trophy passed between NCAA universities. Chief Caddo is awarded annually to the winner of the SFA vs. Northwestern State football game.

"Get involved! Attend games! Support YOUR Jacks!"
# TOP 10 SFA TRADITIONS:

1. Battle for Chief Caddo  
2. Big Dip ring ceremony  
3. Decorating axe handles  
4. Homecoming bonfire  
5. Jacks Charge  
6. Purple Haze Association  
7. Battle of the Piney Woods  
8. Springfest  
9. Watermelon Bash  
10. Jack Camp

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## Jacks Charge

Bring your axe handle and escort the Lumberjack football team onto the field before home games.

Wear your purple and white and meet at the SFA Spirit Rock (near Hall 20) 23 minutes (in honor of SFA opening its doors in 1923) before the game. Freshman students are highlighted in the first Jacks Charge of the season, while all enrolled SFA students may join in the tradition for the remainder of the season.

**DO NOT wear orange!**

Well, you can wear orange, if you don’t mind being scoffed at. Orange is the main school color of one of SFA’s biggest rivals, Sam Houston State University. That color is a big no-no at SFA!

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“**You won’t make any memories that you’ll cherish sitting in your room all day watching TV.**”

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**Bright-eyed and bushy-tailed**

SFA is famous for the squirrels on its campus. They love and depend on trees – just like Lumberjacks.

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**A campus ghost named Chester is said to haunt the Griffith Fine Arts Building. He first appeared in a picture of the cast of "Tiny Alice" in 1967.**

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What is Surfin’ Steve?
"Surfin’ Steve" is how Lumberjacks refer to the statue/fountain of our namesake, Stephen F. Austin. It is located in the center of the campus and depicts Austin standing on a star. It’s one of the campus’ most popular landmarks and meeting spots.

Honor the code!
Lumberjacks believe in doing things “The SFA Way,” and we strive for personal excellence in everything we undertake. The five root principles (Respect, Caring, Responsibility, Unity and Integrity) serve as the Lumberjack standard.

“Stay focused, don’t sweat the small stuff and buy lots and lots of PURPLE!”
FAVORITE STUDY LOCATIONS
1. Anywhere with a plug
2. Starbucks
3. Baker Pattillo Student Center patio area
4. Fourth floor of the Ralph W. Steen Library
5. Picnic table at the Mast Arboretum

In fall 2014, there were 47 countries represented by international SFA students.

“Don’t lie to yourself. If you’re not a morning person, don’t take 8 a.m. classes.”
LUMBERJACK ACADEMICS

Recently named a top-tier regional university by U.S. News & World Report, SFA has the academics you need to succeed.

Within SFA’s six colleges: Nelson Rusche College of Business, James I. Perkins College of Education, College of Fine Arts, Arthur Temple College of Forestry and Agriculture, College of Liberal and Applied Arts, and College of Sciences and Mathematics, Lumberjacks choose from about 80 undergraduate majors and more than 120 areas of study (see pages 32-33).

“Keep calm! It’s all very new and possibly scary, but if you keep calm, you’ll do great in all your classes. And, don’t forget to use the AARC!”

“Time management is a good skill to start learning now.”
Services and programs that promote success

Literally, no matter where you’re standing on the SFA campus, the resources you need to be a successful student are close by.

iCare Program

iCare is a unique, integrative approach to academic and behavior intervention on campus. The iCare Program, administered through the Office of Student Rights and Responsibilities, has the resources to help improve at-risk students’ knowledge of and access to the tools they need to succeed at SFA. The three early intervention tracks consist of behavioral/classroom management issues, attendance issues and academic performance. The OSRR is notified by faculty members when students fail to perform in any of the three tracks, and the OSRR works with students to help address the issue(s) and help ensure they are successful.

Career Services

Career services encourages students to be proactive in developing their professional brand to enhance employability. Students achieve this through assistance with résumé writing, interview skills, internship and job-search strategies, career coaching, and so much more.

Counseling Services

Counseling services is staffed with licensed professional counselors and offers individual and group counseling to help students overcome personal and academic obstacles and help students make healthy and productive decisions.

Ralph W. Steen Library

SFA has one of the largest libraries in the state. All the information you need to make the grade is here — books, periodicals, maps, databases, computer labs and more. In addition, each of SFA’s six colleges has its own librarian who is especially knowledgeable in the college’s subject areas and is at your service.

Campus Technology

More than 20 computer labs and approximately 800 workstations are available for your use. One of the technology tools you’ll use throughout your SFA career is mySFA. Through this intranet portal, you’ll manage your SFA email account, register for courses, view your grades and transcripts, and more.

Academic Assistance and Resource Center (aka: AARC)

Receive free peer tutoring and supplemental instruction in most lower-division, core-curriculum and high-risk courses. Appointments and walk-in tables make it easy for you to get the help you need.

SFA students participating in the Mast Student Investment Roundtable recently won first place in the growth category at an international investment symposium. The students had a better rate of return on their investments (19 percent) than the S&P 500 index (13 percent). The students invest more than $500,000 of real money, including funds from the SFA Alumni Foundation and the SFASU Foundation.

“In college, there’s no such thing as late work.”
Every incoming freshman should enroll in SFA 101.

SFA 101, Freshman Success Seminar, is a specially designed course that is proven to raise your grade-point average and increase your chances of making it to graduation. “SFA savvy” instructors teach you the ropes and discuss important topics such as academic integrity, learning strategies, SFA history and other essential information. Specialized sections are offered, which concentrate on leadership and areas of study. This class gives you a headstart and explores the many resources SFA provides to help you inside and outside the classroom.

Did you know?

Class sizes at SFA are small (averaging 29 students), so you get lots of attention from faculty members who know your name and act as mentors (student-to-faculty ratio: 20:1).

Approximately 82 percent of SFA’s professors hold the highest degree in their field.

Lumberjack Landing, SFA’s newest four-story residence hall, is reserved for first-year students. Complete with wireless Internet, study lounges on each floor and the Student Success Center (a tutoring facility), residents live and learn while making friends.

"Don’t wait until your final semester to begin your job hunt. Start early by participating in mock interviews, and begin to prepare your résumé."

Successful Lumberjacks are always aware of important dates and events. Be sure to reference the University Calendar in your General Bulletin or access it online at sfasu.edu/308.asp.

At the top of your class?

SFA offers a special program just for you.

School of Honors – Members benefit from early registration, unique scholarship opportunities, field trips and designated computer labs. Honors students also have the opportunity to live in Wisely Hall or Lumberjack Landing. Wisely Hall provides a coed living environment that challenges academically talented students in a family atmosphere. Twenty-four quiet hours a day are enforced to help you make the grade. Lumberjack Landing houses honor students in designated wings, and its modern facilities promote an academically focused atmosphere.
Veterans Resource Center
The VRC, located in the student center, is open to all veterans and their dependents and serves as a place to gather, socialize and form supportive relationships. In addition, this facility is a hub for veterans’ programming efforts, including helping connect veterans and their dependents with university resources and outside agencies.

Disability Services
The university is committed to providing equal opportunities in higher education to students with disabilities.

Stephen F. Austin Teachers College, 1923
Stephen F. Austin State College, 1949
Stephen F. Austin State University, 1969

"Find all your classes before the first day. Don’t be the student who is late the first day (or ever)."

Save a Lumberjack. Use punctuation.
Axe ’em Jacks! = axing Lumberjacks (noooo!)
Axe ’em, Jacks! = AXING OUR OPPONENT (YESSSS!)

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Let me in.
SFA has 16 residence halls with about 5,000 Lumberjacks living on campus. All single students younger than 21 with fewer than 60 credit hours must live on campus. First-year students reside in the First-Year Commons, which includes Hall 14, Hall 16, Steen Hall, Lumberjack Landing and Kerr Hall.

Get to know your Residence Hall Association

Dedicated to providing all students living on campus with a positive experience, the RHA encourages residents to make positive contributions and become leaders within each of the residence hall communities.

Through its hall council and executive board, residents have a voice in suggesting programs and improvements. Residents are encouraged to join committees and provide input on food service, community service, sustainability, sports and recreation, policies and procedures, and fundraising.

RHA also hosts many campus-wide programs like Casino Night, Fall Fest, Holiday Extravaganza and Best Week Ever. These programs bring students together for fun and networking.

A few benefits of residing on campus:

- Caring staff members provide an instant support system
- Walking distance to almost everything
- Recreational opportunities everywhere
- Fantastic food
- Safety and security
- Time management, note-taking, study skills and other programs support your success

“Almost every person you see is happy and proud to be here and to be a Lumberjack. Seeing so many upbeat people made me love SFA even more.”
I’m hungry.

SFA’s dining services offers meals to please everyone’s taste buds. From all-you-care-to-eat dining locations in the student center and East College Dining Hall to the fantastic tastes of Chick-fil-A, Panda Express and other retail outlets, you’ll have tons of choices to calm your stomach’s growl. The campus also has its own dietitian to help you plan meals and eat healthy.

“Don’t go home for at least the first month. When I moved to Nac, I was very homesick and went home the second week. Then, I didn’t go home for more than three months, and I loved being at SFA.”
Purchase books and SFA gear.
The Barnes & Noble Bookstore, located in the student center, sells new and used textbooks and supplies you’ll need for class. In addition, you can shop for licensed SFA clothing and other items.

Read all about it.
Published weekly during the fall and spring semesters, “The Pine Log” is SFA’s student newspaper. Pick up a copy at newsstands located throughout campus. The publication also is online at thepinelog.com. Additionally, the Stone Fort is SFA’s yearbook. Copies may be purchased during Orientation.

“The doc is in.
The Student Health Center, at the corner of East College and Raguet Streets, is an outpatient medical facility offering many of the same services provided by a family practitioner to currently enrolled students.

SFA is one of only four Texas public independent universities, meaning it’s not affiliated with one of the six university systems.

“Don’t blow all your Dining Dollars early on because you’re gonna need coffee money during finals!”

Hours of operation:
Monday - Friday • 8 a.m. - 5 p.m.
For emergencies after hours, dial 9-1-1.
On guard
The Department of Public Safety patrols the campus 24/7 by automobile, foot and bicycle to protect and serve. Jack Alert, SFA’s emergency notification system, sends text message, voice, email, Facebook, Twitter and website alerts concerning emergencies that may affect the SFA community. Sign up for Jack Alert on mySFA. Additionally, emergency call stations are located throughout the campus – just look for the blue lights.

Parking tickets are no fun.
Everyone who brings a vehicle to campus must pay to park (even faculty and staff members must purchase a parking permit.) Depending on what type of student you are (on-campus resident or commuter) and what kind of vehicle you drive (automobile or motorcycle) the type of permit and cost will differ. The type of permit you purchase also will determine which parking lot(s) and in which garage(s) you may park. To view the parking and traffic rules and regulations, parking maps and the evening shuttle bus route, visit sfasu.edu/parking.

Money for college
Located on the first floor of the Austin Building, the staff members in the Office of Student Financial Assistance help students find the best way to pay for their SFA education. All students who apply for financial assistance must fill out a Free Application for Federal Student Aid at fafsa.ed.gov.

Credit cards can be troublesome.
Now that you’re in college, you will probably receive offers asking you to fill out applications for credit cards. Before you do, it’s important that you understand the risks. No matter the card or company making the offer, credit cards can increase your exposure to identity theft, saddle you with high-interest debt and negatively impact your credit history. Learn more by accessing sfasu.edu/orientation/478.asp.

Did you know SFA has its own post office?
Located in the basement of the student center, the SFA post office provides full U.S. postal services to all members of the Lumberjack community. With more than 10,000 boxes, box rental is required for students who live on campus and also is available for students residing off campus.

“Those parking signs are not a joke.”

The late SFA alumnus O.A. “Bum” Phillips, a 1950 SFA graduate, was a former head coach of the Houston Oilers.

The SFA Observatory has two domes. One was originally used by NASA.
All aboard!
If you don’t have your own automobile, no worries. You’ll still be able to easily move around campus. SFA operates the Jack Track shuttle service. It’s free for all currently enrolled SFA students. During the fall and spring semesters when classes are in session, shuttle buses travel around the campus and stop at high-traffic areas. Look for the bus stops!

Jack Track Schedule:

Daytime:
7:20 a.m. – 5:20 p.m.
Monday through Friday

Nighttime:
5:30 p.m. – 1:30 a.m.
Sunday through Thursday

For more information about Jack Track, access sfasu.edu/jacktrack.

FUN AND LEISURE
Who says college has to be all work and no play? We don’t!
Student Recreation Center = AMAZING!

This facility is HUGE! It offers SFA students a place to get physically fit and enjoy downtime. There’s a climbing wall, giant pool with a lazy river, sand volleyball, basketball and racquetball courts, an indoor jogging track, and thousands of square feet devoted to cardio and exercise equipment. Additionally, students can select from a variety of outdoor pursuits, intramurals and sport clubs.

"Stress can be a killer, especially if you don’t take time for yourself and maintain some level of fitness."

"You must study to make good grades, but you will never accomplish this if you don’t relax and have fun, too!"

Dr. Baker Pattillo, university president since 2007, has a dachshund named Doches.

Baker Pattillo Student Center

There’s so much to do here! Take in a movie at the 383-seat multi-level theater, stop by the banking center, grab a cup of coffee at Starbucks, sit down for pizza, sushi, ice cream and more at the food court, or just visit with friends in one of the many lounges.
NCAA Division I Athletics

SFA is a member of the Southland Conference. Men participate in: baseball, basketball, cross country, football, golf, and track and field. Women compete in basketball, bowling, cross country, golf, soccer, softball, tennis, track and field, and volleyball. Admission to all home sporting events is free with your SFA student ID.

Explore the miles and miles of beautiful trails.

Nacogdoches recently was named the Garden Capital of Texas. On the university’s campus there are several world-class landscapes that provide breathtaking opportunities to enjoy the seasons. SFA’s recreational trails include 68 acres of hiking and bicycle trails that wind around Texas’ oldest town.

Music, Theatre and Art Events

SFA’s College of Fine Arts showcases the talents of SFA students and faculty members in various productions, exhibits, performances, concerts and shows year-round. Find out about upcoming performances at finearts.sfasu.edu.
LUMBERJACKS’ CLUBS AND ORGANIZATIONS

One of the best ways to make friends and connect with SFA is to join a club or organization. SFA offers more than 200! Whether you desire to unite in the brotherhood or sisterhood of a fraternity or sorority, or become part of a club designed to help community members, there’s a club just for you!

Getting involved also is proven to help raise your grade-point average and increases your chances of graduating on time.

Greek life provides students with opportunities for personal growth and the development of interpersonal skills. The five councils represented on SFA’s campus are Independent, Interfraternity, Multicultural, SFA Panhellenic and National Pan-Hellenic.

SFA’s clubs and organizations focus on the following areas:
- Academic/Professional
- Cultural
- Greek
- Religious
- Service
- Special Interests/Hobbies

For a complete listing of SFA’s student organizations and information about each one, visit sfasu.edu/studentaffairs.

Student Organizations Resource Center
Jack SORC serves as a resource center for clubs and organizations providing lockers and supplies to help promote events. It also offers FREE computer use and printing to ALL SFA students. It’s located on the third floor of the student center.

“My favorite tradition at SFA was painting the axe handles students receive during their first semester as a Lumberjack.”

SFA celebrated its 90th anniversary Sept. 18, 2013, with cake and purple ice cream.
STUDENT AFFAIRS PROGRAMS

SFA’s student affairs office is dedicated to providing programs that enrich student involvement, leadership, engagement and fun! From leadership and volunteerism to bonfires and pep rallies, there’s an avenue for every Lumberjack to enjoy. Some of the areas housed within student affairs include:

Multicultural Affairs
The staff members provide services to all students, especially traditionally under-represented populations. They assist many campus organizations in promoting cultural and racial diversity through lectures, special events and observances.

Spirit Teams - A winning tradition
The SFA cheerleading and dance teams work to increase the overall spirit of the campus community by performing and cheering at SFA sporting and other events and serving as ambassadors and role models. Together, the teams have won an amazing 24 national championships since 1993.

Student Government Association
The SGA is the voice of the students and is comprised of and administered entirely by SFA students. Its purpose is threefold: to be the voice of the student body, to serve as a model government (with its executive, legislative and judicial branches) and to foster leadership development.

The association introduces legislation on behalf of students, and while it does not pass legislation that is binding to university policy, it does have a significant influence.

Purple Haze Association
Purple Haze Association, a student-led association dedicated to preserving Lumberjack spirit and pride, is loud and proud! Members attend sporting events and sit in a special reserved section wearing their T-shirts, which sport the SFA school song on the back, and cheer the Lumberjacks on to victory. They also are responsible for coordinating and leading Jacks Charge, Holler at Homer and the Jackhammers.

For more information about student affairs and the programs offered, access sfasu.edu/studentaffairs.
Student engagement programs also are housed within the Office of Student Affairs. Some of these offerings include:

**Student Activities Association**
SAA is your source for on-campus entertainment. It provides a wide variety of weekly activities for students throughout the year. SAA hosts events like the movie series, concerts, comedians and game shows. The association also coordinates SFA’s on-campus cinema program. Movies are shown in the student center theater on Thursdays, Fridays and Sundays.

**Involvement Center**
Get a complete overview of all the clubs and organizations SFA offers by visiting the Involvement Center located in both the Baker Pattillo Student Center and the lobby of Steen Hall. Advisers are available to help you select the organizations that best fit your interests.

**Jack Camp**
Jack Camp welcomes incoming students to SFA each year by giving them an opportunity to meet fellow students, have fun and learn about life at SFA. Jack Camp is a three-day extended orientation program that takes place in Trinity, Texas, and helps students adjust to life at SFA.

**Freshman Leadership Academy**
A special section of the SFA 101 freshman seminar course, the Freshman Leadership Academy helps prepare participants for success at SFA and to become future student leaders of the university. Four specialized sections are offered with study-abroad opportunities.

**Jacks Back Weeks of Welcome**
Activities, activities, activities. Held starting the first week of the fall semester, Jacks Back Weeks of Welcome is your opportunity to involve yourself on campus. From Purplepalooza to decorating your “official” SFA axe handle, this event is nothing but FUN! For more information and to check out the activities calendar, log on to sfasu.edu/welcomeweek.

**Traditions Council**
This spirited group of student leaders host activities throughout the year that educate Lumberjacks about the rich traditions and history of our university. The hard work and effort of Traditions Council members helps connect students to important aspects of campus life and assist students in achieving the full Lumberjack experience.

**Greek Life**
The SFA Greek community offers a diverse group of fraternities and sororities that provide a lifetime of opportunities for friendship, scholarship, leadership and service. Regardless of the fraternity or sorority students choose, membership in a Greek organization enhances their collegiate experience. Every fraternity or sorority member strives to live the SFA Way. SFA’s Greek community invites all students interested in joining to visit sfasu.edu/greeklife.
Recognizing a lag in school spirit, the 1979-80 SFA cheerleaders set out to establish a hand symbol like other universities in hopes of unifying the students and creating enthusiasm on campus. And so, “the axe” was born. The collaborative brainchild of several cheerleaders, the symbol initially started with two fingers forming an axe. The thumb was added to not only make the symbol more unique, but also to form an “L” and a “J” when held side by side. The symbol also has been interpreted as the shape of Texas with two fingers pointing to Nacogdoches, but most of the originators of the hand symbol say it’s simply an axe. The “Axe ’em, Jacks” symbol was introduced at the first pep rally in the fall of 1979 and was instantly embraced by the students. Since then, it has become the definitive symbol of SFA pride to generations of Lumberjacks.
ACADEMIC TERMINOLOGY

Below are a few words, titles, descriptions and phrases commonly used in academia.

Academic Adviser: A professional staff or faculty member who helps students select courses and plan for the future.

Academic Year: Starts on the first day of fall classes and ends in mid-August after final exams.

Class Hour: One hour of time spent in class per week; most classes are three class hours, meaning they meet for approximately three hours per week.

Co-requisite: A class that must be taken with another class.

Core Curriculum: The general educational requirements needed to obtain a degree; these are in addition to the courses required in the student’s field of study.

Dean: A person with significant authority over a specific academic unit, over a specific area of concern, or both.

Dean’s List: Students who earn a 3.5 GPA in a semester with at least 12 quality hours. Courses excluded from grade-point computation also are excluded from quality hours and may not be used to determine honor roll status.

Degree Plan: The document provided by academic departments and colleges that specifies which courses are required in order to earn a certain degree.

Desire 2 Learn (D2L): The D2L course management platform is SFA’s supported online course delivery software. It is an integrated set of Web course tools used for delivery of online courses, as well as providing enhanced online instruction and communication tools for traditional classroom-based courses.

Development Course: A foundation course designed to allow students to develop mastery of the necessary skills required for college success.

Dropping Courses: The process of removing one specific course from a semester schedule.

Extended Probation, Academic: Probation students whose semester GPA is 2.0 or higher, but their cumulative GPA fails to meet the minimum standard 2.0.

Full-time Students: Students enrolled in 12 or more class hours for a fall or spring semester. Also, students enrolled in six or more class hours for a summer school term (undergraduate students).

Grade-Point Average: This is determined by a student’s final grades at the end of each semester.

Hold: A block put on a student’s account that may prevent him/her from registering, receiving a transcript or graduating. A hold is placed on an account before the student has been to academic advising prior to class registration and if a student fails to pay parking tickets or library fines.

Independent Study: Individual work on a special topic that is supervised by a faculty member. The student’s academic department must approve the project in advance, and a faculty member must agree to oversee the work.

Internship: On-the-job field experience for which a student may receive academic credit. Some internships are paid, though most are not. The Office of Career Services can help students find internships in their chosen career field.

Lab: Laboratory work provides students with the opportunity to apply principles learned in lecture classes.

Lecture: A class where the primary method of instruction is lecturing. There may be relatively little interaction between the professor and students during class, (which is why it is important for students to utilize the professor’s office hours).

Major: Upper-division study in an academic department. Approximately 30-36 class hours in a specific field of study.

Minor: Course concentration in a field outside a major; requires approximately 18 hours of specified coursework. Not all majors require a minor.

mySFA: Part of the SFA website where students can access their email, update their personal information, register for and drop classes, check their grades, view holds on accounts, and pay their tuition and fees.

Undecided on a major?

You’re not alone! Many first-year college students have not yet selected a major. Don’t worry. Academic advising can help. Advisers in the Academic Advising Center, located on the second floor of Ralph W. Steen Library, will help you explore majors and select courses until you declare yours.
Prerequisite: A course that must be satisfactorily completed in order to enroll in a subsequent course.

President’s Honor Roll: Students who earn a 4.0 GPA in a semester with at least 12 quality hours; courses excluded from grade-point computation also are excluded from quality hours and may not be used to determine honor roll status.

Probation, Academic: A student is placed on academic probation following the first regular semester in which the GPA fails to meet the minimum academic standard (2.0 GPA is minimum).

Registrar: The office where students’ records are maintained. The registrar’s office maintains student academic transcripts and coordinates course registration.

Repeating Courses: For any course that is repeated once at SFA, the higher of the two grades will be used to determine GPA. If a course is repeated more than once at SFA, all grades earned for that course will be used to determine GPA.

Suspension, Academic: A student is placed on academic suspension after a regular semester that immediately follows a semester of probation if the student’s GPA falls below 2.0.

Syllabus: Course outline, usually distributed the first day of class, with a brief description of the course. The syllabus generally includes the assignments, exam dates, grading system, attendance policy and the faculty member’s contact information.

Transcript: Official record of a student’s academic work. It is maintained and updated each semester.

Withdrawal from the University: Students who choose to withdraw from the university will have a W recorded on their transcript if the withdrawal is prior to five days after mid-semester or mid-session, as applicable. Students must initiate the withdrawal process in the Office of the Registrar.
MAJORS, MINORS, AREAS OF STUDY AND CONCENTRATIONS

For more information about SFA’s six colleges and academic offerings, visit
sfasu.edu/majors

Nelson Rusche College of Business
Accounting
   Professional Accountancy
Administrative Law
Business Communication
   Corporate Education
   Corporate Communication
Business Economics
Economics
Entrepreneurship
Finance
   Financial Planning
   Banking and Financial Services
   Investment Management
General Business
Technology Applications
International Business
Electronic Business
Legal Studies
Management
Marketing
   Sports Marketing
Sales
Secondary Teaching

James I. Perkins College of Education
Addiction Studies
Athletic Coaching
Child Development and Family Living
Communication Disorders
Dance
Deaf and Hard of Hearing
   Educational Interpreting
Early Childhood Education
   Early Intervention
Family and Consumer Sciences
Fashion Merchandising
Food and Nutrition/Dietetics
Health Science
   Community Health
   Hospitality Administration
   Lodging
   Meeting and Planning
   Restaurant
   Travel and Tourism
Interior Design
Interior Merchandising
Kinesiology
   Fitness and Human Performance
   Studies
   Health Promotion/Wellness
Rehabilitation Services
   Deaf Services
   Orientation and Mobility
Teaching
   All Level
   Elementary
   Middle Grades
   Secondary Education
   Special Education
   Visually Impaired

Arthur Temple College of Forestry and Agriculture
Agribusiness
Agriculture Development
Agriculture Development Production
Agriculture Engineering Technology
Agriculture, General
Animal Science
   Equestrian
   Pre-veterinarian
Environmental Science
   Environmental Planning
   and Management
   Land and Water Resources
Forest Management
   Fire Management
   Range Management
Forest Recreation Management
Forest Wildlife Management
Forestry
Horticulture
Poultry Science
Spatial Science
   Natural Resources

“When people ask, ‘what’s your major?’
it’s just a starting point for conversation.
Don’t freak out if you’re undecided.”
"College is not like high school. There is more freedom. Going to class and working hard will get you an A, but it also is very easy to fail if you don’t put in the effort."
Dangers of Drug and Alcohol Abuse

Standards of Conduct

It is the university’s policy that all members of the university community and guests are required to comply with federal, state and local laws regarding the possession, consumption and distribution of alcoholic beverages.

University policy prohibits all employees (full-time and part-time faculty, staff and students) from engaging in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or alcoholic beverage in the workplace, or reporting to work under the influence of alcoholic beverages or illegal drugs.

None of the funds appropriated to the university by the state legislature for travel expenses may be expended for alcoholic beverages.

University policy further stipulates that the unauthorized use of intoxicating beverages on university-controlled property or at university-sponsored activities, including, but not limited to, intercollegiate and intramural athletic events is prohibited. Alcoholic beverages are not permitted in university residence halls.

Alcoholic beverages will be permitted at authorized events on university-controlled property only as allowed under the Alcohol Service policy (13.7).

In all cases, possession or use of alcohol must be in full compliance with applicable state laws, including the Texas Alcoholic Beverage Code. Nothing herein shall be taken as an assumption of risk or responsibility on the part of the Board of Regents, the university or its employees for any injuries or damages, whatever kind, resulting from any person’s possession or use of alcohol, whether such use is legal or illegal. The only university funds that may be used to purchase alcohol are approved discretion accounts. Under no circumstances will appropriated funds, funds under the control of the athletics department, or funds generated by research grants and contracts be used to purchase alcohol. Texas Government Code § 2113.012 prohibits use of appropriated funds to compensate an officer or employee who uses alcoholic beverages on active duty; therefore, alcoholic beverages may not be served at official functions between 8 a.m. and 5 p.m., Monday through Friday.

It is the policy of Stephen F. Austin State University that any unlawful manufacture, possession or delivery of any controlled substance or illegal drug is strictly prohibited. Moreover, it is the policy of the state of Texas and of this university that this institution will be as free of illegal drugs as it can possibly be.

Health Risks

Alcohol Abuse

Alcohol is a primary and continuous depressant of the central nervous system. Impairment of judgment and of recently learned, complex and finely tuned skills begins to occur at blood alcohol concentrations as low as 0.025 percent. These impairments are followed by the loss of more primitive skills and functions, such as gross motor control and orientation at concentrations in excess of 0.05 percent. Alcohol in moderate doses impairs nearly every aspect of information processing, including the ability to abstract and conceptualize, the ability to use large numbers of situational cues presented simultaneously, and the cognitive ability to determine meaning from incoming information. Alcohol consumption can, therefore, promote action on impulse without full appreciation of, or concern about, the potential negative consequences of such action. Chronic long-term effects of heavy drinking over a period of years can result in brain damage; cancer of the mouth, esophagus or stomach; heart disease; liver damage resulting in cirrhosis, alcoholic hepatitis, and cancer of the liver; peptic ulcer disease; and possible damage of the adrenal and pituitary glands. Prolonged, excessive drinking can shorten life span by 10 to 12 years.

Drugs

Illicit drugs include narcotics, such as heroin or morphine; depressants, such as barbiturates, Quaaludes, or valium; stimulants, such as cocaine or “crack”; hallucinogens, such as PCP, LSD or mescaline; cannabis, such as marijuana or hashish; inhalants, such as nitrous oxide, amyl nitrite (poppers) or various hydrocarbon solvents; and designer drugs, such as o-methylfenitoyl (China White), methamphetamine (Ecstasy) or meperidine (Demerol).

Narcotics

Narcotics initially produce a feeling of euphoria that often is followed by drowsiness, nausea and vomiting. Tolerance may develop rapidly, and dependence is likely. The use of contaminated syringes may result in diseases such as AIDS, endocarditis (inflammation of the lining of the heart) and hepatitis.

Depressants

The effects of depressants are in many ways similar to the effects of alcohol. Small amounts can produce calmness and relaxed muscles, but a somewhat larger dose can cause slurred speech, ataxia or unstable gait, and altered perception. Very large doses can cause respiratory depression, coma and death. The combination of depressants and alcohol can multiply the effects of the drugs, thereby multiplying the risks. The use of depressants can cause both physical and psychological dependence.

Stimulants

Cocaine stimulates the central nervous system. Its immediate effects include dilated pupils; elevated blood pressure, heart and respiratory rate; and increased body temperature. Occasional use can cause a stuffy or runny nose, while chronic use can ulcerate the mucous membrane of the nose with long-term use eroding the nasal septum. The injection of cocaine with unsterile equipment can cause AIDS, hepatitis and other diseases. Preparation of freebase, which involves the use of volatile solvents, can result in death or injury from fire or explosion. Cocaine can produce psychological and physical dependency. In addition, tolerance develops rapidly. Crack or freebase rock is extremely addictive. The physical effects include dilated pupils, increased pulse rate, elevated blood pressure, insomnia, loss of appetite, tactile hallucinations, paranoia and seizures. Overdoses occur easily.

Hallucinogens

Phencyclidine (PCP) users frequently report a sense of distance and estrangement. Time and body movement are slowed down. Muscular coordination worsens, and senses are dulled. Speech is blocked and incoherent. Chronic PCP use results in persistent memory problems and speech difficulties. Mood disorders, such as depression, anxiety and violent behavior, also may occur. In late stages of chronic use, users often exhibit paranoid and violent behavior and experience hallucinations. Large doses may produce convulsions and coma, heart failure, lung problems and/or ruptured blood vessels in the brain. Lysergic acid (LSD), mescaline and psilocybin cause illusions and hallucinations. The physical effects may include dilated pupils, elevated body temperature, increased heart rate and blood pressure, loss of appetite, sleeplessness and tremors. Sensations and feelings may change rapidly. It is common to have a bad psychological reaction to LSD, mescaline and psilocybin. The user may experience panic, confusion, suspicion, anxiety and loss of control. Delayed effects or flashbacks can occur even after use has ceased.

Inhalants

The chemicals in most inhalants are rapidly absorbed in the lungs and exert their central nervous system effects within seconds, producing an altered mental state for about five to 15 minutes. Immediate effects of inhalants include nausea, sneezing, coughing, nose bleeds, fatigue, lack of coordination and loss of appetite.

Federal Law

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>MINIMUM PUNISHMENT</th>
<th>MAXIMUM PUNISHMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manufacture, distribution or dispensing drugs (includes marijuana)</td>
<td>A term of imprisonment not more than 20 years, and a minimum fine of $1,000,000</td>
<td>A term of life imprisonment without release (no eligibility for parole) and a fine not to exceed $4,000,000 (for an individual) or $20,000,000 (if other than an individual)</td>
</tr>
<tr>
<td>Possession of drugs (including marijuana)</td>
<td>Civil penalty in amount not to exceed $10,000</td>
<td>Imprisonment for not more than 20 years or not less than 5 years, a fine of not less than $5,000 plus costs of investigation and prosecution</td>
</tr>
<tr>
<td>Operation of a common carrier under the influence of alcohol or drugs</td>
<td></td>
<td>Imprisonment for up to 15 years and a fine not to exceed $250,000</td>
</tr>
</tbody>
</table>
Solvents and aerosol sprays can decrease the heart and respiratory rates and impair judgment. Amyl and butyl nitrite can cause rapid pulse, headaches and involuntary passing of urine and feces. Inhalation of toluene, as well as other hydrocarbons, has been associated with kidney and liver damage, peripheral nerve problems, convulsions, encephalopathy (organic brain damage) and other central nervous system disorders. Sudden death associated with both glue sniffing and especially the inhalation of aerosols containing halogenated hydrocarbons (Freon) has been reported and is thought to be secondary to cardiac arrhythmias (abnormal electrical conduction patterns in the heart).

Marijuana

The short-term effects of marijuana include distortion of time perception, increased heart rate, dilation of blood vessels and loss of short-term memory. Also decreased are visual perception and psychomotor skills, which have adverse effects on driving ability. The effects of long-term use include loss of motivation, chronic bronchitis, decreased vital lung capacity and an increased risk of lung cancer. Tolerance and psychological dependence do develop with marijuana.

<table>
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<tr>
<td>Manufacture or delivery of controlled substances (drugs)</td>
<td>Confinement in the Texas Department of Criminal Justice State Jail facility for a term of not more than two years or less than 180 days, or confinement in a community correctional facility for not more than one year, and a fine not to exceed $10,000</td>
<td>Confinement in TDCJ for life or for a term of not more than 99 years or less than 15 years and a fine not to exceed $250,000</td>
</tr>
<tr>
<td>Possession of controlled substances (drugs)</td>
<td>Confinement in jail for a term of not more than 180 days and a fine not to exceed $2,000</td>
<td>Confinement in TDCJ for life or for a term of not more than 99 years or less than 15 years and a fine not to exceed $250,000</td>
</tr>
<tr>
<td>Delivery of marijuana</td>
<td>Confinement in jail for a term of not more than 180 days and a fine not to exceed $2,000</td>
<td>Confinement in jail for a term of not more than 180 days and a fine not to exceed $2,000</td>
</tr>
<tr>
<td>Possession of marijuana</td>
<td>Confinement in jail for a term of not more than 180 days and a fine not to exceed $2,000</td>
<td>Confinement in jail for a term of not more than two years or less than 30 days, or confinement in TDCJ for a term of not more than 10 years or less than two years and a fine not to exceed $10,000</td>
</tr>
<tr>
<td>Driving while intoxicated (includes intoxication from alcohol, drugs, or both)</td>
<td>Confinement in jail for a term of not more than two years or less than 72 hours, and a fine of not more than $2,000, possible loss of driver’s license, and license surcharge up to $2,000 per year for three years.</td>
<td>Confinement in jail for a term of not more than two years or less than 30 days, or confinement in TDCJ for a term of not more than 10 years or less than two years and a fine of not more than $10,000</td>
</tr>
<tr>
<td>Public intoxication</td>
<td>A fine not to exceed $500</td>
<td>For a subsequent offense, a fine of not less than $250 nor more than $2,000</td>
</tr>
<tr>
<td>Purchase or consumption or possession of alcohol by a minor</td>
<td>Fine of not more than $500</td>
<td>Both</td>
</tr>
<tr>
<td>Sale of alcohol or furnishing alcohol to a minor</td>
<td>Fine of up to $4,000 and/or up to one year in jail</td>
<td>In addition to any other penalty, community service for not more than 40 hours, attendance at an alcohol awareness program and suspension of driver’s license for 180 days.</td>
</tr>
<tr>
<td>Purchase of alcohol or furnishing alcohol to a minor at a gathering involving abuse of alcohol, including binge drinking or coercion</td>
<td>In addition to any other penalty, community service for not less than 20 hours, attendance at an alcohol awareness program, and suspension of driver’s license for 180 days.</td>
<td>In addition to any other penalty, community service for not more than 40 hours, attendance at an alcohol awareness program and suspension of driver’s license for 180 days.</td>
</tr>
<tr>
<td>Driving under the influence of alcohol by a minor</td>
<td>Fine of not more then $500 and community service related to education about or prevention of misuse of alcohol.</td>
<td>A fine of not less than $500 or more than $2,000, confinement in jail not to exceed 180 days and/or both: community service related to education about or prevention of misuse of alcohol.</td>
</tr>
</tbody>
</table>

Designer Drugs

Designer drugs are synthetic chemical modifications of older drugs of abuse that are designed and manufactured in covert laboratories and sold at great profit for recreational use. These drugs can be several hundred to several thousand times stronger than the drugs they are designed to imitate. Designer drugs similar to opiates include fentanyl, demerol and “china white.” The narcotic analogs of designer drugs can cause symptoms such as those seen in Parkinson’s disease - uncontrollable tremors, drooling, impaired speech, paralysis and irreversible brain damage. Analogs of amphetamines and methamphetamines cause nausea, blurred vision, chills or sweating and faintness. Psychological effects include anxiety, depression and paranoia. Withdrawal problems include sweating, diarrhea, fever, insomnia, irritability, nausea and vomiting, and muscle and joint pain.

University Penalties

Students

Any student who is determined, through the regular disciplinary procedures of the university, to have violated the policy on the use of illicit drugs will be suspended from the university for no more than two years and no less than the remainder of the current semester. At the discretion of the vice president for university affairs, a student suspended under this policy may, under certain conditions, remain enrolled at the university on disciplinary probation. These conditions can include substance abuse evaluation, treatment and/or counseling. Any cost for services or treatment not offered as a student service on campus will be the responsibility of the student.

University sanctions imposed for alcohol possession or consumption can include progressive levels of probation leading to suspension for multiple offenses, attendance at an alcohol education class offered by the university, community service, substance abuse evaluation, treatment and/or counseling. Any cost for...
services or treatment not offered as a student service on campus will be the responsibility of the student.

**Employees**
The university prohibits all employees (full-time and part-time faculty, staff and students) from engaging in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or alcoholic beverage in the workplace, or reporting to work under the influence of alcoholic beverages or illegal drugs. None of the funds appropriated to the university by the state legislature for travel expenses may be expended for alcoholic beverages.

Observance of the policy regarding alcoholic beverages and illegal drugs is a condition of employment for all university employees. An employee violating this policy shall be subject to employment discipline up to and including termination, or shall be required to undergo satisfactory participation in a drug abuse assistance or rehabilitation program, such as the Employee Assistance Program of the university.

Any employee directly engaged in the performance of work pursuant to the provision of a federal grant or contract who is convicted of violating a criminal drug statute shall notify his/her immediate supervisor of the conviction no later than five days after the conviction. The immediate supervisor shall promptly report the conviction to the appropriate vice president and the director of research services. On behalf of the university, the director of research services shall notify the federal agency grantor or contractor of the conviction within 10 days of the university's receipt of notice from the employee or of receipt of other actual notice.

**Limited Immunity When Requesting Medical Assistance**
A minor does not commit an offense for consumption or possession of an alcoholic beverage if the minor (1) requests emergency medical assistance in response to the possible alcohol overdose of another person; (2) was the first person to make a request for medical assistance; and (3) if the minor requested emergency medical assistance for the possible alcohol overdose of another person, the minor remained on the scene until medical assistance arrives and cooperated with medical assistance and law enforcement personnel. This immunity also shall apply to the imposition of any university sanction.

**Counseling, Treatment and Rehabilitation**

**Students**
Stephen F. Austin State University, through the counseling services office, provides alcohol/drug abuse prevention service, which is available to all students. Services include assistance in abstaining from the use of chemical substances, early intervention when chemical abuse is detected, and referral to a campus support system and/or a community referral for inpatient/outpatient services not available on campus. Medical counseling and printed information on chemical dependency are available through University Health Services, the campus student health facility. Students may seek individual counseling or request printed information at either campus location.

**Prevention/Education**
The objectives of this element of the assistance program are to: increase awareness of the students, faculty and staff concerning the psychological and health risks associated with chemical use; provide information to students regarding a variety of wellness issues, which promote successful college adjustment; and, orient students, faculty and staff to the services available through the assistance program. Presentations are available to student groups on a variety of topics, including alcohol and substance abuse, adult children of alcoholics, assertiveness skills, stress and time management, self-esteem and related issues. A group representative should contact the counseling services office to schedule a presentation. The assistance program also offers an Alcohol Awareness Workshop. The workshop provides basic information, tools for self-assessment, information on university and state regulations, and an orientation to the assistance program. Students may request to attend the workshop or be referred by the judicial officer.

**Referral/Assessment**
Any SFA student requiring information about, or assistance with, a chemical abuse problem may be referred to the assistance program. A student may initiate a self-referral by contacting the counseling office; university faculty and staff may initiate a student referral. Participation by a student is voluntary, except when mandated by the judicial officer. A counselor conducts an assessment interview on the student's initial visit and provides the student with details regarding confidentiality and record-keeping requirements. The counselor informs the student of alternatives and makes recommendations based on the student's needs.

**Campus Support System**
Counseling services serves as a link between the individual student and support groups, which are available for chemical dependency, adult children of alcoholics and victims of sexual abuse. Support groups function under guidelines established by counseling services.

**Community Referral**
Services for chemical dependency are available in the Nacogdoches community and include: private practitioners offering individual counseling or intellectual/psychological assessment; self-help groups such as Alcoholics Anonymous and Narcotics Anonymous; and inpatient/outpatient treatment.

**Employees**
University employees with supervisory responsibilities should be cognizant of employee behavior related to unacceptable job performance, which may result from drug or alcohol abuse. Any decision to initiate employee counseling or a referral to personnel services should be based on the employee's unacceptable job performance. Employee counseling, referral and related record keeping should be conducted with the degree of

Will Jennings, a 1965 and 1967 SFA graduate, is an Oscar and Grammy Award-winning songwriter of “My Heart Will Go On” from Titanic and “Tears in Heaven” with Eric Clapton.
Sexual harassment is described as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature even if carried out under the guise of humor. These actions constitute sexual harassment when:

- submission to or tolerance of such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education;
- submission to or rejection of such conduct by an individual is used as the basis for academic or employment decisions (including admissions and hiring) affecting that individual; or
- such conduct has the purpose or effect of unreasonably interfering with an individual's academic or professional performance or creating an intimidating, hostile or offensive employment, educational or living environment.

Physical conduct that, depending on the totality of circumstances present, may constitute sexual harassment includes but is not limited to:

- unwelcome intentional touching;
- deliberate physical interference with or restriction of movement; or
- sexual violence.

Verbal conduct, defined as oral, written or symbolic expressions (regardless of the method of communication) that, depending on the totality of circumstances present, may constitute sexual harassment, includes but is not limited to:

- explicit or implicit propositions to engage in sexual activity;
- gratuitous comments, jokes, questions, anecdotes or remarks of a sexual nature about clothing or bodies;
- gratuitous remarks about sexual activities or speculation about sexual experiences;
- persistent, unwanted sexual or romantic attention;
- subtle or overt pressure for sexual favors;
- exposure to sexually suggestive visual displays such as photographs, graffiti, posters, calendars or other materials; or
- deliberate, repeated humiliation or intimidation based upon sex.

The university can most effectively investigate and respond to alleged sexual harassment if the complaint is made as promptly as possible after the alleged harassment occurs. Reports of sexual assault and other crimes should be directed to the SFA police department, regardless of whether the matter also is being reported and investigated as sexual harassment. Those making a criminal complaint will be informed of their option to also make a sexual harassment complaint under the university's Discrimination Complaints/Sexual Harassment policy.

The university can only take corrective action when it becomes aware of problems, the university encourages individuals who believe that they have experienced sexual harassment to come forward with their complaint and seek assistance.

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It is the policy of Stephen F. Austin State University, in accordance with federal and state law, to prohibit unlawful discrimination as outlined in university policy 2.11 (Discrimination Complaints/Sexual Harassment). This includes any and all discrimination in university activities or programs, and admission to the university. Sexual harassment is a form of sex discrimination.

**What is Sexual Harassment?**

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harassment to the Title IX coordinator or the director of human resources.

If a university employee (including a student employee) believes that he or she has been sexually harassed within the scope of his or her employment activities by an individual who is not a university employee or student, the university employee should report the alleged sexual harassment to his or her supervisor, to the Title IX coordinator or to the director of human resources.

Options Outside the University for Resolution of Sexual Harassment

Students may file complaints under Title IX with the Office for Civil Rights, U.S. Department of Education. Faculty and staff members may file complaints under Title IX with the Office for Civil Rights, U.S. Department of Education in certain circumstances, or under Title VII of the Civil Rights Act of 1964, with the U.S. Equal Employment Opportunity Commission.

Processing Complaints

All complaints of alleged sexual harassment are investigated under the oversight of the university’s Title IX coordinator. The university will process all formal complaints of sexual harassment it receives, regardless of where the conduct allegedly occurred. The university generally does not investigate allegations of harassment or discrimination that fall outside the jurisdiction limits of the Discrimination Complaints/Sexual Harassment Policy. Nevertheless, the university will process all complaints of sexual harassment, regardless of where the conduct that is the basis for the complaint allegedly occurred, in order to evaluate whether there is a hostile environment on campus that would be contrary to the university’s legal obligations.

The Title IX coordinator also may determine that an investigation is warranted without a formal complaint if the university has sufficient notice that sexual harassment may have occurred or believes an investigation is warranted, considering the circumstances.

1. Investigation Timelines

Timeframes for completion of each step of the investigation process are outlined in the Discrimination Complaints/Sexual Harassment policy (2.11).

Case complexity varies, and the length of time needed will depend on case circumstances; however, an investigation should conclude under normal circumstances within 20 business days after it is assigned to an investigator. The complainant and the respondent will be informed of any delay and an estimated date of completion.

2. Interim Measures

The university may take interim measures it deems necessary during an investigation. Interim measures will be taken within the context of university policies and might include changes to class or housing assignments for students or work assignments for employees.

3. Complaints in Which a Student is the Alleged Harasser

Complaints of alleged sexual harassment by a student will be initially investigated under the oversight of the university’s Title IX coordinator. If that investigation results in a finding that university policy may have been violated, the complaint will be processed and further investigated under the student code of conduct (10.4). It will be the prerogative of the complainant to determine in what capacity he/she will participate; however, limited or no involvement by the complainant could impact the ultimate finding of responsibility.

4. Complaints in Which an Employee is the Alleged Harasser

Complaints of alleged sexual harassment by a faculty or staff member will be investigated under the oversight of the university’s Title IX coordinator. When a formal investigation is initiated, the deputy coordinator for faculty/staff/third parties will work with the supervisor of the alleged harasser or, if the alleged harasser is the supervisor, with the supervisor’s superior, to investigate the complaint.

Depending on circumstances of a particular complaint, the Title IX deputy coordinator for faculty/staff/third parties or a designee may be the primary investigator of the complaint.

In addition to conferring with the Title IX deputy coordinator for faculty/staff/third parties, the responsible administrator may confer with the Office of the General Counsel and with other academic or human resources administrators.

Investigations

Each complaint of sexual harassment must be evaluated with reference to the pertinent circumstances. On occasion, a complaint may be resolved informally. Informal resolution efforts are voluntary, and either party may request that a formal investigation of the complaint be commenced at any time. Informal resolution is facilitated by the Title IX coordinator or designee and does not involve any requirement that the parties meet unless both parties request such a meeting and the Title IX coordinator determines such a meeting would be appropriate. Informal resolution, such as mediation, will not be used to resolve sexual violence complaints. Complaints usually will result in investigations, including interviews and the review of evidence, such as electronic and written material, if any exists. Both the complainant and the alleged harasser will be notified of the outcome of the investigation. If it is determined that university policy has been violated, remedial action will be taken, including disciplinary action, when appropriate, to eliminate the harassment and prevent its recurrence.

Confidentiality

The review of sexual harassment complaints, including
formal investigation, will be conducted confidentially to the extent permitted by law, except insofar as information needs to be disclosed so that the university may effectively investigate the matter and take any appropriate corrective action.

**Retaliation**
Individuals who complain about sexual harassment or who cooperate in the university’s investigation and handling of sexual harassment reports or complaints shall not be subject to retaliation for complaining or cooperating, even if the university finds that no sexual harassment occurred. If a complainant or witness believes that she or he is being subjected to retaliation, she or he should promptly contact the Title IX coordinator.

**Cooperation**
Members of the university community are expected to cooperate in the university’s investigations of alleged sexual harassment. If cooperation does not occur, the investigation will generally proceed based on the information available.

**University Action**
When necessary to meet its commitment to provide an environment free of unlawful harassment, the university may investigate alleged incidents of sexual harassment of which it becomes aware, even if no formal complaint has been filed or the individual(s) involved is unwilling to pursue a complaint or cooperate in an investigation.

**False Complaints**
Any member of the university community who knowingly files a false complaint of sexual harassment or who knowingly provides false information to or intentionally misleads university officials who are investigating or reviewing a complaint of alleged sexual harassment is subject to disciplinary action up to and including discharge for employees and dismissal for students.

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**Clery Act - Violence Against Women Act**

The university Department of Public Safety takes the safety and well-being of our students, faculty, staff, and visitors as a priority. With the support of other university departments, we have hundreds of people involved in keeping the campus safe and secure. However, a truly safe campus can only be achieved with the cooperation of all students, faculty and staff. The Annual Security and Fire Safety Report is a part of our effort to ensure that this collaborative endeavor is effective. We hope that you will read it carefully and use the information to help foster a safe environment for yourself and others on campus.

To learn more about safety on our campus, crime statistics, crime prevention, educational programs, Violence Against Women Act, Campus Security Authorities, and other important campus safety information go to sfasu.edu/upd. To print a copy of the Annual Security and Fire Safety Report, in Compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistic Act, go to sfasu.edu/upd/clery-act-compliance.asp. To receive a printed copy of the Annual Security and Fire Safety Report by mail, please contact our administrative office at (936) 468-2252 or by email at updemail@sfasu.edu.

**Staying Safe**
Dating violence/relationship abuse is a pattern of coercive behaviors that serves to exercise control and power in an intimate relationship. The coercive and abusive behaviors can be physical, sexual, psychological, verbal and/or emotional. Relationship abuse can occur between current or former intimate partners who have dated, lived together, currently reside together on or off campus, or who otherwise are connected through a past or existing relationship. It can occur in opposite-sex and same-sex relationships. The Student Code of Conduct describes how examples of relationship abuse include, but are not limited to: attempting to cause or causing bodily injury by hitting, slapping, punching, hair pulling, kicking, sexual assault and/or other forms of unwanted physical contact that causes harm; knowingly restricting the movements of another person; isolating or confining a person for a period of time; controlling or monitoring behavior; being verbally and/or emotionally abusive; exhibiting extreme possessiveness or jealousy.

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**What is Sexual Assault?**
Pursuant to the Higher Education Amendments of 1992 (Public Law 102-325), generally referred to as the Sexual Assault Victim’s Bill of Rights, it becomes important to promote the reporting of all sex-crime violations, as well as to outline the procedure to facilitate the reporting of all alleged violations.

Sexual assault is generally defined as attempted or actual unwanted sexual activity (Sandler, 1993). A forcible sex offense is “any sexual act directed against another person, forcibly and or against that person’s will where the victim is incapable of giving consent, and includes forcible rape, forcible sodomy, sexual assault with an object, and forcible fondling.” Nonforcible sex offenses are acts of “unlawful, nonforcible sexual intercourse” and include incest and statutory rape. Depending on the circumstances, rape could be in either category. Sexual abuse-sexual violence refers to a range of behaviors that are unwanted by the recipient and include remarks about physical appearance and persistent sexual advances that are undesired by the recipient. These behaviors could be initiated by someone known or unknown to the recipient, including someone they are in a relationship with.

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**What is Sexual Misconduct?**
Sexual misconduct is any intentional sexual touching, however slight, with any object by a man or woman upon a man or woman without effective consent. Sexual touching includes any bodily contact with the breasts, groin, genitals, mouth or other bodily orifice of another or any other bodily contact in a sexual manner. Any disgusting of another or exposure to another by a man or woman without effective consent is considered a violation of this policy.

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**What is Stalking?**
Stalking is defined as any pattern of conduct that has the purpose or effect of producing fear and/or creating an intimidating, hostile or offensive environment. A “pattern of conduct” is defined as two or more times and constitutes a repeated attempt to initiate unwanted, inappropriate and/or threatening interactions against a particular person or group.

Examples of stalking behavior include, but are not limited to: unwelcome communication that can be face-to-face, phone, text, email, voice messages, written messages, gifts, etc.; pursuing and/or following another person or group; surveillance; trespassing; gaining unauthorized access to personal, medical, financial or any other identifying piece of information without explicit permission; accessing email, phone or other forms of personal communication in order to follow or monitor another’s activity. Cyber-stalking is an extension of the physical form of stalking and is unacceptable at any level. Using electronic media such as the Internet, social networking sites, cellphones or similar devices or mediums to pursue, track, harass, monitor or make unwanted contact with another person is a violation of the stalking policy.

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**Contact Information**

**SFA Title IX Coordinator**
**Dr. Steve Westbrook**

Vice President for University Affairs
Austin Building, Suite 314
P.O. Box 6101, SFA Station
Nacogdoches, TX 75962-6101
swestbrook@sfasu.edu
(936) 468-2701
Fax: (936) 468-4078

**Deputy Title IX Coordinator for Students**
**Dr. Adam Peck**

Dean of Student Affairs
Baker Pattillo Student Center, Suite 3.105
P.O. Box 13066, SFA Station
Nacogdoches, TX 75962-3066
peckae@sfasu.edu
(936) 468-7249
Fax: (936) 468-7111

**Deputy Title IX Coordinator for Faculty, Staff and Third Parties**
**Glenda Herrington**

Director of Human Resources
Austin Building, Suite 201
P.O. Box 13039, SFA Station
Nacogdoches, TX 75962-3039
gherrington@sfasu.edu
(936) 468-2304
Fax: (936) 468-1104

**Deputy Title IX Coordinator for Athletics**
**Loree McCary**

Senior Woman Administrator, SFA Athletics
SFA Athletic Fieldhouse
P.O. Box 13010, SFA Station
Nacogdoches, TX 75962-3010
lmccary@sfasu.edu
(936) 468-4550
Fax: (936) 468-4052

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**Sexual Assault**
To file a complaint of sexual assault, you may contact one of the coordinators listed or you may contact:

**SFA University Police Department**
232 E. College St.
Nacogdoches, TX 75962
(936) 468-2608 (non-emergency)
(936) 468-2608 (emergency, from cell phone)
911 (emergency, from campus land line)
updemail@sfasu.edu
## Important SFA phone numbers and websites:

<table>
<thead>
<tr>
<th>Office/Center</th>
<th>Phone Number</th>
<th>Website Link</th>
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<tbody>
<tr>
<td>Academic Advising Center</td>
<td>936.468.5803</td>
<td>sfasu.edu/go/advising</td>
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<tr>
<td>Academic Assistance Resource Center</td>
<td>936.468.4636</td>
<td>library.sfasu.edu/aarc</td>
</tr>
<tr>
<td>Admissions</td>
<td>936.468.2504</td>
<td>sfasu.edu/go/admissions</td>
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<tr>
<td>Alumni Affairs</td>
<td>936.468.3407</td>
<td>sfasu.edu/go/alumni</td>
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<tr>
<td>Athletic Department</td>
<td>936.468.3501</td>
<td>sfasu.edu/go/athletics</td>
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<tr>
<td>Baker Pattillo Student Center Info Desk</td>
<td>936.468.3401</td>
<td>sfasu.edu/go/info-desk</td>
</tr>
<tr>
<td>Barnes &amp; Noble Bookstore</td>
<td>936.468.2108</td>
<td>sfasu.edu/go/bookstore</td>
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<tr>
<td>Business Office</td>
<td>936.468.1000</td>
<td>sfasu.edu/go/business-office</td>
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<tr>
<td>Department of Public Safety</td>
<td>936.468.2608</td>
<td>sfasu.edu/dps</td>
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<td>Disability Services</td>
<td>936.468.3004</td>
<td>sfasu.edu/go/disability</td>
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<td>Graduate Office</td>
<td>936.468.2807</td>
<td>sfasu.edu/go/graduate</td>
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<tr>
<td>Health Clinic</td>
<td>936.468.4008</td>
<td>sfasu.edu/go/health-services</td>
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<tr>
<td>Honors Program</td>
<td>936.468.2813</td>
<td>sfasu.edu/go/honors</td>
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<td>Jack Camp</td>
<td>936.468.1367</td>
<td>sfasu.edu/studentaffairs</td>
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<tr>
<td>Multicultural Affairs</td>
<td>936.468.1073</td>
<td>sfasu.edu/go/multicultural</td>
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<td>Orientation</td>
<td>936.468.6641</td>
<td>sfasu.edu/go/orientation</td>
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<tr>
<td>Parking and Traffic</td>
<td>936.468.7275</td>
<td>sfasu.edu/parking</td>
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<tr>
<td>Registrar</td>
<td>936.468.2501</td>
<td>sfasu.edu/go/registrar</td>
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<tr>
<td>Residence Life (Housing)</td>
<td>936.468.2601</td>
<td>sfasu.edu/reslife</td>
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<tr>
<td>Student Affairs</td>
<td>936.468.3703</td>
<td>sfasu.edu/go/student-affairs</td>
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<tr>
<td>Student Employment Center</td>
<td>936.468.2304</td>
<td>sfasu.edu/go/student-jobs</td>
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<tr>
<td>Student Financial Assistance</td>
<td>936.468.2403</td>
<td>sfasu.edu/go/financial-aid</td>
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<tr>
<td>Texas Success Initiative</td>
<td>936.468.5803</td>
<td>sfasu.edu/go/tsi</td>
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<tr>
<td>Veterans Resource Center</td>
<td>936.468.6494</td>
<td>sfasu.edu/vrc</td>
</tr>
</tbody>
</table>
WELCOME CLASS OF 2019!

As a first-year student, you will be living in the first-year commons. Designed by university administrators and the Residence Life Department, this community will help you succeed in your first year of college. The commons include Hall 14, Hall 16, Kerr Hall, Lumberjack Landing and Steen Hall. It is your time to shine and succeed while living on campus!

CONTACT INFORMATION:

Location: Austin Building, Room 131
Website: sfasu.edu/reslife
Email: reslife@sfasu.edu
Phone: (936) 468-2601
Fax: (936) 468-2074

RESIDENCE HALL FRONT DESK PHONE NUMBERS:

First-year halls
Hall 14................................................(936) 468-4609
Hall 16................................................(936) 468-5109
Kerr Hall............................................(936) 468-5301
Lumberjack Landing.........................(936) 468-5404
Steen Hall..........................................(936) 468-5201

Non first-year halls
Griffith Hall.......................................(936) 468-4909
Hall 10................................................(936) 468-3200
Hall 20................................................(936) 468-2595
Kerr Hall............................................(936) 468-5301
Lumberjack Lodge.............................(936) 468-2400
Lumberjack Village............................(936) 468-4300
Mays Hall..........................................(936) 468-3700
North Hall.........................................(936) 468-3000
South Hall.........................................(936) 468-3900
Todd Hall..........................................(936) 468-2800
University Woods............................(936) 468-5584
Wisely Hall.......................................(936) 468-2600