

Dean of Student Affairs Office

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The Dean of Student Affairs Office provides leadership, support and resources to the many offices and programs in the Division of Student Affairs. Included in the Division are offices that deal with outreach, reentry, admissions, housing, student activities, intramurals, veterans, disabled student services, international student matters, counseling, advising and orientation, testing, health services, financial aid, and career development and employment. (Detailed descriptions of these programs are in the *Sources/Resources Section*.) The Dean of Student Affairs Office is also responsible for administering student grievance procedures, student discipline, and maintaining liaison with other administrative and academic areas of the university.

Student Conduct

The Student Code of Conduct (*see full text in University Administration and Policies Section*) is designed to insure that the normal processes of the university—both instructional and administrative—can occur unhindered. In addition to the code, there are a number of local policies that apply to specific groups of students—such as those living in the residence halls. University, Trustee, and State regulations governing student conduct are described in the *Handbook for Student Organizations* and the *Student Rights and Responsibilities Manual*. Copies of these, as well as the policy statements relating to cheating and plagiarism, are available from the Dean's Office.



Student Grievance Procedures

A grievance could arise out of a decision or action in the course of official duty by a member of the faculty, staff or administration of CSU, Fresno which is alleged to be discriminatory, contrary to accepted academic relationships and procedures, or restrictive of the rights of any student of the university to fair treatment. The purpose of the grievance procedures is to provide a mechanism for students to have a third party review of the situation.

The student must first make a good faith effort to solve the matter informally by talking directly with the individual concerned, the individual's direct supervisor (or department chair) and the director of the unit (or school dean). If resolution is not effected through the informal procedures, students should contact the Dean of Student Affairs Office for assistance and for a copy of the formal procedures for filing a grievance.

Cheating and Plagiarism

Also available from the Dean of Student Affairs Office is the full text of the university Policy on Cheating and Plagiarism. Definitions of what is considered cheating and/or plagiarism are found in the *University Administration and Policies Section* of this Catalog.

Student Absences

Students are expected to maintain regular attendance at classes. Extended absences (more than one week) due to illness, death in the immediate family, or other extraordinary emergencies, may be reported to the Counseling Center (294-2732), which will notify the faculty concerned. When any absence occurs, however, the student should contact the instructors involved concerning the possibility of making up the work missed.