

Student Affairs



Dean of Students

The Dean of Students Office represents students' needs to the University administration and faculty and communicates needs from these groups to the students. The Dean of Students Office provides administrative leadership, supervision and coordination for the division of student affairs on the campus and includes campus ministries, counseling services, health services, residence life and student life.

Through leadership, program development and policy development, the dean of students contributes to the overall intellectual, social and personal development of the students.

The Dean of Students Office represents students' needs to the University administration, faculty and departments and also transmits needs from these groups to the students.

The office also oversees areas such as the emergency student loan program, student government advising and student leaves of absence.

The dean of students assists in carrying out the overall objectives of the student affairs division. Among the responsibilities of the dean are the overall coordination and preliminary investigation of disciplinary matters, new student orientation programs, commencement exercises, honor society induction programs, commuter student services and researching student needs. Students should view the Dean of Students Office as a viable source when faced with situations in need of resolution.

To contact the Dean of Students Office please call:

Florham Campus
973-443-8935

Metropolitan Campus
201-692-2190

Housing and Residence Life

The Office of Residence Life (Metropolitan Campus) and the Housing Office (Florham Campus) are responsible for the overall management, administration and program development of all University residential facilities. It strives to provide and sustain a safe, comfortable, secure and nurturing living-learning environment that is conducive to students' academic pursuits and personal growth while fostering a sense of community, civic responsibility and an appreciation of diversity. To enhance this experience, resident assistants reside in the residence halls for support and assistance.

Contact information:

Metropolitan Campus
<http://www.fdu.edu/reslifemetro>
Phone: 201-692-2250
Email: reslife@fdu.edu

Florham Campus
<http://view.fdu.edu/default.aspx?id=1951>
Phone: 973-443-8586
Email: fduhousing@fdu.edu

Campus/Student Life

As the center of campus community life, the Office of Campus/Student Life is an integral part of the educational mission of Fairleigh Dickinson University. By offering a variety of programs, services and facilities that meet the needs of the FDU community, the office recreates an environment for individuals to interact and learn from one another. It also provides opportunities for student, faculty and staff involvement in campus life.

The Office of Campus/Student Life, a student-center, values participatory decision-making, self-directed activity and an open exchange of ideas. Through service to the campus community in volunteerism, committees and student-employment opportunities, the office fosters interactive and developmental experiences in leadership and social responsibility. Furthermore, it enhances the students' academic experience through an extensive array of cultural, educational, recreational, social and leadership programs — thus developing well-rounded, confident citizens of the world.

The Office of Campus/Student Life honors individuality and values diversity. It provides opportunities to celebrate traditions that will shape the University's future. The office is committed to fostering a community that cultivates dedication and pride in the University community.

The Office of Campus/Student Life is responsible for student activities, the Student Programming Board, student clubs and organizations, Greek life, multicultural programs and management of the Student Union Building/Student Center building.

Campus/Student Life Office contact information:

Metropolitan Campus
201-692-2231

Florham Campus
973-443-8570

Campus Ministry

The objective of the campus ministry program is threefold: to advocate for the spiritual wellness of the University community; to provide for the coordination of formal and informal religious services for a diverse student, faculty, staff and administrative community; and to coordinate all religious activities on campus including, but not limited to, the education of the University community about various religious and cultural heritages.

As members of the division of student affairs, the chaplains are available for consultation on all matters. Working with colleagues in the division, the chaplains facilitate students' continued spiritual wellness at the University.

Rev. Arthur Shadwick, Director of Campus Ministry,
Christian Chaplain

Rabbi Ely Allen, BA, Jewish Chaplain

Rev. James Om, MDiv, Protestant Chaplain

Rev. Kenneth Vanderwall, BD, Christian Fellowship Chaplain

Imam Mohamed El-Filali, Muslim Chaplain

Rev. Clemens Reinke, Lutheran Christian Chaplain

Rev. Kee Won Huh, Korean Fellowship Christian Chaplain

Phone:

Catholic Campus Ministry, 201-692-2570

Islamic Campus Ministry, 201-692-2406

Jewish Campus Ministry, 201-692-2766

Protestant Campus Ministry/Christian Fellowship,
201-692-2767

Student Union Building — Metropolitan Campus

The Student Union Building includes the Office of Student Life, Student Health Services, the Knight Club and the Multipurpose Room, all located on the main floor. Student organization offices (*The Equinox*, Militis, the MultiCultural Council and Student Organizations Office and 92Q-FM Radio Station), the Rutherford Room, Metro Lounge and student mailboxes are located on the lower level of the Student Union Building. The Dining Hall is located on the third floor of the building.

The Knight Club is a recreational facility that currently houses board games, pool tables, a ping-pong table, seating areas for conversation and studying and a large-screen projection DVD/VCR system with cable television. The club is host to a wide variety of programs that are presented for the University community to enjoy. Events include music, interactive entertainment, films and movies, speakers and much more. Gourmet Dining Services operates the Knight Owl Coffee Spot in the Knight Club. The Kron Lounge, Metro Lounge and Student Union Building Conference Room are available for meetings and small events. The Rutherford Room and the Multipurpose Room may be reserved for lectures and special dining events.

Resident student mailboxes, with the exception of Northpointe residents' mailboxes, are located on the lower level of the Student Union Building. Every resident student is required to have a mailbox. Packages must be picked up during the hours of operation.

Mailboxes for student clubs and organizations are housed at the Information Desk on the main level of the Student Union Building.

Student Center — Florham Campus

The Student Center includes the Office of Campus Life, Dean of Students Office, Bookstore, Career Center, Bottle Hill Room/Pub and student radio station, WFDM, all located on the main floor. The Florham, Sammartino and Wroxton multipurpose rooms are all located on the main floor. The Dining Hall is located on the second floor of the building.

Information Desk is on the main level of the Student Center.

Student Involvement

Student organizations, with the Student Government Association (SGA) acting as an overall governance body, plan social and educational activities for students. The SGA represents the student body by collaborating with the faculty and administration and by offering considered student opinion as an aid in developing curricular and co-curricular policies for the University.

Participation in well-planned social functions is encouraged as an important part of the student's development. The social program is varied and includes comedy shows, barbecues, concerts, lectures, theater excursions and visits to the many interesting attractions in the metropolitan New York/New Jersey area. The following traditions are honored: Welcome Week, Welcome Back Week, Alcohol Awareness, Latin Heritage Month, AIDS Awareness, Holiday celebrations, Black History Month, Women's Awareness/History Month, Multicultural Week, Greek Week and Spring/Green Fest.

Fraternities and sororities play a vital role in the social and service life of students at the University. Greek organizations contribute to leadership development and to the charitable and community-service efforts of the University. All fraternities and sororities are nationally recognized and are governed by campus inter-fraternity and sorority councils.

Student publications include the campus newspapers, *The Iron Horse Creative Anthology*, *The Equinox* and *The Pillar*; and a literary magazine, *Knightscales*. Students develop, coordinate and edit each publication.

Student Clubs and Organizations

Through participation in student organizations, students can apply ideas and theories learned in the classroom, share common interests and develop friendships with many people. Students must maintain an overall grade point ratio (GPR) of 2.00 to participate in any organization and an overall GPR of 2.30 to hold a major office. Greek life members must maintain a minimum overall GPR of 2.15 for general membership, GPR of 2.50 and 12 or more FDU credits to join, GPR and a minimum 2.30 to hold a major office. All members of the Student Government Association must maintain an overall GPR of 2.50. All clubs and organizations must go through the Office of Campus Life to schedule events and meetings.

Refer to the Student Organization Guide Book and the Greek Life pamphlet for a list of student clubs and organizations.

Student Government Association

The Student Government Association (SGA) is under the auspices of the Dean of Students Office (Florham Campus) or Student Life (Metropolitan Campus). SGA consists of an elected body of student leaders who are responsible for reviewing all student opinions and representing the student body by communicating with faculty and administration. SGA is responsible for funding student organizations.

General Regulations Governing All Clubs and Organizations

All organizations, including those with national affiliations, fraternities and sororities, are subject to University policies, regulations and guidelines as outlined in this book, the *FDU Student Handbook*.

1. Registration of an organization by the University implies neither approval nor disapproval of the aims, objectives and policies of the organization.
2. Each organization is responsible for the behavior of its members at all times when they are acting under the auspices of the group.
3. Neither the organization nor its representatives may violate federal, state or local laws during activities/functions.
4. Students and student organizations and clubs are strictly prohibited from using barbecue grills on campus. Grilling is only permissible when done through Gourmet Dining Food Services or by reserving use of the Campus Ministries Grill (**Metropolitan Campus**) and Village/Rutherford Grills (**Florham Campus**), for all programs and/or events. Open flames are not allowed anywhere on campus grounds.
5. Any organization (or individual on behalf of an organization) that engages in illegal activities on or off campus will have sanctions imposed against it (him/her) by the dean of students by means of the Campus Standards process or by the Office of Campus/Student Life. Any such organization or person also is liable to action by external sources.
6. Organizations are required to comply with the University Policies as outlined in the *FDU Student Handbook* relating to events, including but not limited to location, start time, end time, consumption of alcoholic beverages, guests and supervision. Violation of these policies leaves the sponsoring student organization and its officers open to sanctions imposed by the Office of Campus/Student Life and the Dean of Students Office.
7. Sanctions will be determined by these offices and may include but are not limited to probation, temporary suspension, permanent suspension/loss of recognition, community service, suspension from use of University facilities or other sanctions as determined by the Office of Campus/Student Life and/or the Dean of Students Office.
8. Each organization is subject to rules, regulations and/or procedures established by the appropriate governing boards (e.g., MultiCultural Council, Student Government Association, Committee on Greek Affairs, Interclub Council, etc.).
9. The organization must not demonstrate any dangerous practices or violent behaviors that are detrimental or injurious to students or members of the campus community. Any disruption of the educational purpose of the institution cannot and will not be permitted.
10. Dangerous, violent or disruptive behaviors, which can be injurious to the health, safety and general welfare of the general community, include:
 - a. Actions which adversely impact the academic, co-curricular or vocational pursuits of students;
 - b. Actions which remove students by pressure or force from the campus for extended periods;
 - c. Actions which adversely impact the financial status or conditions of the student;
 - d. Engaging in false or deceptive promotions or advertising concerning a group or its activities;
 - e. Intruding by visit, phone call, fax, mail or email into residence halls or other areas in which students should reasonably expect privacy;
 - f. The use of nonstudents or others unrelated to the University experience who pose as students for the sake of solicitation;
 - g. Seeking to force or coerce, either physically or emotionally, membership into a group.
11. All new fraternity and sorority members, postulants, pledges, etc., must meet with the director of campus/student life before they begin their intake process and sign a pledge registration form. In addition, all fraternities and sororities must complete a new member education packet, available in the Office of Campus/Student Life, before beginning an intake process.
12. The Office of Campus/Student Life must approve all organizations' contractual agreements and/or financial transactions. No student or student organization is authorized to sign contracts for any service or entertainment booking at any time, for any reason. Only the dean of students or his/her designee, is authorized to sign contracts on behalf of student organizations.
13. Membership in all University student organizations shall be open to any undergraduate and graduate student member of the University community who is willing to subscribe to the stated aims and meet the stated criteria and obligations of the organization. Student members must have at least a minimum grade point ratio (GPR) of 2.00, and executive board members must have at least a 2.50 GPR (with the exception of Greek organizations).
14. Discrimination on the basis of color, creed, age, religion, handicap, national origin, race, gender or sexual orientation is prohibited. Please note: While the membership policies of most social fraternities and sororities are exempt from the provisions of "Title IX Regulations prohibiting sex discrimination in higher education" except in regard to sexual assault, in all other respects fraternities and sororities are subject to Title IX Regulations and the University's Policy on Prohibited Discrimination, Harassment and Related Misconduct, see pages 41–56 of this handbook. Local fraternities and sororities as well as auxiliary groups (little sisters and brothers, interest groups, etc.) are not permitted at the University.
15. A current constitution and bylaws and a current roster of officers, general members and adviser(s), including phone numbers, emails and addresses, must be submitted at the beginning of each semester to the Office of Campus/Student Life in order to maintain a registered status and have access to student-activity funds and University facilities.
16. Please refer to University rules regulating organizations and their contacts with members of the University community, among which are those relating to posting, vending, sales and services policy and procedures, for further clarification relating to religious groups on campus.
17. All fraternities and sororities are required to provide evidence in the form of a Certificate of Insurance that they maintain general liability insurance in an amount of not less than \$1 million each occurrence. Additionally, Fairleigh Dickinson University must be added as an additional insured under the Greek organization's general liability insurance policy.

Solicitation Policy Regarding Off-campus Organizations

The following policy is designed to provide opportunities for off-campus organizations, both nonprofit and for profit, to have access to the campus in a manner that is least disruptive to the academic and social climate of Fairleigh Dickinson University.

1. The Office of Campus/Student Life reserves tables for off-campus vendors for the charge of \$40.00 per day. Vendors are prohibited from offering the following:

- Credit card sign ups;
- Cell phone plans or phones;
- Drug and alcohol paraphernalia, including clothing; and
- CDs, DVDs and other media that have been copied in violation of copyright laws.

2. All off-campus vendors who reserve a table must remain at the table and cannot solicit students in the lobby of the Student Union Building/Student Center building, dining hall or elsewhere on campus.

3. All requests by off-campus religious, political or activist organizations to set up a table or present a program on campus must come through the Office of Campus/Student Life in the form of a written email that explains the organization's mission and provides any additional information such as websites. The director of campus/student life will then forward this email to all student organization presidents to ascertain if there is interest from the organizations to bring the off-campus entity to campus. The Office of Campus/Student Life will not provide off-campus organizations with the email list. The director of student life will ask interested organizations to reply directly to the off-campus entity and will request to be copied on correspondence to keep the office informed.

4. Once the student organization has decided to host the off-campus entity, it will follow standard room-reservation and/or table-reservation procedures. Off-campus entities must remain at the reserved table and/or in the reserved room and cannot solicit students elsewhere on campus.

5. Failure to abide by the above policy will result in the off-campus entity being banned from campus.

Policy for Activities and Behavior of Religious Groups on Campus

Fairleigh Dickinson University, a private, nonsectarian institution, supports spiritual wellness and, in doing so, affirms the rights of the campus community to practice religion as a matter of individual conscience and choice without coercion. In so doing, the University seeks to accommodate the pluralistic nature of religious practices among members of the campus community. The University reserves the right to regulate the time, place and manner of any activity on its premises or under its auspices and to enforce its rules on individuals and organizations.

1. When a religious group, or any group, seeks to organize on campus, its student members must first initiate the process and register to be recognized by the Office of Campus/Student Life and the Student Government Association in accordance with policies and procedures outlined herein. Every group must submit a constitution and bylaws stating the requirements for membership and the general purpose and goal of the organization. An adviser from the campus community (faculty, staff or administrator) must be selected by the group. In addition, new organizations should describe how their existence will constitute a useful addition to the campus community.

2. All student organizations are subject to University regulations, policies and guidelines as outlined in this *Student*

Handbook. Refer to General Regulations Governing All Clubs and Organizations on pages 12–13.

3. For policies pertaining to profit/nonprofit religious, political and activist organizations, contact the Office of Student Life at 201-692-2231 (Metropolitan Campus), the Office of Campus Life at 973-443-8338 (Florham Campus) or consult the University website (www.fdu.edu).

Organization-Member Initiation and Affiliation

Organization-member initiation and affiliation activities should be supportive of the goals and mission of the student organization and should foster the academic and personal development of incoming and existing members. Such activities must comply with all University policies and regulations. Hazing is dangerous, unnecessary and contrary to the educational mission of the University.

Fairleigh Dickinson University adheres to state, local and federal guidelines and laws in all matters. It has adopted a stance on hazing that is consistent with state prohibitions on hazing activities. Hazing is defined as:

1. Any action or situation that recklessly, intentionally or unintentionally endangers the mental or physical health or safety of a student or willfully destroys or removes public or private property for the purpose of initiation or admission into or affiliation with, or as a condition for continued membership in, any organization operating under the sanction of, or registered as an organization by, Fairleigh Dickinson University.

2. Such actions and situations include but are not limited to: paddling in any form, creation of excessive fatigue, physical and psychological shocks, quests, treasure hunts, scavenger hunts, road trips or any such activities carried on outside the confines of the University, publicly wearing apparel that is conspicuous and not normally in good taste, engaging in public stunts and buffoonery, morally degrading or humiliating games, activities and performances, lineups and marches, late-work sessions that interfere with scholastic activities, any forced consumption of alcohol, water, drugs or any other substances and any other activities that are not consistent with ritual or policy or the regulations and policies of Fairleigh Dickinson University.

If a student or organization is involved in a hazing incident, the parties involved will be referred to the University judicial process. Immediate and appropriate action will be taken.

Florham Programming Committee

The Florham Programming Committee (FPC) provides entertainment for the entire campus. The committee is open to all full-time, undergraduate students. The students annually organize events such as Homecoming and Haunted Mansion. Most events are free.

FDU Radio

WFDU (FM) is a noncommercial FM station broadcasting from the Metropolitan Campus. Other FDU radio stations are **WFDM**, the Internet student station that broadcasts from the Florham Campus, and **WFDQ**, the local student station that broadcasts from the Metropolitan Campus.

The stations offer University students the opportunity to develop skills that are required for success in commercial broadcasting.

For further information call: WFDU (FM) — 201-692-2806 or www.wfdu.fm

WFDM — <http://tunein.com/radio/FDU-Florham-Campus-Radio-s135012/>

Student Services — Vancouver Campus

As the center of campus community life, the Office of Student Services is an integral part of the educational mission of Fairleigh Dickinson University, Vancouver Campus. By offering a variety of programs, services and facilities that meet the needs of the FDU community, the office recreates an environment for individuals to interact and learn from one another. It also provides opportunities for student, faculty and staff involvement in campus life.

The Vancouver Campus values participatory decision making, self-directed activity and an open exchange of ideas. Through service to the campus community in volunteerism and committees, the Vancouver Campus fosters interactive and developmental experiences in leadership and social responsibility. Furthermore, it enhances the students' academic expe-

rience through an extensive array of cultural, educational, recreational, social and leadership programs — thus developing well-rounded, confident citizens of the world.

The Office of Student Services honors individuality and values diversity. It provides opportunities to celebrate traditions that will shape the University's future. The office is committed to fostering a community that cultivates dedication and pride in the University community.

At the Vancouver Campus, students are a part of an exciting new international-learning community. Together, students from Canada and around the world work toward achieving their educational and career goals, sharing knowledge and forging lifelong friendships.

As an inaugural member of the Vancouver Campus' student body, students have a significant voice in the development of student life. They help shape the kind of organizations, events and activities that make their experiences at FDU rewarding and memorable.

The *Student Newsletter* is filled with information and stories which help support the student's experience while he or she is studying at the Vancouver Campus. It is quick and easy to sign up; send a blank email with the subject line "Subscribe Newsletter" to jobin@fdu.edu and a confirmation email will be sent shortly after.