

# 2018-2019 Student Handbook



**Morris College**  
*Sumter, South Carolina*

***Dr. Leroy Stagers***  
*President*

Morris College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award baccalaureate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Morris College.

*(Note: Publication of the Commission's address and contact numbers is designed only to enable interested constituents 1) to learn about the accreditation status of Morris College, 2) to file a third-party comment at the time of the college's decennial review, or 3) to file a complaint against the institution for alleged non-compliance with a standard or requirement.*

## **CONTACT INFORMATION**

If you are requesting various kinds of information regarding the college itself, please call the appropriate office listed below using the 803 area code.

Office of Admissions and Records – 934-3225 or Toll Free: 1-866-853-1345  
Office of Business Affairs – 934-3223 or 3329  
Office of Financial Aid – 934-3238 or 3245  
Office of Academic Affairs – 934-3213  
Office of Student Affairs – 934-3217  
Office of Student Housing – 934-3217  
Office of Counseling – 934-3259  
Health Services Office – 934-3256  
Personnel Office – 934-3298  
Title IX Coordinator – 934-3217

You may also request information by mail addressed to the appropriate office at Morris College, 100 West College Street, Sumter, South Carolina 29150-3599.

# *STUDENT HANDBOOK*

## *2018 – 2019*



**Property of**

Name \_\_\_\_\_

Home address \_\_\_\_\_

\_\_\_\_\_

Cell phone no. \_\_\_\_\_

Residence Hall \_\_\_\_\_

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***CLASS SCHEDULE – FALL***

	<b><i>Monday</i></b>	<b><i>Tuesday</i></b>	<b><i>Wednesday</i></b>	<b><i>Thursday</i></b>	<b><i>Friday</i></b>
8:00					
9:00					
10:00					
11:00					
12:00					
1:00					
2:00					
3:00					
4:00					
5:00					
6:00					

***CLASS SCHEDULE – SPRING***

	<b><i>Monday</i></b>	<b><i>Tuesday</i></b>	<b><i>Wednesday</i></b>	<b><i>Thursday</i></b>	<b><i>Friday</i></b>
8:00					
9:00					
10:00					
11:00					
12:00					
1:00					
2:00					
3:00					
4:00					
5:00					
6:00					

# *ACADEMIC CALENDAR FOR 2018-2019*

## **FALL SEMESTER 2018**

August 16-17	Thursday-Friday	Faculty/Staff Institute
August 17	Friday	Student Leadership Retreat
August 18	Saturday	Residence halls open for new students. Clearing of student accounts and issuing of registration permits
August 20	Monday	Freshman Orientation begins
August 21	Tuesday	Freshman Orientation cont. Registration for freshmen
		Residence halls open for continuing and transfer students
		Clearing of student accounts and issuing of registration permits
August 22	Wednesday	Registration for continuing and transfer students
August 23	Thursday	Classes begin
August 27	Monday	Late registration begins
		Last day to register or add courses
September 3	Monday	Labor Day Holiday
September 7	Friday	Last day to drop a course Without penalty
September 13	Thursday	Annual Fall Convocation
September 26	Wednesday (Afternoon)	Institutional Service Activities
October 8-11	Monday-Thursday	Mid-semester examinations
October 12	Friday	Mid-semester grades due in Office of Admissions and Records
October 16	Tuesday	Graduate and Professional Schools Information Day
October 18	Thursday	Fall Semester Honors Day Convocation
October 22- November 2	Monday-Friday	Academic planning, advisement, and pre-registration for 2017 Spring Semester
October 24	Wednesday	High School Visitation
October 25	Thursday (Afternoon)	Institutional Service activities
November 5-9	Monday-Friday	Business Week
November 12-16	Monday-Friday	American Education Week
November 17	Saturday	Annual Fall Harvest Worship

November 21	Wednesday	Service/ Rally/ Parade Thanksgiving recess begins at 5:00 p.m.
November 26	Monday	Thanksgiving recess ends at 8:00 a.m.
December 6	Thursday	Last day of classes for fall Semester Removal of "I" and "X" grades completed
December 9	Sunday	Annual Christmas Concert
December 10	Monday	Final examinations begin
December 13	Thursday	Final examinations end Residence halls close
December 18	Tuesday	Fall Semester grades due in Office of Admissions and Records

### **SPRING SEMESTER 2019**

January 2	Wednesday	Faculty and staff return Faculty Mid-Year Conference
January 3	Thursday	Residence halls open for new and continuing students Clearing of student accounts and issuing of registration permits
January 4	Friday	Registration from Spring Semester
January 7	Monday	Classes begin
January 9	Wednesday	Late registration beings Last day to register or add courses
January 10	Thursday	President's Informational Session
January 18	Friday	Last day to drop a course without penalty
January 20-26	Sunday-Saturday	Homecoming Week
January 21	Monday	Martin Luther King, Jr. Birthday Observance
January 31	Wednesday (Afternoon)	Institutional Service Activities
January 28-February 1	Monday-Friday	African-American History Week
February 5-8	Tuesday-Friday	Science in Action Week
February 14	Thursday	Spring Semester Honors Day Convocation
February 19-22	Tuesday-Friday	Religious Emphasis Week
February 22	Friday	Mid-Winter Banquet and Rally
March 4-7	Monday-Thursday	Mid-semester examinations
March 8	Friday	Mid-semester grades due in Office of Admissions and Records

		Records Spring Break begins after 5:00 p.m. classes Spring Break ends at 8:00 a.m.
March 18	Monday	
March 18-29	Monday-Friday	Academic Planning, Advisement, and Pre- Registration for Fall Semester Prizes and Awards Night Honors Week Career Fest Institutional Service Activities
March 19	Tuesday	
March 19-22	Tuesday-Friday	
March 21-22	Thursday-Friday	
March 28	Thursday (Afternoon)	
March 25-29	Monday-Friday	Fine Arts Week
April 18	Thursday	Pre-Easter Worship Service
April 19	Friday	Easter recess begins after 5:00 p.m.
April 23	Tuesday	Easter recess ends at 8:00 a.m.
April 23-25	Tuesday-Friday	Posttests for freshmen Final examinations for graduating seniors
April 25	Thursday	Last day of classes for Spring Semester Removal of "I" and "X" grades completed Final examinations in selected courses for freshmen
April 26	Friday	Final grades for graduating seniors due in Office of Admissions and Records
April 29 – May 3	Monday-Friday	Senior Week Activities
April 29	Monday	Final examinations begin
May 2	Thursday	Final examinations end
May 4	Saturday	Annual Commencement Convocation Residence halls close at 5:00 p.m.
May 7	Tuesday	Spring Semester grades due in Office of Admissions and Records Last day of academic year for faculty

## **2019 SUMMER SESSION**

June 3	Monday	Registration
June 4	Tuesday	Classes begin
July 4	Thursday	Independence Day Holiday
July 19	Tuesday	Final Exams



***GREETINGS  
FROM  
THE PRESIDENT***

Dear Students:

Welcome to the Class of 2022! As President of Morris College, I am delighted to welcome you to an experience of a lifetime. As individuals, you have traveled very different life paths to arrive at Morris College, and I certainly would love to hear each personal life story. More importantly, I would love to hear about your personal future goals and aspirations. As time permits, please tell me about yourself.

I sincerely hope you will make the conscious choice to be an “active learner” this academic year. If you decide to be an “active learner,” you will not only learn new ideas, information and skills for a successful career, but you will be on a fascinating life-long journey to amazing self-discovery. If you continue to be an “active learner,” you will discover within yourself truth, beauty, and ultimately success beyond your imagination. You are a very important person precisely because you are unique. Study hard, attend all of your classes on time, and listen carefully to each of your professors. Be sure to ask your professors lots of questions; they are here to help and foster your learning. That is the necessary hard work for preparing for a successful career and discovering who you really are. As the very famous philosopher once said, “Know thyself.”

Be ever mindful that Morris College’s rules and regulations were made for good reasons, and in life you must always respect and follow the rules. Take good care of yourself and your personal property. Try to keep your body healthy; eat properly and engage in as much physical activity as you can. Don’t abuse your body with substances that do harm to it (i.e., alcohol and illegal drugs). Be respectful of all others at all times; but most importantly, respect yourself. Don’t be afraid to reach out to other students and make friends. Sometimes college friendships can last for a lifetime. So go ahead, show some love!

Read widely and never forget your primary purpose for being in college, but also take time to participate in cultural and social events, athletics and athletic events, sororities and fraternities, and all the other wonderful clubs and organizations that we offer. Fully engage and completely enjoy the Morris College experience; it will swiftly pass because change is constant and inevitable.

Sincerely,

Leroy Staggars  
President

***GREETINGS FROM THE  
DEAN OF  
STUDENT AFFAIRS***



Dear Students:

It is with *Hornet Pride* that we extend to you a heartfelt welcome! The staff in the Division of Student Affairs stands ready to assist young people who endeavor to take the first step in becoming a life-long scholar;

thank you for making Morris College your school of choice to pursue higher education and to help make your dreams a reality.

In our quest to make your experience outside of the classroom as problem-free as possible, we offer a variety of services and programs to help you along your educational journey. The College has seven fully furnished residential living facilities where you can thrive and develop in a living-learning community with other students who share the common goals of educational success and personal development. The Student Health and Wellness Center is equipped with state-of-the art exercise equipment and a fitness trainer to help you meet your physical and wellness goals. Counseling services are available to assist you with anything from academics to personal issues, and all interactions with the counseling staff are handled in a caring, sensitive, and confidential manner. Finally, you will be encouraged to develop your leadership skills by engaging in the Student Government Association or assuming leadership roles in some of the over fifty (50) clubs and organizations that are offered at the college.

As we strive to improve and move the college forward, we welcome your ideas, creativity and innovation to help revamp, design, and implement programs that will aid us in ensuring that each student who graduates from the institution will be prepared with the necessary personal, professional, and technological skills necessary to compete in a global world. The 21<sup>st</sup> century requires that you be ready and prepared to address the social, political, and economical challenges of our global world. Again, welcome and we look forward to seeing and working with you this academic year.

Best Wishes

Juana Davis-Freeman  
Dean of Student Affairs



***GREETINGS FROM  
THE PRESIDENT OF THE  
STUDENT GOVERNMENT  
ASSOCIATION***

Dear Students:

As the 2018-2019 SGA President, I deem it an astounding honor to welcome a new incoming freshman class to our illustrious institution. Words cannot express my gratitude to you all for making the excellent choice of attending Morris College to pursue your degree in higher education. Your next few years will be full of joy, exhilaration, and memories that will last a lifetime.

I would like to thank our returning students for electing me for this position. It is a great honor to have the support of my fellow students as we continue the growth and prosperity of Morris College. I hope to be a positive role model to my fellow students and assist in your pursuit of academic success and character development, while we all endeavor to make this school year a very exciting one.

If we all work together, we can make this year thrive academically, socially, and in all other aspects of human endeavors. Please, do not hesitate to approach me with any questions, comments, concerns or ideas you may come across. I encourage you to achieve whatever goals you set for this school year and utilize as many learning resources as possible so your college experience can go as smoothly as possible.

As you "Enter to learn; Depart to serve" remember, "if you stand for nothing, you will fall for anything." Again, welcome!

Sincerely,

A handwritten signature in black ink that reads "Raekwon McFadden". The signature is written in a cursive style.

Raekwon McFadden  
SGA President

***GENERAL  
INFORMATION***

## **MISSION STATEMENT OF MORRIS COLLEGE**

Morris College was founded in 1908 by the Baptist Educational and Missionary Convention of South Carolina to provide educational opportunities for Negro students in response to the historical denial of access to the existing educational system. Today, under the continued ownership of its founding body, the College opens its doors to a culturally and geographically diverse student body, typically from the Southeast and Northeast regions. Morris College is an accredited, four-year, coeducational, residential, liberal arts and career-focused institution awarding baccalaureate degrees in the arts and sciences and in career-based professional fields.

The College serves the needs of its students, alumni and community.

It serves its students by:

- Providing sound liberal arts and career-based programs with a particular emphasis on teacher education.
- Providing an intensive program for mastering basic social, thinking, listening, speaking, reading, writing, mathematical, technological, and leadership skills.
- Providing services and programs to assist in their academic, social, professional, and personal development.
- Promoting an ethical and religious environment which complements the student's total development.

It serves its alumni by:

- Promoting a relationship that is mutually beneficial to the alumni and the institution.

It serves its community by:

- Providing continuing education and services to clergy and laity.
- Promoting the growth and development of the larger community through public service programs.
- Providing research services and facilities in the solution of academic and community problems.

Morris College is primarily a student-centered institution which seeks to fulfill this mission by:

- Evaluating the academic performance of students to ensure competence in communication, problem solving, critical thinking, and the use of information technology.
- Emphasizing a broad understanding of the liberal arts and sciences.
- Emphasizing specific professional and technical skills necessary to meet societal demands.
- Emphasizing total development of the student for responsible citizenship in a global society.

This student-centered commitment embraces the College's motto, "*Enter to Learn; Depart to Serve.*"

## **AFFILIATIONS**

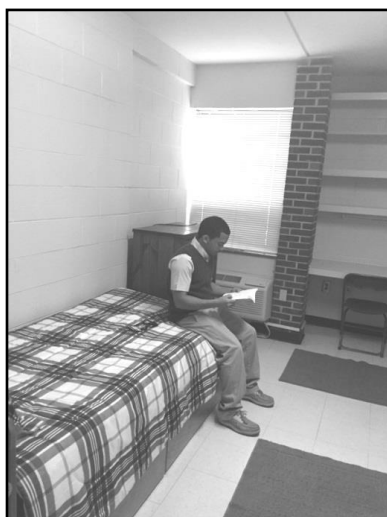
Morris College holds membership in the Council of Independent Colleges, the Association of Governing Boards of Universities and Colleges, the American Council on Education, the American Association of Colleges for Teacher Education, the National Association for Equal Opportunity in Higher Education, South Carolina Independent Colleges and Universities, and the College Fund/UNCF.

## STATEMENT OF PURPOSE

I have entered Morris College to learn and I will be an active Life- Long Learner and serve when I depart. I accept full responsibility for my life and for my education. I will respect myself at all times and I will show respect to all others. I will study to learn and fully engage in personal and professional development.

With Hornet Pride!!!!





## ***LEARNING AND LIVING AT MORRIS COLLEGE***

You are at Morris College because you are interested in learning and in enriching your life. To facilitate learning and to provide a more meaningful college experience, the policies and guidelines in the following pages are presented. Each student is responsible for becoming acquainted with college policies and observing them. There may be questions or situations

not covered in this handbook. If so, do not hesitate to ask for information from your counselor, residence director, or the Dean of Student Affairs.

Whenever a group of people live and work together, it is wise to have a mutual understanding about responsibilities and privileges. When the group consists of persons from different backgrounds and with different points of view, this consensus is not easily achieved. However, the nature of our group or institution and our institutional purpose and philosophy become our framework for community living. The goal of responsible self-direction by students and the college's institutional commitments are the chief concerns underlying these principles and policies.

Morris College is an institution of learning. Students are here to gain knowledge, skills, and wisdom in order to function as effective human beings. Morris College is a church-related institution committed to undergirding intellectual power with a Christian philosophy of life. Morris College has concern for your total development: intellectual, physical, moral, and spiritual.



## ***THE HERITAGE***

The Baptist Educational and Missionary Convention of South Carolina, composed of representatives from all of the Black Baptist churches in the state, was chartered in 1877 "to promote the cause of Christ, especially in South Carolina by establishing a Theological and Literary Institute for the training of young men for the ministry and also for the education of our sons and daughters." It wasn't until 1908, however, that the Convention was able to acquire a site in Sumter, South Carolina, to establish a school which it named in honor of the Rev. Frank Morris, a pioneer leader of the Rocky River Association. Thus began a heroic venture in higher education by a group of men and women less than half a century removed from the blight of slavery. These founders were poor and without formal learning themselves, but they possessed an unfaltering faith in God and a zeal to provide for others the educational opportunities they themselves had been denied.

In 1911 the College received a certificate of incorporation from the State of South Carolina. Initially the institution provided schooling at the elementary, high school, and college levels, with the college curriculum including liberal arts programs, a program for the certification of teachers, and a theological program. In 1915 the first Bachelor of Arts degrees were awarded to two graduates.

In 1930 the elementary school was discontinued, and the institution converted from a four-year college to a two-year junior college; but in 1933 it resumed its status as a four-year college. In 1946 the high school was

discontinued. In 1948 Dr. Odell R. Reuben began a twenty-two-year term as President during which the College experienced significant growth in programs, enrollment and facilities. One aspect of this growth was the establishment in 1948 of the Morris College School of Religion which operated until 1996 when its program to train ministers and Christian educators was transferred to the College itself. In 1961 the certificate of incorporation was amended to delete the word "Negro" thereby opening the doors at Morris to students of all ethnic groups.

In 1974, Dr. Luns C. Richardson became President and initiated the longest term of service of any of the College's Presidents. During his tenure in 1978, Morris College achieved the goal of accreditation by the Commission on Colleges of the Southern Association of Colleges and Schools to award baccalaureate degrees. In 1982 the College became a member of The College Fund/UNCF, the nation's largest and most successful black fund-raising organization.

Accreditation and UNCF membership launched the College into an era of remarkable growth and development during the 1980's and 1990's. During this period, the College built or renovated more square feet of building space than had been established during the entire first seventy years of its history. Among the new facilities were a Learning Resources Center, a Fine Arts Center, a Human Development Center, a Chapel and Religious Center, and the College's first full-scale Student Center. Some of this new construction and renovation was a response to the terrible destruction that the College suffered in 1989 as a result of Hurricane Hugo. In spite of the widespread damage, the College was able to reopen within a few days, and all students were able to complete their work without a loss of credits.

The growth years of the 1980's and 1990's were also accompanied by the initiation of new academic programs including Broadcast Media, Christian Education, Criminal Justice, Pastoral Ministry, Recreation Administration, and the initiation of an ROTC Program. In 1996 the College introduced a successful new program in Organizational Management which is offered during evening and weekend hours to older students with full-time jobs who wish to resume their earlier college careers and complete a college degree. The era of the 1990's was also marked by a substantial expansion of new technologies on the campus with the establishment or expansion of five computer laboratories and the capacity to allow every student to have access to the Internet.

In 2010 the College embarked on a new era of expansion as the result of a gift of \$10,000,000 from the Rev. Solomon Jackson, Jr., a student in the former School of Religion. Funds from this gift will be used to construct a new administration building, a new residence hall, and a new maintenance building; provide matching funds for a new student health services center; and expand various categories of endowment.

Morris College has more than justified the faith, the labors, and the sacrifices of its founders, and the services that it has rendered have been extensive and beyond value. From its beginning, the College has been a center for training ministers and teachers for the pulpits and schools of the state and of the nation, and its graduates have added to the ranks of professionals and business persons. Hundreds of African-American youth who would otherwise have never attended college have received at Morris College the benefits of higher education. Many communities and state agencies have used the facilities of the College to carry out programs of general welfare and of social uplift. Morris College thus occupies a unique and significant position in the American social order as one of the few senior colleges built and operated solely under the auspices of African-Americans. As such it represents a distinct contribution to American education and society.

## ***PRESIDENTS OF THE COLLEGE***

The following presidents have served the institution since its founding:

Dr. Edward M. Brawley, 1908-1912

Dr. John J. Starks, 1912-1930

Dr. Ira Pinson, 1930-1939

Dr. James P. Garrick, 1939-1946

Dr. Henry H. Butler, 1946-1948

Dr. Jeff W. Boykin, 1948 (Acting President)

Dr. Odell R. Reuben, 1948-1970

Interim Committee: Dr. Henry E. Hardin, Chairman;

Dr. W. L. Wilson, Dr. W. H. Neal, Dr. J. L. Brooks, and

Dr. Anna D. Reuben, 1970-1971

Dr. Henry E. Hardin, 1971-1972 (Acting President)

Dr. Henry E. Hardin, 1972-1973

Interim Committee: Dr. J. W. Taylor, Chairman;

Dr. J. L. Brooks, Rev. R. W. Stallings, 1973 - 1974

Dr. Luns C. Richardson, 1974-2017 (President Emeritus)

Dr. Leroy Staggers, 2017-2018 (Interim President)

Dr. Leroy Staggers, 2018



## ***TRADITIONS AT MORRIS COLLEGE***

***ANNUAL FALL CONVOCATION*** - This formal and impressive assembly of the College community officially marks the beginning of each school year.

***FRESHMAN INITIATION*** -Traditional "Rite of Passage" activities designed to facilitate the role transferred from that of "lofty high school seniors" to that of Freshman status. No hazing is permitted, and activities are intended to provide information about the contemporary college scene and issues of the larger community.

***THE PRESIDENT'S LECTURE SERIES*** - This series brings to the campus people who have excelled in various disciplines. The series was instituted by President Luns C. Richardson.

***THE STUDENT - FACULTY LEADERSHIP RETREAT*** – An annual assembly of student leaders and faculty held at the beginning of the school year to discuss issues relating to Morris College in particular and higher education and the community in general.

***CORONATION OF "MISS MORRIS COLLEGE"*** - is one of the most exciting activities of the year. The evening begins with the coronation of Miss Morris College and ends with a formal Ball sponsored by the Student Government Association.

**FALL HARVEST (formerly Thanksgiving) RALLY KICK-OFF ASSEMBLY**

–An All-Campus assembly for students, faculty, and staff to pledge their support for the Fall Harvest Rally.

**FALL HARVEST (formerly Thanksgiving) HOMECOMING RALLY** -is an annual fundraising effort by Baptist churches, students, alumni, faculty, staff, the business community, and friends for the support of the College.

**FALL HARVEST (formerly Thanksgiving) HOMECOMING PARADE** –A gala parade annually held on the day of The Fall Harvest Rally. College classes, clubs and organizations, as well as church, school and community groups enter floats, bands or marching units.

**LIGHTING OF CHRISTMAS TREE** -This ceremony takes place about two weeks prior to the Christmas vacation. Christmas trees are lighted in residence halls and on the campus.

**ANNUAL CHRISTMAS CONCERT** -This is a widely celebrated performance by the College Chorale during the Christmas season.

**NEGRO (BLACK) HISTORY WEEK** –is a long standing tradition of the College. It is observed according to national standards of observance for the week.

**AMERICAN EDUCATION WEEK** –A week of activities designed to disseminate information on education and to promote better educational standards. Sponsored by the Division of Education.

**HONORS DAY** –A day set aside each semester to pay tribute to students listed on the honor roll for high academic achievements during the previous semester.

**BLACK AWARENESS MONTH** -During February, Black Awareness Month, the College sponsors a series of culturally enriching activities designed to emphasize the contributions of Blacks to America.

**SCIENCE IN ACTION WEEK** – A series of lectures, discussions and films on current scientific emphasis. Sponsored by the Division of Natural Sciences and Mathematics.

**FINE ARTS FESTIVAL** – A weekend of activities that place emphasis on literature, music, drama, and dance. The festival is sponsored by the Division of Religion and Humanities.

**AWARDS NIGHT** – Announcement and presentation of prizes and awards presented by the College, clubs and organizations, faculty, alumni, and friends.

**FUNRAISING CAMPAIGN FOR NATIONAL AND LOCAL CHARITIES** - This all-college effort gives the local college community the opportunity to share in the support of philanthropic causes of the larger community of which Morris College is a part.

**MID-WINTER BANQUET** - An annual fund-raising effort of churches, alumni, faculty, staff, and friends. Sponsored by the Baptist Educational and Missionary Convention of South Carolina.

**RELIGIOUS EMPHASIS WEEK** - An annual observance that gives the College community an opportunity to place special emphasis on worship and religious ideals.

## ***STUDENT CENTER***

The Student Center is operated for the use and benefit of students of Morris College. The Student Center provides Recreation, Food Services, Bookstore and Mail Room. It is also a Center which provides office space for the Coordinator of Student Activities, Student Government Association, and the bookstore.

Guests of students must observe the policies and regulations of the College. Each student is responsible for his/her guest. A guest must show proper identification upon request of a security officer or college official. Guests must show a Guest Visitation Card when asked to do so by college officials. Guest Visitation Cards may be obtained from the Office of Student Affairs.

Student Center Hours:

10:00 a.m. – 11:00 p.m. – Monday-Friday (except during assemblies)

4:00 p.m. – 11:00 p.m. – Saturday

4:00 p.m. – 11:00 p.m. – Sunday

The Student Center is closed on holidays.

## ***DRESS AND GROOMING***

DRESS CODE:

Morris College expects and requires its students to dress appropriately and in a manner that will project the social image that their status suggests. Neatness in appearance and personal cleanliness are most important in determining what impression the student will make on fellow students and professors as well as on visitors who may be in the buildings. Understanding and employing these attributes not only improve the quality of one's life and contribute to optimum morale, they also play a major role in instilling a sense of integrity and an appreciation for values and ethics.

Clothing must be properly worn (belts buckled, shirts buttoned, pants must be worn above the hips where undergarments are not visible) and must be decent and clean at all times. Clothing with derogatory, offensive and/or lewd messages either in words or pictures is inappropriate academic attire.

Halter tops, crop tops, "wife beaters", and shorts, skirts or dresses (with splits) higher than three inches above the knee in the front and back are inappropriate academic attire and should not be worn while attending classes, performing work-study assignments, and attending assemblies and other college functions. In addition, biker shorts, spandex shorts, or any excessively tight clothing is considered improper attire. Hats or any head cover for men are also inappropriate in the dining hall, classroom, offices, or at formal College activities, including assemblies. Women are not allowed to wear bed or sleep bonnets to class, the dining hall, the library, assemblies and other College functions.

Students are not allowed to wear pajamas/lounge pants or other items classified as sleep wear to class, the dining hall, library or any area of

business on campus. When in doubt concerning appropriate attire, consult with residence directors or the Office of Student Affairs.

Each student is requested to respect and comply with the dress code.

## ***HEALTH SERVICES AND INSURANCE***

All students are encouraged to have a medical record that includes immunization for measles, mumps and rubella on file in the Health Center. A physical is required on any and all students who are planning to participate in any of the college's sports. All students are given the opportunity to choose insurance coverage through the college's health plan or if they have coverage prior to coming to Morris they may go the student insurance website and opt out of the college's plan. If a student decides to drop or enroll in the college's insurance plan at the end of the semester, he/she must go online and change their status. Coverage for the Fall Semester begins in August and ends in December. Spring Semester coverage is from January through Summer School.

A schedule of benefits can be obtained from the Office of Health Services. The health program is coordinated by the Director of Health Services. Illnesses that cannot be treated in the health room are referred out to the Colonial Family Urgent Care, which accepts the college's insurance. Illnesses occurring after the Health Center has closed should be reported immediately to the residence hall director or the assistant hall director on duty. The residential life staff on duty may, in turn, contact the director of health services.

Parents will be notified immediately if a student receives a serious injury, is admitted to the hospital or is confined to the residence hall for more than two consecutive days due to an injury or an illness.

## ***HEALTH POLICY STATEMENT***

Prior to enrolling, all students are required to submit to the College a complete medical record on an official Morris College medical form. Accurate completion of the medical form is of particular importance for students with major and ongoing medical problems or problems requiring specialized care. The information on the medical form is essential for College personnel to assess and identify appropriate and effective treatment or make proper referrals in emergency situations. Morris College is also required by federal law to have this information on file for every full-time student enrolled.

In addition to completing the initial medical record form, students participating in intercollegiate athletics are also required to have annual medical examinations.

Students who have medical problems that are not included on the Morris College Health Form are required to report such conditions to the College Health staff. All health information is confidential and will be used only by proper health and college officials.

Again, all students must be immunized against rubella, mumps, and measles. Students cannot attend classes until they have satisfied this regulation.

## ***SERVICES FOR STUDENTS WITH DISABILITIES***

Morris College is committed to ensuring that educational programs are accessible to all qualified students in accordance with the provisions of Section 504 of the Rehabilitation Act of 1973 and expanded by Title III of the Americans with Disabilities Act of 1990 (ADA). To guard against discrimination on the basis of disability, reasonable and appropriate accommodations, academic adjustments, and/or auxiliary aids are determined on a case-by-case basis for students who have a demonstrated need for these services.

It is the student's responsibility to initiate any request for accommodation due to a qualifying disability. Prospective students with questions about special needs or accommodations should contact the Director of Admissions and Records or the Dean of Student Affairs. Once enrolled, the Office of Student Affairs is the point of contact for students with physical, psychological, and learning disabilities.

The Dean of Student Affairs confers with students on an individual basis, then together with other College personnel as needed, determines appropriate accommodations and identifies needed resources. Accommodations are designed to meet the student's needs without fundamentally altering the nature of the College's instructional programs. Since arrangements for reasonable accommodations may require several weeks of preparation, students who have been admitted to the College and who wish to request special services should contact the Dean of Student Affairs Office as soon as possible after admission.

Students with disabilities who seek accommodations from Morris College must present current documentation from a certified professional to the Office of Student Affairs. The College will use this documentation as a guide to develop an appropriate and supportive plan for the student. Additional information regarding services provided by the College to enrolled students with disabilities is available in the Office of Student Affairs.



## ***COUNSELING***

The Morris College Counseling Center is a welcoming and confidential place, which is eager to assist students in learning how to function successfully in their academic lives. The Counseling Center provides students with a safe environment where personal concerns can be openly explored and discussed with a professional counselor.

The Counseling Center provides the following services in an atmosphere of respect and confidentiality:

- Individualized counseling
- Group counseling
- Enrichment workshops and seminars
- Crisis Intervention and Emergency Services
- Outreach
- Referrals
- Reasonable academic accommodations for students with documented disabilities

Study guides for the GRE, GMAT, LSAT, MCAT, MAT, Praxis Core, and ASVAB standardized test are also available for in house use only.

Students and members of the community, desiring to enter graduate school, should know that Morris College has been established as a computer-based, controlled testing center for the MAT (Miller Analogies Test). Anyone interested in taking the test may come to or call the Counseling Center to obtain information about the MAT as well as a testing schedule.

The Morris College Counseling Center is located on the 2<sup>nd</sup> Floor of the Mable K. Howard building. We have a full-time counselor who is available Monday – Friday 9:00 a.m. – 5:00 p.m. The telephone number is 934-3459 or 3457. Services are available by appointments and walk-ins to all members of the campus community. The Counseling Center accepts referrals from faculty, staff, and students. All services provided through the center are free of charge and a policy of strict confidentiality is maintained.



## ***RELIGIOUS LIFE***

Religious activities at Morris College emphasize moral and spiritual values, which are necessary for one's total development.

These activities provide opportunities and experience for worship, spiritual enrichment and personal growth.

College assemblies are held every Thursday at 10:00 A.M. Many of these assemblies are student-centered and provide an excellent opportunity for students to develop methods of presentation and vital communication skills.

**Attendance at all Convocations, Presidential Assemblies, and the Pre-Christmas and Pre-Easter Worship Services is mandatory for all members of the College Family. Freshman students are required to attend all assemblies during both semesters of the freshman year. Freshman attendance at assemblies will be monitored by Speech and Orientation instructors. Assembly attendance will be included in the overall class evaluation.**

Sunday School is held each Sunday morning at 9:00 A.M. Midweek worship/prayer services are held each Wednesday at 6:00 P.M. and are included in the religious life activities. Activities provided by the Baptist

Student Union and the Gospel Choir also enhance the religious life of the College community.

A highlight in the religious activities schedule is Religious Emphasis Week. An annual spring observance, Religious Emphasis Week gives the College community an opportunity to place special emphasis on worship and religious ideals.

## ***A DRUG-FREE AND ALCOHOL-FREE WORKPLACE PROGRAM FOR EMPLOYEES AND STUDENTS***

The Drug-Free Schools and Communities Act Amendments of 1989 require that for Morris College to continue receiving Federal funds, it must certify to the U.S. Department of Education that it has adopted and implemented a program to prevent the illicit use of drugs and the abuse of alcohol within the campus area by any of its employees or students. This notice certifies that Morris College subscribes to a program designed to keep its campus drug-free and alcohol-free and places in operation this policy and program. It is unlawful for any employee, officer or student at the college to manufacture, distribute, dispense, possess or use a controlled substance on the college property or as part of the college's activities. A violation of this policy resulting in a conviction will subject the employee to termination of employment and will subject the student to suspension or expulsion.

In accordance with Federal laws and/or the laws of the State of South Carolina, persons convicted of the first offense of unlawful possession of crack cocaine (less than one gram) shall be imprisoned for 2 to 5 years and fined \$5,000 with the penalties doubling for the second offense and tripling for the third offense. Persons convicted of the first offense of unlawful possession of cocaine, LSD, opium, opiates and certain other Schedule I and II narcotic drugs shall be imprisoned for 2 years and fined \$5,000. Persons convicted of the first offense of unlawful possession of more than 28 grams of marijuana shall be imprisoned for 1 year and/or fined between \$200 and \$1,000. Persons convicted of the first offense of unlawful possession of 28 grams or less of marijuana shall be guilty of a misdemeanor and sentenced in a Magistrate's Court.

In accordance with Federal laws and/or the laws of the State of South Carolina, persons convicted of the first offense involving the unlawful manufacturing, distributing, dispensing, or possessing with the intent of distributing drugs shall be subject to even stronger penalties. A first offense involving crack cocaine shall result in imprisonment for 15 to 20 years and a \$25,000 fine. A first offense involving cocaine, heroin, LSD, opium, and certain other Schedule I and II narcotic drugs shall result in imprisonment for 15 years and a \$25,000 fine. A first offense involving marijuana in amounts

of one ounce to ten pounds shall result in imprisonment for 5 years and/or a \$5,000 fine.

In accordance with the laws of the State of South Carolina, persons convicted of the first offense of driving under the influence of alcohol shall serve from two to thirty days in jail or be fined \$200.

There are also many social and economic risks that are associated with the use of illicit drugs and with the abuse of alcohol, and some of these include:

1. **Resorting to Criminal Behavior:** The substance abuser is forced to resort to crime (robbery, burglary, prostitution) to obtain the funds to support his or her growing addiction to either drugs or alcohol. Drug addiction habits can cost \$500 per week or more to sustain.
2. **Loss of Job:** The substance abuser begins to care less and less about his or her performance on the job and more and more about acquiring drugs or alcohol. Eventually the abuser's employment is terminated, and with a growing number of employers resorting to drug testing as a pre-employment requirement, it becomes very difficult for the substance abuser to again find employment.
3. **Loss of Relationships with Family and Friends:** The substance abuser begins to care less and less about relationships with the spouse, children, other relatives and friends and more and more about acquiring drugs or alcohol. This leads to a breakdown in family and social relationships and a loss in the sense of self-worth and esteem that the individual needs to gain fulfillment from life.
4. Cirrhosis or hardening of the liver which causes the liver and other parts of the body to malfunction.
5. Alcoholism, malnutrition and anemia which could lead to brain damage or fatal physiological breakdown.

Employees or students who currently have a problem with drug abuse or alcohol abuse should pursue programs of counseling, treatment or rehabilitation to assist them in overcoming the problem before they are subject to the penalties previously indicated for such abuse. The referral and counseling process should begin with the family physician and the services provided through the college's health insurance program.

The services of other public and private agencies may also be utilized. The principal counseling, treatment and rehabilitation agencies that are available to employees and students of the college are listed below.

- |  |   |
|--|---|
| 1. Sumter County Commission<br>on Alcohol and Drug Abuse<br>115 North Harvin Street<br>Sumter, SC 29150<br>Phone: 775-6815 | 2. Sumter Therapy Center<br>12 North Washington Street<br>Sumter, SC 29150<br>Phone: 775-7181 |
| 3. Mental Health Center<br>Santee Wateree<br>215 North Magnolia Street<br>Sumter, SC 29150<br>Phone: 775-9364              | 4. Alcoholics Anonymous<br>134 North Washington Street<br>Sumter, SC 29150<br>Phone: 775-1852 |

In addition to the above agencies, the Morris College Office of Counseling provides:

- a) Confidential personal counseling
- b) Specialized substance abuse counseling
- c) Substance abuse awareness seminars and workshops
- d) Referrals to the above community agencies

### ***SMOKE FREE POLICY***

The compelling scientific findings, as summarized by the United States Surgeon General (1986) (See Footnote 1) and the Environmental Protection Agency (1989), (See Footnote 2) 1992, indicate that the simple separation of buildings into "smoking" and "nonsmoking" sections does not eliminate the unequivocal health risks that result from Environmental Tobacco Smoke. In light of these findings, Morris College is committed to eliminating harmful exposures to environmental tobacco smoke unwanted by students, faculty, staff, and visitors, and adopts the following Smoke-Free policy. The Smoke-Free policy applies to all Morris College facilities, owned or leased, regardless of location.

1. Smoking shall not be permitted in any enclosed place, including private residential space within campus housing. This policy applies to all students, faculty, staff, and visitors.
2. Smoking shall only occur in only designated areas (20-25 feet from all entrances) or smoking zones outside any enclosed area where smoking is prohibited so as to insure that second hand smoke does not enter the area through entrances, windows, ventilation systems or any other means.
3. Cigarettes and other tobacco products will not be sold on campus grounds.
4. This smoke-free policy applies to all Morris College facilities and vehicles, owned or leased.

# ***MORRIS COLLEGE DRUG EDUCATION/TESTING PROGRAM***

## ***Introduction***

Morris College desires to maintain a drug-free environment that allows students to achieve maximum success in their academic, social and personal development. The college recognizes that students may turn to drugs in the belief that in the short-run they will perform better in the classroom, in their athletic and non-athletic activities, and in their social relationships. However, students need to be made aware that in the long-run drug use leads to dependency that clouds the mind and thus makes it difficult to participate in student activities and athletics, that disrupts normal behavior and thus destroys social relationships, and that wastes money and thus reduces the chance of meeting the financial requirements of a four-year college degree.

For athletes, performance affecting drugs undermine the integrity of athletic competition which is grounded on the principle that athletic achievement is the result of individual and team ability, training, and motivation. Tolerance of drug abuse by student athletes encourages other athletes to use drugs. Athletes' use of drugs may also pose a risk of injury or even long term harm to self and others. In addition, drug use by student athletes damages the Institution in the eyes of the public.

The Morris College Drug Education/Testing Program is designed as a preventive measure based on the assumption that through proper education many students will refrain from the use of dangerous substances and that substance abusers will secure help in dealing with the problem.

## ***PROGRAM PURPOSE***

The purpose of the Morris College Drug Education/Testing Program is to deter and detect the use of non-prescription drugs that undermine the equality of a student's academic, social and athletic performance as well as a student's physical well-being.

## ***PROGRAM OBJECTIVES***

The objectives of the Morris College Drug Education/Testing Program are as follows:

To improve the physical health of Morris College students.

To prevent drug use among Morris College students through the preventive strategy of drug education.

To improve class attendance and academic performance.

To provide a stronger and more productive student.

***PROGRAM COORDINATION***

The Morris College Drug Education/Testing Program is coordinated by the College's Health Services and Office of Counseling staff.

***PROGRAM PARTICIPANTS***

The Morris College Drug Education/Testing Program is available to all Morris College students. All students are required to be involved in one or more aspects of the Program. The Drug Testing Program phase is available to student athletes.

***PROGRAM COVERAGE***

The Morris College Drug Education/Testing Program coverage includes:

A. DRUG EDUCATION

- |  |                        |
|--|------------------------|
| Drug education seminars                    | Alcohol/Drug Awareness |
| Information pamphlets                      | Week Observance        |
| Drug film series                           | Lectures               |
| Drug education Residence Hall Series       |                        |
| Resource personnel from community agencies |                        |

B. DRUG TESTING

- Random urine testing of College athletes

**PROGRAM IMPLEMENTATION DATE**

The Morris College Drug Education/Testing Program was implemented during the Spring Semester, 1987.

***DRUG TESTING PROCEDURES FOR STUDENTS PARTICIPATING IN INTERCOLLEGIATE ATHLETICS***

Morris College students who choose to participate in intercollegiate athletics are required to also participate in the College's drug testing program. This requirement has been established by the National Association of Intercollegiate Athletics (NAIA) and applies to Morris College as well as to all other colleges that are members of the NAIA. The program is designed to enhance the overall athletic program at the College and should not be regarded by student athletes as punitive or threatening. The college's health staff or athletic staff is available to discuss with a student athlete any aspect of the testing program that requires clarification.

The drug testing procedures are as follows:

- A. The athlete reads and signs the Student Consent and Release of Liability Form. (Prior to signing, the athlete is free to ask questions about any aspect of the program that he/she does not understand.)
- B. Athletes are selected for testing at random and informed of their selection by the Athletic Director.
- C. Once selected, the athlete is requested to report to the Health Center at a given time and date. The health staff provides a specimen collection bottle and receives a urine specimen from the athlete.
- D. The specimen is carefully coded to assure confidentiality and is forwarded to a licensed medical laboratory for testing.
- E. Screening results are returned to the health staff and are made available to the athletic director and other College staff members on a need-to-know basis only.
- F. Screening results are made available to the athlete and to the parents of a dependent athlete.
- G. Athletes whose test results are positive are notified by the Athletic Director, and all such athletes are temporarily suspended from all participation in intercollegiate athletics pending a follow-up urinalysis at a time arranged by the Athletic Director. During the temporary suspension period, the athlete will be counseled at least once by the Athletic Director and once by the College Nurse or Physician.
- H. Should an athlete receive a second positive result, he/she is suspended from sports participation and will be referred to the Dean of Student Affairs.

# ***INTERCOLLEGIATE ATHLETIC PARTICIPATION***

Athletics is an integral part of the educational process at Morris College. However, participation should not impede the student's academic progress. Academics and athletics work toward the betterment of the student's growth and development.

Athletes participating in a particular sport during the term of their Cooperative Education or Student Teaching are required to forfeit their participation in that sport's training and intercollegiate competition when it conflicts with their educational schedules.

The College maintains intercollegiate athletic teams for men and women in basketball, track, and cross-country; baseball teams for men; and softball and volleyball teams for women.

## ***STUDENT ATHLETE DRUG TESTING PROGRAM STUDENT CONSENT AND RELEASE OF LIABILITY FORM***

I \_\_\_\_\_ hereby consent to provide a sample of my urine for testing for performance-affecting drugs in accordance with the Morris College Drug Testing Program. I clearly understand the following:

That the drug testing will occur at such time as deemed necessary by the health staff, the athletic director or the coach.

That the urine sample will be coded to provide confidentiality and will be sent only to a licensed medical laboratory for testing.

That I am free to withdraw this consent for urinalysis testing at any time that I desire, but that should I refuse to submit to testing, I will not be permitted to participate in any aspect of the College's Intercollegiate Athletic Program.

That the result of the urine testing will be made available to the athletic director, the health staff, my coach and also to me.

That should I receive a positive test result, I will be subject to removal from participation in intercollegiate sports and other disciplinary action in keeping with the College's judiciary policies.

I do hereby authorize the release of the test results to my parents or legal guardians should the athletic director or health staff deem it necessary to inform them. I further hereby release Morris College, its trustees, administrators, faculty or staff from legal responsibility or liability for the release of such information and records as authorized by this form.

Signed: \_\_\_\_\_ Date \_\_\_\_\_  
Student Athlete

Signed: \_\_\_\_\_ Date \_\_\_\_\_  
Parent(s) or Legal Guardian's signature required for minor student athlete.

# ***AIDS POLICY AND PROGRAM OF EDUCATION***

## ***INTRODUCTION***

In response to the epidemic of infection with Human Immunodeficiency Virus (HIV) which causes the Acquired Immunodeficiency Syndrome (AIDS), Morris College has established the following policy and education program.

In the campus environment, many students are faced with new independence, self-determination, and strong peer pressure to adopt certain behaviors. For some students, an uncertain sense of identity and self-esteem can further complicate decision-making. Experimentation with sexual behaviors and/or drug use may put college students at a great risk of infection. Young adults often feel invincible and tend to deny personal risk. Many students believe that HIV infection and AIDS are problems faced elsewhere or are concerns only for "other kinds" of people. The prolonged latency between infection with HIV and the eventual development of full-blown AIDS will promote the relative invisibility of the infection, an effect which will seem to validate the myth among members of the college community that "it cannot happen here."

Morris College recognizes that AIDS can happen anywhere. As a result, the college is committed to providing an environment in which everything possible is done to prevent its students, staff, faculty and administration from being infected, to limit the consequences of established infections, to provide compassionate safeguards for all concerned, and to assure that the rights of an identified victim of AIDS are upheld.

## ***PROGRAM OBJECTIVES***

- 1) Provide current reliable up-to-date materials and information to the College community relative to action that will prevent the occurrence and spread of AIDS.
- 2) To assure a safe environment for all students, faculty and staff.

## ***PROGRAM COVERAGE***

- Semester AIDS Seminars
- Current Resources Listings
- Counseling and Referrals
- Film Features
- HIV Antibody Testing (upon request only)

# ***SUPPORT SERVICES***

## ***HANDI-CAPPING SERVICES***

Persons with AIDS or other manifestations of HIV infection will be considered as having handicapping conditions and will be entitled to whatever support services are provided for other members of the college family who possess handicapping conditions. Such students are allowed regular classroom attendance in an unrestricted manner as long as they are physically and mentally able to do so.

## ***HOUSING***

Decisions regarding college housing will be made on a case-by-case basis. Generally, when space permits, such students will be housed in private rooms. This is done to protect the health of the immunodeficient student from exposure to certain contagious diseases.

## ***MEDICAL RECORDS***

While the institution will not routinely ask students to respond to questions about the existence of HIV infection, students or employees with HIV infection should inform the College's Director of Health Services to enable the college to provide proper education, counseling and support. Such information will be kept strictly confidential in accordance with the college's policy on confidentiality of records.

## ***IMMUNITY***

Persons known to have immune deficiencies are excused from Morris College's requirements for measles and rubella vaccinations.

## ***HIV ANTI-BODY***

Morris College Health Services will refer students or employees requesting HIV antibody testing to proper sources. Such persons will receive counseling services prior to such referrals. Such testing services will be in keeping both with college policies and South Carolina public health laws. Where such tests are performed, the following rules will apply:

- 1) Tests will be strictly confidential or anonymous and will be administered only on a voluntary basis.
- 2) Positive results on the screening test (ELISA test) will be confirmed by another procedure.
- 3) Both pre-test and post-test counseling will be given.

# ***POLICIES AND PRACTICES GOVERNING STUDENT FINANCIAL ASSISTANCE AT MORRIS COLLEGE***

***All financial aid awards are subject to the following conditions:***

1. Any commitment of federal funds (Federal Supplemental Educational Opportunity Grant, Federal Pell Grant or Federal College Work Study Program) to an applicant is tentative and contingent upon subsequent congressional appropriation and actual receipt of the funds by Morris College.
2. Applicants awarded financial aid are expected to enroll as full-time students carrying at least twelve credit hours during each regular semester unless special permission is received from the Financial Aid Officer to enroll as a part-time student.
3. Financial aid is awarded on the basis that the student will maintain satisfactory academic standing and that the student will maintain normal progress toward a degree in an eligible course of study.
4. Students receiving financial assistance are to notify the Office of Financial Aid if they withdraw.
5. Students receiving financial aid from Morris College are required to notify the Office of Financial Aid of any part-time jobs, scholarships or loans extended to them from other sources outside of the College.
6. Applicants awarded financial aid under the Federal College Work-Study Program (FCWSP) receive the allotted funds only if they accept employment in the program and only if they perform the number of hours of employment required to earn their allotment. Wages earned will not be paid until Time Cards have been received by the Financial Aid Office. Time Cards must be signed by the student and supervisor before being forwarded to the office. An applicant authorized to receive funds under FCWSP must report to the Financial Aid Office for specific job assignment.
7. Applicants receiving a William D. Ford Federal Direct Student Loan are required to have a pre-loan interview prior to receiving the loan and an exit interview prior to leaving the Institution.
8. Students who have received a Federal Perkins Loan must schedule an exit interview with the Loan Collection Coordinator prior to graduation or withdrawal from the College.

9. Students who have received a Federal Stafford Loan or a William D. Ford Direct Loan MUST schedule an exit interview with the Office of Financial Aid prior to graduation or withdrawal from the College.

10. A student receives one-half of the financial aid award in the fall and the balance in the spring semester for the regular school year.

11. The Office of Financial Aid reserves the right to adjust any award package in an attempt to prevent an over award of financial aid.

12. Students must apply for financial aid for each regular school year, and separate applications for financial aid must be submitted for the summer sessions.

13. Morris College reserves the right to review and cancel a financial aid award at any time because of the recipient's failure to observe reasonable standards of good citizenship.

### ***HOW TO APPLY FOR FINANCIAL ASSISTANCE***

COMPLETE THE FOLLOWING:

1. Morris College Application for Financial Aid
2. Free Application for Federal Student Aid (FAFSA). \* (website: [www.fafsa.ed.gov](http://www.fafsa.ed.gov)). This application process begins October 1<sup>st</sup>.
3. Federal Parent Loan Application (optional)
4. S.C. residents may apply for the South Carolina Tuition Grant by listing Morris College in the college choice section of the FAFSA.

#### ***PRIORITY DEADLINES FOR FINANCIAL AID***

*Fall Semester*.....*March 30<sup>th</sup>*  
*Spring Semester*.....*October 30<sup>th</sup>*  
*Summer Session*.....*March 30<sup>th</sup>*

For additional information, contact the  
 Office of Financial Aid  
 (803) 934-3238 or (803) 934-3245

The office is located in the Mabel K. Howard Building  
 Email: [finaid@morris.edu](mailto:finaid@morris.edu)

#### ***FEDERAL PELL GRANT***

Every student applying for financial aid is required to apply for a Pell Grant. The Financial Aid Office will not be able to process an award package for a student until that student has submitted all copies of his/her Pell Grant Student Aid Report (SAR), paper or electronically. Students selected for verification must comply with the verification process before receiving any financial assistance. If an asterisk appears beside the "Expected Family Contribution" (EFC) on the SAR, the student has been selected by the U.S. Department of Education for verification.

## ***FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (FSEOG)***

The Federal Supplemental Educational Opportunity Grant is awarded to students based on need. A student's FSEOG award for one year cannot exceed \$4,000. A student may participate in this program as long as he/she has not completed the first undergraduate bachelor's degree. The minimum FSEOG award for an academic year is \$100.00.

## ***FEDERAL COLLEGE WORK-STUDY PROGRAM (FCWSP)***

The Federal College Work Study Program provides part-time jobs for students whose financial need requires them to be employed in order to complete their education. The Federal Government provides funds to approved educational institutions to make jobs available for students. Students may work up to twenty hours per week during the regular semester. During the summer period, students may work up to forty hours per week in accordance with academic course loads. Students are paid the minimum hourly wage rate, unless otherwise indicated. Students awarded FCWS may also be assigned to positions involving Community Service Employment. The College is required to utilize at least seven percent of its FCWSP allocation for compensation of Community Service.

## ***SOUTH CAROLINA HIGHER EDUCATION TUITION GRANT***

The Tuition Grants Program is administered by the S.C. Tuition Grants Commission and is made possible through an annual appropriation by the S.C. General Assembly. The purpose of the program is to provide undergraduate grant assistance to eligible South Carolina residents attending, on a full-time basis, certain independent non-profit colleges located in the state. Every financial aid applicant who is a legal resident of South Carolina is eligible to apply for the Tuition Grant. Students must meet the prescribed academic standards to receive this grant. Freshman applicants must rank in the upper three-fourths of their high school class or score 900 or above on the Scholastic Aptitude Test (SAT) or have a "C" average in the diploma requirement courses. An upperclassman Tuition Grant applicant is required to satisfactorily complete (pass) during the prior year (or during the last period of full-time enrollment) twenty-four credit hours (prorated for the time of enrollment if less than a full academic year).

# ***PALMETTO FELLOWS SCHOLARSHIP PROGRAM***

The Commission on Higher Education proposes to amend and replace in its entirety R.62-300 of the Palmetto Fellows Scholarship Program. Beginning with the 2002-03 academic year, the amendments will increase the Palmetto Fellows Scholarship from a maximum annual award amount of up to \$5000 to \$6700 per academic year. The regulation also includes language that will allow students who are pursuing a program of study that is structured so as not to require a baccalaureate degree to receive the scholarship for up to eight terms (or its equivalent).

## **Purpose of the Palmetto Fellows Scholarship Program**

Pursuant to Act 458 which was initially established as Title 59 of the 1976 Code as amended under Section 18A.28 of the 1997-98 Appropriations Bill, the Commission on Higher Education shall promulgate regulation and establish procedures to administer the Palmetto Fellows Scholarship Program. The General Assembly established the Palmetto Fellows Scholarship Program to foster scholarship among the State's postsecondary students and retain outstanding South Carolina high school graduates in the State through awards based on scholarship and achievement. The purpose of the Palmetto Fellows Scholarship Program is to recognize the most academically talented high school seniors in South Carolina and to encourage them to attend eligible colleges or universities in the State. A secondary purpose is to help retain talented minority students who might otherwise pursue studies outside the State.

## **Student Eligibility**

A. In order to qualify for consideration for a Palmetto Fellows Scholarship, a student must:

1. Be enrolled as a senior in a public or private high school or any other high school program of study approved and certified by that school district as conforming to relevant State Statute at the time of application and be a legal resident of South Carolina as defined in applicable State Statute governing the determination of residency for tuition and fee purposes at the time of college enrollment;

2. Be a U.S. citizen or a permanent resident that meets the definition of an eligible non-citizen under State Residency Statute;

3. Meet the following three criteria: a minimum score of 1200 on the Scholastic Assessment Test (SAT) or an equivalent ACT score, and a cumulative 3.5 grade point ratio (GPR) on the Uniform Grading Scale at the end of the junior year, and rank in the top five percent of the class at the end of either the sophomore or the junior year. Qualifying scores must be certified by the high school on the Palmetto Fellows Scholarship application by no later than the scholarship application deadline;

4. Be seriously considering attending, have applied, or have been accepted for admission to an eligible four-year baccalaureate-granting public or independent college or university in South Carolina as defined

under Chapter 143 and Chapter 113 of Title 59 of the 1976 Code as a first-time, degree-seeking student;

5. Certify that he/she has not been adjudicated delinquent, convicted, or pled guilty or nolo contendere to any felonies, alcohol, or drug related offenses under the laws of this or any other state or under the laws of the United States by submitting a signed affidavit each academic year to the institution testifying to the fact, except that a high school or college student who has been adjudicated delinquent, convicted, or pled guilty or nolo contendere of an alcohol or drug related misdemeanor offense is only ineligible for the next academic year of eligibility after the date of the adjudication, conviction or plea; and

6. Submit the official Palmetto Fellows Scholarship Application by the established deadline and comply with all the directions contained therein.

B. The high schools shall ensure that all students meeting the eligibility criteria are given the opportunity to be included in the applicant pool.

C. A high school student who transfers into the State or a student who is enrolled in a high school outside of South Carolina is eligible to participate in the program providing that the student meets all eligibility requirements as described herein as well as all residency requirements as described in the "Program Definitions" Section above. A transfer student from, or a student enrolled in, an out-of-state high school may apply on the condition that the counselor or principal at the high school at which the student is presently enrolled provides official high school transcripts and appropriate documentation of compliance with all eligibility criteria, including State residency status, SAT score or equivalent ACT score that are certified by the high school on the Palmetto Fellows Scholarship application by no later than the scholarship application deadline, GPA at the end of the junior year, and rank at the end of either the sophomore or the junior year in high school. The high school principal or counselor must identify each eligible student and provide an application to each student.

D. A high school student who graduates immediately after the high school junior year is eligible to apply for the Palmetto Fellows Scholarship, providing that the student meets all eligibility requirements as described in the "Student Eligibility" Section, and providing that the student is entering a participating college or university not later than the fall term immediately following high school graduation.

E. Students receiving a Palmetto Fellows Scholarship are not eligible for a LIFE or HOPE Scholarship.

F. Any student who attempts to obtain or obtains a Palmetto Fellows Scholarship through means of a willfully false statement or failure to reveal any material fact, condition, or circumstances affecting eligibility will be subject to applicable civil or criminal penalties, including loss of the Palmetto Fellows Scholarship.

62-320 Student Application

A. The Commission on Higher Education will send information regarding the application process to South Carolina high schools. High school officials will identify students who meet the following three criteria: SAT score or equivalent ACT score, and GPR at the end of the junior year, and rank in the high school sophomore or junior class. Applications must be submitted no later than the established deadline along with the appropriate official signatures and the students' official transcripts by the principals to the Commission on Higher Education.

B. The high schools shall complete and return a list to the Commission on Higher Education indicating the names of all students who meet the eligibility criteria according to the high school. Both the high school principal and guidance counselor must sign the list. The list shall indicate whether the student is submitting a completed application or declining the opportunity to submit an application. If the student declines the opportunity to submit an application, the high school will submit a form for each of these students, signed by both the student and the parent/guardian, and indicating the reason(s) for not submitting an application.

C. Students must have certification that they earned a cumulative 3.5 GPR on the Uniform Grading Scale at the end of the junior year.

D. Students must have certification that they rank in the top five percent of their high school class at the end of either the sophomore or the junior year.

E. For those high schools that have fewer than twenty students in the class, the high school can submit up to two applications (an application for the student who is ranked number one in the sophomore class and, if different, an application for the student who is ranked number one in the junior class). For those high schools that have fewer than forty students but greater than twenty students in the class, the high school can submit up to four applications (up to two applications for the students ranked number one - one for the student who is ranked number one in the sophomore class and, if different, one for the student who is ranked number one in the junior class; and up to two applications for the students ranked number two in the class - one for the student who is ranked number two in the sophomore class and, if different, one for the student who is ranked number two in the junior class). These students must meet all other eligibility criteria.

F. Students must have certification that they earned a score of at least 1200 on the SAT, or an equivalent ACT score. The Commission on Higher Education shall convert all ACT scores to the equivalent SAT scores.

G. Qualifying test scores must be certified by the high school on the Palmetto Fellows Scholarship application by no later than the scholarship deadline. It is permissible to select a verbal score from one test administration and a math score from a different test administration in order to obtain the qualifying test score.

# ***LEGISLATIVE INCENTIVES FOR FUTURE EXCELLENCE (LIFE) SCHOLARSHIP***

The South Carolina Commission on Higher Education proposes to add in its entirety R.62-900 of the Legislative Incentives for Future Excellence (LIFE) Scholarship Program. Bill H.4879 authorizes funding for scholarships up to the cost-of-tuition, not to exceed four thousand seven hundred dollars, plus a three hundred dollar book allowance (Maximum \$5,000 including cost-of-tuition plus book allowance) for students attending a four-year public institution. Eligible students attending a four-year independent institution may receive funding to cover the cost-of-attendance up to a maximum of the average annual cost-of-tuition at the state's four-year public institutions, not to exceed four thousand seven hundred dollars, plus a three hundred dollar book allowance (Maximum \$5,000 including cost-of-tuition plus book allowance). The law authorizes the Commission on Higher Education to promulgate regulations to administer and set forth the terms of the LIFE Scholarship Program.

## **Student Eligibility**

A. To be eligible for a LIFE Scholarship, students must:

1. Be a U.S. citizen or a permanent resident that meets the definition of an eligible non-citizen under State Residency Statute;
2. Be a South Carolina resident for in-state purposes at the time of enrollment at the institution, as set forth by section 59-112-10, and be either a member of a class graduating from a high school located in this State, a student who has successfully completed at least three of the final four years of high school within this State, a home school student who has successfully completed a high school home school program in this State in the manner required by law, or a student graduating from a preparatory high school outside this State, while a dependent of a parent or guardian who is a legal resident of this State and has custody of the dependent according to State Statute, Section 59-149-50A;
3. First-time entering freshman at four-year eligible institutions must meet two of the following three criteria:
  - a. Earn a cumulative 3.0 grade point ratio (GPR) based on the Uniform Grading Scale (UGS) upon high school graduation. No other grading policy will be allowed to qualify for the LIFE Scholarship. Grade point ratios must be reported to two decimal places (minimum) and may not be rounded. For example, a student who

earns a 2.99 GPR is not eligible. Institutions shall use the final GPR as reported on the official transcript.

- b. Score at least an 1100 on the Scholastic Assessment Test (SAT I) or an equivalent ACT score of 24. Test scores will be accepted through the June national test administration of the SAT and ACT during the year of high school graduation. The student must use the highest SAT Math score combined with the highest SAT Critical Reading score (formerly known as the Verbal score). It is permissible to select scores from different test administrations in order to obtain the qualifying composite score. Students cannot use both Critical Reading and Writing subsection scores to meet the minimum 1100 SAT score.
  
- c. Rank in the top thirty percent of the graduating class consisting of high school diploma candidates only. The rank must also be based on the UGS only. Ranking percentages must be reported to two decimal places (minimum) and may not be rounded. For example, a student who has a class rank of 13 of 43 ( $13/43 \times 100 = 30.23\%$ ) will not rank in the top thirty percent of the class since 30.23% is not within 30 percent. To determine the top thirty percent for graduating classes with three or less students, the student who is ranked number one in the class would be considered in the top thirty percent for LIFE Scholarship eligibility. Institutions shall use the final ranking as reported by the high school on the official transcript.

Students who are eligible for or are recipients of a LIFE Scholarship cannot receive a Palmetto Fellows Scholarship, SC HOPE Scholarship or Lottery Tuition Assistance.

## ***SOUTH CAROLINA HOPE SCHOLARSHIP***

The South Carolina HOPE Scholarship, established under the South Carolina Education Lottery Act, was approved by the General Assembly during the 2001 legislative session and signed into law on June 13, 2001. Act 356 authorizes funding for scholarships to cover the cost of attendance, up to a maximum of two thousand six hundred fifty dollars (includes a \$150 book allowance) to eligible students attending four-year public and independent institutions in South Carolina. The purpose of the SC HOPE Scholarship program is to provide funding to students who graduate from high school with a 3.0 cumulative grade point average, but are not eligible to receive the LIFE or Palmetto Fellows Scholarships. Act 356 authorizes the Commission on Higher Education to promulgate regulation for administration of the SC HOPE Scholarship Program.

Funds made available for SC HOPE Scholarships under the South Carolina Education Lottery Act, shall be included in the annual appropriation to the Commission on Higher Education. This program is dependent upon the annual proceeds generated by the lottery. The Commission on Higher Education shall award funds to eligible students as SC HOPE Scholarships.

### **Student Eligibility**

A. To be eligible for a SC HOPE Scholarship, students must:

- (1) Be a U.S. Citizen or a permanent resident that meets the definition of an eligible non-citizen under State residency statutes;
- (2) Be a South Carolina resident for in-state tuition purposes at the time of enrollment at the institution as set forth by Section 59-112-10 and graduated from a high school according to State Statute, Section 59-149-50A.
- (3) Earn a 3.0 cumulative grade point average (GPA) on a 4.0 scale. Grade point averages must be reported to two decimal places (minimum) and may not be rounded. For example, a student who earns a 2.99 GPA is not eligible. A student who earns a 3.00 GPA or above is eligible. Until 2004, students may qualify for the SC HOPE Scholarship using the Uniform Grading Scale (UGS) or the grade point calculation policy approved by the school district. Institutions shall use the final GPA as reported by the high school. If a weighted GPA is provided, the institution shall use the high school's weighted GPA based upon the approved policies of the school district in determining whether the student meets the "B" average. The high school must specify which grading scale was used. If more than one grade point average is reported by the final official transcript, the institution may use the grading scale that would be to the student's advantage. Beginning with students graduating in 2004, scholarship eligibility is based upon the UGS only. No other grading policy is allowed to qualify for a State scholarship.

(4) Be admitted, enrolled full-time, and classified as a degree-seeking undergraduate student in an eligible institution in South Carolina; and

(5) Certify that he/she has not been adjudicated delinquent, convicted, or pled guilty or nolo contendere to any felonies, alcohol or other drug related offenses under the laws of this or any other state or under the laws of the United States by submitting a signed affidavit each academic year to the institution testifying to the fact, except that a high school or college student who has been adjudicated delinquent, convicted, or pled guilty or nolo contendere of an alcohol or other drug related misdemeanor offense is only ineligible for the next academic year of eligibility after the date of the adjudication, conviction or plea.

B. Students who complete their high school graduation requirements prior to the official graduation date reported on the final high school transcript may be eligible to receive the SC HOPE Scholarship pending approval of the Commission on Higher Education (CHE). The institutional representative must complete and submit an Early Graduation Application Form and all appropriate documentation as deemed necessary by CHE for each student. The student must request and submit a letter from the high school principal verifying that he/she has met all graduation requirements.

C. Early graduates who enroll mid-year and are classified as degree-seeking will officially begin their initial college enrollment.

D. Students receiving a SC HOPE Scholarship are not eligible for a LIFE or Palmetto Fellows Scholarship.

E. Students who meet all eligibility requirements for the SC HOPE Scholarship are eligible to receive scholarship funds for the freshman year of attendance only.

SC HOPE Scholarship awards are to be used only for payment toward the cost-of-attendance as established by Title IV regulations. The award amount shall not exceed two thousand six hundred fifty dollars (includes \$150 book allowance) during the freshman year only. The SC HOPE Scholarship in combination with all other grants and scholarships shall not exceed the cost-of-attendance as defined in Title IV regulations for any academic year.

## ***WILLIAM D. FORD***

### ***FEDERAL DIRECT STUDENT LOAN (FDSL)***

The William D. Ford Federal Direct Student Loan Program, which was established by the Student Loan Reform Act of 1993, provides a new way for students and their parents to borrow money to pay for education after high school.

Morris College participates 100 percent in the Federal Direct Student Loan Program. All applicants requesting a Student or a Parent Loan must

apply for it under this new loan program. This program enables the student or parent to borrow directly from the U.S. Department of Education. (Under the Federal Family Education Loan Program, the loans are made through a private lender and a guaranty agency.) The federal government has streamlined the process for obtaining a loan by eliminating the private lenders and guaranty agencies.

Students may qualify for a "subsidized" Federal Direct Student Loan based on financial need. The subsidized loans are loans for which the federal government will pay the interest while the student is in school and during specified deferment periods.

Students may qualify for an "unsubsidized" Federal Direct Student Loan regardless of need - that is, regardless of their family's income. However, the federal government will not pay the interest on the unsubsidized FDSL.

Students in the first year (freshmen) may borrow up to \$3,500 per academic year, and in the second year (sophomores) may borrow up to \$4,500 per academic year. Undergraduates who have attained third- or fourth-year status (juniors and seniors) may borrow up to \$5,500 per academic year for a total of up to \$23,000 for undergraduate study. The amount a student may borrow, however, will be based upon the recommendation of the College.

Recipients of the Federal Direct Loan begin repayment six months after they cease to be enrolled in a postsecondary institution.

Additional information regarding the William D. Ford Federal Direct Student Loan Program can be obtained through the Office of Financial Aid.

## ***WILLIAM D. FORD FEDERAL DIRECT PLUS LOAN PROGRAM***

The Federal PLUS Loan Program is designed to assist parents of an undergraduate student to pay the student's educational expenses. Under the Federal Direct PLUS Loan Program, the parent of a dependent student can borrow up to the cost of the student's education minus other financial aid received.

Additional information regarding the Federal Direct PLUS Loan Program can be obtained through the Office of Financial Aid.

## ***SOUTH CAROLINA TEACHER LOAN PROGRAM (TLP)***

The Teacher Loan Program was authorized to assist state residents who are attending college for the purpose of becoming certified teachers employed in the State's public school system in areas of critical need.

Freshmen and sophomores may borrow up to \$2,500 a year. Juniors, Seniors and graduate students may borrow up to \$5,000 per year.

For loan recipients who become certified and teach in an area of critical need as determined by the State Board of Education, the loan shall be canceled at the rate of 20% for each full year of teaching up to 100%.

Additional information regarding the South Carolina Teacher Loan Program can be obtained from the Office of Financial Aid or the Division of Education at the College.

## ***THE COLLEGE FUND / UNCF***

Students attending Morris College are also eligible for various scholarships that are provided through UNCF. The College makes recommendations to UNCF for consideration in awarding various scholarships to eligible students.

Scholarships are awarded based on the student's academic average, financial need, academic major and state of residency. These scholarship amounts range from \$200 to \$8,000 per year.

Additional information can be obtained through the Office of Financial Aid.

## ***TEACH GRANT PROGRAM***

**NOTE:** For the TEACH Grant Fact Sheet, visit the following website: [www.studentaid.ed.gov/PORTALSWebApp/students/english/TEACH.jsp](http://www.studentaid.ed.gov/PORTALSWebApp/students/english/TEACH.jsp).

Through the College Cost Reduction and Access Act of 2007, Congress created the Teacher Education Assistance for College and Higher Education (TEACH) Grant Program that provides grants of up to \$4,000 per year to students who intend to teach in a public or private elementary or secondary school that serves students from low-income families. If, after reading all of information on this fact sheet, you are interested in learning more about the TEACH Grant Program, you should contact the Financial Aid Office to apply. You must have at least a cumulative 3.25 grade point average.

***THE PRESIDENTIAL SCHOLARS PROGRAM***  
***MORRIS COLLEGE***  
***SUMTER, SOUTH CAROLINA***

***THE PROGRAM:*** The Presidential Scholars Program was initiated in 1982 by Dr. Luns C. Richardson, President of Morris College, to recognize and recruit high school seniors who have above-average academic records. Seniors who rank in the upper one-fourth of their class and who are interested in pursuing serious college study are eligible to apply. The program has been expanded to include scholarships for high school valedictorians and salutatorians. The scholarships apply to the year immediately following graduation.

***AMOUNT OF EACH AWARD:*** Applicants who meet the Eligibility Criteria listed below are eligible for one of ten Presidential Scholarships worth a total of \$3,000 and payable in amounts of \$750 per year. A salutatorian may receive an award worth a total of \$8,000 payable in amounts of \$2,000 per year. A valedictorian with an SAT score of 1100 or higher and an overall "B" average is eligible for a full tuition scholarship for up to four years, and a valedictorian with an overall "B" average and an SAT score of less than 1100 is eligible for an award worth a total of \$10,000 payable in amounts of \$2,500 per year. All awards are renewable for each year of full-time undergraduate work, provided that the student maintains a "B" average or better and also maintains an excellent citizenship record.

***ELIGIBILITY CRITERIA:*** To be eligible for an initial award an applicant:

1. Must have been admitted to Morris College, but must not be currently enrolled.
2. Must rank in the upper one-fourth of his/her high school graduating class. Valedictorians must have the highest average in the class, and salutatorians the second highest.
3. Must have submitted a completed application for the scholarship award by January 31st.

***WHO MAKES THE AWARDS?:*** The President of Morris College makes the awards on the basis of nominations submitted by the Committee on Admissions and Financial Aid.

***ANNOUNCEMENTS OF RECIPIENTS:*** Award recipients will be announced on May 1st of each year with funds disbursed at the time of registration in August and January.

***HOW TO APPLY:*** Applications may be secured by writing to the Office of Admissions and Records, Morris College, Sumter, S.C. 29150. Telephone (803) 934-3225. It is strongly recommended that applicants fill out applications for admission and financial aid along with the application for the Presidential Scholars Program.

## ***THE LUNS C. RICHARDSON ENDOWED SCHOLARSHIP PROGRAM***

### **NATURE OF THE RICHARDSON ENDOWED SCHOLARSHIP PROGRAM:**

The Luns C. Richardson Endowed Scholarship Program was established in 1999 in order to attract a special group of exceptional students who would serve as role models of academic achievement to the students of Morris College. When fully funded, the program seeks to award four scholarships annually in the amount of \$4,500 each, and these scholarships are renewable for up to four consecutive academic years. The program is named for Dr. Luns C. Richardson who has served as President of Morris College since 1974.

**CRITERIA FOR AWARDING:** An applicant for a Luns C. Richardson Endowed Scholarship:

- 1) Must be a new freshman student who is neither currently enrolled nor has been previously enrolled at any other postsecondary institution.
- 2) Must have a grade point average of 3.5 out of 4.0 for the first seven semesters of high school work.
- 3) Must have completed a high school academic curriculum rather than a general or vocational curriculum.
- 4) Must have exceptional letters of recommendation from at least two classroom teachers and one guidance counselor, principal or assistant principal.
- 5) Must forward SAT test results to Morris College by March 1.
- 6) Must agree to participate in an annual two-day training workshop preceding each fall semester to assist in learning to carry out the responsibilities of a scholarship recipient.
- 7) Must be planning to enroll as a full-time student.
- 8) Finalists for scholarship awards must present themselves for a personal interview with the President of Morris College.

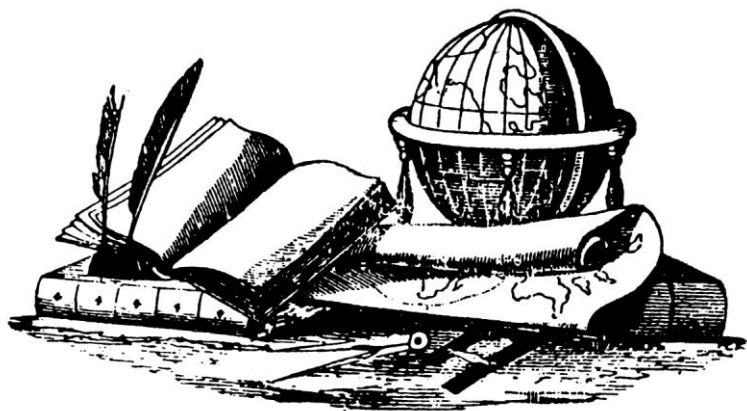
**CRITERIA FOR RETAINING:** In order to retain a Richardson Endowed Scholarship for each succeeding semester, the recipient:

- 1) Must maintain a cumulative grade point average of 3.5 for all years of work completed at Morris College.
- 2) Must enroll as a full-time student for each succeeding academic semester with no break in the period of full-time enrollment. (The Richardson Scholarship is not transferable to any other institution).

### **OTHER APPLICABLE REGULATIONS:**

- 1) Scholarship awards shall normally be made only once per year with one-half of the award payable at the beginning of the fall semester and one-half payable at the beginning of the spring semester.
- 2) A scholarship recipient who fails to maintain a cumulative grade point average of 3.5 for all years of work completed shall have the scholarship award withdrawn and shall not be eligible for reinstatement of the award if the cumulative grade point average should later rise to 3.5. However, under exceptional circumstances the withdrawal of a scholarship may be appealed.
- 3) Scholarship funds that are unexpended because of a student's academic deficiency or withdrawal from the college shall ordinarily be set aside to permit one or more additional awards to be made for the fall semester of the following year.

# *ACADEMIC INFORMATION*



# *ACADEMIC POLICIES*



## *ACADEMIC HONESTY POLICY*

Academic honesty is expected in all situations at Morris College. Morris College students are expected to have self-confidence, self-respect, and the good judgment to recognize that a sound education requires doing one's own work. Thus plagiarism and other forms of academic dishonesty are the basis for failure, according to the college's policy as follows:

Dishonest work of the following kinds will result in students being penalized:

- Use of any unauthorized assistance in taking quizzes, tests, or examinations;
- Use of any portion of books, papers, or notes copied from any source (including electronic transmission) without acknowledgement;
- Use of bribery, threats, or any other means of coercion to influence any college official, faculty member, or employee responsible for processing grades, evaluating grades or for maintaining academic records;
- Use of forgery, alteration, unauthorized possession, or misuse of College documents pertaining to academic records, including, but not limited to, late or retroactive change of schedule forms and late or retroactive withdrawal application forms;
- Use of any other misleading or dishonest practice.

A report must be initiated and executed within 48 hours by the instructor on the prescribed form, Report of Academic Dishonesty. In case of dishonesty, an instructor may decide to give the student no credit for the assignment in question or for the course as a whole. Depending on the severity of the case, the instructor must submit a written statement to the Office of Student Affairs and the Office of Academic Affairs for further action to be taken. A student may appeal the action by written statement to the Office of Academic Affairs.

## ***CLASS ATTENDANCE***

Students are required to attend regularly all classes, for which they are officially registered, and faculty members are required to keep complete and accurate attendance records for all students officially registered in their classes. A student who compiles a record of absences that exceeds twice the number of weekly class meetings will be dropped from the course with a grade of WP or WF. The maximum number of absences permitted for a class that meets four times a week is eight; for a class that meets three times a week, six; for a class that meets twice a week, four; and for a class that meets once a week, two. A student who receives a WP or a WF because of documented extended personal illness or natural disaster such as tornado, hurricane, earthquake, or blizzard may appeal for reinstatement in the class. The letter of appeal must be submitted to the chairperson of the division to which the student is assigned within three work days. The student must continue to attend class until a decision on the appeal is rendered. Students will be excused from class to participate in official activities of the College such as choir engagements, intercollegiate athletic contests, and field trips.



## ***CLASSROOM DISRUPTION POLICY***

All students are expected to behave in a mature and orderly manner. Disruptive and/or disorderly conduct will not be tolerated in the classrooms or laboratories at Morris College. After the initial warning, faculty may dismiss from that class period or laboratory a student whose conduct is, in his/her opinion, disruptive. Continuous disruption may result in permanent dismissal from the class in question with a semester grade of F. This includes, but is not limited to, verbal abuse, any kind of harassment, profanity, fighting, destruction of property, chronic or extreme tardiness, or any other interference with classroom activities. Such students will not be permitted re-entry into the class until clearance is obtained from the faculty

member, the appropriate divisional chair, and/or the Academic Dean. Absences incurred during a dismissal from class will be recorded as unexcused. The length of absence from class shall not exceed two class days (48 hours) from the date of the incident.

In a case involving extremely disruptive behavior, the college reserves the right to take additional disciplinary action through its established judicial process. If a student is found responsible for such violation, the minimum disciplinary action will be probation, while the maximum disciplinary action will be expulsion from the college, dependent upon the gravity of the violation.

### ***Grading System***

Academic achievement at Morris is indicated by the following letter grades, numerical grades and grade points used in calculating grade-point averages:

A	(90-100)	4 points	Excellent
B	(80-89)	3 points	Good, above average
C	(70-79)	2 points	Satisfactory, average
D	(60-69)	1 point	Poor, but passing
F	(Below 60)	0 points	Failure
U	(Below 70)	0 points	Unsatisfactory
S	(Above 69)	0 points	Satisfactory

"U" and "S" grades are used in all non-credit courses.

"I" (incomplete) denotes that the student failed to complete all requirements for a course.

"X" denotes that the student was absent from the final examination.

"X" and "I" grades incurred during the academic year must be removed by the end of the succeeding semester (whether or not the student is enrolled); otherwise the grade of "F" will be recorded on the permanent record.

Similarly, "X" and "I" grades incurred during the summer sessions must be removed by the end of the succeeding semester (whether or not the student is enrolled); otherwise the grade of "F" will be recorded on the permanent record.

"WP" denotes withdrew passing from a course, if the student is performing satisfactorily at the time of withdrawal.

"WF" denotes withdrew failing from a course after the deadline for dropping a course, or because of excessive absences.

"AU" denotes "audit" and is listed in the computer module only.

The following grade symbol is also used but is not included in computing the grade point average.

"W" denotes withdrawal from the College.

### ***Grade Point Average***

The grade point average is determined by dividing the total number of quality points earned by the total number of credit hours attempted. In order to receive a degree, a student must attain an overall average of "C" (2.00) and no grade less than "C" in his major and minor areas which are offered to meet graduation requirements. "Major and minors areas" include courses listed in the "Other Required Courses" section of each program outline, with the exception of JRS 300.

### ***COMPUTING GRADE POINT AVERAGE (GPA)***

(A) Add all hours attempted, not hours earned

<b>First Semester</b>	<b>Semester Hours Attempted</b>	<b>Grades Achieved</b>
English 103 Fundamentals of Composition	3	B
Math 103 College Algebra	3	C
History 104 World History	3	B
CIS 101 Introduction to Computer	2	B
FRS 100 Freshman Orientation	1	A
DRD Developmental Reading***	<u>3</u>	A
Semester Hours Attempted	15	

(B) Determine quality points for each course based on the following

<b><u>Quality Points Scale:</u></b>	<b>Quality Points Earned</b>
A = 4.0 Quality points	B = 3.0
B = 3.0 Quality points	C = 2.0
C = 2.0 Quality points	B = 3.0
D = 1.0 Quality points	B = 3.0
F = 0.0 Quality points	A = 4.0
	A = 4.0

(C) Multiply semester hours attempted for each course by the quality points for each course.

(a) Semester hours attempted (b) Quality points based on grades received (c) Total quality points

$$\begin{aligned}(a) \times (b) &= (c) \\ 3 \times 3 &= 9 \\ 3 \times 2 &= 6 \\ 3 \times 3 &= 9 \\ 2 \times 3 &= 6 \\ 1 \times 4 &= 4\end{aligned}$$

$$\frac{3 \times 4 = 12}{15 \quad 46} \text{ (Total Quality Points)}$$

(D) Divide quality points by hours attempted

$$\begin{aligned} \text{GPA} &= \frac{\text{Total quality points}}{\text{Total hours attempted}} \\ \text{GPA} &= \frac{46}{15} \text{ GPA} = 3.06 \end{aligned}$$

\*\*\*Developmental courses do not count toward graduation, but are used to compute grade point average.

## ***ACADEMIC PROBATION, SUSPENSION AND DISMISSAL***

Students must maintain a minimum grade point average based on the number of semester hours attempted. The minimum grade point average is as follows:

Total semester hours attempted	Cumulative grade point average
Up to 24.....	1.50
25 to 55.....	1.70
56 and above.....	2.00

### ***Academic Probation***

The record of each student is reviewed at the end of each semester. For each semester following the semester in which the student fails to achieve the minimum grade point average, he/she is placed on academic probation. A student on academic probation may enroll for no more than 13 semester credit hours and may participate only in academic and academic-related activities.

### ***Academic Suspension***

After two consecutive semesters of failure to achieve the minimum grade point average, the student will be suspended. A student suspended for academic reasons may not enroll at the College for one full semester; however, he/she may seek approval from the Academic Dean to attend summer school in order to improve his/her cumulative grade point average. The student must present written confirmation of the Academic Dean's approval before he/she will be permitted to register for the summer session.

A student who has been suspended must request readmission to the College at the end of the semester during which he/she was suspended. If readmitted, the student must earn a minimum grade point average of 2.5 in the returning semester and may participate only in academic and academic-related activities.

### ***Academic Dismissal***

A student who has been previously suspended and who fails to achieve the minimum grade point ratio after being readmitted will be dismissed from the College and will not be eligible to re-enroll.

## ***COMPUTER USE POLICY***

Morris College's computer policies seek to achieve the legitimate and proper use of the institution's computing resources. These policies are intended to legitimately maximize the interests and rights of all computer users.

### **Use of Computing Resources:**

Computing resources that are the property of Morris College are intended for support of the instructional and administrative programs of the institution. Examples of computing resources are system and campus computing facilities and networks, electronic mail, Internet services, computer laboratories, office and residence hall work stations, and the College's databases. Users of the College's computing services, databases and facilities are responsible for appropriate and legal use. Appropriate use of system computing resources is as follows:

- using the resources provided by the College to enhance its mission to serve the needs of its administrators, faculty, staff, students, alumni, and community
- respecting the rights of other computer users
- protecting the integrity of the physical and software facilities
- complying with all pertinent licenses and contractual agreements
- complying with all of the College's policies and state and federal laws

Inappropriate computer uses that are prohibited include, but are not limited to the following:

- use of computer resources or electronic information for any purpose that may violate federal or state laws (misrepresenting or forging your identity or the source of any electronic communication, threats of violence, and/or harassing communications)
- use of computer resources in the computer laboratories to play games, chat, display obscenities or pornography, or reproduce documents with the intent to plagiarize
- use of a computer in the computer laboratories without a flash drive

- use of computer resources by students in the office of a faculty, staff member, or an administrator without authorization of the Academic Dean
- knowingly and without authorization use, alter, damage, or destroy any computer, computer network, software, program, documentation, or data
- use of resources for personal or private business or commercial activities, fund raising, or advertising on behalf of non-college organizations. This includes setting up a commercial website on your personal computer which is made accessible to the world via a connection through the College's network
- use of computer resources to defame Morris College or its personnel

Negligent or intentional conduct leading to disruption and/or damage of electronic networks or information systems, as defined by this policy, may result in the loss of computing privileges. If a violation of appropriate use occurs, a warning will first be given notifying the individual that his/her action violates policy and that his/her access will be suspended if the action continues. The College's policies on misconduct or inappropriate behavior, as described in the *Personnel Policy Handbook* for Morris College or the *Morris College Student Handbook*, shall be followed if the need to suspend computing privileges of faculty, staff, or students should occur. However, if the security and operation of the computing systems or networks are jeopardized, access may be immediately canceled.

### **Additional Inappropriate Uses of College Technology Resources**

- Violating the "Statement of Software and Intellectual Rights." Computer software must be used in accordance with license agreements, whether it is licensed to the college or to the user.
- Violating the Federal Copyright Law by downloading copyrighted works (including music, movies, computer software, video games, photographs, and text materials) from the Internet without proof of proper licensing arrangements.
- Using another person's account or pin number or giving your password, pin number or identification to another person for the purpose of gaining access to a college-owned computer, network or database resource. This includes, but is not limited to, unauthorized use of an account, use of an account for a purpose for which it was not intended, or use of another person's e-mail address. Changing another person's password may be considered harassment.
- Interrupting or inhibiting the access of Morris College technology resources by actions such as distributing computer viruses, worms or bulk e-mail. This includes any other procedures that interfere in

any way with the information technology resources available to a user.

- Employing a computer to annoy or harass other users; for example, to send obscene, abusive or threatening mail.
- Using a computer to violate the principles of academic honesty.
- Using or distributing any parts of the college's administrative records that are accessed unintentionally. These include, but are not limited to, information stored on disk, tape, hardcopy, and microfilm as well as information on terminal screens.
- Using another student's print code.

## **MORRIS COLLEGE Social Media Policy**

In accordance with applicable laws and regulations, subject to other applicable Morris policies, this policy does not prohibit students from using social media, but does however require students to adhere to the following guidelines. Failure to do so could result in the student being reprimanded by the institution's judiciary board.

### ➤ **Do**

- Remember that laws and Morris College policies governing inappropriate conduct such as sexual (or other) harassment, bullying, discrimination, defamation, infringement of copyright and trademark rights, and unauthorized disclosure of student records and other confidential and private information apply to communications by Morris College students through social media.
- Carefully consider the accuracy, clarity, length (brief is better) and tone of your comments before posting them. Posts on social media sites should protect the College's institutional voice by remaining professional in tone and in good taste. Remember, your posts may last forever.
- Respect the views of others, even if you disagree.
- Obey the Terms of Service of any social media site or platform in which you participate.
- Whenever appropriate, share content directly from Morris College's social media pages rather than duplicating it. When content is directly shared, it is linked back to Morris College's social media accounts. This facilitates the Marketing Department's efforts to analyze social media traffic and engagement (e.g. "likes" and comments). In addition, posts originating from Morris College will have the appropriate links attached to bring the viewer back to the website or coordinating landing page.

### ➤ **Do Not**

- Use social media to harass, threaten, insult, defame or bully another person or entity; to violate any College policy; or to engage in any unlawful act, including but not limited to gambling, identity theft or other types of fraud.

- Post or store content that is obscene, pornographic, defamatory, racist, excessively violent, harassing, threatening, bullying or otherwise objectionable or injurious.
- Be rude or argumentative, or use inappropriate language. [Correct factual inaccuracies but avoid negative exchanges whenever possible.
- Use the Morris College name, logo or trademarks for non-Morris College sponsored promotional announcements, advertising, product-related press releases or other commercial use, or to promote a product, cause, or political party or candidate.
- Spread gossip, rumors, or other unverified information. Furthermore, do not assume that everything posted on a social media site is true.
- Post a person's photograph or video image without first obtaining permission.  
**Note:** Please keep in mind that photographs posted on social media sites can easily be appropriated by visitors.
- Represent your personal opinions as institutionally endorsed by Morris College. If you are not authorized to post specific content on behalf of the College, then the following disclaimer should appear in your post: "These are my personal opinions and do not reflect the views of Morris College."
- Expect that your posted content will remain private or that dissemination will necessarily be limited to your intended audience, **even if you are accessing your own private account over the Morris College network or using Morris College equipment or peripherals.**
- Insult, disparage, disrespect or defame the College or members of the Morris College community.

## ***STUDENT RECORDS***

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

(1) The right to inspect and review the student's education records within 45 days of the day the College receives a request for access.

Students should submit to the Director of Admissions and Records, Dean of Student Affairs, Dean of Academic Affairs, or other appropriate official, written requests that identify the record(s) they wish to inspect. The College official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the College official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

(2) The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.

Students may ask the College to amend a record that they believe is inaccurate or misleading. They should write the College official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the College decides not to amend the records as requested by the student, the College will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

(3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the College has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

A second exception which permits disclosure without consent is disclosure of information normally contained in a student directory. Directory information consists of name, local and home addresses and telephone numbers, dates of enrollment, whether or not a student is enrolled, and degree earned (if any) and date. All other information is considered to be personal and requires the written permission and signature of the student in order for it to be released. If a student does not wish to have any of the directory information released, he/she should notify all offices concerned.

Upon request, the College discloses education records without consent to officials of another school in which a student seeks or intends to enroll. Other conditions in which prior consent is not required to disclose information include requests from state and local officials, organizations conducting studies (provided such studies will not permit identification of students and their parents), and by legal compulsion, such as subpoenas or court orders.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by Morris College to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are

Family Policy Compliance Office  
U.S. Department of Education  
600 Independence Avenue, SW  
Washington, D.C. 20202-4605

# ***MORRIS COLLEGE STANDARDIZED TESTING PROGRAM***

Various standardized tests are administered at different intervals during the student's college career to ensure proper guidance and effective evaluation of the student's achievement at Morris College.

## ***PLACEMENT TESTING AND DEVELOPMENTAL STUDIES***

Students who plan to enroll at Morris College must take the Accuplacer Next Generation placement test which tests skills in English, mathematics and reading. Based on the results of tests, students may be placed in developmental courses. They must receive a grade of "C" or above in each developmental course in order to proceed to the next developmental or general education course in the sequence. Credit for developmental courses does not count toward graduation or the 15 hours required for academic honors. See the College Catalog for the developmental curriculum.

## ***CRITERIA FOR ADMISSION TO THE TEACHER EDUCATION PROGRAM***

Pre-candidates, students interested in majoring in education, are to complete an Intent-to-Major-in-Teacher Education form during the first semester of enrollment, pass a basic skills examination, and complete 60-hours of college credit, with a minimum cumulative GPA of 3.00. These criteria must be met before applying for admission to the Teacher Education Program the spring semester of the sophomore year.

South Carolina State law requires all students to pass an entrance exam, Praxis Core Academic Skills for Educators, before applying for admission to a Teacher Education Program. PRAXIS CORE is designed to measure academic skills in reading, writing, and mathematics. Acceptable scores from ACT (22) or SAT (1650+) may be submitted in place of PRAXIS CORE.

The Praxis® Core Academic Skills for Educators Tests consist of three separate tests: Reading Test, Writing Test, and Mathematics Test. Praxis Core tests include objective response questions such as single-selection multiple-choice questions, multiple-selection multiple-choice questions, and numeric entry questions. The Praxis Core Writing test also includes two essay sections.

The Praxis Core tests are delivered on computer and may be taken either as three separate tests on separate days or as one combined test. Individual scores will be reported for reading, mathematics and writing on both the individual and the combined test. Information about the tests and test help may be found at: <http://www.ets.org/praxis/about/core/content/>. For Registration information, visit [www.ets.org/praxis/register](http://www.ets.org/praxis/register). For more

information, contact the Director of Teacher Education in the H.H. Butler Building, suite 147 or ext. 3207, [cgscott@morris.edu](mailto:cgscott@morris.edu).

## ***TESTING CRITERIA FOR COMPLETING THE TEACHER EDUCATION PROGRAM AND STATE LICENSURE***

South Carolina State Law also requires all candidates to demonstrate their professional knowledge of the area(s) in which they plan to teach. Current law requires that this demonstration be in the form of written assessments. These assessments are known as Praxis II: Subject Assessments and Principles of Learning and Teaching. Candidates must earn passing scores on the appropriate Praxis II: Subject Assessment(s) and Principles of Learning and Teaching prior to Directed Teaching and state licensing to teach.

### ***JUNIOR TESTING***

Students are encouraged to arrange for and take various standardized tests such as the Graduate Record Examination (GRE), Law School Admission Test (LSAT), Medical College Admission Test (MCAT), Professional Administrative Career Education (PACE) and others.

### ***SENIOR TESTING***

Student teachers must pass three ADEPT (Assisting, Developing and Evaluating Professional Teaching) observations before graduation. The Praxis Series is required of all students in the Teacher Education Program and must be passed prior to their assignment to student teaching.

All graduating seniors are required to take an exit examination.

### ***MILLER ANALOGIES TEST (MAT)***

Students desiring to enter graduate school should know that Morris College has been established as a controlled testing center for the **computer-based MAT (Miller Analogies Test)**. **As a reasonably priced test administered in 60 minutes, the MAT offers an excellent option for candidates applying to any of the hundreds of graduate programs that accept MAT scores for admission.** Students may come to the Office of Counseling or call **934-3259** to obtain information about the MAT as well as a testing schedule.



## ***RICHARDSON-JOHNSON LEARNING RESOURCES CENTER RULES AND REGULATIONS***

(Library 1<sup>st</sup> & 2<sup>nd</sup> floor/Media Operations 3<sup>rd</sup> floor)

The Learning Resources Center (LRC) is a place for thought, research and study for our academic community. In order to maintain an environment appropriate to our purpose, the following rules must be observed;

1. Always present your Identification Card when entering the Learning Resources Center; and a valid college I.D. is required for checking out books, materials, and equipment.
2. Keep all electronic devices in the silent mode. Earbuds may be used at a low level.
3. Study rooms are available for group study on the second floor. Sign-in at the second floor desk.
4. To use the academic computer laboratory on the third floor, always sign-in.
5. A print code is required for all printers in the LRC.
6. LRC books and material circulate for two weeks; and may be renewed after that time.

7. Books may be returned inside at the Circulation Desk; or outside in the front book drop.
8. Textbooks are available on *Reserve* at the Circulation Desk for use only in the Learning Resources Center for a period of 3 hours. Renewal is possible if not on request/hold by another student.
9. Students may check out entertainment DVD's and CD's only after 5pm. There is a limit of 2 items per request.
10. Promptly return book, and equipment. Avoid losing borrowing privileges, paying fines or replacement fees.
  - \$.05 per day for an overdue book
  - Overdue reserve books are \$.25 per hour
  - A lost Morris College book(s), DVD, CD or equipment: the cost of the item, plus a \$10.00 processing fee will be applied.
  - A lost *P.A.S.C.A.L Delivers* book from member institutions: fine is \$100.00
11. Food and beverages are not allowed in the LRC in order to keep the facility clean and avoid spills onto the electronics.
12. Unauthorized removal or concealment of material or equipment from a library is a misdemeanor offense in South Carolina. Writing or marking in books is forbidden as is destruction of LRC property. Violators will be charged the cost of the item plus a \$10.00 processing fee, and will be subject to disciplinary action by the college.
13. Disruptive behavior towards administrators, staff, faculty, students or visitors will not be tolerated. (See the Morris College Catalog)
14. For Library users the safety of child (ren) is important. No minor under the age of 12 years old is allowed to enter with users or remain in any area of the LRC. Only school-sponsored programs accompanied by an adult will be permitted.

**“Libraries transform.”** Find out more about how the LRC operates and what resources and services are offered at [www.morris.edu](http://www.morris.edu).

## ***BOOKSTORE***

The Morris College Bookstore is located in the Givens-Blake-Thompson-Rich Student Center.

Textbooks, supplementary texts, Morris College T-shirts, Greek paraphernalia and other items may be purchased in the Bookstore. The Bookstore operating hours are:

8:30 a.m. - 12:45 p.m. Monday, Tuesday, Thursday, Friday  
2:00 p.m. - 4:00 p.m. Monday, Tuesday, Thursday, Friday  
8:30 a.m. - 1:00 p.m. Wednesday  
11:00 a.m. - 12:00 noon Saturday

Special Note: The Bookstore is closed each Thursday between 9:50 a.m. and 11:00 a.m. for the weekly College Assembly. The Bookstore is closed each day at 10:30 a.m. to process incoming mail.

## ***MAIL SERVICES***

The mailboxes are located in the Givens-Blake-Thompson-Rich Student Center.

All students are assigned individual mailboxes with keys upon completion of registration.

Mail for students is distributed daily except on Sunday. Special deliveries, packages and certified or registered mail are delivered Monday through Saturday during mailroom hours only to the person whose name appears on the correspondence with validated college identification card.

Mailboxes are accessible to students during Student Center hours (Saturdays included).

Students should inform family and friends to address correspondence as indicated in the following example:

Ms. Jane Smith  
Morris College, CPO 210  
100 West College Street  
Sumter, South Carolina 29150-3559



## ***MILITARY SCIENCE***

### ***ARMY RESERVE OFFICER TRAINING CORPS***

#### ***(ROTC)***

#### ***Military Science***

Army ROTC is a co-educational program dedicated to producing college-educated men and women to serve as Officers in the Army, Army National Guard, and Army Reserve in positions requiring a sense of responsibility and varied managerial skills. The program embodies the citizen-soldier concept whereby individuals may serve most of their obligation in reserve status in their home community.

#### ***General Information***

Army ROTC at Morris College may be completed in two to four years depending upon student qualifications. This time is normally broken into a two-year no-obligation Basic Program and a two-year contractual Advance Program. Students with prior service, JROTC or National Guard/USAR

service may qualify for direct placement in the Advance Program. At the beginning of their junior year, students with at least two years remaining before graduation can also qualify for the Advance Program by attending a five-week Basic Camp offered each summer at Fort Knox, Kentucky. Junior and senior year students participate in a regular program of physical fitness and field training.

### ***The Scholarship Program***

The Army ROTC Scholarship Program awards two-, three- and four-year scholarships to eligible students on a competitive basis. The Department of Military Science accepts applications for two- and three-year ROTC scholarships throughout the year. Students do not have to be enrolled in ROTC to apply for these scholarships.

Each scholarship pays for full tuition and provides \$900 for books and an allowance for lab fees and other educational expenses. The student also receives between \$400 and \$500 per month depending on their academic status. Students also receive \$700 while attending the five-week advanced camp at Fort Lewis, Washington after their junior year.

## ***VETERANS RESOURCE CENTER***

The Morris College Veterans Resource Center is designed as a mechanism through which the college provides education support programs and services for active members of the United States armed forces, honorably discharged and retired military, as well as their family members.

The Veterans Resource Center provides or coordinates the following services and activities:

- \*Assess and train School Certifying Officials
- \*Certify GI Bill Educational Benefits
- \*Monitor VA payments to students and the college
- \*Manage VA student tutorial programs
- \*Manage VA students Work-Study programs
- \*Coordinate military celebration/activities for Morris College
- \*Recruit veterans and dependents for enrollment to Morris College
- \*Conduct outreach to local Veterans Service Organizations

## ***MORRIS COLLEGE STUDENT SUPPORT SERVICES***

### ***STUDENT SUPPORT SERVICES***

Morris College Student Support Services program (SSS) provides opportunities for academic development of 200 freshman and sophomore

students annually. This is accomplished through a systematic approach of instructing students in basic college survival skills such as reading, writing, note taking, test taking, and computer skills. Other services include: tutorials, enrichment workshops, skill building activities, along with academic, financial, and personal counseling. The program also has a cultural enrichment component that provides and encourages students to participate in activities in which first-generation and low-income students are not normally involved.

The program is staffed with a director, counselor, two supplemental instructors and a secretary. The goal of SSS is to increase the retention and graduation rates of students attending Morris College.

***CRITERIA***

The following criteria determine students' eligibility to participate in Student Support Services:

- A. Academic need
- B. First-generation college student
- C. Low-income
- D. Students with disabilities

***Student Support Services:***

- Expand Knowledge
- Enhance Skills
- Improve Study Habits
- Builds Confidence
- Achieve Goals

***UPWARD BOUND***

***WHAT IS UPWARD BOUND?***

Upward Bound is a federally funded pre-college program for high school students. It is designed to help low-income potentially first-generation college students successfully graduate from high school and pursue postsecondary education. Upward Bound is funded by the United States Department of Education (Title IV), and Morris College serves as the host institution. This program is funded to serve 92 high school students.

The Morris College Upward Bound Program provides the following support services for participants.

- 1. Academic advising and tutoring in the core subjects
- 2. College and career counseling
- 3. College campus tours

4. Saturday tutorial and enrichment sessions (transportation and lunch provided)
5. 6 weeks residential program (meals included)
6. Field trips
7. Stipends based on participation
8. SAT preparation
9. Paid tuition, housing and books (Bridge Component)
10. Cultural enrichment activities



**ALL THIS AT NO COST TO YOU!**

### **Academic Year Component**

- Saturday academic and tutorial enrichment classes held during the school year
- Transportation is provided to and from each session
- Hands on learning designed to enhance academic skills in core subjects
- ACT and SAT preparation
- College exploration
- Financial aid and college admission workshops
- Lunch

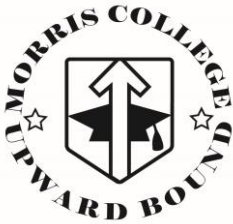
### **Summer Enrichment Program**

- 6 weeks residential program (meals provided)
- Academic supplies provided

- Academic instruction provided in: Mathematics, Science, English, Spanish, Social Studies, Work Keys, ACT, and SAT preparation
- College exploration to include visits to colleges on the east coast
- Career exploration to include resume development and job interviewing
- Evening recreational activities
- Cultural enrichment field trips

## **Summer Bridge Program**

- The Bridge Program is designed to bridge the gap between high school and college
- Following high school graduation, students who have completed the Morris College Upward Bound program are eligible to enroll in the Morris College Summer Bridge program and take up to seven credit hours in college course work
- Tuition, housing, textbooks and all supplies are paid for by the Upward Bound program



- \*Hands on learning**
- \*Lifelong friendships**
- \*Outstanding opportunities**

## ***CAREER SERVICES CENTER AT MORRIS COLLEGE***

The Career Services Center at Morris College stresses that students "be all that they can be." It seeks to provide students with the opportunity to interact with individuals in various career fields. The result of this type of interaction is a more realistic picture of the world of work. The center prepares students for successful job searches and job interviews, concentrating on the students' role in these activities. It takes a realistic look at what is actually required in the world of work and what the employer looks for in prospective employees. The center is concerned with students throughout their college experience and with all careers, including those for which graduate study is required. It also serves the needs of faculty, staff and alumni.

## ***COOPERATIVE EDUCATION PROGRAM***

The Cooperative Education Program provides career guidance to students and relates academic study to practical work situations by coordinating full-time college studies with employment in business, industry, government or service organizations.

Students spend a portion of their time in the classroom and another portion in off-campus positions usually related to their major course of study. This program enables students to "earn while they learn" and offers them an opportunity to gain experience in the world of work.

For more information concerning the Cooperative Education Program, contact the Coordinator of Cooperative Education, Career Services Center, Brawley-Starks Academic Success Center or call extension 3191 or 3192.

# ***STUDENT LIFE***

## ***RESIDENTIAL LIVING***

### ***DINING HALL***

### ***DRAMA***

### ***MUSIC***

### ***ATHLETICS***

### ***NEWSPAPER***

### ***YEARBOOK***

### ***SOCIAL LIFE***

### ***ORGANIZATIONS***



## ***STUDENT PARTICIPATION IN INSTITUTIONAL GOVERNMENT***

The College, through its administrative organization, provides for a Student Government Association. The Student Government Association is administratively responsible to the Dean of Student Affairs. Students assist in the determination of institutional policy through services on the standing committees.

Students are recommended by the President of the Student Government Association to the Dean of Student Affairs. The Dean of Student Affairs validates the students' eligibility status. The students are then submitted to the President of the College for appointment to committees. Students serve on standing committees as indicated:

### **ADMINISTRATIVE COUNCIL**

1 student (President of SGA)

### **COMMITTEE ON ACADEMIC POLICY**

2 students

### **COMMITTEE ON ADMISSIONS AND FINANCIAL AID**

2 students

### **PLANNING COMMITTEE**

1 student

TEACHER EDUCATION ADVISORY COUNCIL  
2 students in the Teacher Education Program

ADVISORY COUNCIL ON STUDENT AFFAIRS  
10 students; SGA President, each class president, each senate president, one day student

ATHLETIC COMMITTEE  
2 students

COMMITTEE ON STUDENT PUBLICATIONS  
2 students

JUDICIARY COMMITTEE  
5 students

COLLEGE ADVISORY COUNCIL  
5 students: President, 1st and 2nd Vice President, Secretary and Business Manager of the Student Government Association

THE BOARD OF TRUSTEES  
1 student

NOTE: Qualified candidates to the Trustee Board are voted on during the annual Student Elections. The student trustee is selected by the Baptist Educational and Missionary Convention from among the three top candidates.

# ***STATEMENT OF STUDENT RIGHTS, FREEDOMS AND RESPONSIBILITIES***

Morris College subscribes to the belief that every student enrolled in the institution shall have the following rights and freedoms:

- 1) The right to freedom of inquiry in the pursuit of intellectual and academic truth even though knowledge gained from such pursuit is not in agreement with beliefs held by the faculty or administration.
- 2) The right to conduct thoughtful and reasoned search for truth, without intimidation, coercion, or penalty.
- 3) The right to express views on institutional policy pertaining to academic and student affairs through duly established channels such as the Advisory Council on Student Affairs, the Student Government Association, the Residence Senates, and in the meetings of college committees on which students serve.
- 4) The right to participate in making recommendations for changing established policies and for formulating and implementing new policies through duly established channels.
- 5) The right to exercise his/her freedom as a citizen so long as his/her rights do not infringe on the rights of others. However, it must be understood that when a student expresses a position or engages in community action, the student must do so as a private citizen and not as a representative of Morris College and must bear the responsibility for the consequences of the actions as a private citizen.
- 6) The right to be free from discrimination on the basis of race, color, national origin, religious creed, political views or sex.
- 7) The right to establish and elect a student government in a democratic manner.
- 8) The right to petition the College for redress of grievance, amendment of College regulations and modifications of College policies.
- 9) The right to be secure in their persons, living quarters, papers and effects from unreasonable, illegal, or unauthorized searches and seizures. (See Housing Agreement and Manual for details.)
- 10) The right to be members of College committees, except that a student may not be a member of a committee by rule constituted exclusively of members of the College faculty.

- 11) The right of freedom of speech, assembly and association as guaranteed by the Constitution; and all provisions of this Code shall be construed consistent with these rights.
- 12) The right of privacy guaranteed by law.
- 13) The freedom to publish news and opinions of interest to them through campus media without censorship. In so doing, there is the responsibility to be truthful, to be accurate, and to observe accepted canons of decency in writings or other utterances.
- 14) The freedom to support causes by orderly means which do not disrupt the regular operation of the College. In the support of such causes, the student has the responsibility to make clear to the academic and the larger community that he/she speaks only for himself/herself and not for the College.

Duly chartered student groups or organizations have the right to hold meetings and to conduct programs on the Morris College campus in keeping with procedures for scheduling student activities as set forth in the *Student Handbook*. Such groups or organizations have the right to recommend to proper College officials speakers for their programs. All programs or activities sponsored at the College are expected to contribute to the fulfillment of the mission and purpose of Morris College.

Accordingly, all student rights and freedoms bear the following attendant responsibilities:

- 1) The responsibility to plan and conduct activities that have educational value.
- 2) The responsibility to avoid narrowness and selfishness of purpose in all student activities.
- 3) The responsibility to execute promptly all obligations to the College, through regular class attendance and participation, completion of financial aid forms, payment of fees, and strict adherence to deadlines.
- 4) The responsibility to conduct oneself at all times in a manner becoming that of a Morris College student.
- 5) The responsibility to act and speak in the best interest of the College.
- 6) The responsibility to accept the consequences of one's actions.

***Faculty, Staff and Student Rights and Responsibilities  
Relative to Intellectual Property Development as Part of  
an Official Morris College Job or Class Assignment***

Faculty, staff and students who utilize their own time to develop new software, technologically delivered courses, printed materials such as books, or other media products that can be copyrighted or patented and that can generate royalties shall retain full ownership of such properties and shall retain all royalty payments. Faculty and staff who are authorized to develop such intellectual property as part of an official Morris College job assignment or students who are assigned to develop such intellectual property as part of a specific classroom or laboratory assignment shall be asked to sign a preliminary agreement authorizing Morris College to retain the copyright or patent to any such property and to receive the full amount of any royalties that may result. However, if a faculty or staff member or a student believes that the nature of the property to be developed justifies a joint ownership, joint copyright agreement or joint patent with the college and/or a designated sharing of any resulting royalties, that matter must be negotiated between the proposed developers of the intellectual property and officials of the college before any work on the project is begun.

## ***THE ADVISORY COUNCIL ON STUDENT AFFAIRS***

The Advisory Council on Student Affairs is composed of the Academic Dean, the Director of Counseling, the Director of Residential Life, the Director of Athletics, the College Minister, all Residence Hall Directors, the Supervisor of Technical Services, the Supervisor of Custodial Services, the Coordinator of Student Activities, the Director of Career Services, the Food Service Supervisor, two faculty members, the President of the Student Government Association, all class presidents, all residence hall presidents, one day student, and the Dean of Student Affairs who serves as chairperson of the Council. The function of the council is to make recommendations through the Dean of Student Affairs to the President of the College on matters of policy affecting student life and student personnel services, to hear grievances relating to student life and to college policies that affect students, and to assist the Dean of Student Affairs in general program planning in the area of student life.



## ***STUDENT GOVERNMENT ASSOCIATION***

The Student Government Association is one of the principal organizations through which students share in the administration of the College.

The Student Government Executive body shall be constituted as follows:

1. Seven elected SGA Officers
  - President
  - 1st Vice-President
  - 2nd Vice-President
  - Secretary
  - Assistant Secretary
  - Treasurer
  - Business Manager
2. Two appointed SGA Officers  
(Appointed by the President of SGA)
  - Parliamentarian and Chaplain

3. The President of each class
4. Miss Morris College
5. Mister Morris College
6. The Representative to the Board of Trustees

The Student Government Association works cooperatively with the institution to sponsor the Coronation of Ms. Morris College; floats for Ms. Morris College, Mister Morris College, Ms. Homecoming, Mr. and Ms. Co-Ed; and Homecoming weekend activities. The organization assists with new student orientation, the Student/Faculty/Staff Leadership Retreat, and the student elections campaign.

## ***CONSTITUTION OF THE STUDENT GOVERNMENT ASSOCIATION OF MORRIS COLLEGE***

### ***Preamble***

We, the students of Morris College, in order to further the activities of student life, promote widespread interest in student affairs, govern ourselves by just and righteous laws, and stimulate and develop a greater interest in citizenship, do hereby set forth and establish this Constitution of the Student Government Association of Morris College.

### ***ARTICLE I-NAME***

The name of this organization shall be called the Student Government Association of Morris College.

### ***ARTICLE II-MEMBERSHIP***

The membership shall be composed of all students enrolled at Morris College.

### ***ARTICLE III-PURPOSES***

*The purposes of the Student Government Association shall be as follows:*

1. To serve as medium for the expression of student opinion in the formulation of college policies and regulations.
2. To provide experience in the skills of democratic citizenship.
3. To assist the College personnel officials in the coordination of student organizations and activities.
4. To help plan and direct recreational, religious, and cultural activities.
5. To support the observance of college policies and regulations.

6. To assist college officials in the organization and conduct of charity and college fund-raising efforts.
7. To provide leadership in assisting all eligible students to become registered voters
8. To assist students in getting involved in local and national elections.

### ***ARTICLE IV-SUPREMACY***

This organization shall understand that the President of the College and the Board of Trustees shall have ultimate authority in all matters governing Morris College.

### ***ARTICLE V-POWER***

This organization shall be governed by the following three branches: Executive, Legislative, and Judicial.

### ***ARTICLE VI-EXECUTIVE BRANCH***

Section 1. This branch shall consist of seven elected officers: President, 1<sup>st</sup> Vice-President, 2nd Vice-President, Secretary, Assistant Secretary, Treasurer, and Business Manager.

Section 2. All of the above shall be elected by popular vote from the student body at large.

Section 3. All officers must have at least a 2.5 grade point average, and must be free from social penalties of the college.

Section 4. Officers of the student government may not hold other major offices (such as president of a class or other student organizations.)

- a) A person nominated for the office of President must be a rising senior. Term of office is limited to one year.
- b) A person nominated for the office of 1st Vice-President must be a rising junior or senior.
- c) A person nominated for the office of 2nd Vice-President must be a rising junior or senior
- d) A person nominated for the office of Secretary or Assistant Secretary must be a rising junior or senior.
- e) A person nominated for Treasurer must be a rising junior or senior.
- f) A person nominated for the office of Business Manager must be a rising junior or senior.
- g) The Parliamentarian (to be appointed by the President of the Student Government Association) must be a rising senior.
- h) The Chaplain (to be appointed by the President of the Student Government Association) must be a rising junior or senior.

Section 5. Election of officers shall be held prior to April 25 of each year.

Section 6. Installation of officers shall be public on or before May 1.

Section 7. Newly elected officers of the Student Government Association will work with outgoing officers for the period following their installation until the end of the academic year. They will assume office at the opening of the summer session. During the summer sessions, the Student Government Executive body will plan for the forthcoming academic year.

Section 8: The Executive Branch shall advise the student body, through the President, on those matters pertaining to the students of Morris College.

#### Section 9. Duties of the President

- a) To preside at student body meetings.
- b) To call and preside over meetings of the Executive Board of SGA.
- c) To preside over the Freshman Class until its officers are elected.
- d) To make necessary appointments in order to carry out the functions of SGA.
- e) To exercise generally such powers as may be vested in him/her by this Student Government Constitution.

#### Section 10. Duties of the 1st Vice-President

- a) To preside over meetings in the President's absence.
- b) To coordinate the film series.
- c) To fill the office of the President in case it becomes vacant during an academic year.
- d) To serve as chairperson of the Student Senate.

#### Section 11. Duties of the 2nd Vice-President

- a) To preside over meetings in the absence of the President and 1st Vice President.
- b) To coordinate the activities of classes, clubs and organizations.
- c) To serve as chairperson of the Student Judicial Board.

#### Section 12. Duties of the Secretary

- a) To keep accurate minutes of all student body meetings.
- b) To perform all secretarial duties as requested by the President.
- c) To prepare upon receipt from the President printed materials of the organization.
- d) To serve as Secretary of the Student Senate.

#### Section 13. Duties of the Assistant Secretary.

- a) To perform all duties of the Secretary in his/her absence.

- b) To serve as chairperson of the Publicity Committee of SGA.
- c) To serve as Secretary of the Student Judicial Board.

Section 14. Duties of the Treasurer.

- a) To serve as chairperson of the Finance Committee.
- b) To keep an accurate account of SGA funds.
- c) To prepare an annual financial report of the Student Government Association.

Section 15. Duties of the Business Manager

- a) To transact all business of SGA.
- b) To arrange with the President of SGA to provide a program of entertainment for the student body of Morris College.
- c) To report directly to the President of SGA.

## ***ARTICLE VII-LEGISLATIVE BRANCH***

Section 1. The Legislative Branch of power rests with the Student Senate.

Section 2. The membership of the Student Senate shall be composed of seven Student Senators elected from the four academic classes of Morris College: two seniors, two juniors, two sophomores and one freshman. The Senators shall be elected by popular vote by their respective classes.

Section 3. The Student Body Senate shall have the following officers:

- a) First Vice-President of SGA who shall serve as chairperson of the Student Body Senate and vote only in case of a tie.
- b) President Pro-Tempore who shall be elected by the members of the Student Body to present the SGA recommendations to the appropriate authorities.
- c) The Secretary of the Student Government shall be Secretary of the Senate. She/he shall keep all Senate records, take minutes of meetings and perform other duties deemed necessary.
- d) The Chaplain of the Senate shall be appointed annually by the President of the SGA and shall provide a devotion at each meeting and carry out other duties of like nature.
- e) The Parliamentarian of the Senate shall be appointed by the President of SGA.

Section 4. Powers and Duties

- a) To enact by majority vote all rules and regulations of the Student Government Association.
- b) To ratify all appointments of the President of SGA.
- c) To receive and act on all petitions from the student body.
- d) To propose by two-thirds vote amendments to this Constitution.
- e) To assure that students are informed in writing of all legislative acts.
- f) To establish and maintain meeting dates of the Senate.

Section 5. All legislation by the Student Senate must bear the signature of the Dean of Student Affairs to become effective.

## ***ARTICLE VIII-JUDICIAL BRANCH***

Section 1. The Judiciary power of this branch is vested in the Student Judicial Board.

Section 2. The Student Judicial Board shall be composed of nine persons: The President of SGA, and two representatives from the student affairs staff who shall have advising (not voting) rights and six students.

Section 3. The Student Judicial Board shall be presided over by the 2nd Vice-President of SGA.

Section 4. The Assistant Secretary of SGA shall serve as Secretary of the Student Judicial Board.

Section 5. The "*Guide To Judiciary Procedures*" shall govern the action of all Morris College judicial functions.

Section 6. The Secretary shall be responsible for keeping an accurate record of all proceedings and submitting the record to the President of SGA.

Section 7. To become effective, all judicial acts must bear the signature of the Dean of Student Affairs.

## ***ARTICLE IX-OTHER GOVERNMENTAL UNITS***

Section 1. Academic Classes. Each of four classes (freshman, sophomore, junior and senior) will be vested with authority to organize. Each class shall elect a president, vice-president, secretary, assistant secretary, treasurer, business manager and committee chairperson as the class deems necessary. The officers for the sophomore, junior and senior classes will be elected each April. Freshman class officers will be elected in August.

Section 2. Residence Senates. Residence Senates shall be vested with the power to have jurisdiction over matters involving minor infractions of students in or related to residence halls.

Section 3. The Advisory Council on Student Affairs shall hear grievances relating to student life and college policies and shall make recommendations, take action or make referrals as appropriate.

The Dean of Student Affairs shall serve as chairperson of the Advisory Council.

The Council shall be vested with all student authority during the summer session.

Section 4. College Committees. Students shall assist in the determination of institutional policy through services on standing committees.

### ***ARTICLE X-ELECTION, INSTALLATION, IMPEACHMENT***

#### Section 1. Elections

Student election standards shall be governed by "Student Elections Policies and Procedures of Morris College" as set forth in college publications.

#### Section 2. Installation

The student body officers as well as officers of campus organizations and classes will be installed in open ceremony on or before May 1 of each year.

#### Section 3. Impeachment

Any officer of the SGA shall be subject to impeachment. He/she may be charged for violation of the Constitution of SGA, violation of the student conduct code or failure to fulfill the duties of the office.

- a) The charges shall be presented to and validated by the Student Judiciary Board.
- b) Upon the recommendation of the validating body, the Student Senate shall hear evidence and vote on the dismissal.
- c) The officer shall relinquish the position with a vote of three-fourths of the Student Senate.

### ***ARTICLE XI-AMENDMENT***

Section 1. This Constitution shall be amended by two-thirds of the Senate or by referendum of 25 percent of the student body.

Section 2. The student body reserves the right to petition the Senate by ten percent of the student body for the purposes of changing laws or amending this Constitution.

## ***STUDENT ELECTIONS: POLICIES AND PROCEDURES***

The Student Government Association election and voting processes are vital learning experiences in the democratic process of the American way of life for college students. Should a student decide to totally involve himself/herself in this experience, which is always a most noble and wholesome one, she/he must personally prepare as one prepares for life; to win sometimes and to lose sometimes. However, the healthier and more lasting lesson to be learned from the experience is how to be a gracious winner or loser.

1. Any person seeking nomination to an office in the Student Government Association, in a class or in an organization or seeking nomination to the position of Miss Morris College, First and Second Attendant to Miss Morris College, Yearbook Editor or Newspaper Editor must have a previous semester and cumulative GPA of 2.5 or above.

2. Any person seeking nomination to the above offices or positions must have been enrolled as a full-time student (12 or more hours). Students enrolled for 12 or more hours in Cooperative Education are eligible for nomination to the above positions.

3. Any person seeking nomination to the above offices or positions must not at the time of nomination, or during the year prior to, be subject to disciplinary restriction, probation and/or suspension.

4. Students elected to any of the above positions must vacate these positions if:

- a) at the time their term of office begins, they do not have a cumulative grade point academic average and a previous semester grade point average of at least 2.5.
- b) at the time their term of office begins, they are subject to disciplinary restriction, probation or suspension.
- c) they are not enrolled as full-time students during the fall semester or are not projected to enroll as full-time students in the spring semester of the school year in which they serve.

5. An officer of the Student Government or Miss Morris College may not hold a second major office. Ex: President of a class or president of other student organizations.

6. All organizations and classes are requested to elect officers prior to April 25 of each year, and must submit to the Office of Student Activities a complete roster of incoming officers.

7. All currently enrolled students are eligible to vote for SGA officers, Miss Morris College, attendants to Miss Morris College, and candidates to the Board of Trustees if more than three candidates have applied. Only a bona fide member of a class or an organization is eligible to vote for officers for the respective class or organization.

8. Student officers are installed during the all-campus installation services held annually between April 25 and May 1. All presidents and vice presidents, secretaries and assistants, treasurers, business managers, parliamentarians, chaplains, SGA officers and editors of the Yearbook and Newspaper are installed at this time.

9. All SGA elected officers, Miss Morris College, all class presidents, vice presidents, treasurers, secretaries, and business managers are requested to participate in the annual Student/Faculty Leadership Retreat held on the first or second weekend during the academic year.

10. A person nominated for the Student Representative to Trustee Board must be a rising senior, must have a cumulative grade point average and a previous semester average of 2.5, or above, must be a full-time student, and must not be currently under disciplinary action. The Baptist E & M Convention will elect one student representative from among the three top candidates.

11. Academic classification for SGA officers:

- a) A person nominated for the office of president must be a rising senior. Term of office is limited to one year.
- b) A person nominated for the office of vice-president must be a rising junior or senior.
- c) Persons nominated for the offices of secretary and assistant secretary may come from the rising junior or senior classes.
- d) A person nominated for the office of business manager or treasurer must be a rising junior or senior.
- e) The parliamentarian (to be appointed by the President of the Student Government) must be a rising senior.
- f) The Chaplain (to be appointed by the President of the Student Government Association) must be a rising junior or senior.
- g) The editor of the newspaper or the yearbook must be a rising junior or senior.
- h) The attendants to Miss Morris College must be a rising juniors or seniors.

12. All SGA elected officers, Miss Morris College and Mister Morris College are required to attend all assemblies, unless prior approval has been granted by the advisor. Student leaders of classes, clubs and organizations are required to attend (or have representation at) ALL assemblies and special programs designed to foster the intellectual, personal, social, professional and overall development to ensure student success. As representatives of the student body, you are also required to encourage your peers to attend these programs as well. Failure to comply with this directive will result in administrative action.

### 13. "MISS MORRIS COLLEGE"

A candidate for the position of "Miss Morris College" must meet the following qualifications:

- (a) Be a rising senior.
- (b) Have a cumulative grade point average of at least 2.5.
- (c) Have a clear disciplinary record.
- (d) Possess poise, dignity and a charming personality.
- (e) Exemplify the ideals of the college as represented by good scholarship, good character, service to others and leadership ability.
- (f) Be articulate as a public speaker.
- (g) Have been enrolled at Morris College for a minimum of one semester.

### 14. "MISTER MORRIS COLLEGE"

Mister Morris College is a new entity of the Student Government Association approved in the academic year of 2016-2017 under the administration of our Legendary President, Dr. Luns C. Richardson. Mister Morris College will serve not only as a male ambassador for the SGA but for Morris College as a whole.

A candidate for the position of "Mister Morris College" must meet the following qualifications:

- (a) Be a rising senior.
- (b) Have a cumulative grade point average of at least 2.5.
- (c) Have a clear disciplinary record.
- (d) Possess strong attributes of character.
- (e) Exemplify the ideals of the college as represented by good scholarship, good character, service to others and leadership ability.
- (f) Be articulate as a public speaker.
- (g) Have been enrolled at Morris College for a minimum of one semester.

## ***STUDENT ELECTIONS: VOTING PROCEDURES***

Voting for student officers will be done by secret ballot (except the appointed officers) prepared by the Office of Student Affairs.

The polls will be monitored by the Student Government Officers (unless such officers are on the ballot) and the Student Affairs staff.

To be eligible to vote, a student's name must appear on the current roster.

The ballot box will be sealed at all times during the voting and will be opened at the close of the regular voting hours by the Dean of Student Affairs or his/her appointee in the presence of another staff member, the official student vote counters, and candidates' representatives. (Each candidate is permitted one observer representative in the ballot counting session.)

Once the ballot box has been opened, no one is permitted to enter or leave the area until all votes have been counted and tally sheets signed when votes are manually counted.

The winner in each category must receive a simple majority of votes cast in the respective category. This means that a candidate who has simply one or more votes than each of the other candidates in a particular category is declared the winner in that category.

Election results will be announced by the Dean of Student Affairs. Election winners will also be officially notified by the Dean of Student Affairs.



*Mr. Jalil H. Barrows & Ms. Shirlee P. Fleming  
Mister & Miss Morris College  
2018-2019*

## ***STUDENT ACTIVITIES***



### ***GREETINGS FROM THE COORDINATOR OF STUDENT ACTIVITIES***

It is indeed a great pleasure, and with open arms that I welcome each of you into the Morris College Family. You, the Class of 2022, will be enriched as you continue to grow here at Morris College. You have taken the first step towards academic excellence, and with the help of the Morris College Family, and your hard work and dedication, you shall achieve it. As you enter this institution to learn, you will strengthen your leadership skills academically, socially, spiritually, and ultimately depart to serve in our society. To the returning students, I say welcome back and continued success in your journey towards academic excellence.

Student activities are designed to provide opportunities for students to develop and grow in areas of academics, leadership skills, morality, and communal living. This can be achieved through your participation in clubs, organizations, Intramural sports, debates, quiz bowls, and forums with the end product being a well-rounded individual. I encourage each of you to become active participants in the Student Activities program that is provided for you.

I sincerely wish each of you a productive and successful year.

Sincerely,

A handwritten signature in black ink, appearing to read "Alston R. Freeman". The signature is fluid and cursive, with a long horizontal stroke at the end.

Alston R. Freeman  
Coordinator of Student Activities

## ***STUDENT ORGANIZATIONS***

Student activities at Morris College are designed to provide opportunities for students to enhance their academic development as they strengthen their leadership skills. Each student is encouraged to join the organization that provides for him/her an avenue for personal fulfillment and skills development. There are three means by which students can join student organizations: by application, by invitation, or by election.

All students are invited and encouraged to present their ideas relative to the student activities program and are urged to get involved in the total program. For more information, contact the Coordinator of Student Activities.

### **ACADEMIC CLUBS**

**Health Science Club** provides meaningful public health experiences for health science students; facilitates school-community interaction regarding health matters; promotes healthy lifestyles among the students and faculty; showcases the benefits of a student-faculty health promotion program and provides enrichment to the comprehensive health science degree program.

**STEM Club** is open to all students interested in Science, Technology, Engineering, and Mathematics (STEM). Tutorial sessions, lecture series, and research projects are vital parts of the program with many opportunities for students to participate in these activities.

**Morris College INMM (Institute of Nuclear Materials Management) Student Chapter** is open to any full-time Morris College student. This organization is designed to foster, promote, and further the purpose and objectives of the INMM: to advance nuclear materials management, promote research in this field, establish standards, improve the qualifications and usefulness of those employed in this field, and increase and disseminate information of nuclear materials management.

**The Co-Op Club** assists students in developing marketable skills that will enable them to enter the world of work successfully.

**The S-SCEA (The Student-South Carolina Education Association)** is a professional organization for college students preparing to teach. It is an integral part of both the National Education Association and the South Carolina Education Association. It provides its members an opportunity for personal growth and the development of professional competence. Students enrolled in the Teacher Education Program are required to hold membership in a student educational professional association.

**Social Studies Club** is devoted to the study and discussion of current affairs and topics related to the social sciences. Membership is open to all students and is strongly encouraged for students majoring in any social science area.

**French Club** is open to any full-time Morris College student who is interested in learning French and/or enhancing their cultural understanding of France and francophone countries.

**Sociology Club** is designed to familiarize and further prepare Sociology students with all aspects of the career field and to give them an opportunity to network with professionals in the community.

**Morris College Chapter of the National Broadcasting Society** is open to all Broadcast Media majors who have an interest in professions that involve over the air, cable, and other outlets in electronic media.

**The Art Club** provides opportunities for students to enhance their creative skills; promotes awareness of visual arts and provides hands-on experiences in

producing art. Students are assisted in developing marketable skills that will enable them to enter the visual arts world successfully.

**The Photography Club** is designed to enhance the photographic skills of its members through various photography-related activities and the documentation of student activities that reflect the College's motto "Enter to Learn; Depart to Serve."

**The Morris College Toastmasters Organization** provides a supportive and positive learning experience in which members are empowered to develop communication and leadership skills, resulting in greater self-confidence and personal growth.

**South Carolina Chapter of the National Association of Blacks in Criminal Justice (NABCJ)** is a network of criminal justice professionals and criminal justice majors enrolled at accredited colleges and universities who address the needs, concerns, and contributions of African-Americans and other minorities as they relate to the administration of equal justice in the United States.

**Pre-Law Club** consists of students who are interested in law school and preparation for the Law School Admission Test (LSAT).

**The Recreation Club** promotes an awareness of recreation at Morris College by active participation of the Recreation Majors in club projects.

**Phi Beta Lambda**, a business club, complements classroom work in business administration, develops student leadership, develops and strengthens a close student-teacher rapport, and instills proper attitudes and social responsibility.

**Investment Club** is open to all students who are interested in learning the principles and mechanics of all aspects of financial management and investing.

**The Library Club** enhances student library relationships and aids students in understanding regulations relative to student use of The Learning Resources Center. Club members make recommendations for improving LRC services. Membership is open to interested students.

**The Literary Society** is designed to promote growth through readings, lectures, and literary programs. Membership in the organization is open to all students. Students with major or minor programs in English are strongly encouraged to become members.

**Poetry Club** is an organization dedicated to the promotion of poetic and cultural enrichment for its members. The understanding of poetry enhances student relations and emphasizes creativity through written and verbal expression.

**Morris College Players** is open to all students interested in any phase of dramatic endeavors.

**Morris College Dance Team** is open to students interested in demonstrating and displaying their talents and skills through dancing to enhance the educational, social, and cultural atmosphere of the campus.

## HONORS SOCIETIES

**Sigma Tau Delta (Alpha Gamma Pi Chapter)** is open to English majors with a "B" average in English. Members must have completed at least three (3) semesters of college work.

**Alpha Kappa Mu National Honor Society (Mu Lambda Chapter)** promotes high levels of scholarship and achievement in all fields of knowledge and service. It is open to junior and senior students with a cumulative grade point average of not less than 3.3.

**RARE (Reinforcers, Achievers, and Representatives of Excellence)** implements the objectives of the Morris College Honors Program through accepting leadership roles to further promote the positive image of the College:

promoting academic excellence, self-discipline, self-esteem, initiative and creativity; publishing and presenting scholarly papers; participating in national and regional conferences and symposia; and supporting and encouraging an environment conducive to effective teaching, study and learning at Morris College.

**Alpha Lambda Delta Honor Society (Freshman Honor Society)** encourages superior scholastic achievement among students in their first year in institutions of higher education, promotes intelligent living and a continued high standard of learning, and assists men and women in recognizing and developing meaningful goals for their roles in society.

**PINNACLE** is open to all adult (generally defined as 25 years and older) and other nontraditional students who have achieved at least junior status, have at least a cumulative grade point average of 3.0 and involved in at least three (3) campus/community activities.

**Alpha Epsilon Rho** is open to Broadcast Media majors with a cumulative grade point average of 3.25.

**Delta Mu Delta Honor Society** recognizes and awards scholastic achievement in business administration programs. Membership is open to junior and senior students majoring in Business Administration and Organizational Management with a cumulative grade point average of at least 3.25 and to those students who are in the top 20 percent of their college class in cumulative grade point averages.

**Beta Kappa Chi (BKX)** is open to juniors and seniors ranked in the upper fifth of their class who have completed at least 64 semester hours (with at least seventeen (17) semester hours in one of the sciences recognized by BKX); must have a GPA of at least 3.0 on a 4.0 grading scale in the science area and a general college average of at least a "B."

#### THE BLOCK "M" CLUB

**The Block "M" Club** is a campus organization composed of and directed by varsity athletes. Any student who has won a letter in any sport of the College is eligible for membership.

#### MUSIC GROUPS

**Morris College Chorale** is composed of a select group of twenty to thirty-five voices.

**Morris College Gospel Choir** is open to students who enjoy gospel singing.

**Morris College Pep Band** is open to students who enjoy playing musical instruments.

#### CIVIC ORGANIZATIONS

**The National Association for the Advancement of Colored People**, College Chapter, works cooperatively with the local branch, and the State and National Association.

**National Council of Negro Women, Inc.** is open to all women whatever their race, creed, color, national origin or economic status. This organization is designed to promote and recognize leadership among women of color, maintain effectiveness and to remain a vital and important resource for African American women of all ages.

#### VETERANS' ORGANIZATION

**The Veterans' Club** is open to all officially enrolled Veterans and Veteran dependents. The Club provides opportunity for members to promote veteran concerns and activities.

## RESIDENCE HALL ORGANIZATIONS

**Women's Senate and Men's Senate** - These organizations provide students an opportunity to share in promoting a harmonious and wholesome environment in the residence halls and in developing good citizenship.

## RELIGIOUS ORGANIZATIONS

**Baptist Student Union** - encouraging church attendance and membership, the BSU serves as a link between the student and the local church and seeks to provide Christian fellowship and wholesome fun for all students.

**Durham Ministerial Union** - is an organization open to all ministers. It is designed to develop church policy and ecumenical outlook and promote awareness of major social and religious issues of our times.

## RECREATIONAL AND DEVELOPMENTAL ORGANIZATION

**Morris College Ushers** is an organization that provides ushers for college assemblies and Religious Emphasis Week worship services.

**NEONS (New Emphasis on Non-Traditional Students)** is an organization dedicated to serving the needs of non-traditional students and enabling them to become more involved in student life.

**The Pre-Alumni Council** is designed to provide all students an opportunity to further interact with alumni and thereby enhance their preparation for effective service after graduation.

**Chess Club** is an organization open to all students interested in playing chess either for entertainment or for intramural competition.

**Men of Morris** aims to empower male students by creating an environment that embodies higher education, character development, and leadership enhancement through spiritual uplift, fellowship, and mentorship.

## GREEK LETTER ORGANIZATIONS

Alpha Kappa Alpha Sorority, Inc.

Alpha Phi Alpha Fraternity, Inc.

Delta Sigma Theta Sorority, Inc.

Kappa Alpha Psi Fraternity, Inc.

Omega Psi Phi Fraternity, Inc.

Phi Beta Sigma Fraternity, Inc.

Sigma Gamma Rho Sorority, Inc.

Zeta Phi Beta Sorority, Inc.

The Greek Letter organizations were organized to render services to humanity through concerted efforts to stimulate their members to greater usefulness in the cause of humanity, freedom, and the dignity of the individual.

## PUBLICATION GROUPS (currently inactive)

**The Heritage** is the student newspaper that provides a medium through which students may express their views and develop their literary and artistic abilities.

**The Hornet**, the student yearbook, provides a pictorial record of college life and events of each academic year.

## ATHLETIC ORGANIZATIONS

The Cheerleaders, in addition to cheering at basketball games, the cheerleaders' goal is to bolster college spirit and to further the ideas of sportsmanship on campus.

## INTERCOLLEGIATE TEAMS

Basketball

(Men and Women)

Track	(Men and Women)
Softball	(Women)
Baseball	(Men)
Volleyball	(Women)
Cross Country	(Men and Women)

## INTRAMURAL SPORTS

The Intramural Sports Program at Morris College is designed to offer each individual the opportunity to participate in a wide variety of activities that will contribute to wholesome personality development, stimulate an interest in recreational athletic activities, create a spirit of good sportsmanship and develop learning and skills that should serve the individual.

### Special Note To Student Athletes:

### Want to Know If You're Eligible?

It's easy! You only need to meet two of these requirements:

- Achieve a minimum overall high school GPA of 2.0 on a 4.0 scale.
- Graduate in the top half of your high school class. (More about class rank letters)
- Achieve the NAIA's minimum test score requirement (only one test score is required):

- **18 composite score on the ACT** for tests taken before March 2016\*  
*\*EXCEPTION: Per NAIA Bylaws V.C.2a, "For ACT tests taken beginning March 2016, a minimum score of 16 will satisfy this requirement. This exception will apply through the 2018-19 academic year, after which time the exception will expire."*
- **860 on the SAT (Evidence-Based Reading and Writing & Math)**

### The eligibility of home schooled students follows one of two pathways:

#### Automatic Academic Eligibility Qualifications

Home school students who complete a home schooling program and meet the minimum NAIA home school ACT or SAT test score are considered to have met the freshman eligibility requirement. **How to send test scores.**

- 18 on the ACT for tests taken beginning March 2016\*
- 20 on the ACT for tests taken prior to March 2016\*

*\*Per NAIA Bylaws V.C.2, Note 2: "For ACT tests taken prior to March 2016, a minimum score of 20 is required. This criteria will apply through the 2018-19 academic year, after which time testing requirements for freshman eligibility will be reevaluated."*

- 950 on the SAT (Evidence-Based Reading and Writing & Math)

- A final home school transcript must be sent to the NAIA Eligibility Center, but GPA is not used to determine eligibility.
- Class rank is not applicable.

GED students must still meet entering freshmen requirements, though the criteria for meeting those requirements have been adapted to fit the distinctive high school experience.

Because class rank is not applicable, GED students must meet the other 2 entering freshmen requirements:

- Minimum test scores (only one test score is required):
- 18 composite score on the ACT for tests taken before March 2016\*  
*\*EXCEPTION: Per NAIA Bylaws V.C.2a, "For ACT tests taken beginning March 2016, a minimum score of 16 will satisfy this requirement. This exception will apply through the 2018-19 academic year, after which time the exception will expire."*
- 860 on the SAT (Evidence-Based Reading and Writing & Math)

### **How to send test scores.**

GED students are recognized as having met the high school GPA requirement of 2.0 upon successful completion of a GED. The official GED records must be sent to the NAIA Eligibility Center.

NOTE: These are the eligibility requirements for entering freshmen with a break after high school of one year or less.

## ***WHO'S WHO AMONG STUDENTS IN AMERICAN UNIVERSITIES AND COLLEGES***

Who's Who Among Students in American Universities and Colleges is a national organization whose membership is open to outstanding college students. To be eligible, each student must be registered at the time of nomination. Each nominee must be a junior or senior. General criteria used for nomination are outstanding scholarship, leadership, and service to school and community. A student may apply for nomination or his/her application may be submitted by any faculty member or student. A Who's Who nominating committee annually reviews basic criteria and carefully screens all applicants.

## ***MEMBERSHIP IN STUDENT ORGANIZATIONS***

To be eligible to hold membership in student organizations (exception: Divisional organizations) a student must have a 2.0 or above grade point average and must be enrolled full time (12 hrs. or more). The only exception to the 12-hours requirement is when a student's academic program dictates that the student cannot register for the minimum twelve hours for full-time

status during that academic term. Candidates for membership in clubs and organizations are submitted to the Dean of Student Affairs for verification of qualifications.

## ***OFFICERS IN STUDENT ORGANIZATIONS***

To be eligible to hold office in student organizations, a student must have a 2.5 or above grade point average and must be enrolled full time (12 hrs. or more).

**Special Note:** To be eligible to join a Greek-letter sorority or fraternity, the student must have earned a total of twenty-four semester hours and must have a cumulative GPA of 2.5 or above prior to seeking admission into the student organization.

## ***REGISTERING STUDENT ORGANIZATIONS***

By the end of the fourth week of the academic year, classes and organizations are requested to submit to the Coordinator of Student Activities and Student Government Association the following information:

- 1) name of group
- 2) purpose statement or constitution (if not already on file)
- 3) current officers
- 4) advisor to group
- 5) time and places of meeting (The President of the group should submit the proposed schedule of the time and place of meeting to the Coordinator of Student Activities for approval)

Organizations that fail to submit their materials will not be permitted to function during the year.

Guidelines for all pageants must be approved by the Dean of Student Affairs prior to extending invitation to proposed participants.

Organizations must submit to the Dean of Student Affairs a request for approval of an off-campus speaker or guest prior to extending an invitation to the speaker or guest.

Organizations must hold meetings at officially designated times unless circumstances prevent scheduling of the meeting at the appropriate time. In such instances, the organization must request a change of meeting date. The request must be approved by the Coordinator of Student Activities and the Dean of Student Affairs.

## ***NEW ORGANIZATIONS***

Persons desiring to establish an organization at Morris College should discuss with the Dean of Student Affairs the need, potential and purpose of the organization.

The interested persons then submit to the Dean of Student Affairs a proposal that includes the name of the group, a purpose statement or constitution, a listing of proposed officers, recommended advisor and proposed schedule of meetings and activities.

Approval must be granted initially by the Dean of Student Affairs and the Advisory Council on Student Affairs. Final approval is granted by the President of the College.

### ***FUNDRAISING***

Each organization is permitted a maximum of two fundraising activities annually. Organizations or classes may apply for additional fundraising activities. Approval will be based on available dates and needs of the group. The organization may select to hold both activities during one semester or to sponsor one activity each semester. The activity is submitted to the Office of Student Activities for approval and inclusion on the master calendar.

### ***GUEST SPEAKERS POLICY***

All persons who are invited to the campus as guest speakers or as musical groups to perform for classes, clubs, assemblies and other special events must first have been approved by the President of the College. Activity supervisors and club sponsors should not make inquiry regarding the availability of a prospective guest speaker without first having obtained Presidential approval of the prospective speaker or group. Forms for pre-approval of guest speakers are available in the Office of Student Affairs.

### ***ACCOUNTS AT LOCAL BANKS***

Student organizations are permitted to establish accounts at local banks. All student organizations' accounts at local banks must carry three signatures on the signature card at the bank. Of the three signatures one must be that of the advisor. Two of the three signatures must be required on each check. **The advisor's signature must be one of the two signatures.**

The Coordinator of Student Activities must be supplied with the following information relative to each account: account title and number and signatures required.

### ***SCHEDULING OF ACTIVITIES***

Student organizations must schedule all activities through the Office of the Coordinator of Student Activities. The end-of-the-year report that is required of all student organizations should include all proposed activities for the forthcoming year. The proposed activities are finalized and placed on the Master Calendar of the College. Only activities appearing on the Master Calendar will be permitted unless the organization receives special approval to sponsor an activity that does not appear on the Master Calendar.

At least two weeks prior to the desired activity, the organization must submit to the Coordinator of Student Activities an Application for Student Activities. The application will be returned to the organization after having been signed by appropriate College officials.

**The advisor or his/her appointee must be present at all activities of student organizations.**

**LOCATION:**

**All student activities must be held on campus unless permission to schedule the activity off campus has been granted by the President of the College.**

**Organizations may be permitted to sponsor activities that include stepping only in the Garrick-Boykin Human Development Center or by the Greek Wall. Organizations are prohibited from stepping (to include party-walking) or allowing other individuals to step when they sponsor programs or activities in the Neal-Jones Auditorium or any other facility on campus other than the approved locations.**

**TRIPS:**

All student travel must be cleared by the faculty or staff member responsible for the trip. Travel forms may be obtained from the Office of Student Affairs.

All classes and organizations are expected to schedule trips or outings on weekends.

Request for approval of a trip must be submitted to the Dean of Student Affairs no later than one week prior to the trip. The request must include a roster of students who will be going on the trip, the destination, mode of travel, time and purpose of the trip, signature of faculty or staff member that will accompany group, and other pertinent information. At the completion of the trip, a faculty or staff member must confirm with the Office of Student Affairs the names of students who actually traveled.

Student travel forms may be obtained from the Office of the Dean of Student Affairs.

The College has the right to prohibit any activity of an organization that fails to abide by the policies set forth by the College.

A staff or faculty member must accompany students on all trips.

**Removal of an Organization:**

An organization that fails to function for two consecutive years is automatically removed from the official roster of organizations.

**Guidelines for Student Organizations:**

### The Organization Responsibilities:

Each organization shall have a written constitution which includes the purpose of the group, titles and duties of officers, membership, amendment procedures, election, installation and impeachment procedures.

Each organization must have a group advisor. Group advisors are appointed by the President of the College.

Dues must not exceed four dollars per semester.

All fundraising activities must be approved by the Coordinator of Student Activities and the Dean of Student Affairs.

### The Group Advisor's Responsibilities:

The advisor or his/her designee must be present in order for a meeting to be a bonafide meeting.

The advisor should insure that all activities, programs and other forms of entertainment are in good taste and reflect favorably upon the College.

The advisor should assist in scheduling all activities on the College calendar.

The advisor or his/her designee must be present at all meetings, events or activities of the organization.

The advisor must secure approval prior to taking a group off campus. (Approval is granted by securing proper signatures on the student travel form.)

### ***Posting Guidelines***

All notices to be posted must be stamped by the Dean of Student Affairs.

Persons or groups responsible for the postings of notices are also responsible for removing such notices immediately following the event or within a day after the event.

Postings will be removed if regulations are not followed.

All notices must be in correct English.

Handbills, pamphlets, newspapers and other writings are treated in the same manner as notices and therefore must receive approval by the Dean of Student Affairs prior to distribution on campus.

## ***POLICIES: SECURING PLOTS FOR ORGANIZATIONS***

A student organization that desires a plot on campus should secure it through the Office of Student Activities.

The procedure is as follows:

1. Secure from the Coordinator of Student Activities a Plot Request Form.
2. Each request must carry the signatures of the president, secretary and advisor of the organization.
3. Complete form and return to the Coordinator of Student Activities.
4. The Coordinator of Student Activities will process the request and respond to the organization within two weeks after the request has been received.
5. Plots are assigned on a "first come" priority basis.
6. An organization that secures a plot and fails to keep the plot attractive will forfeit its claim to the plot.
7. Forfeiture steps will include an initial warning letter that will allow the organization a period of two weeks to restore beauty to the plot. Should the organization fail to do so, it will be notified in writing that the plot has been forfeited.
8. An organization that forfeited a plot cannot secure another plot during the academic year of the forfeiture.

### ***END-OF-YEAR-REPORT***

Each organization is required to file an End-of-Year Report in the Office of Student Activities. The report must be submitted by the end of the second week in April. The report includes the following:

- 1) All records of the organization.
- 2) A detailed financial statement covering total expenditures.
- 3) A recommended advisor for forthcoming year.
- 4) Proposed activities for forthcoming year (include desired date, time and place).
- 5) Signatures of president, secretary, treasurer, and advisor.

### ***SPECIAL GUIDELINES***

In South Carolina, fraternity or sorority hazing that causes physical or mental harm is a crime. **Initiation activities by the organization must be approved by the College.**

***DISCIPLINARY ACTION***  
***(STUDENT ORGANIZATIONS)***

Organizations found guilty of violations of policies governing student organizations are subject to:

- (A) Censure
- (B) Restitution
- (C) Definite or Indefinite Suspension
- (D) Termination of organization

(See **Guide To Student Rights and Judiciary Procedures** for details.)

***THE PAN-HELLENIC COUNCIL***



***THE PAN-HELLENIC COUNCIL***

The Pan-Hellenic Council is composed of two member representatives and one advisor representative from each of the following groups:

- Alpha Kappa Alpha Sorority, Inc. (Pink and Green)
- Alpha Phi Alpha Fraternity, Inc. (Black and Gold)
- Delta Sigma Theta Sorority, Inc. (Crimson and Cream)
- Kappa Alpha Psi Fraternity, Inc. (Crimson and Cream)
- Omega Psi Phi Fraternity, Inc. (Purple and Gold)
- Phi Beta Sigma Fraternity, Inc. (Blue and White)
- Sigma Gamma Rho Sorority, Inc. (Royal Blue and Antique Gold)
- Zeta Phi Beta Sorority, Inc. (Blue and White)

The purpose of the Council is to promote unanimity of thought and action as far as possible in the conduct of Greek letter organizations and to consider and resolve problems of mutual interest to them.

## ***MORRIS COLLEGE CHAPTERS OF GREEK LETTER ORGANIZATIONS***

Nu Gamma Chapter of Alpha Kappa Alpha Sorority, Inc.  
Xi Rho Chapter of Delta Sigma Theta Sorority, Inc.  
Pi Theta Chapter of Zeta Phi Beta Sorority, Inc.  
Iota Eta Chapter of Sigma Gamma Rho Sorority, Inc.  
Xi Epsilon Chapter of Alpha Phi Alpha Fraternity, Inc.  
Lambda Epsilon Chapter of Kappa Alpha Psi Fraternity, Inc.  
Iota Zeta Chapter of Phi Beta Sigma Fraternity, Inc.  
Epsilon Lambda Chapter of Omega Psi Phi Fraternity, Inc.

## ***MEMBERSHIP IN SORORITIES OR FRATERNITIES***

To become a member of a sorority or fraternity of Morris College, a student must meet the following criteria:

1. The student must have earned a total of twenty-four semester hours.
2. The student must have a cumulative grade point average of 2.5.
3. The student must not be under disciplinary action by the College or legal authorities.
4. The student must be in good financial standing with the College.
5. A transfer student must have completed 15 semester hours at Morris College and must have an overall grade point average of 2.5 and a minimum of twenty-four semester hours.
6. Only students who meet eligibility requirements as indicated may become members of Greek organizations.
7. The student must also meet the requirements of the fraternity or sorority that he or she desires to join.
8. Each fraternity or sorority is responsible for seeing to it that its members are responsible in their study habits, general demeanor, and other obligations that affect their academic pursuits.

Morris College's Membership Selection/Intake period is limited to one intake process per academic year.

## ***MEMBERSHIP SELECTION/INTAKE PROCESS***

The American Council on Education, Office on Self-Regulation Initiative published "Guidelines for Institutional Action" which advised that all colleges and universities review their Greek Letter Organizations system to ensure that they were aligned with the mission and values of the host institution. Subsequently, institutions implemented stricter pledging guidelines and threatened to revamp and/or eliminate all Greek letter organizations unless definitive action was taken by national organizations.

Consequently, during its Greek Summit II held in Saint Louis, Missouri, members of the National Pan-Hellenic Council adopted recommendations imperative to the continued existence of Greek-letter organizations on college and university campuses. The following recommendations were adopted by the member organizations of the National Pan-Hellenic Council on February 17, 1990, and subsequently adopted by the eight historically black Greek-letter organizations:

- (1) There shall be no "pledging" or "pre-pledging" process in the constituent organizations comprising the National Pan-Hellenic Council Organization.
- (2) Each organization shall develop its own Membership Selection/Intake Process which shall be limited to the ceremonial ritual(s) of the respective organization.
- (3) Each organization shall develop its own educational process to follow the ceremonial ritual(s).

## ***OTHER GUIDELINES AFFECTING GREEK LETTER ORGANIZATIONS***

1. Each organization is responsible for informing its membership of the regulations governing Greek letter organizations.
2. Hazing of pledges in any form (mental or physical) is a violation of the rules and regulations of Morris College and also of the State of South Carolina. Students who violate the no hazing policy will be subject to severe disciplinary action.

Hazing is defined as any action taken or situation created, intentionally, whether on or off campus, to produce mental or physical discomfort, embarrassment, or ridicule. Such activities and

situations include paddling in any form; creation of excessive fatigue or physical and psychological shocks, quests, treasure hunts, scavenger hunts, road trips or any other such activities; wearing publicly apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities.

Branding in any form is in violation of established codes of conduct, and is therefore, not allowed.

3. A recommendation to the Pan-Hellenic Council must receive a majority vote to become a policy. At least one member of each organization must be present before a policy can be voted upon. If a group is absent from two consecutive meetings, the majority present has the power to vote on a policy.
4. As with all student organizations, an advisor must be present at all meetings and activities of the organizations.
5. Each advisor to a Greek letter organization must be affiliated with a Greek letter organization and must be appointed by the President of the College.
6. All Greek activities must be held on campus unless the sponsoring group has received prior approval from the administration of the College to sponsor the activity off campus.

### ***SPECIAL NOTE!***

Fraternity and/or sorority affiliated groups are no longer permitted. All chapters must discontinue any sponsorship of affiliated groups including, but not limited to, Gammattes, Auroras, Little Sisters, Little Brothers, Doves, Quessences, Flames, Kittens, MIK's, TIK's, Pearls, Angels or the like. Mascots of any kind, and organized pre-pledge groups are also prohibited. Any chapter retaining affiliation or recognition of such groups will have its chapter charter recalled.

### ***DISCIPLINARY ACTION (STUDENT ORGANIZATIONS)***

Organizations found guilty of violations of policies governing student organization are subject to:

- (A) Censure
- (B) Restitution
- (C) Definite or Indefinite Suspension
- (D) Termination of organization

(See **Guide to Student Rights and Judiciary Procedures** for details.)

## ***MORRIS COLLEGE STUDENT LEADERSHIP PROGRAM***

Established in 2006, The Morris College Leadership Program is a two-year program of study designed to help align with the Mission of the College by *providing our students with an intensive program where they learn the principles of effective leadership*. Students will study various leadership models and ideas, acquire hands-on leadership practice, assess and build their leadership strength and abilities to prepare them for future leadership challenges. The Morris College Leadership Program is not a formal cour  
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se, however, it is set up similar to a one-hour weekly course.

To ensure the program accepts highly motivated and exceptional students, the program is designed as an “Invitation-Only” activity. The program director solicits nominations for program participants from faculty and staff at the beginning of the academic year.

To be eligible to participate, the enrolled student must:

- Have a G.P.A. of 2.30 or higher
- Have demonstrated social and personal responsibilities on campus and within their communities
- Be in good social standing with the College
- 

An overview of the Leadership courses includes, but are not limited to, *reflection and assessment exercises, team-based initiatives, leadership workshops and presentations given by guest facilitators and speakers, a leadership practicum project, a personal philosophy of leadership presentation, and a portfolio of participant leadership experiences*.

A calendar highlighting fall and spring activities and featured guest speakers will be provided to each participant upon placement in the program.

## ***POLICIES REGARDING STUDENT CONDUCT***

The College uses various means of defining and clarifying the expected conduct of students. A system of academic and non-academic counseling is provided to prevent violation of regulations essential in the educational

development of students. **The Student Handbook** and the **Guide to Student Rights and Judiciary Procedures** contain policies pertaining to student conduct. Policies regarding student conduct apply to both campus residents and day students.

As a student at Morris College, you are expected at all times to show respect for order, morality, and the rights of others, and to exemplify in daily living a high sense of personal honor and integrity. Morris College adheres to the philosophy that its students are mature adults and as such will assume certain responsibilities for their fellow students. **Any student conduct that impacts the image of Morris College, occurring on or off campus, is subject to the code of conduct regulations (or disciplinary actions).** Every member of the Morris College family is authorized to exercise such control as necessary to carry out the spirit of these policies.

## ***GENERAL GUIDELINES FOR STUDENT CONDUCT AT MORRIS COLLEGE***

The public use of profanity and abusive language is prohibited at Morris College. Exception: when abusive language is directed toward another person(s), disciplinary action will be immediately taken. **Any student who directs profanity toward any employee of the college shall be subject to disciplinary action.**

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### **POLICY ON STUDENT USE OF PROFANITY DIRECTED AT A FACULTY MEMBER IN CLASS**

Students who direct any form of profanity toward a faculty member during any class for which the faculty member files an official report of the incident shall be subject to immediate expulsion from the College following a review of the incident by a special committee of the College.

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A student unofficially housing guest(s) on campus will be evicted and/or placed on probation, fined or suspended. Students desiring to have overnight guests must file guest application. Guest cards and guest applications may be picked up from the Office of Student Affairs.

\*\*\*\*\*

The use of alcoholic beverages or other drugs is prohibited at Morris College. Students caught under the influence of alcohol or with alcohol in their possession will face strict disciplinary action. Students found responsible for the use or possession of illegal drugs will be suspended indefinitely or expelled from Morris College.

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Class attendance is required at Morris College. Each student is asked to be sure that he/she reviews the College's attendance policy. Failure to attend

classes may result in forfeiture of eligibility for financial aid and/or withdrawal from some classes and/or the College

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The use of classrooms for child care purposes seriously interferes with the principal function of the classroom which is instruction. All child care in classrooms is therefore prohibited. Students who bring children to classes to be cared for shall be directed by faculty members to leave the classroom and make other child care arrangements. Child care is also prohibited in the residence halls. Children accompanied by a non-student adult may visit briefly in residence hall lounges only. Children are not permitted to visit residents' rooms or loiter in hallways.

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All outdoor campus activities including outdoor volleyball and basketball courts close at 12:00 midnight nightly, except Friday night. Friday night activities may extend beyond midnight.

\*\*\*\*\*

Writing "Bad Checks" is a serious offense that could result in a student being imprisoned for up to seven years and/or fined. The College takes disciplinary action against students both for bad debts and checks. (The even more serious part is the damage that is done to one's future career when he/she gets a criminal record).

### ***WEAPONS ON CAMPUS***

Morris College will report to the local police and also dismiss from the institution any member of the college community who possesses a gun or other deadly weapon on campus. In addition, any visitor to the campus bearing a gun or other deadly weapon will also be reported to the local police and will be restricted from further campus visitation.

### ***STUDENT ARRESTS***

When a student is arrested (whether on or off campus), the College may render disciplinary action if the student's behavior is also a violation of the student conduct code. After reviewing the available information about a case and discussing the situation with the student, the Dean of Student Affairs shall make a recommendation regarding whether the College will render disciplinary actions against the student immediately or wait for the outcome of the civil or criminal trial prior to deciding if College disciplinary actions are appropriate.

## *CONDUCT VIOLATIONS*

Examples of behaviors attempted or exhibited for which a student may be subject to disciplinary actions that may include probation, eviction, suspension or expulsion:

**FALSIFYING DOCUMENTS:** Willfully furnishing false information to any representative of the College in execution of his/her duties

**IMPROPER USE OF COLLEGE DOCUMENTS:** Forging, altering or using improperly any College documents or instruments of identification

**EMBEZZLEMENT:** To take money for one's own use in violation of trust

**OBSTRUCTION OF JUSTICE:** Destroying or altering evidence or preventing or attempting to prevent evidence from being offered, or to deliberately lie or offer false information in any hearing or judicial action

**UNLAWFUL SOLICITATION OR FUNDRAISING:** Failure to follow the College's solicitation or fundraising guidelines

**COMPUTER ABUSE:** The misuse of equipment in any College laboratory Computer room

**FRAUD:** Furnishing false information or identification to a College official, any unauthorized reproduction, copying, possession, submission, or misuse or attempt misuse, altering, destroying, or misusing College documents, records, identification cards or papers

**POSSESSION OF A FIREARM:** Real or toy firearms on campus is strictly forbidden and will result in expulsion

**SIMPLE ASSAULT:** Inflicting corporal real injury to another by force or force unlawfully directed toward a person as to create a well-founded fear of imminent peril

**ASSAULT AND BATTERY:** Any form of physical abuse inflicted upon another person

**DISORDERLY CONDUCT:** Disrupting or obstructing of teaching, student proceedings, administrative proceedings, disciplinary proceedings or other activities of the College

**ARSON OR ATTEMPT ARSON:** Intentionally burning or attempting to burn College property or property of members of the College community

**LARCENY:** Stealing property from another person or private property on College premises

**TAMPERING WITH COLLEGE FACILITIES:** Misuse of cameras, fire alarms or other College facilities

**STEALING OR POSSESSION OF STOLEN PROPERTY:** Taking possession of another person's goods

**UNAUTHORIZED TRESPASSING:** Unlawful or unwarranted entrance to College grounds or buildings

**UNAUTHORIZED OCCUPANCY:** Occupying a residence hall room of a member of the opposite sex or a member of the same sex without authorization to be present or to be present in an unauthorized area of residence halls or other College facilities

**VIOLATION OF VISITATION POLICIES:** Violated either singly or severally any of the provisions of the established approved Morris College visitation policy

**ILLEGAL ENTRY OR VIOLATION OF VISITATION POLICY:** Having a member of the opposite sex in one's residence hall room or being in the room of a member of the opposite sex unless authorized by the Residence Hall Director

**VIOLATION OF ALCHOLIC BEVERAGE POLICY:** Violation of any provision of the South Carolina criminal code of alcoholic beverage – Consumption or possession of alcoholic beverages on the College campus

**DRUGS:** The use or possession of illegal drugs in any form

**PUBLIC INDECENCY:** Performing a lewd exposure of sexual organs, a lewd appearance in a state of partial or complete nudity, or lewd caress or indecent fondling of oneself or the body of another person while on College campus

**ENGAGING IN SEXUAL ACTIVITIES:** No sexual activity is permitted on campus, homosexual or heterosexual

**GAMBLING:** Wagering, or assisting in a wager of money or any other item of value. Gambling of any nature on College property is prohibited.

**ELECTRICAL APPLIANCE:** Possessing or using an electrical appliance not authorized by the College

**PETS:** Pets of any kind are not allowed on the College campus

**NON-LETHAL WEAPONS (POSSESSION OR USE):** This includes the possession or use of projectiles that may result in direct or indirect injury. This may include but is not limited to: slingshots of all types, water balloons, water guns, slingshots, air soft guns, etc.

## ***CONDUCT PROCESS***

Students, staff, faculty or administrators may refer students for disciplinary action. Once a written referral has been made, it becomes the property of the institution. The institution will determine the validity of the referral and the proper action to be taken. Students found responsible for policy violations are subject to the following actions according to the nature and the circumstances of the infraction:

- A. Reprimand
- B. Restrictions: e.g., campus or residence hall bound
- C. Disciplinary Warning
- D. Probation (non-academic)
- E. Termination of housing contract/eviction

### ***Disciplinary Probation***

Disciplinary probation is a formal notice to the student that the activity in question is unacceptable within the College community and that if continued or other inappropriate behavior follows, more severe action may be taken including the possibility of suspension or expulsion from Morris College. The term of the probation may be fixed or indefinite. A student on disciplinary probation is not eligible

- 1. To participate in extracurricular activities
- 2. To represent the College in any official capacity
- 3. To hold any position held prior to the probationary period
- 4. To attend social events of the campus

A student on social probation may also be required to attend special counseling sessions and all assemblies.

Upon termination of the Probationary period, the lost privileges are restored automatically provided the student has lived up to the terms of the probationary period. Official notice will be provided to the student and also to the campus officials on a need to know basis.

***Eviction:*** A student who is evicted from the residence halls must vacate the building within twenty-four (24) hours after notification of his/her eviction. If a student fails to evacuate in this allotted time, he/she may be subject to physical removal from the campus by authorized personnel. An evicted student is restricted from entering or being in the surrounding areas of residence halls on campus. However, the student's right to eat meals in the dining hall remains in effect for the remainder of the semester or summer term. Students evicted from a residence hall do not receive a refund of their room fee regardless of the length of time during the semester or summer term that they occupied their residence hall room.

Within 24 hours of eviction from a residence hall, a student must deliver to the Dean of Student Affairs a completed copy of the Exit Form for a Student Evicted from Campus Housing. This form will identify where the student will be residing and other necessary information that the College must have. If the student is a dependent student, a copy of the form will be sent to the parent or guardian.

When a student is evicted from a residence hall and is seeking reinstatement, he/she must submit a letter to the Dean of Student Affairs requesting reinstatement. The student shall return to the Residence Hall only after receiving a notification from the Dean of Student Affairs of an affirmative decision.

***Suspension or expulsion:*** A student who is suspended or expelled because of disciplinary action must vacate the college premises within twenty-four (24) hours after notification of his/her suspension or expulsion. A suspended or expelled student may not re-enter the campus or use any of the College's facilities unless written permission has been granted by the Dean of Student Affairs. When a student has been suspended for disciplinary reasons and is seeking reentry to the College, he/she must submit a letter to the Dean of Student Affairs requesting reinstatement and provide evidence that he/she has satisfied the terms of the suspension. The student may return to the College only after an affirmative decision.

Details pertaining to student discipline can be found in the GUIDE TO STUDENT RIGHTS AND JUDICIARY PROCEDURES.

**A student on social probation will be suspended or dismissed should he or she commit a further violation of the conduct policies of the College.**

**Morris College requires its student to assume an obligation to conduct themselves in a manner compatible with the College's obligation to fulfill its function of imparting and gaining knowledge. The College reserves the right to maintain order within the College and to exclude those who are disruptive of the educational process.**

## ***APPEALS***

A student may appeal a decision of the Judiciary Committee to the Dean of Student Affairs for further review. **The request must be submitted in writing to the Dean of Student Affairs within twenty-four (24) hours after receipt of the Judiciary Committee's decision.** Upon the receipt of such a request, the Dean of Student Affairs may affirm the decision of the committee, may request a further hearing or reverse the Committee's decision. An appeal is waived if the student vacates the College, officially or unofficially before the process is completed. The Appeals Committee may be the original Judiciary Committee pending new evidence or the College's

Appeals Committee. A suspended student may continue in classes during the appeals process.

## ***GRIEVANCE PROCEDURES***

The grievance procedures at Morris College are designed to clarify the rights and responsibilities of students regarding academic and/or administrative concerns. Appeals or complaints should be made only in cases which the student regards as serious and for which substantial evidence is available to support a complaint or appeal.

Should a student believe he/she has verifiable evidence to support a grievance, an attempt must first be made to resolve the matter through conferences with the instructor or staff member involved. If the issue cannot be resolved through this informal process to the satisfaction of both parties, the student should utilize one of the following processes.

If the grievance is of an academic nature:

- 1) Confer with the faculty person involved and the respective division chairperson. The student must submit an official written grievance with supporting evidence to the chairperson prior to his conference.
- 2) If the student is not satisfied with the outcome of the conference, the student may carry the grievance forward to the Academic Dean, who will investigate and may initiate a hearing before a Grievance Committee. The committee will submit its findings in writing within seven working days.

If the grievance is of a non-academic nature:

- 1) Confer with the immediate supervisor of the faculty or staff person involved.
- 2) If the student is not satisfied with the outcome of the conference, the student may submit a formal written complaint or grievance with supporting evidence and proper documentation to the proper Administrative Unit Head or Dean of Student Affairs, who will investigate and may initiate a hearing before a Grievance Committee. The committee will submit its findings in writing within seven working days.

The Grievance Committee may consist of the following or any combination thereof:

- 1) Two administrators appointed by the President.

- 2) Two full-time faculty members (one of whom will be from the academic division in question) appointed by the President of the College.
- 3) One full-time junior or senior student member.

### ***STUDENT RIGHTS***

Each student investigated for misconduct shall have the following rights:

1. He/she shall have the right to be clearly informed of charges brought against him/her and to refute or appeal such.
2. He/she shall have the right to a hearing by a judiciary committee or some duly authorized college personnel.
3. He/she shall have the right to know all evidence and testimony against him/herself and the opportunity to testify and present evidence and witnesses.
4. He/she shall have the right to remain silent (i.e., not to testify against him/herself), but must be informed that if silence is maintained, the case will be determined on the evidence presented.
5. He/she shall have the right to be given a written statement of the decision of the hearing committee.
6. He/she shall have the right to appeal to the President of the College whose decision shall be final. In the absence of an appeal, the decision of the hearing committee or the Dean of Student Affairs shall be final.

### ***POLICY ON SEXUAL HARASSMENT OF STUDENTS***

Sexual harassment of students is defined under the law as harassment "in which the faculty member covertly or overtly uses the power inherent in the status of a professor to threaten, coerce or intimidate a student to accept sexual advances or risk reprisal in terms of a grade, a recommendation, or even a job." Sexual harassment of students by employees of Morris College exposes the College to charges of violating Title IX of the Education Amendments of 1972 which prohibits sex discrimination under any education program or activity receiving federal financial assistance. Charges of sexual harassment of students will be thoroughly investigated, and if such investigation produces clear evidence of harassment, the person guilty of such action will be immediately terminated.

Morris College believes that each student has the right to be free from sexual harassment in any form.

Sexual harassment is defined as:

- Unwelcome physical contact;
- Sexually explicit language or gestures;
- Uninvited or unwanted sexual advances; or

- An offensive overall environment, including the use of vulgar language, the presence of sexually explicit photographs or other materials, and the telling of sexual stories.

Men as well as women can be victims of sexual harassment. **Morris College cannot stress enough that it will not tolerate any form of sexual harassment.**

All complaints of sexual harassment of students by peers are to be reported to the Dean of Student Affairs for investigation. If the complaint is verified, the accused student will be subjected to the disciplinary action in keeping with *Guide to Student Rights and Judiciary Procedures*.

Sexual harassment of students by employees should be reported to the supervisor of the employee or to the Academic Dean.

## ***SEXUAL ASSAULT POLICY***

Morris College is committed to maintaining an environment free from all exploitation and intimidation based on sex. The College reaffirms the principle that students, faculty, and staff have a right to be free from any form of sexual offense, both forcible and non-forcible. Sexual assaults include rape, statutory rape, sexual battery, corruption of a minor, gross sexual imposition, fondling, voyeurism, and public indecency. Sexual offenses are unacceptable, and they will not be tolerated. They also are unlawful. The College has taken a proactive stance against sexual assault and has in place sexual assault protocols which are designed to address the health and safety of the victim, the common safety of the Morris College community, the protection of the victim from undue embarrassment or publicity and the assurance of confidentiality, insofar as possible.

The following three types of behavior exemplify sexual assault at Morris.

- A. Sexual contact with another person without the consent of that person.
- B. Sexual intercourse with another person without his/her consent.
- C. Sexual contact or sexual intercourse with another person by use or threat of force or violence or a dangerous weapon.

The following clarifications may be of assistance in understanding a given situation:

- 1. Sexual contact includes any intentional touching of another person's private areas either directly or through clothing by the use of any body part or object without the consent of that person.
- 2. Saying "No" means "No," not "Yes."
- 3. Failure to resist does not mean consent.

4. Consent means words or overt actions by a person competent to give consent.
5. Acquaintance assault or "date rape" is a form of sexual assault.
6. Either party being under the influence of alcohol or drugs does not diminish or relieve personal responsibility from the alleged assaulter.

Any student with a complaint should contact the Dean of Student Affairs, the Director of Residential Life, or any other member of the administration or faculty. Any student or faculty/staff member may also contact the Director of Counseling and/or the College Health Services for counseling and assistance.

If you are off campus and in an emergency situation, call the local police. A report can be filed with the Sumter Police Department. Remember, in filing a criminal report it is important to preserve criminal evidence and obtain a rape physical examination at a hospital within 72 hours of the incident. At any time after a report is made, it may be withdrawn from further action.

Complaints of sexual offenses will be responded to promptly and equitably. Retaliation against individuals bringing complaints of sexual assault is specifically prohibited. Any individual who feels that a sexual offense complaint did not receive prompt and equitable response, after pursuing the procedures previously described, should contact the Office of the President.

Possible disciplinary actions against a student found guilty of sexual assault through on-campus proceedings include expulsion, suspension, and probation. See the *Guide to Student Rights and Judiciary Procedures* or other sections of this student handbook for more information on procedures and disciplinary actions. It should also be understood that (as with any crime) if charges of a sexual offense are prosecuted, criminal penalties could result in addition to disciplinary actions imposed by the college. In any campus disciplinary proceeding, all parties are informed of the outcome of their case, including any disciplinary action(s).

The college provides programming to enhance sexual assault awareness and prevention throughout the year. Presentations are given to all new students during orientation, and there is an ongoing program in the residence halls which addresses issues related to date rape and all degrees of sexual offenses. Additionally, booklets designed to promote prevention and awareness are placed throughout all residence halls and in other public areas.

Further, the federal Violence Against Women Reauthorization Act (VAWA) put new obligations in place for colleges and universities under its Campus Sexual Violence Elimination (SaVE) Act provision in 2014. These new regulations are designed, in part, to help prevent sexual assault, dating

violence, domestic violence and stalking, while also raising awareness and providing support at every turn. Our campus community is committed to creating a safe environment for all students.

### **Dating Violence**

If someone you are in a romantic/intimate relationship with pinches, kicks, slaps, hits or shoves you, those are physical instances of dating violence.

If that person keeps you away from friends and family, shames you, calls you names, bullies or publically embarrasses you on purpose, those are psychological and emotional examples of abuse.

And if that person forces or coerces you to engage in sexual activity when you're unable to consent—or don't want to consent—that's sexual abuse.

All of these actions and more constitute dating violence. It's violence committed by a person who is or has been in a romantic/intimate relationship with you. It can include the types of abuse mentioned above or the threat of such abuse.

### **Domestic Violence**

The crime of domestic violence can be committed by:

- A current or former spouse or intimate partner
- A person with whom you share a child
- A person against an adult or youth victim who is protected from that person's acts.

In most abusive relationships, possessive and controlling behaviors are present. These may include controlling money, put-downs, keeping you away from friends or family, destroying your property, threatening to hurt/kill your pets, controlling who you see/where you go/what you do, preventing you from working or attending school, pressuring you sexually, intimidating you with weapons, threatening to harm your kids or take them away, scaring you with looks and actions, driving dangerously when you're in the car, preventing you from leaving, forcing drug or alcohol use, physically hurting you and/or your children, someone threatening to harm himself/herself if you leave or move.

Domestic Violence is about having power and control over an intimate partner, and it can happen to people of all genders, races, abilities, ages, nationalities, sexual orientations, religions, socioeconomic and educational levels. It is always a crime.

## **Stalking**

Stalking is when someone engages in a course of conduct directed at a specific person that causes that person to fear for his/her safety or the safety of others. It also causes the stalked person substantial emotional distress.

Over 85 percent of people are stalked by someone they know, according to the Stalking Resource Center, with behaviors that control, track or frighten them, including:

- Threatening to hurt you, family friends, or pets
- Showing up or driving by where you are
- Following you
- Monitoring your phone and computer use
- Using technology to track you
- Damaging your home, car or other property
- Spreading rumors about you online, in public or by word of mouth
- Sending unwanted gifts, notes, texts, or emails

Being stalked can lead to anxiety, stress, irritability, an inability to sleep or concentrate, and depression. You don't have feel this overwhelmed, vulnerable and unsafe—please let someone know.

*Sources: The National Domestic Violence Hotline; "Teen Dating Violence" from the CDC; The National Coalition Against Domestic Violence; VAWA Final Regulations; Federal Register, 10/24/14; Stalking Resource Center; CDC's Veto Violence.*

This listing is not exhaustive, wherein the College reserves the right to investigate and prosecute all social behavior deemed improper.

## **Anti-Bullying Policy**

Morris College's policy on bullying aims to uphold the existence of a policy that will ensure that the College will continue to maintain an environment of respect and consideration for others. This means that the College is committed to the elimination of all forms of bullying and will ensure that procedures exist to allow complaints of bullying to be dealt with and resolved without limiting any person's entitlement to pursue resolution of their complaint within the relevant statutory authority.

### **Bullying Defined:**

Bullying is defined as the aggressive and hostile acts of an individual or group of individuals who are intended to humiliate, mentally or physically injure or intimidate, and/or control another individual or group of individuals.

Such aggressive and hostile acts can occur as a single, severe incident or repeated incidents, and may manifest itself in the following forms:

Physical Bullying includes pushing, shoving, kicking, poking, and/or tripping another; assaulting or threatening a physical assault; damaging a person's work area or personal property; and/or damaging or destroying a person's work product.

Verbal/Written Bullying includes ridiculing, insulting or maligning a person, either verbally or in writing; addressing abusive, threatening, derogatory or offensive remarks to a person; and/or attempting to exploit an individual's known intellectual or physical vulnerabilities.

Nonverbal Bullying includes directing threatening gestures toward a person or invading personal space after being asked to move or step away.

"Cyber bullying" is defined as bullying an individual using electronic form, including, but not limited to, the Internet, interactive and digital technologies, or mobile phones.

Mobbing is a particular type of bullying behavior that is carried out by a group rather than an individual. Mobbing is the bullying or social isolation of a person through collective unjustified accusations, humiliation, general harassment, or emotional abuse. Although it is group behavior, specific incidents such as an insult or a practical joke may be carried out by an individual as part of mobbing behavior.

Bullying is unacceptable behavior because it breaches principles of equality and fairness, and it frequently presents an abuse of power and authority. It also has severe consequences for everyone involved.

### **Reporting Procedures for Discrimination, Harassment, and Bullying:**

For those victimized by bullying on campus, it is important to seek immediate action.

Any incident or complaint involving a student should be reported to the Dean of Student Affairs. A formal report or complaint should be written immediately as no action can be taken without one. The College will act promptly and appropriately upon any information that it obtains which indicates that any violation of this policy has taken place. If the complaint is verified, the accused student(s) will be subjected to severe disciplinary action, which may include dismissal from the college.

*(Not on Our Campus ENewsletter & NOBullying.com)*

**MORRIS COLLEGE**  
**MISSING STUDENT NOTIFICATION POLICY AND**  
**PROCEDURES**

This policy is established by Morris College in compliance with the Higher Education Opportunity Act of 2008 and applies to residential students at the college. For the purpose of this policy a student may be considered to be a “missing person” if the person’s absence from campus is contrary to his/her usual pattern of behavior and unusual circumstances may have caused the absence. Such circumstances could include, but are not limited to, a report or suspicion that the person may be a victim of foul play, has expressed suicidal thoughts, is drug dependent, is in a life threatening situation, has been with persons who may endanger the student’s welfare, or is overdue to return to campus and is unheard from after giving a specific return time to friends or family.

**Designation of emergency contact information**

- a. Students age 18 and above and emancipated minors

Students will be given an opportunity during the annual registration process to designate an individual to be contacted by the college no more than 24 hours after the time that the student is determined to be missing. The designation will remain in effect until changed or revoked by the student.

- b. Students under the age of 18

If a student under the age of 18 is determined to be missing, the college is required to notify a custodial parent or guardian no more than 24 hours after the student is determined to be missing.

- c. All residential students (both a and b above)

If a student is determined to be missing, the college will notify the appropriate law enforcement agency not later than 24 hours after the determination has been made.

**Missing Student Procedure**

- a. Any individual on campus who has information that a residential student may be a missing person must notify the Dean of Student Affairs and Campus Security immediately.

Note: In order to avoid jurisdictional conflicts when a commuter student is believed to be missing, the reporting

person should immediately notify local law enforcement authorities. A Campus Safety Officer and the Office of Student Affairs will assist external authorities with these investigations as requested.

- b. A Campus Safety Officer and the Office of Student Affairs will gather all essential information about the missing resident student from the reporting person, from the student's acquaintances and from college personnel and official college information sources. Such information will include a physical description, cellular phone number, clothes last worn, where the student might be, who the student might be with, vehicle description, information about the physical and emotional well-being of the student, an up-to-date photograph, a class schedule, when last attended class, etc.
- c. Appropriate campus staff, including the Director of Residential Life and Residential Life staff, will be notified to aid in the search and location of the student. Contact with the student should be attempted using text messages, cellular phone calls and e-mail.
- d. If search efforts are unsuccessful in locating the student in a reasonable amount of time OR it is apparent immediately that the student is a missing person (e.g., witnessed abduction), OR it has been determined that the student has been missing for more than 24 hours, a Campus Safety Officer will contact the Sumter Police Department (appropriate local law enforcement agency) to report the student as a missing person. The Sumter Police Department will take charge of the investigation with assistance from college officials.
- e. No later than 24 hours after determination that a residential student is missing, the Dean of Student Affairs will notify the emergency contact previously identified by the student (for students under the age of 18) and advise that the student is believed to be missing.

### **Communications about missing students**

- a. In accordance with established college emergency procedures, the Director or Public Relations will be part of the college administrative response team and is the designated spokesperson to handle media inquiries concerning a missing student.

- b. The local law enforcement agency in charge of the investigation will be consulted by the Director of Public Relations prior to any information release from the college so as not to jeopardize the investigation.
- c. Information provided to the media to elicit public assistance in the search for the missing person will be handled by the local law enforcement agency.

## ***PRIZES AND AWARDS***

**A. T. Eaddy Memorial Award.** To the student minister who exerts positive religious influence through his/her religious convictions and sincere dedication to the gospel ministry. Given by daughter, Rev. Eliza Eaddy Black.

**The One More Effort Federated Club Award.** For the encouragement of a full-time Morris College sophomore or junior Teacher Education major (regardless of field of concentration) who has good moral qualities and a grade point average of not less than 3.0. Donated by the One More Effort Federated Club of Sumter, South Carolina.

**The Inez Hilton Vereen Practicum in Education Award.** Presented to the junior student who during the semester of Practicum exemplifies creativity, responsibility, self-reliance and professionalism. The student must maintain a 3.0 or better grade point average during the semester of the Practicum experience. Donated by friends of the Vereen family and of the College.

**The Harris Sabino Richardson Memorial Award.** Awarded to a junior of good moral character with a grade point average of 2.5 or above who is supporting himself/herself financially. Donated by Mrs. M. R. Hollingsworth.

**National Council of Negro Women, Mary McLeod Bethune Section Award.** Awarded to two junior or senior Teacher Education majors (one male and one female) who have cumulative grade point averages of at least 2.5, demonstrate exemplary standards of living, and are actively involved in campus and/or community affairs.

**Willis C. Johnson Memorial Award.** Awarded to a student in need of assistance who has completed the sophomore year with a grade point average of 3.2 or better. This student must also have exhibited qualities of good citizenship during freshman and sophomore years. Donated by Mrs. Minnie W. Johnson in memory of Mr. Willis C. Johnson.

**H. H. Butler Commemorative Award.** To the student who exhibits a strong personality, deep earnest convictions, and Christian character. Donated by the Woman's Baptist State Convention.

**Garrick-Pinson Commemorative Award.** To the best all-around student in the Senior Class. Donated by the Woman's Auxiliary of the Wateree Association.

**O. R. Reuben Prize.** Given to the male student who best exemplifies interest and participation in current issues and in projects of human welfare and uplift. Contributed through the O. R. Reuben Memorial Fund.

**T. B. Wright Memorial Award.** To the senior who has taken the most active part in religious activities on the campus. Donated by Mrs. Margaret W. Davis.

**The Reverend John C. Simmons Memorial Award.** Awarded to the student from Jasper County who exemplifies outstanding qualities of

leadership, scholarship, and high moral character. Sponsored by the Simmons Family.

**Dr. Martin Luther King, Jr. Memorial Award.** Awarded to the student with a 2.5 grade point average and above who participated in both community and student activities that foster and reflect the philosophies of Dr. Martin Luther King, Jr.

**The Jenkins Family Award.** Presented to the freshman who writes the best article in the Bell Ringer.

**W. H. Hightower Memorial Award.** Awarded to a sophomore, junior or senior female student who contributed outstanding leadership through her work with the Baptist Student Union.

**Mrs. E. D. Dixon Memorial Award.** Awarded to an outstanding male and female member of the Gospel Choir.

**Walter Brown Award.** Awarded to the junior or senior majoring in Political Science with the highest grade point average.

**Lena M. Baldwin Memorial Award.** Presented to the junior or senior majoring in Health Science with the highest grade point average.

**Ronald McNair Award.** Presented to a junior or senior Biology major with the highest grade point average.

**Boley-Diggs-Sanders Award.** Awarded to a female student who exemplifies scholarship and Christian principles. Donated by the Woman's Auxiliary, Wateree Baptist Association Lower Division in honor of Margaret S. Boley, Mary H. Diggs and Beatrice G. Sanders.

**Xi Epsilon Chapter, Alpha Phi Alpha Fraternity, Inc. Award.** To the Morris College student who through his/her participation and leadership contributes the greatest toward promoting the intellectual atmosphere of the College. The student must be a rising sophomore, junior or senior with a cumulative grade point average of 2.5 or above. Donated by the college chapter.

**The I. DeQuincy Newman Award.** Awarded to a student majoring in Political Science who demonstrated outstanding leadership skills. Must have a grade point average of 2.5 or higher.

**Dr. and Mrs. S. B. Marshall Award.** Awarded to a deserving student who exemplifies high scholarship, has a good citizenship record, and shows commitment to the growth and development of Morris College. Donated by Dr. and Mrs. S. B. Marshall.

**Willie Alma Dawson Moody Memorial Award.** Awarded to a sophomore or junior with at least a 2.5 grade point average or better in Education (Early Childhood Education) and who displays good character and teaching promise, leadership qualities and is in need of financial assistance to achieve educational goals.

**Hallman Education Award.** To a rising sophomore student majoring in Teacher Education who has passed the Praxis I Examination.

**Ethel German Scott Memorial Award.** Awarded to the student musician of the Morris College Gospel Choir for the current academic year. Donated by Mrs. Sandra Scott Gibson.

**The Noble Leon Elbridge Scott Memorial Award.** Awarded to a student majoring in Business Administration with at least a 2.8 grade point average. The student should be interested in becoming an Entrepreneur. Donated by his daughter, Mrs. Sandra Scott Gibson.

**The Junius E. Dowell Award.** Awarded to a member of Pi Theta Chapter of Zeta Phi Beta Sorority, Inc. and a member of Iota Zeta Chapter of Phi Beta Sigma Fraternity, Inc. with a cumulative grade point average of 3.0 or better.

**The Shellie Dunbar Prize.** To the young lady who makes the most improvement in scholarship, is the most cooperative, and excels in usefulness. Donated by the Woman's Baptist State Convention.

**The Georgette L. Felder-Spain Award** (charter member of Xi Rho Chapter of Delta Sigma Theta Sorority, Incorporated – Morris College). To be given to a member of Xi Rho Chapter majoring in Education with the highest GPA. Given by children, Christopher & Alexyus Spain; parents, Lucius & Gloria R. Felder; sister, Altoya Felder-Deas (Jimmie), and Nephews, Jimal and Antoine.

**The Bertha Wright Elmore Annual Award.** Awarded to a South Carolina student in need of financial assistance and majoring in Education.

**The Eva McLendon-Johnson Award.** Awarded to a student majoring in Criminal Justice, maintaining a grade point average of 2.5 or above and possessing of strong moral character and a sincere interest in the criminal justice system. Donated by Dr. Renee DuJean.

**The Mordecai Johnson Award.** Presented to a deserving rising junior Political Science major with a Pre-Law Minor who has a 2.7 or above grade point average.

**The Bertha Belle Williams Award.** Awarded to a deserving student with financial need.

**The Rev. J. R. Blanding Award.** Awarded to a deserving student from Lee or Clarendon County.

**The Matthew O. Ramsey Endowed Award.** Awarded to a deserving student majoring in Education with plans to teach at the elementary or secondary level. Established by Matquette Ramsey Williams, in honor of her father, a Morris College graduate and instructor.

**The Rev. Edward H. Thomas Endowed Memorial Award.** Awarded to a student very much involved in voter registration and grass-roots politics, who is in good standing with the College. The student must have at least a 2.5. grade point average. Established by the family in recognition of his life of service to God and humanity.

**The Bertha Smith Irving Memorial Award.** Awarded to a student who demonstrates financial need. Student must be in Teacher Education and doing his or her Practicum. Awarded by Dr. Nathaniel Irving and family in memory of their mother, Bertha Smith Irving.

**The Dr. J. S. Maddox Award.** Awarded to a needy and deserving student, majoring in Christian Education or Pastoral Ministry, showing great promise for Christian leadership. Established in honor of Dr. J. S. Maddox by Mrs. Bessie Maddox, family and friends.

**The Robert Leroy McLeod Sr. Endowed Award.** Awarded to a student with a 3.5 grade point average or above who intends to pursue a career in education or in medicine. The student must exemplify an outstanding level of commitment and willingness to help others and demonstrate it by involvement in community service. Donated by his wife, Wilhelmina Pinckney McLeod and children.

**The Covell C. and Mary E. Moore Award.** Awarded to a full-time student with financial need.

**Alexander and Shatirah Rhodes Memorial Award.** Awarded to any descendant of Alexander and Shatirah Rhodes who is a full-time student at Morris College. Student must maintain a minimum "C" average in any area of study. Established by the Alexander and Shatirah Rhodes Family Reunion Committee.

**Willie Bogan Zimmerman, Jr. Award.** Awarded to a member of Epsilon Lambda Chapter of Omega Psi Phi Fraternity, Incorporated who exemplifies high scholastic ability, leadership, strong moral character, and has distinguished himself above others in outreach toward the greater Sumter community as well as making a selfless commitment to making the college experience at Morris College more manageable for peers. Recipient must be a full-time student with a declared concentration, have a 2.7 overall grade point average, and demonstrate sufficient need for financial support. Student must not have any disciplinary or legal actions pending and not be the recipient of the Gamma Iota Scholarship during the same year. Established by Alumni brothers and the family and friends of Willie Bogan Zimmerman, Jr.

**The Lester T. Corley Memorial Award.** Presented in memory of Lester T. Corley, former Advisor of Xi Epsilon Chapter of Alpha Phi Alpha Fraternity, Inc., to an upperclass student who exemplifies strong leadership skills, outstanding service to the college and community and sound intellectual ability. The student must have a 2.5 grade point average or above. This scholarship is earmarked for books and supplies. Donated by Mrs. Myrna Juanita Corley and son, Todd.

**The Dorothy Duckette Robertson Award.** Presented to a deserving student majoring in Elementary Education with a minimum of a 2.5 grade point average.

**The Mary A. Vereen-Gordon Memorial Award.** Awarded to assist students, based on financial need, in their pursuit of academic studies at Morris College. Established by the colleagues, friends, admirers, and family of Dr. Mary A. Vereen-Gordon, former Academic Dean and an outstanding faculty member.

## **SCHOLARSHIPS**

**NOTE:** All scholarship recipients: MUST be enrolled as a full-time student for the period in which the scholarship will be issued, unless otherwise specified. Scholarships are issued during the ensuing year.

**The Luns C. Richardson Endowed Scholarship.** Awarded to exceptional high school graduates with a grade point average of 3.5 or higher out of 4.0. Scholarships of \$4,500 annually are renewable for up to four years.

**The Presidential Scholars Program.** The Presidential Scholars Program was established by the College to recognize and recruit high school seniors who have above-average academic records. Award recipients must rank in the upper one-fourth of their graduating class must have been admitted to Morris College and must have submitted a completed application for the scholarship by the prescribed date.

**The Presidential Scholars Donors:** The Ruth Mack Memorial Fund, The Heritage Classic Foundation Scholarship, SAFE Federal Credit Union, The Rotary Club of Sumter, S.C. Foundation of Independent Colleges, SCANA Corporation (SCE&G), D. L. Scurry Foundation, Danka Industries, GSX Chemical Services, Inc., Riley & Company, The Greater Sumter Chamber of Commerce, Wachovia Foundation, C. H. Hallman and the College.

**The William Randolph Hearst Endowed Scholarship.** Awarded to a student majoring in Education who has passed the Praxis I Examination, has a grade point average of at least 2.5 or better, and shows leadership qualities.

**The Arthur Vining Davis Foundation Scholarship.** Awarded to four students (rising sophomores, juniors or seniors) with a grade point average of 2.5 or above, majoring in Pastoral Ministry or Christian Education. Donated by the Arthur Vining Davis Foundation.

**The Victoria Wine Scholarship.** Awarded to a deserving rising junior Education major who maintains a minimum 2.0 grade point average. Donated from the Victoria Wine Estate Funds.

**The James B. and Carrie Dennis Haile Scholarship.** Awarded to a deserving student with a minimum grade point average of 3.00 on a 4.00 scale in the field of Teacher Education.

**The Vashti Jackson Smith Scholarship.** Awarded to two needy first-time freshmen (1 male and 1 female) with outstanding high school academic

achievement and good citizenship. Donated by the Vashti Jackson Smith Estate.

**The Wachovia Endowed Scholarship.** Presented to a rising junior or senior majoring in Business Administration. Donated by the Wachovia Foundation.

**Morris College Trustee Scholarship.** Awarded to a graduating senior who demonstrates financial need, who is an outstanding student, and who has excelled in his or her major area of study. Financial need is strongly emphasized. A senior whose overall financial aid package leaves him or her with a balance and who needs financial assistance to help cover the shortfall will be considered. The student must have a minimum 3.0 grade point average and demonstrate academic excellence and outstanding leadership and citizenship. If no one meets the criteria, the scholarship will be awarded to a junior. Sponsored by the Morris College Board of Trustees.

**The Reverend Arthur Walter Williams Scholarship.** Awarded to the three rising sophomores with the highest grade point averages.

**The Lottie and Wheler Matthews Scholarship.** Presented to a conscientious student majoring in Education with a grade point average of 2.5 or above and in need of financial aid. Donated by Mr. & Mrs. Lottie and Wheler Matthews.

**The Sarah M. Williams Memorial Scholarship.** Awarded to a deserving student who maintains high scholarship and provides student leadership through his or her participation in co-curricular activities. Donated in memory of Mrs. Sarah M. Williams.

**The Reverend W. A. Johnson, Sr. and Mrs. Annie M. Johnson Memorial Scholarship.** Presented to an outstanding student in Religion. Donated by Mrs. W. J. Moore.

**The Westcott A. Johnson Scholarship.** Presented to a worthy student who has a good academic record and who exhibits outstanding commitment to and support of Morris College. Preference given to a student from Georgetown or Florence County. Established by Dr. Johnson's sister, Mrs. Ruth Johnson Hawkins.

**The Geneva and Everett J. Thompson Scholarship.** Awarded to a rising sophomore student with the highest average in Elementary Education. Donated by the Thompson Family.

**The Thomas Moss Americanism Scholarship.** Established by the former U. S. Senator Strom Thurmond, Advisor to John P. Gaty Charitable Trust. Awarded annually to needy and worthy students based on a paper on Americanism, the specific topic of which is announced prior to January.

**The David McLaughlin Scholarship.** Awarded in memory of Dr. David McLaughlin to a deserving student of good moral character majoring in one of the sciences and maintaining a grade point average of "B" or above. Donated by Mrs. Iris McLaughlin.

**The Morris College National Alumni Scholarship.** Awarded to three advanced students in Teacher Education and two students in any other major who meet the following criteria: Cumulative grade point average of 2.5 or above, evidence of good character and teaching promise, leadership qualities, and a need for financial assistance to achieve educational goals. Sponsored by the Morris College National Alumni Association.

**The Bernice Wells Stukes-Mose Scholarship.** Presented in memory of James W. Stukes to the student who has high scholarship and is outstanding in leadership skills and in service to the college and local community. Donated by Dr. Bernice Mose.

**The W. E. Price and Ada Lee Price Memorial Scholarship.** The fund awards annually a scholarship to a deserving female and a deserving male student. In selecting the deserving recipients, emphasis shall be placed on character as well as scholastic ability. Financial need may also be considered.

**The George and Mollie J. Washington Scholarship.** Presented to the most outstanding student in secondary education. Donated by Rev. George H. Washington.

**The Sumter Alumnae Chapter of Delta Sigma Theta Sorority, Inc. Scholarship.** Awarded to the member of Xi Rho Chapter of Delta Sigma Theta Sorority, Inc. with the highest grade point average. Funds are to be used for the purchase of instructional materials.

**The Sim and Costella Townsend Memorial Scholarship.** Established by the Townsend family of Bamberg and Dillon Counties. The award is presented to a deserving student based on need and academic potential.

**The William M. Goodwin Memorial Scholarship.** Established by Dr. C. C. Goodwin, Jr. of Sumter, this award is presented to a deserving student who exemplifies strong academic potential, leadership skills, and a good citizenship record.

**The Booker Memorial Scholarship.** Presented to a student who possesses high Christian ideals and demonstrates a keen interest in Physics or Chemistry. Endowed by the Estate of Mrs. R. C. Booker.

**The Gamma Iota Chapter of Omega Psi Phi Fraternity Scholarship.** Awarded to the member of Epsilon Lambda Chapter of Omega Psi Phi Fraternity with the highest grade point average.

**The Luns C. Richardson Pee Dee Area Scholarship.** Awarded to worthy students who demonstrates exceptional citizenship, school spirit and academic excellence. Student must be of good reputation, have financial need and have a GPA of 3.0 or better. Preference will be given to a student from the Pee Dee area. Sponsored by the Pee Dee area alumni, businesses, individual churches and friends in recognition of President Richardson's dedicated leadership.

**The Hilton W. Shirley, Sr. Scholarship.** Awarded to a deserving male or female who excels in Computer Science and exemplifies genuine leadership. Awarded by Hilton W. Shirley, Sr.

**The James Samuels, Jr. Memorial Music Scholarship.** To a rising junior or senior music (Concert Choir, voice, or piano) student who demonstrates leadership ability. The recipient must have a minimum grade point average of 2.5 and must be recommended by the music faculty. Donated by the Sumter Music Guild, Inc. and friends.

**The Pinkie Reid Scholarship.** Awarded to a junior of good moral character majoring in Mass Communications, maintaining 2.5 or above grade point average and possessed of a sincere interest and demonstrated talent in broadcast media. Donated by Ebenezer Baptist Church of Chicago

**The Arthuree and Raleigh McCoy Memorial Scholarship.** Awarded to a junior of good moral character majoring in Mass Communications or English who writes the most outstanding article published in *The Heritage* or other publications. Donated by Dr. Raleigh McCoy.

**The Eta Zeta Omega Chapter, Alpha Kappa Alpha Sorority, Inc. Scholarship.** Awarded to a member of Nu Gamma Chapter of Alpha Kappa Alpha Sorority, Inc. who exemplifies high scholastic ability, leadership, and strong moral character and has earned the highest grade point average in the chapter. Donated by the Eta Zeta Omega Chapter, Sumter, S.C.

**The Pi Theta Chapter of Zeta Phi Beta Sorority, Inc. Scholarship.** Presented to the young lady in the freshman class who demonstrates high scholastic achievement and displays the qualities for finer womanhood, as determined by the chapter members. She must have a cumulative GPA of 3.3 or above.

**The Dr. W. H. Neal Scholarship.** Presented to the junior student with the highest average in Mathematics for three consecutive years. Donated by Mrs. Audrey P. Neal.

**The Frank K. Sims Scholarship.** Awarded to a student majoring in Sociology who exemplifies scholarship, leadership, and strong moral character.

**The John and Beatrice Chapman Thomas Scholarship.** Awarded to a student majoring in Mathematics or Science.

**The J. S. Utsey Scholarship.** Presented to a rising junior or senior Business Administration student with a grade point average of 2.7 or above.

**The Goodfellows Club Scholarship.** Awarded to a resident of Sumter, SC, who is majoring in Education and who has passed the Praxis I Examination.

**The Mamie N. Coker Scholarship.** Awarded to the junior with the highest average in Early Childhood Education. Established by the Baptist Educational and Missionary Convention of South Carolina.

**The Laura Teal McCleese Lawrence and Laura M. Trusedell Scholarship.** Awarded to a deserving rising senior who exhibits scholarship, leadership, service, and character and is majoring in Elementary Education. Grade point average must be 2.8 or above. Donated by Mrs. Pearl L. McCleese.

**The Janie S. Hightower Memorial Scholarship.** Presented to a student majoring in Education who maintains a 2.5 grade point average or above and is in need of financial assistance. Donated by Mr. Willar H. Hightower, Jr.

**The Rosa S. Riley Endowed Scholarship.** Awarded to a junior or senior Education major with a 3.0 grade point average or above who plans to teach in South Carolina. Donated by Mr. Charles E. Riley and Mrs. Jacqueline M. Williams.

**The L. W. Williams Endowed Ministerial Scholarship.** Presented to a rising junior or senior with a 2.5 grade point average. The recipient must be either a licensed or an ordained minister of any Christian Denomination who is pursuing a Bachelor of Arts degree in Pastoral Ministry. Donated by the children and other family members of Dr. L. W. Williams.

**The Dr. Marion Woodard Wright McLester Endowed Scholarship.** An annual award presented to the Education major who performs the greatest amount of college and community service as identified by the Education Division Chair.

**Dr. L. W. Long Memorial Scholarship.** Presented to a rising non-traditional junior or senior with the highest grade point average.

**The Pauline Winston Thompson Memorial Scholarship.** Awarded to an outstanding student in the Cooperative Education Program.

**The Anderson Honors Program Scholarship.** Presented to a member of RARE with financial need for educational expenses. Donated by Dr. Jeanne M. McNett and family.

**The Creech Roddey Watson Insurance Scholarship.** Presented to the rising senior majoring in Business Administration with the highest grade point average. Donated by Creech Roddey Watson Insurance.

**The Dr. Adelle W. Stewart Scholarship.** Awarded to a deserving student with financial need.

**The Xi Rho Chapter of Delta Sigma Theta Sorority Inc. Scholarship.** Awarded to the female freshman student with the high academic achievements, good moral character and participate in community service activities.

**The Dill and Azalee Bates Gamble Scholarship.** Awarded to a student majoring in Elementary Education with a B or better average.

**The Dan Robert Bodison, Sr. Memorial Scholarship.** Awarded to a rising junior or rising senior with a declared interest in English or related area.

**The Mamie James Hannah and Candace James Richardson Scholarship.** Awarded to a deserving rising sophomore student with financial need preferred from Orangeburg or Florence County. Donated by Mr. Jerry Hannah.

**C. V. Owens Scholarship.** Presented to the student with the highest average in Religion and who has good leadership abilities.

**The Rev. B. D. Snoddy Endowed Scholarship:** Awarded to an active member of a Baptist church. The student must have at least a 2.4 or better grade point average and be a licensed minister of the Gospel by a missionary Baptist church. The student must reflect a sincere and committed relationship with Jesus Christ. Special consideration may be given to a lay student who is majoring in Pastoral Ministry or Christian Education. Donated by the South Carolina Baptist Congress of Christian Education.

**The Robert Gregory White Memorial Scholarship.** Awarded annually to assist, encourage, and support a deserving male. Student must be a freshman with a grade point average no less than 2.0 and no higher than 2.5 who exhibits a commitment toward getting an education and reaching his potential. Established by Mr. Robert and Mrs. Priscilla White to reflect the memory of Robert Gregory White, their son, affectionately known as Ohio.

**The J. Edward Lewis Scholarship.** Awarded to a student with a GPA of 2.5 or higher who is pursuing a degree in divinity or education and is an active participant in campus organizations and/or ministries which support the Sumter community.

**The Jessie W. Taylor Scholarship.** Awarded to a student majoring in English or Mass Communications or who writes inspirational literature.

**The W. M. Blount Endowed Scholarship.** Awarded to a worthy and deserving student majoring in Christian Education, Pastoral Ministry, or Teacher Education. Established by the family of Dr. W. M. Blount.

**The B. J. Whipper, Sr. Endowed Scholarship.** Awarded to an incoming freshman for college related expenses. The student must have at least a 2.5 grade point average and exemplify Christian character and possess a proven record of leadership and service. Priority will be given to students who will major in Christian Education or Pastoral Ministry. Established by Dr. Lucille S. Whipper.

**The Rev. J. C. Harrison Memorial Scholarship.** Awarded to a sophomore student who has a 3.00 grade point average majoring in Pastoral Ministry or Christian Education. Preference given to a student who is a member of a

church in the Lovely Hill Baptist Association. Established by his wife, Ruth B. Harrison, and Family.

**The Emmett and Crenelle Conyers Scholarship.** Awarded each year to a graduating senior with a 3.5 average or above, with a notable record of service to the college and a commitment to improving human relations and the quality of life for fellow human beings. Established by Dr. James E. Conyers and other children of Emmett and Crenelle.

**The Oscar L. Prince Memorial Scholarship.** Awarded to a rising sophomore, junior, or senior majoring in Education and possessing a cumulative grade point average of at least 3.0 on a 4.0 scale. Established and endowed by family and friends.

**The Leler Scarborough George Scholarship Award.** Awarded to a rising senior in pursuit of a degree in Teacher Education with a grade point average of 3.00 or above. Established by the Leler Scarborough George Family.

**Omega Psi Phi Fraternity, Inc., Luns C. Richardson Endowed Scholarship.** Awarded preferably to a graduating senior based on financial need. Financial need is strongly emphasized, and a senior whose overall financial aid package leaves him or her with a balance and who needs financial assistance to help cover the shortfall will be considered. The student must have a 3.0 grade average; demonstrate excellence in academic achievement, leadership in extracurricular activities, and community involvement; and show great promise for leadership after graduation. If no senior meets the criteria, the scholarship will be awarded to a junior. Established by the national office of Omega Psi Phi Fraternity, Inc. in honor of Dr. Richardson's commitment and service to higher education.

**The Almetta Dizzley Clyburn Endowed Scholarship.** Awarded to a deserving student participating in the college's Teacher Education Program. Student must be intensely pursuing the "academic and professional development" necessary to becoming a competent and effective teacher and must have passed Praxis One. Established by United States Representative James E. Clyburn, 6<sup>th</sup> Congressional District, to perpetuate the memory of his mother, an alumna of the college.

**The Enos Lloyd Clyburn Endowed Scholarship.** Awarded to a worthy and deserving student majoring in Pastoral Ministry or Christian Education. Student must be a junior or senior with a grade point average of 2.5 or above and must demonstrate a strong and continuing dedication to theological training and preparation. Established by United States Representative James E. Clyburn, 6<sup>th</sup> Congressional District, to perpetuate the memory of his father, an alumnus of the college, and his life of service to God and man.

**The Otis Scott, Sr. Endowed Memorial Scholarship.** Awarded to the neediest student majoring in Teacher Education. The student must

*participate in the college's Teacher Education Program and show evidence of outstanding performance, demonstrate leadership ability and good character, and maintain at least a 3.0 GPA. Established by Mrs. Wilhelmenia Dennis Scott and children in memory of Dr. Otis Scott, Sr., a skillful educator, dedicated pastor and dynamic preacher.*

**The William B. James Memorial Endowed Scholarship.** *Awarded to an outstanding student majoring in Political Science with an interest in pursuing a law degree. The student must be a junior or rising senior and must have a GPA of 3.0 and be active in community service on behalf of disadvantaged groups. Established by the Sumter County Public Awareness Association, Incorporated.*

**The Paralee Garrick Dupree Memorial Scholarship.** *Awarded to a freshman, sophomore, junior, or senior majoring in Pastoral Ministry or Christian Education with a 2.5 average on a 4.0 scale and who is active in the religious life of the campus. The student must be recommended by the Chairperson of the Division of Religion, Humanities, and Social Sciences. Established and endowed in 2004 by family and friends.*

**The Walker E. Solomon Endowed Scholarship.** *This scholarship is limited to a sophomore, junior, or senior student majoring in Teacher Education, with a desire to teach in the public school system. Student must have passed Praxis I and maintain at least a 2.5 grade point average. Established by the Palmetto Education Association and the Walker W. Solomon Scholarship Fund, Incorporated.*

**Frazier Family Foundation Scholarship.** *Awarded to a minimum of two students who are freshmen from the Charleston Tri-County area. Students must demonstrate a financial need. Established by the Frazier Family Foundation.*

**Arthur & Iris McLaughlin (AIM) Endowed Scholarship.** *Awarded to a student specializing in education, music or another social science or humanities discipline. Student must demonstrate a financial need and maintain a grade point average of B+ or above. Established by Arthuree McLaughlin Wright to memorialize her parents, Arthur Spigel and Iris Ladson McLaughlin, who were proud and loyal alumni.*

**Gwendolyn E. Anderson Endowed Scholarship.** *Awarded to a student majoring in Teacher Education. Student must have passed Praxis I, maintain at least a 2.5 grade point average, and agree to teach elementary education in South Carolina for at least one year. Established by the estate of Gwendolyn E. Anderson.*

**Callie Clark Seales Scholarship.** *Awarded to a student who demonstrates a financial need. Student must be a member of First Baptist Missionary Church of Sumter, South Carolina for at least two years and involved in various activities. Student must be involved in community service. Established by Vivian L. Smith in memory of her mother, Callie Clark Seales, who was an active member of First Baptist Missionary Church.*

**The Louis Fleming Memorial Scholarship.** Awarded to the first generation, non-traditional male student who is head of household with child(ren), who has demonstrated a commitment to excellence in education by maintaining a 3.0 GPA. Scholarship is renewable for up to three years. Established by the family.

**The Holland Memorial Scholarship.** Awarded to a deserving student in need of financial assistance and who exemplifies strong academic potential. Student must be a sophomore, Junior, or senior; have a 2.0 – 2.5 grade point average; and have a good citizenship record. Established in memory of Mr. Morsby Holland by his wife, Mrs. Willie Mae Holland; children: Jeffery B. Holland and Sandra M. Proctor, and granddaughter Kayla Proctor.

**The Dr. Lewis P. Graham, Sr. Endowed Scholarship.** Awarded to a needy and deserving student, majoring in Christian Education or Pastoral Ministry, who shows great promise for Christian leadership. Student must maintain a 2.5 grade point average. Established in honor of Dr. Lewis P. Graham, Sr. by the Graham family, friends, and the Baptist Educational and Missionary Convention of South Carolina.

**The Pinckney Wilder, Jr. Memorial Scholarship.** Awarded to two rising juniors or seniors with a cumulative grade point average of 2.7 or higher. One must be majoring in Biology or Mathematics, and the other must be a graduate of Scott's Branch High School in any major. Established by daughters Brenda Wilder-Watkins and Marguerite Wilder.

**The Reverend Frank E. Williams, Sr. Endowed Scholarship.** To be awarded preferably to a full-time student majoring in English, or majoring in English/Secondary Education who wishes to teach English. The student must have a 3.0 grade point average or above and be in need of financial assistance. The scholarship is to be awarded once every academic year. Established by wife, Mrs. Magnolia R. Williams, and children in honor of the Reverend Frank E. Williams, Sr.

**The Augustus T. and Eunice S. Stephens Endowed Scholarship.** Awarded to a student above the freshman level. The student must be in good standing at Morris College with a cumulative grade point average of at least 3.0. Donated by Lemeul C. Stephens for the Eunice S. Stephens Estate.

**Ben E. and Margaret Mayfield Griffith Endowed Scholarship.** Awarded to a worthy and deserving student majoring in and preparing to teach English. Student must be a rising senior and maintain the highest average. Established by Ben E. and wife, Deloris Griffith, in honor of his parents.

**The Patricia E. Hightower Memorial Scholarship.** Awarded to a student in need of financial assistance. Student must have grade point average of 2.5 or higher. Student must submit a one page essay on goals and aspirations to the donor who will select the recipient. The amount of the scholarship is

\$1,000 to \$1,500 annually. Established in memory of Mrs. Patricia E. Hightower by her family.

**The J. V. Wilson Morris College Endowed Scholarship.** *Awarded to a rising junior or senior student majoring in Business Administration and demonstrates financial need. Established by Alumnus James V. Wilson, a Sumter businessman and entrepreneur.*

**Florence Darby Scholarship.** *To an individual from the student members of the Morris College family who exemplifies strong religious convictions. Given by Henry Darby.*

**Soloman Jackson, Jr. Athletic Scholarship.** *This scholarship was established in February 2010 by Dr. Solomon Jackson, Jr., a Morris College Trustee. The scholarship was established to provide student athletes with financial support for tuition, fees, room and board at Morris College.*

**Solomon Jackson, Jr., Freshman Scholarship.** *This scholarship was established in February 2010 by Dr. Solomon Jackson, Jr., a Morris College Trustee. The freshman scholarship was established to provide financial support to incoming freshman for tuition, fees, room and board at Morris College.*

## ***RESIDENCE HALLS***

Currently, Morris College has seven residence halls, three for men and three for women and one that is assigned as needed. During the Fall Semester 2013, the College opened a new residence hall for women and a new residence hall for men. A student desiring to reserve a room in a residence hall for the regular academic year (fall and spring semester) must pay a one-time refundable room deposit that allows that student to reserve a room for each session, summers included. The one-time payment of the \$100.00 deposit will give the student the right to reserve a room by completing the housing agreement for each session. The deposit will be refunded upon the student's graduation or separation from Morris College, pending payment of all outstanding debts to the College.

To be admitted to the residence halls, students must submit a housing permit from the Office of Business Affairs, verifying that they have cleared all previous financial and other obligations to the College. New students are admitted to the residence halls beginning at 8:00 a.m. on the day of Parent/New Student Orientation. Returning students are admitted beginning at 1:00 p.m. on the day designated for returning students to occupy residence halls or at 1:00 p.m. on the day prior to resuming classes after a holiday. Room reservations are made by current students between February 1 and May 1 in the Office of the Director of Residential Life for the approaching summer session, fall semester, or spring semester.

Students are required to maintain a minimum of 12 credit hours (full-time status) to reside in the residence halls. Students are not permitted to live in the residence halls with less than 12 credit hours.

## ***RESIDENCE HALL VISITATION POLICY***

The safety and welfare of each resident are major concerns of Morris College. The College, therefore, takes every precaution to provide maximum security in its residence halls and other areas of the campus. In an effort to provide such security, the College has instituted the following regulations:

1. Each visitor to the residence hall must register in the office of the Residence Director.
2. After the guest has registered, the Residence Director or the person in charge will notify the resident that he/she has a guest and wait for instructions.
3. Upon receiving instructions from the resident, the director will do one of the following:
  - A) Permit the guest to visit with the resident in his/her room. Only guests of the same sex are permitted, and the guest must be escorted to the room by the resident;
  - B) Instruct the guest to wait in the Lounge until the resident arrives to join him/her.

- C) Inform the guest that the resident is absent from the building. No visitor is permitted in the room of a resident who is absent from the room.
4. Residents should not leave the guests in rooms during their absence. During class sessions a resident may leave his/her guest in the Lounge of the residence hall upon the approval of the Residence Director.
  5. Residence halls close at 12:00 midnight. Residents who return after 12:00 midnight will be let in by the Residence Director.

**Special Note:** See the **Morris College Guide to Residential Living** for other housing policies.

**OPENING AND CLOSING HOURS** - The earliest that a student may leave the residence hall is 6:00 A.M. All residence halls will close at 12:00 midnight.

Visitors may enter the lobbies of residence halls beginning at 8:00 A.M..

Visitation hours in the residence halls are from 1:00 P.M. to 12:00 midnight. Visitors may enter the residence hall lobbies at other hours only for the transaction of urgent business.

#### **OFFICE HOURS**

The residence hall office is open from 8:00 A.M. to 12:00 midnight to provide information to students and guests. However, staff is available 7 days per week, 24 hours per day.

#### **LOUNGES**

Residence hall lounges are for the use of the residents of each hall. Residents share in the responsibility for the lounges in regard to damages and behavior. If a hall resident needs an area for group use, he/she should reserve the space with the Residence Hall Director. Residents are responsible for the conduct of their guests.

#### **INTERNET SERVICE**

Morris College offers wired or wireless Internet service to enrolled students upon request, throughout the campus. Residence students are served by high-speed Internet connections using an Ethernet port in each room or wireless access. A student desiring to connect the Internet service to their personal computer must complete the Student Request for Internet Connection Form. The student may request this form from their respective Residence Hall Director (Day students must make their request from the Computer Center located on the second floor of the Pinson Administration Building). After completing the form, the student should return the form to the hall director. (Day students should return their form to the Computer Center). Upon receipt of the form, a staff member from the Computer Center will connect the Internet service to the student's individual computer

jack and assign them an Internet IP address. If you requested wireless access, your form will have the codes that will allow you to use the wireless network. The Residence Hall Director will contact the student to let them know that the Internet service is available. The student will receive connecting and set-up instructions from the hall director, as well as a copy of the institution's Computer Policy and information on protecting yourself against prosecution for violating federal copyright laws. In addition, the student will receive a computer cable that they must return at the end of each semester. Failure to return this computer cable will subject the student to a \$10.00 replacement fee.

**CURFEW HOURS:**

Morris College curfew hours are as follows:

**Anna D. Reuben-Mamie N. Coker-Magnolia Lewis-Albertha Simon (AMMA)**  
Residence Hall (Freshman Women Building)  
Sunday - Thursday 2:00 A.M.  
Friday – Saturday 2:30 A.M.

**J. O. Rich -S.C. Cureton -Ed F. Johnson (RCJ)** Residence Hall  
(Freshman Men Building)  
Sunday - Thursday 2:00 A.M.  
Friday – Saturday 2:30 A.M.

**Dobbins-Keith-Whitener (DKW)** Residence Hall  
\*Honor System

**Daniels** Residence Hall  
\*Honor System

**Adams-Daniels-McLester-Sanders (ADMS)** New Women Residence Hall  
\*Honor System

**Daisy B. Alexander–Lewis P. Graham, Sr. (Alexander-Graham)** Residence Hall (Senior Men Building) \*Honor System

**Annie B. Bowman-Audree A. Clark (Bowman-Clark)** Residence Hall (Senior Women Building) \*Honor System

\*The Honor System is based on the personal respect that campus residents have for themselves. Residents are not expected to remain out all night unless having signed out for overnight absence from the campus.

**YARD CURFEW (All Residents)**

Students are prohibited from loitering on the yard after 1:00 am Sunday - Thursday. Upon returning to campus after 1:00 am, students are required to enter their residence halls. Yard curfew ends at 2:30 am on Friday and Saturday.

Violations of curfew will be documented by residence directors and reported to the Office of Student Affairs. Upon two curfew violations, an official letter will be sent to the resident and his/her parents. Residents who incur three

curfew violations during a semester are subject to eviction from campus housing and will be advised to secure off-campus housing.

The curfew policy will apply to all freshmen.

## ***ADMISSION TO RESIDENCE HALLS***

To be admitted to the residence halls, students should present a Housing Permit from the Business Office verifying that they have cleared all previous financial and other obligations to the college. New students are admitted to the residence halls beginning at 8:00 AM on the day of Parents/New Students Orientation. Returning students are admitted beginning at 1:00 PM on the day designated for returning students to occupy residence halls or at 1:00 PM on the day prior to resuming classes after a holiday period. Room reservations are made by currently enrolled students between February 1 and May 1 in the Office of the Residence Director for the approaching summer session, fall semester and/or spring semester. Upon entering the residence hall, each resident completes, with the Residence Director, a "Room Inventory Form." The form is filed in the Office of the Director and is used to assess losses or damages at the time the student checks out of the hall.

## ***Search and Seizure Policy***

### **OVERVIEW**

Being that Morris College is an educational community with distinct behavioral requirements, the courts have upheld a college's right to enter and search student rooms and suites with just cause. However, the entry and search must not be done in a subjective and impulsive manner, which unnecessarily deprives a student of his/her fundamental constitutional protection.

Currently, the College's housing staff can and will make periodic inspections of students' rooms and suites for safety and health reasons. Violations observed during routine inspections and/or building evacuations will be referred to the Office of Student Affairs for further actions.

The intent of this policy is to provide protection for the rights of each student while at the same time providing staff members and college officials the means to maintain and protect our educational environment necessary for the College to fulfill its primary goal of education.

## RIGHTS OF ENTRY

Morris College reserves the right to enter any room or suite and should be made only when the College has reasonable and fair cause to believe that such items are present in the room:

- (a) **With or without notice** for the purpose of inspection, maintenance or repair
- (b) **Without notice to or permission of** the resident thereof, for the purpose of, but limited to:
  - a. Checking for alcohol, illegal drugs and/or narcotics, or dangerous drugs
  - b. Check for firearms, fireworks, explosives, weapons (knives, brass knuckles, etc.)
  - c. Any other substance, materials, or goods that would breach of the College's Housing Agreement, the standards and regulations of Morris College.
  - d. When there is articulated reason to believe that the occupants of the room are in serious physical or psychological distress.

## ***SPECIAL NOTICE!***

**Morris College cannot accept responsibility in the event of theft in a resident's room or car. Residents should check to make sure that all clothing and other valuables are covered under Parents' Homeowners' Insurance prior to bringing their possessions to campus. If something has been stolen, the resident should contact the Residence Director immediately. The Residence Director will immediately notify Security and/or the police.**

## ***VACATION PERIODS***

Residence halls close during the following vacation periods: Christmas and Spring Break. Residents must arrange for their housing during these periods.

## ***FOOD SERVICES***

### ***THE DINING HALL***

The dining hall is located on the first floor of Daniels Hall. Nutritionally balanced meals are provided for all students, staff, and faculty who desire to have meals there. Meals for day students may be purchased in the dining hall. Food services for all boarding students are included in their fees.

Dining hall serving hours during the academic year are:

Breakfast	7:00 A.M. - 9:30 A.M. – Monday thru Friday
Brunch	10:00 A.M. – 2:00 P.M. – Saturday – Sunday – Holidays
Lunch	11:30 A.M. – 2:00 P.M. - Monday thru Friday
Dinner	4:00 P.M. – 7:00 P.M. – Daily
	5:00 P.M. - 6:30 P.M. – Saturday- Sunday

DaBrix Pizza & Wings (Grab-n-Go)

4:00 P.M. – 10:00 P.M. – Monday-Friday

Special social dinners are served monthly. Social dinners are centered around major holidays or current campus events.

**Note: Smoking is prohibited at the entrance or the surrounding areas of the dining hall.**

### **FOOD SERVICE COMMITTEE**

The Food Service Committee meets bi-monthly on the first Thursday of the month at 11:15 A.M. in the Conference Room of the Office of Student Affairs. Residents desiring to offer suggestions for the Food Service Supervisor may submit a Food Service Concern and Suggestion Form to the Food Service Committee prior to the meetings of the Committee.

## MEAL TICKETS

Students eating in the dining hall **must present** their color-coded Identification Cards at each meal. No exceptions! The Division of Student Affairs issues each student an Identification Card (ID) at registration. IDs are validated during the academic year in the Office of Student Affairs. Lost IDs should be reported to the Office of Student Affairs where replacement IDs may be obtained at a cost of \$20.00 payable to the Business Office.

IDs are not transferable. The use of an ID by anyone other than the owner will result in a policy violation and subjects both the owner and the user to disciplinary action. **The identification card is to be carried by the student at all times.**

Day students are welcome to purchase meals in the dining hall at a cost of \$4.00 per meal.

## DINING HALL DECORUM

Students eating in the dining hall should avoid the following:

- 1) Removing from the dining hall trays, silverware, glassware, or other dining hall property.
- 2) Cutting line while waiting to be served.
- 3) Entering the dining hall improperly dressed.
- 4) Calling attention to oneself because of action which constitutes unacceptable behavior.
- 5) Leaving trays and trash on the tables.

## ***WAYS TO NOURISH A FRIENDSHIP***

### **PERMIT YOUR FRIENDS TO BE THEMSELVES**

Accept them as they are. Be grateful for what is there, not annoyed by what friends can't give. Accept each one's imperfections and individuality, and don't feel threatened if their opinions and tastes sometimes differ from yours.

### **GIVE EACH OTHER SPACE**

We are entitled to our private feelings and thoughts. Friends who try to invade the inner space of one another risk destroying the relationship.

### **BE READY TO GIVE AND TO RECEIVE**

Be eager to help and able to ask for help as well; but don't be over-demanding or let yourself be used.

## **MAKE YOUR ADVICE CONSTRUCTIVE**

When a friend needs to talk, listen without interruption. If advice is asked for, be positive and supportive.

## **BE LOYAL**

Loyalty is faithfulness. It means honoring confidence. It means neither disparaging a friend in their absence nor allowing others to do so.

## **GIVE PRAISE AND ENCOURAGEMENT**

Tell your friends what you like about them, how thankful you are for their presence in your life. Delight in their talents; applaud their successes. Always be genuine in your compliments.

## **BE HONEST**

Open communication is the essence of friendship. Express your feelings, good and bad, instead of bottling up your anger and anxiety. Clearing the air helps relationships grow; but be aware of what is better left unsaid.

## **TREAT FRIENDS AS EQUALS**

In true friendship, there is no number one, no room for showing off how smart and successful you are no room for envy or for feeling superior or inferior.

## **TRUST YOUR FRIENDS**

We live in an imperfect world made up of imperfect people. Trust can be betrayed, but it is essential in friendship. Make the effort to believe in the intrinsic goodness of your friends.

## **BE WILLING TO RISK**

One of the obstacles to a close relationship is the fear of rejection and hurt. We don't want to reveal our vulnerability, but unless we dare to love others, we condemn ourselves to a sterile life.

--Adapted

***SPECIAL  
INFORMATION***



## ***CAMPUS SECURITY***

**Campus safety officers are responsible for the security of all persons and properties of the campus. They are also responsible for assisting in maintaining order on campus. Students are required to respect the authority of safety officers/law enforcement officers and cooperate with them in the enforcement of these responsibilities. Upon request, students, faculty/staff and visitors are present a valid identification card and follow the instructions of campus safety officers/law enforcement instructions. If a student feels that a safety officer has violated his/her rights, he/she may present the grievances to the Dean of Student Affairs, but no student has the right to defy the authority of a safety officer.**

**Alcoholic beverages and other drugs are not permitted on the College campus. If a safety officer has probable cause to believe that alcoholic beverages or other drugs are being trafficked into the campus, the officer is authorized by the College to check the vehicle. Any person found guilty of having illegal goods in his/her vehicle or person will be turned over to city law enforcement officials.**

## ***LOST AND FOUND***

All articles found are to be reported to the Office of Student Affairs. Students who have lost articles should check with that office. Lost and found articles that are not claimed during the academic year are discarded during the summer.

## ***MOTOR VEHICLES***

Each student must register the motor vehicle he/she owns or operates and pay the necessary registration fee by the last day of class registration. Freshman resident students are not permitted initially to bring automobiles or other motor vehicles to campus. After mid-semester examinations in the fall term, all freshmen may register vehicles. Each vehicle must meet all stipulations for registration such as being registered to a parent, guardian, spouse, or the student, as well as meeting guidelines as outlined on the Vehicle Registration forms.

If a freshman is seeking to register a vehicle prior to the end of the mid-semester examination period, he or she must first obtain a letter of permission from the Office of Student Affairs.

### ***PARKING***

Limited parking is available on campus. All faculty, staff and students are required to purchase Morris College Parking Permits in order to park their cars on campus. Individuals register their vehicles with Campus Safety Office and pay their \$20.00 vehicle registration fee in the Office of Business Affairs. Parking Permits must be mounted on the passenger side of the vehicle's windshield.

**Students must park in assigned parking areas only.** Parking is not permitted behind residence halls or in other restricted areas. A vehicle parked in restricted areas will be towed away at the owner's expense.

### ***SPECIAL REMINDER!***

**All vehicle operators must park their vehicles immediately upon arrival on campus. Vehicles must remain parked and locked while on campus. Sitting in parked vehicles is not permitted. Violators of the parking policies will be denied on-campus parking privileges.**

## ***SPECIAL TO ALL 2018-2019 GRADUATES!***

*We hope you will take pleasant memories of Dear Old Morris College. You have been and always will be very special to your Alma Mater.*

*Let's keep in touch! Please remember to have an exit interview with the Placement Office and to leave your current mailing address in the Alumni Affairs Office.*

**May you enjoy satisfying fulfillment and abiding peace!**

# ***DIRECTORY OF BUILDINGS AND TELEPHONES***

## ***SOLOMON JACKSON, JR. ADMINISTRATION BUILDING***

President's Office	3211 or 3221
Business Support Services & Personnel Office	3298 or 3299
Admissions & Records	3216, 3225 or 3239
Recruitment Office	3225
Church Relations	3234, 3260 or 3268
Alumni Affairs	3234, 3260 or 3268
Public Relations	3234 or 3260
Planning and Institutional Advancement	3220 or 3227
Academic Dean	3213 or 3274

## ***PINSON BUILDING***

Financial Services	3223 or 3229
Computer Center	3226

## ***ACADEMIC HALL***

Dean of Student Affairs	3217, 3175 or 3264
Director of Residential Life	3175
Division of Business Administration	3241 or 3242
Morris College Management Institute (MCMI)	3248 or 3249

## ***BRAWLEY-STARKS ACADEMIC SUCCESS CENTER***

Division of General Studies	3180 or 3181
Morris College Honors Program	3180 or 3181
Student Support Services	3188 or 3199
Writing Center	3186
Upward Bound	3193 or 3194
Career Services Center	3191 or 3192

## ***H.H. BUTLER BUILDING***

Division of Religion and Humanities and Social Sciences 3433	3251 or
Office of Teacher Education and Division of Education	3219 or 3230

## ***O.R. REUBEN CHAPEL AND RELIGIOUS CENTER***

College Minister	3293 or 3294
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## ***L.C. RICHARDSON-W.A. JOHNSON LEARNING RESOURCES CENTER***

Library	3230
Media Center	3277

## ***W.H. NEAL-IOLA JONES FINE ARTS CENTER***

Music Studio	3222
Fine Arts Center	3265

## ***MABEL K. HOWARD BUILDING (COUNSELING CENTER)***

Office of Financial Aid	3238 or 3245
Office of Counseling	3257 or 3259
Health Services	3256

## ***RESIDENCE HALLS AND DINING HALL***

Dobbins-Keith-Whitener Hall (DKW)	3600
J. O. Rich-S. C. Cureton-Ed F. Johnson Hall (RCJ)	3610
Anna D. Reuben-Mamie N. Coker Magnolia Lewis-Albertha Simon Hall	3000
Charles Gilchrist Adams-C. Mackey Daniels-Marion Woodard Wright McLester-Beatrice Gregg Sanders Hall (AMMA)	3761
G. Goings Daniels Hall	3300
G. Goings Daniels Dining Hall	3301
Annie B. Bowman-Audree A. Clark Hall (Bowman-Clark)	
Senior females	4919
Daisy B. Alexander-Lewis P. Graham, Sr. Hall (Alexander-Graham)	
Senior Males	4900

## ***GARRICK-BOYKIN HUMAN DEVELOPMENT CENTER***

Head Coach/Athletic Department	3235
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## ***WILSON-BOOKER SCIENCE BUILDING***

Division of Natural Sciences and Mathematics	3266 or 3284
Science Laboratory	3263

## ***ALPHONSO R. BLAKE-WILLIE EDWIN GIVENS, JR.-ARABELLA H. RICH-PAULINE WINSTON THOMPSON STUDENT CENTER***

College Bookstore	3989
Student Center Snack Bar	3988
Student Government Association Office	3987
Coordinator of Student Activities	3179

## ***JASPER L. BROOKS-FRANK H. HAM GRAPHIC CENTER***

Graphic Center Coordinator	3428
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## ***HEALTH AND WELLNESS CENTER***

Army ROTC	3291 3215
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## ***BERTIE B. WHITE CENTER FOR EXCELLENCE IN TEACHING AND LEARNING***

***IMPORTANT INFORMATION FOR ALL STUDENTS***

Morris College complies fully with all applicable federal laws and regulations pertaining to its students, programs, and activities. These laws and regulations include the following:

- Title 38 of the United States Code regarding Veterans' Benefits.
- Title VI and VII of the Civil Rights Act of 1964 and Section 501(c)(3) and Section 170 (b)(1)(a)(2) of the Internal Revenue Code, prohibiting discrimination on the basis of race, color, and national or ethnic origin.
- Title IX of the Education Amendments of 1972 (PL 92-318), as amended, prohibiting discrimination on the basis of sex. The College's Title IX Compliance Officer is Dr. Juana Davis-Freeman. Dr. Freeman's office is located in Academic Hall, and her telephone number is (803) 934-3217.
- Section 504 of the Rehabilitation Act of 1973 (PL 93-112), as amended, prohibiting discrimination on the basis of handicap in all programs and activities and requiring accessibility for handicapped persons.
- Family Educational Rights and Privacy Act of 1974 (PL 93-380), as amended (PL 93-568, also known as the "Buckley Amendment"), providing greater privacy safeguards to parents and students through the application of fair information practices.
- Immigration and Nationality Act (PL 87-195), by which the College is authorized under Federal law to enroll nonimmigrant alien students.
- Title IV of the 1992 Higher Education Amendments by which the College must comply with all regulations of the federal student loan program and all other Title IV programs.
- The Genetic Information Nondiscrimination Act of 2008 (GINA) prohibits employers from discriminating against individuals based on genetic tests and information.

Morris College reserves the right to make changes without notice or obligation in curricula, degree requirements, course offerings, fees, and all academic and nonacademic regulations when, in the judgment of the faculty, the president, or the board of trustees, such changes are in the best interest of the students and the college.

Registration at the college assumes the student's acceptance of all published academic and nonacademic regulations, including those which appear in the bulletin and other official announcements of publications. Students should contact the Dean of Student Affairs to obtain a copy of the current student handbook.

## ***WHERE TO GO FOR INFORMATION***

<b><i>Questions About....</i></b>	<b><i>Contact</i></b>	<b><i>Located in</i></b>
Absence	Dean of Student Affairs	Office of Student Affairs
Academic Advisement	Academic Advisor Director of Academic Advising & Retention Director of Admissions and Records College Counselor Academic Dean	Major Division Office of Academics Advising and Retention Office of Admissions and Records Office of Counseling Student Support Center Office of Academic Affairs
Academic Problems	Academic Advisor Division Chairperson Academic Dean	Major Division Major Division Office of Academic Affairs Counseling Center
Adding/Dropping Courses	Academic Advisor	Major Division
Advisors, Assignment	Your Major Division	
Alumni Activities	Alumni Affairs	Office of Alumni Affairs – Solomon Jackson, Jr. Administration Building
Athletics	Athletic Director	Gymnasium
Audio-Visual Equipment	Media Services	Media Center
Automobile Registration	Coordinator of Campus Safety Services	Security Booth
Bills and Fees	Cashier	Office of Business Affairs 1 <sup>st</sup> Floor Pinson bldg.
Books and Supplies	Bookstore Manager	Student Center (Bookstore)
Bus Service	Director of Business Support Services	Office of Business Support Services
Calendar Arrangement Campus Activities and Organizations	Coordinator of Student Activities	Student Center
Career Planning	Director of Career Services Center	Career Services Center Brawley-Starks Bldg.
Catalogs	Office of Admissions and Records	Office of Admissions and Records Solomon Jackson, Jr. Administration Building
Changes in Academic Program	Academic Advisor Director of Admissions and Records	Major Division Office of Admissions and Records
Change of Major	Academic Advisor	Major Division

Choral Organizations	Director of Chorale	Music Studio
Class Schedules	Director of Admissions and Records	Office of Admissions and Records Solomon Jackson, Jr. Administration Building
Clubs & Organizations	Coordinator of Student Activities	Student Center
College Related Activities	Dean of Student Affairs	Office of Student Affairs – Academic Hall, Rm# 117
Computer Center	Director of MIS	MIS Computer Center
Computer Instruction	Academic Success Center Coordinator Computer Laboratory Assistants	Academic Success Center Computer Laboratories
Cooperative Education	Director of Career Services Center	Career Services Center Brawley-Starks Bldg.
Counseling	Director of Counseling	Office of Counseling Mable K. Howard Bldg.
Disciplinary Problems	Director of Residential Life Dean of Student Affairs	Office of Student Affairs Academic Hall, Rm. 117
Duplicating Services	Graphic Center Coordinator	Graphic Center
Employment(On-Campus)	Director of Financial Aid	Mable K. Howard Bldg.
Employment(Off-Campus)	Director of Career Services Center	Career Services Center
Financial Aid	Director of Financial Aid	Mable K. Howard Bldg.
Food Services	Food Service Coordinator Director of Bus. Support Serv.	Dining Hall Office of Bus. Supt. Serv.
Fraternities	Coordinator of Student Activities	Student Center
Freshman Advisement	Chairperson, Division of General Studies	Division of General Studies (Brawley-Starks Bldg.)
Grades	Director of Admissions and Records	Office of Admissions and Records (Solomon Jackson, Jr. Administration Building)
General Studies Extravaganza Scholars' Bowl State/National Speech/ Writing Contests Summer Academic Inst.	Chairperson, Division of General Studies	Division of General Studies  Brawley- Starks Bldg.
Graduation Requirements	Director of Admissions and Records	Office of Admissions and Records (Solomon Jackson, Jr. Administration Building)

Grievances	Dean of Student Affairs	Office of Student Affairs Academic Hall, Rm. 117
Grievances (Pertaining to Academic Major)	Academic Advisor Academic Dean	Major Division Office of Academic Affairs
Health Education	Director of Health Science Program	Division of Education HH Butler Bldg.
Health Services	Director of Health Services	Health Center
Honors Program	Director of Honors Program	Honors Program Office
Housing: On Campus	Director of Residential Life or Dean of Student Affairs	Office of Student Affairs Academic Hall, Rm. 117
I.D. Card Replacement	Coordinator of Student Activities	Gymnasium
Insurance	Director of Health Services	Health Center
Internship	Academic Advisor	Major Division
Intramural Sports	Coordinator of Student Activities	Student Center
Job Location & Development	Director of Career Services Center	Career Services Center
Leisure Time and Recreation	Coordinator of Student Activities Residence Directors	Student Center Residence Hall
Learning Resources Center Hours & Information	Director of Learning Resources Center	Richardson-Johnson Learning Resources Center
National Direct Student Loans	Director of Financial Aid	Mable K. Howard Bldg.
Lost & Found	Dean of Student Affairs	Office of Student Affairs Academic Hall, Rm. 117
Mailbox Assignments	Mailroom Supervisor	Student Center Mailroom
Mail Services	Mailroom Supervisor	Student Center Mailroom
Maintenance	Supervisor of Technical Services Supervisor of Custodial and Grounds Service	Office of Maintenance
Mathematics Improvement Center	Chairperson, Division of General Studies	Division of General Studies (Brawley-Starks Bldg.)
Meal Card Replacement	Cashier	Office of Financial Services (Pinson Bldg.)
Medical Assistance	Director of Health Services	Health Center
News Releases	Director of Public Relations	Office of Public Relations Solomon Jackson, Jr. Administration Building

Notary	Cashier	Office of Financial Services 1 <sup>st</sup> floor of Pinson Bldg.)
Orientation	Director of Counseling	2 <sup>nd</sup> floor Mable K. Howard Bldg.)
Personal Counseling	College Counselors Residence Directors  College Minister Director of Residential Life Dean of Student Affairs	Office of Counseling Residence Hall Student Support Services Religious Center Office of Student Affairs Office of Student Affairs
Parking Stickers	Coordinator of Security Services	Office of Security
Placement & Career Planning Resource	Director of Career Services Center	Career Services Center Brawley-Starks bldg.
Poster Approval	Dean of Student Affairs	Office of Student Affairs Academic Hall, Rm. 117
Probation/Suspension Disciplinary Academic	Dean of Student Affairs Academic Dean	Office of Student Affairs Office of Academic Affairs (Academic Hall)
Publications Newspapers Yearbook Activities & Events Calendar	Editor or Advisor Editor or Advisor Coordinator of Student Activities or Dean of Student Affairs	Office of Public Relations Office of Public Relations Student Center
Publicity	Director of Public Relations	Office of Public Relations Solomon Jackson, Jr. Administration Building
Writing Improvement Center	Chairperson, Division of General Studies	Division of General Studies Brawley-Starks Bldg.
Readmission	Director of Admissions and Records	Office of Admissions and Records Solomon Jackson, Jr. Administration Building
Recreation Facilities	Coordinator of Student Activities	Student Center
Refunds	Cashier	Office of Business Affairs 1 <sup>st</sup> floor Pinson Bldg.
Registration	Director of Admissions and Records	Office of Admissions and Records Solomon Jackson, Jr. Administration Building.
Religious Service	College Minister	Religious Center
Roommate Problems	Residence Director	Residence Hall

	Director of Residential Life	Office of Student Affairs Academic Hall, Rm. 117
Rooms for Meetings	Head of respective bldg. Supervisor of Custodial and Grounds Service	Office of Maintenance
Student Groups (Off Campus)	Coordinator of Service Activities Director of Bus. Support Services	Student Center Office of Bus. Support Serv.
ROTC: Army	Head Officer of Military Science	Office of Army ROTC Health and Wellness Ctr.
College Scholarships	Dean of Student Affairs Director of Admissions Director of Financial Aid	Office of Student Affairs Office of Admissions Office of Financial Aid
Security	Coordinator of Student Activities	Front Gate
Social Functions	Coordinator of Student Activities	Student Center
Sororities	Coordinator of Student Activities	Student Center
Speech Improvement Ctr.	Speech Coordinator Chairperson Div. of General Studies	Division of General Studies
Standardized Exams: GRE GMAT NTE	Div. of General Studies Director of Counseling Chairperson, Div. of Educ.	Office of Chairperson Office of Counseling Division of Education
Student Gov. Assoc.	Dean of Student Affairs	Office of Student Affairs Academic Hall, Rm. 117
Student Teaching Info.	Chairperson, Div. of Educ.	Division of Education H.H. Butler Bldg.
Summer Employment	Director of Career Services Center	Career Services Center Brawley-Starks
Summer Session	Summer School Director	Office of Academic Affairs
Theft	Security Director of Residential Life Dean of Student Affairs	Security Booth Office of Student Affairs Office of Student Affairs
Transcripts	Director of Admissions and Records	Office of Admissions and Records Solomon Jackson, Jr. Administration Building
Transferred Credits	Director of Admissions and Records Academic Advisor	Solomon Jackson, Jr. Administration Building Advisor's Office
Tutors	Office of Student Support Services	Office of Student Support Services Brawley-Starks Bldg.

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Veterans Affairs	Director of Admissions and Records Veteran's Resource Ctr.	Office of Admissions and Records Student Health and Wellness Center
Withdrawals	Director of Admissions and Records	Solomon Jackson, Jr. Administration Building
Work-Study Program	Director of Financial Aid	Office of Financial Aid Mable K. Howard Bldg.

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## ***THE ALMA MATER***

Morris our college dear,  
With hearts filled with cheer,  
We come to thee.  
Throughout life's checkered ways,  
Thy name we'll ever praise.  
Teacher of youthful ways,  
All hail to thee.

When from our homes we came,  
To own thy lofty name.  
Breathe courage free,  
Parents and teachers dear,  
Calmed by the lack of fear.  
Pay homage through the years,  
All hail to thee.

*Composed by Ms. Ida Pullens*  
1924

### ***THE MOTTO***

"Enter To Learn; Depart To Serve."

### ***THE COLORS***

Blue and Gold

Morris College has filed with the Federal Government an Assurance of Compliance with the Civil Rights Acts of 1964. The college adheres to the policy on non-discrimination on the basis of sex, race, age, religion, color, political affiliation, or national origin in its admission practices, its employment opportunities, and its educational and athletic programs.