

Statement of Student Rights and Responsibilities

(Senate: 1/23/68, 11/9/71, 7/15/75, 5/10/77, 11/26/85, 2/18/97, 6/2/15; President: 3/26/68, 11/18/71, 12/31/75,* 6/30/77, 12/20/85, 6/6/97, 10/13/15; Editorial Amendment: 9/00, 2/8/18)

*Should any provision of this approved Statement of Student Rights and Responsibilities be deemed contrary to procedural regulations under Title IX or any other regulation of the federal government, such provisions will be null and void until properly amended. The voiding of any one section shall not invalidate any other section.

Preamble

ACADEMIC INSTITUTIONS EXIST FOR THE PURSUIT OF KNOWLEDGE, THE SEARCH FOR TRUTH, AND THE DEVELOPMENT OF STUDENTS. FREE INQUIRY AND FREE EXPRESSION ARE ESSENTIAL TO THE ATTAINMENT OF THESE GOALS. THE FREEDOM TO LEARN AND THE FREEDOM TO TEACH ARE INSEPARABLE ASPECTS OF ACADEMIC FREEDOM THAT DEPEND ON APPROPRIATE OPPORTUNITIES AND CONDITIONS IN THE CLASSROOM, ON THE CAMPUS, AND IN THE LARGER COMMUNITY.

THE RESPONSIBILITY TO SECURE AND TO RESPECT GENERAL CONDITIONS CONDUCTIVE TO ACADEMIC FREEDOM IS SHARED BY ALL MEMBERS OF THE ACADEMIC COMMUNITY. STUDENTS ARE EXPECTED TO EXERCISE THEIR FREEDOM WITH RESPONSIBILITY AND CRITICAL JUDGMENT. THE UNIVERSITY HAS A DUTY TO DEVELOP POLICIES AND PROCEDURES WITH THE HIGHEST STANDARDS TO SAFEGUARD ACADEMIC FREEDOM.

SUMMARIZED BELOW ARE THE RIGHTS, RESPONSIBILITIES, AND POLICIES AND PROCEDURES THAT ARE NECESSARY TO ACHIEVE THE DESIRED GOALS OF FREEDOM TO TEACH, FREEDOM TO LEARN, AND FREEDOM TO SEARCH FOR TRUTH.

Existing for the pursuit of knowledge, academic institutions should encourage students to enlarge their capacity for critical judgment and to engage in a sustained and independent search for truth. In this respect, free inquiry and free expression are essential when appropriate to the mode of instruction.

Scholars have rights and responsibilities deriving from their highest standards. As members of this community, students have the duty of exercising and cherishing the freedom to learn. Therefore, appropriate opportunities in the classroom, on the campus, and in the larger community should prevail for such a purpose. This document enumerates some conditions conducive to freedom of learning. Students should exercise their rights with maturity and

42 responsibility.

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44 The advancement of higher learning should be the obligation of all members of the academic
 45 community. The University has a duty to develop policies and procedures which safeguard
 46 academic freedom. In consonance with this social process, the student's rights and privileges as
 47 citizens or residents of the United States shall not be abridged.

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49 **1. Academic Advisement.**

50 Students have the responsibility to seek advisement throughout their enrollment at this
 51 University. To meet this responsibility, they have the right to reasonable access to
 52 FACULTY AND professional advisement relative to all segments of their academic
 53 programs and to their career goals related to those academic programs. From academic
 54 major advisors, UNDERGRADUATE students should expect advisement relative to
 55 INCLUDING the appropriate selection of major and support courses and of General
 56 Education courses related to their goals and interests. FROM FACULTY ADVISORS,
 57 GRADUATE STUDENTS SHOULD EXPECT ADVISEMENT ON THEIR ACADEMIC
 58 STUDY PLAN, ADVANCEMENT TO CANDIDACY, AND REQUIREMENTS AND
 59 EXPECTATIONS FOR THE CULMINATING EXPERIENCE. ALL STUDENTS
 60 SHOULD EXPECT ADVISEMENT on matters relating to most ALL university, and all
 61 college and department AND MOST UNIVERSITY regulations and procedures. From other
 62 appropriate university offices, students should expect advice on matters relating to state and
 63 university regulations and procedures. Students have the responsibility to consult the
 64 requisite catalogs, schedules, and handbooks for rules and regulations concerning their major
 65 and support courses. SEE CHAPTER IV OF THE FACULTY HANDBOOK FOR MORE
 66 DETAILED POLICY PERTAINING TO ACADEMIC ADVISEMENT.

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68 **2. In the Classroom. INSTRUCTION.**

69 When appropriate to the mode of instruction in the classroom as well as in conference and
 70 advisement, the INSTRUCTOR professor should encourage open inquiry and free
 71 expression. Students shall not be evaluated solely on the basis of their academic
 72 performance, not on their opinions or conduct in matters unrelated to academic performance.

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74 a. **Freedom of Expression.** Students are responsible for mastery of the content of
 75 any course in which they enroll, but they are free to take reasoned exception at
 76 appropriate times to the interpretation of data or opinions offered.

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77 b. **Academic Evaluation.** Students are responsible for meeting standards of
 78 academic performance established by THE FACULTY their
 79 professors. Evaluations based on standards other than academic performance in
 the course being offered shall be considered arbitrary or capricious. The

80 measurement of a student's performance is the responsibility of the FACULTY
81 MEMBER TEACHING THE COURSE professor. The assignment of a final grade
82 in IS the responsibility solely of the professor INSTRUCTOR. HOWEVER,
83 STUDENTS HAVE THE RIGHT TO FILE AN ACADEMIC GRIEVANCE
84 SHOULD THEY BELIEVE THAT THE INSTRUCTOR'S EVALUATION TO
85 BE CLERICALLY ERRONEOUS, CAPRICIOUS, OR PREJUDICIAL, OR
86 DISPUTE A FINDING OF ACADEMIC DISHONESTY. IF THE STUDENT
87 CHOOSES TO FILE AN ACADEMIC GRIEVANCE, THE STUDENT SHOULD
88 FOLLOW THE GRADE APPEALS/ACADEMIC GRIEVANCE POLICY AS
89 LAID OUT IN APPENDIX H OF THE FACULTY HANDBOOK.

90 C. **Instructional Practice.** Students have the right to substantial instruction in the course
91 content at the time scheduled for class meetings except in mitigating circumstances.
92 CHAPTER V OF THE FACULTY HANDBOOK DETAILS STUDENTS' RIGHTS
93 AND RESPONSIBILITIES REGARDING THE UNIVERSITY MISSED CLASS
94 TIME AND MAKEUP POLICY, WAITING LIST POLICY, EXCLUSION FROM
95 CLASS, INFORMATION THAT SHOULD BE PROVIDED IN THE CLASS
96 SYLLABUS, AND OTHER RIGHTS AND RESPONSIBILITIES RELATED TO
97 INSTRUCTIONAL PRACTICE.

98 d. **ACCESS TO INSTRUCTIONAL MATERIALS.** IN ACCORDANCE WITH
99 THE AMERICANS WITH DISABILITIES ACT OF 1990 (ADA), ALL
100 STUDENTS HAVE THE RIGHT TO EQUAL ACCESS TO INFORMATION
101 RESOURCES PROVIDED BY THE COURSE INSTRUCTOR. STUDENTS
102 WHO ARE REGISTERED WITH THE OFFICE OF STUDENTS WITH
103 DISABILITIES (OSD) HAVE THE RIGHT TO APPROPRIATE
104 ACCOMMODATIONS TO ACCESS THESE INFORMATION RESOURCES AS
105 DECIDED BY OSD.

106 e. **ACADEMIC HONESTY Writing and Plagiarism.** STUDENTS HAVE A
107 RESPONSIBILITY TO ADHERE TO THE ACADEMIC HONESTY POLICY
108 AS OUTLINED IN CHAPTER V OF THE FACULTY HANDBOOK. Plagiarism
109 is a direct violation of intellectual and academic honesty. While it exists in many
110 forms, all plagiarisms refer to the same act: representing somebody else's words or
111 ideas as one's own. The most extreme forms of plagiarism are a paper written by
112 another person, a paper obtained from a commercial source, or a paper made up a
113 passages copied word for word without acknowledgement. But paraphrasing
114 authors' ideas or quoting even limited portions of their texts without proper citation
115 is also an act of plagiarism. Even putting someone else's ideas into one's own
116 words without acknowledgement may be plagiarism. In any of its forms,
117 plagiarism cannot be tolerated in an academic community. It may constitute

118 grounds for a failing grade, probation, suspension, or expulsion.

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 120 One distinctive mark of an educated person is the ability to use language correctly
 121 and effectively to express ideas. Faculty assign written work for the purpose of
 122 helping students achieve that mark. Each professor will outline specific desiderata,
 123 but all expect every student to present work that represents the student's
 124 understanding of the subject in the student's own words. It is seldom expected that
 125 student papers will be based entirely or event primarily on original ideas or original
 126 research. Therefore, to incorporate the concepts of others may be appropriate with
 127 proper acknowledgement of the sources; and to quote others directly by means of
 128 quotation marks and acknowledgments is proper. However, if a paper consists
 129 entirely of quotations and citations, the paper should be rewritten to show the
 130 student's own understanding and expressive ability. The purpose of the written
 131 assignment (i.e. development of communication and analytic skills) should be kept
 132 in mind as each paper is prepared. It should not be evaded through plagiarism.

134 **3. STUDENT INPUT IN ACADEMIC PERSONNEL PROCESSES.**

135 STUDENTS HAVE THE RIGHT AND RESPONSIBILITY TO PROVIDE FEEDBACK ABOUT THEIR
 136 INSTRUCTORS AND THEIR INSTRUCTIONAL PRACTICE IN ANONYMOUS STUDENT OPINION
 137 SURVEYS THAT ARE CONDUCTED AT THE END OF EACH SEMESTER. STUDENTS ALSO HAVE
 138 A RIGHT TO SUBMIT WRITTEN, SIGNED STATEMENTS ABOUT THEIR DIRECT EXPERIENCE
 139 WITH FACULTY PERFORMANCE OF JOB DUTIES. SUCH STATEMENTS MAY BE SUBMITTED
 140 TO THE FACULTY PERSON'S DEPARTMENT CHAIR OR THE COLLEGE DEAN. ANONYMOUSLY
 141 WRITTEN OR UNSIGNED MATERIALS WILL NOT BE CONSIDERED.

143 **4. Student Official Records and Information.**

144 STUDENTS HAVE A NUMBER OF RIGHTS REGARDING THEIR RECORDS AND OTHER
 145 INFORMATION. THESE RIGHTS INCLUDE SPECIFIC EFFORTS TO SEPARATE OFFICIAL
 146 UNIVERSITY ACADEMIC RECORDS FROM OTHER RECORDS SUCH AS THOSE
 147 PERTAINING TO DISCIPLINE, COUNSELING, MEDICAL, AND ACTIVITIES RECORDS. IN
 148 ADDITION, INFORMATION FROM THESE OTHER RECORDS IS ONLY AVAILABLE TO
 149 AUTHORIZED PERSONS WITHIN THE UNIVERSITY WHO REQUIRE SUCH RECORDS IN
 150 THE NORMAL COURSE OF PERFORMING THE ASSIGNED DUTIES OF THEIR POSITION.

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 152 STUDENT RECORDS SHALL NOT BE AVAILABLE TO ANY EXTRA-
 153 INSTITUTIONAL PERSON, AGENCY, OR ORGANIZATION EXCEPT AS PERMITTED
 154 UNDER THE FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA, 20, U.S.C.
 155 1232 [G]). POLICIES RELATED TO CONFIDENTIALITY OF STUDENT RECORDS,
 156 AND ESPECIALLY FERPA, ARE OUTLINED IN CHAPTER V OF THIS HANDBOOK,
 157 SECTION IV. CHAPTER V ALSO REFERS TO INFORMATION ABOUT FERPA AND
 158 RELATED POLICY FROM STUDENT RECORDS ADMINISTRATION AT CAL STATE

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- 160 a. **Separation of Records and Information.** To minimize the risk of disclosure to
 161 unauthorized persons, discipline, counseling, medical, and activities records shall
 162 be kept separately from the official university academic records. Transcripts of
 163 academic records shall contain only information about academic status, except that
 164 student participation in academic governance may also be recorded pursuant to
 165 policies adopted by the University. However, disciplinary actions taken against a
 166 student which affect eligibility to register may be recorded for as long as
 167 authorized by special action of the President or designee, pursuant to the Student
 168 Disciplinary Procedures of The California State University.
- 169 b. **University Access to Records and Information.** Information from disciplinary,
 170 counseling, academic, medical, or activities files shall be available only to
 171 authorized persons within the University who require such records in the normal
 172 course of performing the assigned duties of their position.
- 173 c. **Extra-Institutional Access to Records and Information.** Students have a right to
 174 expect that their records will not be subject to unauthorized disclosure or access.
 175 Student records shall not be available to any extra-institutional person, agency, or
 176 organization except as permitted under the Family Education Rights and Privacy
 177 Act (FERPA, 20, U.S.C. 1232 [G]). Custodians of student records should be aware
 178 that the law prohibits release of most student information without prior consent,
 179 except within the University or state or Federal agencies, and only when the
 180 persons receiving the information have a "legitimate educational interest."

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182 Students should be aware that there are circumstances under which "directory
 183 information" can be released to extra-institutional parties unless a student
 184 specifically prohibits it by filing a form with the Registrar's office. (The University
 185 shall ensure that the students are notified of their right to file such a form.)
 186 Directory information as defined by FERPA includes the student's name, address,
 187 telephone listing, electronic mail address, photograph, major field of study,
 188 participation in officially recognized activities and sports, weight and height of
 189 members of athletic teams, dates of attendance, grade level, enrollment status,
 190 degrees and awards received, and the most recent previous educational agency or
 191 institution attended by the student. All requests for release of student "directory
 192 information" to extra-institutional parties shall be reviewed by the campus
 193 information officer and a determination rendered as to whether it meets FERPA
 194 requirements.

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196 The University shall make a good faith effort to notify a student in writing upon

197 receipt of a subpoena of student records and information, the judicial authority
 198 requesting the records, the specific records requested, and the action taken by the
 199 University.

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- 201 d. **Student Access to Records and Information.** Unless their right to access has
 202 previously been waived on a form provided for that purpose* currently enrolled
 203 and former students of California State University, Los Angeles shall have under
 204 both the Family Educational Rights and Privacy Act of 1974 (FERPA) and state
 205 law the right to know about existing student record systems and to examine their
 206 own records, including letters of recommendation, by following procedures that are
 207 established by the office responsible for keeping records. Persons making
 208 recommendations have a right to know in writing whether access rights have been
 209 waived. Students may challenge the record's accuracy or the appropriateness of its
 210 retention. In addition, students shall have the right to include in their individual
 211 records any additional information or responses bearing on information they find
 212 objectionable. Students must furnish copies of such additional information to the
 213 individuals, departments, or administrative officers who originate the information
 214 found objectionable.**
- 215 e. **Confidentiality of Acquired Information.** All University personnel shall respect
 216 confidential information about students which they acquire in the course of their
 217 work.
- 218 f. **Political Files.** No records or files shall be kept reflecting the political beliefs or
 219 political activities of students.
- 220 g. **Disciplinary Files.** Any person or entity holding disciplinary records shall destroy
 221 disciplinary files five years after the expiration of disciplinary action or
 222 immediately after the decision that there shall be no disciplinary action.
- 223 h. **Copies of Student Records.** A student may receive a copy of a record which the
 224 student has requested or consented to be released. Students must pay a charge for
 225 copies of records for which such a charge has been established.
- 226 i. **Right of the Student to File a Complaint with the Department of**
 227 **Education.** The Department of Education has established an office and review
 228 board to investigate complaints and adjudicate violations. The designated office is:
 229 The Family Policy Compliance Office, U.S. Department of Education,
 230 Washington, D.C. 20202-4605.

231 *Students have access to only those letters of recommendation written after January 1,
 232 1975, unless the author of the earlier letters consents to the ending of confidentiality.

233 **Students shall not have access to investigative information unless such information is
 234 directly relevant to the evidence used in formal disciplinary hearings.

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5. Freedom of Information.

STUDENTS HAVE THE RIGHT TO ACCESS INFORMATION RELATED TO THEIR DEGREE PROGRAMS, COURSES, AND PROCEDURES AND POLICIES RELATED TO THEIR ENROLLMENT AND SUCCESS MORE GENERALLY. SUCH INFORMATION IS ESPECIALLY OUTLINED IN THE UNIVERSITY'S GENERAL CATALOG AND GOLDEN EAGLE HANDBOOK. THE UNIVERSITY, INCLUDING COLLEGES, DEPARTMENTS, AND VARIOUS OTHER GROUPS, IS RESPONSIBLE FOR ADHERING TO THESE ESTABLISHED POLICIES AT ALL TIMES.

STUDENTS ALSO HAVE THE RIGHT TO SPECIFIC INFORMATION ABOUT EACH COURSE THEY ARE ENROLLED IN. THIS INFORMATION MUST BE COMMUNICATED TO THE STUDENT BY THE FIRST CLASS MEETING. THE DETAILS OF THIS INFORMATION CAN BE FOUND IN CHAPTER V OF THIS HANDBOOK, IN THE SECTION TITLED "THE CLASS SYLLABUS".

FINALLY, GIVEN THAT SUCH INFORMATION IS MADE ACCESSIBLE TO STUDENTS, STUDENTS ARE OBLIGATED TO BE AWARE OF IT. STUDENTS' LACK OF AWARENESS OF INFORMATION WHICH HAS BEEN MADE AVAILABLE TO THEM IS NOT CAUSE FOR WAIVING THOSE POLICIES, PROCEDURES, AND REGULATIONS.

- a. The student shall have the right to reasonable access to university, college, and department policies, procedures, standards, and regulations which affect the right of a student to enroll, remain enrolled, or withdraw from any course or program of study.
- b. The University's General Catalog shall be the principal means by which such academic information as enumerated above shall be transmitted to students.
- c. The University, colleges, departments, and interdisciplinary groups shall not initiate and implement, procedures, standards, and regulations which affect the right of a student to enroll, remain enrolled, or withdraw from any course or program of study except through established university procedures.
- d. Students shall have the right to information from each professor at the first class session as to the general requirements and goals of a course in which they are enrolled, and the general criteria upon which they will be evaluated in that course. Such information must be made available in the form of a written syllabus by the second meeting, and preferably at the first class session. A copy of the syllabus shall be available for review in the department office. The syllabus shall include but not be limited to the following:
 1. General course description including course prerequisites, if any.
 2. Course objectives.
 3. Topical outline of course.

276 4. Requirements - policies and procedures (e.g., attendance, assignments,
 277 readings), and basis for evaluation (e.g., written work, examinations or
 278 quizzes, term papers, portfolios, projects, laboratory or field work
 279 assignments, etc.).

280 5. Grading system and its relation to achievement of the requirements in 4).

281 6. Date and time of final examination.

282 7. Instructor's campus location, telephone extension and office hours.

283 e. Just as it is the students' right to know the policies, procedures, standards, and
 284 regulations which affect their rights, so shall it be their responsibility to obtain and
 285 act appropriately on such information, and their ignorance of such information
 286 which has been made accessible to them shall not be cause to waive such policies,
 287 procedures, standards, and regulations.

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 289 **6. Student Affairs.**

290 **a. Freedom of Access to Higher Education.** The University will make clear the
 291 characteristics and academic performance of students which it considers relevant to
 292 success in the institution's program. THE CALIFORNIA STATE UNIVERSITY DOES
 293 NOT DISCRIMINATE Under no circumstances should a student be barred from
 294 admission to a particular institution on the basis of race, COLOR, ETHNICITY,
 295 NATIONAL ORIGIN, AGE, GENETIC INFORMATION, religion, VETERAN
 296 STATUS, or sex, GENDER, GENDER IDENTITY, GENDER EXPRESSION, SEXUAL
 297 ORIENTATION OR DISABILITY IN ITS PROGRAMS AND ACTIVITIES,.
 298 INCLUDING ADMISSIONS AND ACCESS. Thus, within the limits of its facilities, the
 299 University shall CONSIDER ALL STUDENTS WHO ARE QUALIFIED AND OFFER
 300 ADMISSION BASED ON ITS ADMISSION PLAN APPROVED BY THE CSU
 301 CHANCELLOR'S OFFICE. be open to all students who are qualified according to its
 302 admission standards.

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 304 The facilities and services of the University shall be open to all of its enrolled students,
 305 and the institution shall use its influence to secure equal access for all students to public
 306 facilities in the local community.

307 **b. Freedom of Association.** Students bring to the campus a variety of interests previously acquired,
 308 and develop many new interests as members of the academic community. They shall be free to
 309 organize and join associations to promote their common interests.

310 1. Affiliation with an extra-mural organization shall not disqualify a student
 311 organization from institutional recognition. At the same time, all actions of a
 312 student organization shall be determined by vote of only those persons given
 313 voting privileges in that organization and who also hold bona fide membership in

314 the university community. These university organizations may not represent
 315 themselves as expressing official policy or practice of the University.

- 316 2. Each officially recognized student organization must have a university
 317 advisor who is either a faculty member or professional staff member. Cal
 318 State L.A. may permit part-time faculty and professional staff to serve as
 319 advisors. Advisors should not be selected from auxiliary organizations.
 320 Each organization shall be free to choose its own advisor. Members of the
 321 faculty and professional staff perform an important educational role and
 322 serve the university community when they accept the responsibility to
 323 advise and consult with student organizations. They shall guide
 324 organizations in the exercise of responsibility, but they do not have the
 325 authority to control the policy of organizations.
- 326 3. Cal State L.A. shall comply with all student organization filing
 327 requirements described in California Code of Regulations, Title 5, Article
 328 4, nondiscrimination in student organizations, sections 41500 (Withholding
 329 of Recognition), 41501 (Definition of Recognition), 41503 (Filing
 330 Requisites), and 41504 (Penalties). These sections require each student
 331 organization to deposit with the Vice President of Student Affairs or his/her
 332 designee copies of all constitutions, charters, or other documents relating to
 333 its policies. Documents shall be refiled within 90 days after any substantive
 334 change or amendment.
- 335 4. Cal State L.A. shall not recognize any fraternity, sorority, living group,
 336 honor society, or other student organization that discriminates on the basis
 337 of race, religion, national origin, ethnicity, color, age, gender, GENDER
 338 IDENTIFICATION, ANCESTRY, marital status, citizenship, POLITICAL
 339 AFFILIATION, sexual orientation, PHYSICAL or MENTAL disability,
 340 MENTAL CONDITION, PREGNANCY, GENETIC INFORMATION,
 341 COVERED VETERAN STATUS, OR ANY OTHER CLASSIFICATION
 342 THAT PRECLUDES A PERSON FROM CONSIDERATION AS AN
 343 INDIVIDUAL EXCEPT IN CASES OF FRATERNITY AND SORORITY
 344 ORGANIZATIONS WHICH ARE EXEMPT BY FEDERAL LAW FROM
 345 TITLE IX REGULATIONS CONCERNING DISCRIMINATION ON
 346 THE BASIS OF SEX. STUDENTS HAVE THE RESPONSIBILITY TO
 347 COMPLY WITH UNIVERSITY POLICY AS OUTLINED IN THE
 348 STUDENT ORGANIZATION HANDBOOK.
 349 The prohibition on membership policies that discriminate on the basis of
 350 gender does not apply to social fraternities or sororities or other university
 351 living groups. Such groups, however, must respect the self-determination of

352 students with regard to their gender identities. Student organizations shall
 353 deliver to the Vice President for Student Affairs or his/her designee a
 354 statement signed by the President or similar officer of the local student
 355 organization attesting that the organization has no rules or policies that
 356 discriminate on the basis of race, religion, national origin, ethnicity, color,
 357 age, gender, marital status, citizenship, sexual orientation, or disability.
 358 This statement shall be renewed annually.

359 Cal State L.A. shall not recognize any fraternity, sorority, living group,
 360 honor society, or other student organization unless its membership and
 361 leadership are open to all currently enrolled students, except that a social
 362 fraternity or sorority or other university living group may impose a gender
 363 limitation as permitted by Title 5, California Code of Regulations, section
 364 41500. Student organizations may require applicants for leadership
 365 positions to have been members for a specified period of time, and may
 366 require officers to compete for those positions in elections of the
 367 membership. Honor societies may require applicants to meet additional
 368 criteria.

369 5. Students and student organizations are free to examine and to discuss all
 370 questions of interest to them, and to express opinions publicly or privately.
 371 They are also free to support causes by any means which do not disrupt the
 372 regular and essential operation of the institution. At the same time, they
 373 must make clear to the academic larger community that in their public
 374 expressions or demonstrations, students or student organizations speak only
 375 for themselves.

376 6. Students are allowed to invite and to hear any person of their own choosing,
 377 providing the invitation is in consonance with university policy on visiting
 378 speakers. The institutional control of campus facilities will not be used a
 379 device of censorship. Sponsorship of guest speakers does not necessarily
 380 imply approval or endorsement of the views express, either by the
 381 sponsoring group or the institution.

382 c. **Student Participation in Institutional Government SHARED**

383 **GOVERNANCE.** As members of the academic community, students shall be
 384 free, individually and collectively, to express their views on issues of institutional
 385 policy and on matters of general interest to the student body.** The role and
 386 character of student government shall be reviewed and modified only through
 387 prescribed UNIVERSITY procedures.

388 d. **Student Publications and MEDIA Broadcasting.** Student publications and the
 389 student press are valuable aids in establishing and maintaining an atmosphere of

390 free and responsible discussion and intellectual exploration on the campus. They
391 are a means of bringing student concerns to the attention of the faculty and the
392 institutional authorities, and of formulating student opinion on various issues on
393 the campus and in the world at large. They also represent the institution to the
394 public. The Communications Code states university policies on these matters. To
395 this end, the editorial freedom of student editors and managers entails corollary
396 responsibilities to be governed by the canons of responsible journalism, where
397 libel, indecency, undocumented allegations, attacks on personal integrity, and the
398 techniques of harassment and innuendo are especially inappropriate.

399 Particular questions with respect to a student's rights and responsibilities should be directed to
400 the Office of the Vice President for Student Affairs LIFE.

401 *Title 5, California Administrative Code, section 41503, requires student organization to submit
402 a constitution.

403 **The student body and its official governing arm, the Associated Students, Inc., have a clearly
404 defined role in the expressing the wishes of the student body and in determining institutional
405 policy (See ASBOD Minutes of October 13, 1966, items 4.11-4.13, and the Faculty
406 Constitution, [Appendix B](#)).

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Preamble

Academic institutions exist for the pursuit of knowledge, the search for truth, and the development of students. Free inquiry and free expression are essential to the attainment of these goals. The freedom to learn and the freedom to teach are inseparable aspects of academic freedom that depend on appropriate opportunities and conditions in the classroom, on the campus, and in the larger community.

The responsibility to secure and to respect general conditions conducive to academic freedom is shared by all members of the academic community. Students are expected to exercise their freedom with responsibility and critical judgment. The University has a duty to develop policies and procedures with the highest standards to safeguard academic freedom.

Summarized below are the rights, responsibilities, and policies and procedures that are necessary to achieve the desired goals of freedom to teach, freedom to learn, and freedom to search for truth.

1. Academic Advisement.

Students have the responsibility to seek advisement throughout their enrollment at this University. To meet this responsibility, they have the right to reasonable access to faculty and professional advisement relative to all segments of their academic programs and to their career goals related to those academic programs. From academic major advisors, undergraduate students should expect advisement including the appropriate selection of major and General Education courses related to their goals and interests. From faculty advisors, graduate students should expect advisement on their academic study plan, Advancement to Candidacy, and requirements and expectations for the culminating experience. All students should expect advisement on matters relating to all college and department and most university regulations and procedures. From other appropriate university offices, students should expect advice on matters relating to state and university regulations and procedures. Students have the responsibility to consult the handbook for rules and regulations concerning their courses. See Chapter IV of the Faculty Handbook for more detailed policy pertaining to academic advisement.

2. **Instruction.**

When appropriate to the mode of instruction in the classroom as well as in conference and advisement, the instructor should encourage open inquiry and free expression. Students shall be evaluated solely on the basis of their academic performance, not on their opinions or conduct in matters unrelated to academic performance.

- a. **Freedom of Expression.** Students are responsible for mastery of the content of any course in which they enroll, but they are free to take reasoned exception at appropriate times to the interpretation of data or opinions offered.
- b. **Academic Evaluation.** Students are responsible for meeting standards of academic performance established by the faculty. Evaluations based on standards other than academic performance in the course being offered shall be considered arbitrary or capricious. The measurement of a student's performance is the responsibility of the faculty member teaching the course. The assignment of a final grade is the responsibility solely of the instructor. However, students have the right to file an academic grievance should they believe that the instructor's evaluation to be clerically erroneous, capricious, or prejudicial, or dispute a finding of academic dishonesty. If the student chooses to file an academic grievance, the student should follow the Grade Appeals/Academic Grievance policy as laid out in Appendix H of the Faculty Handbook.
- c. **Instructional Practice.** Students have the right to substantial instruction in the course content at the time scheduled for class meetings except in mitigating circumstances. Chapter V of the Faculty Handbook details students' rights and responsibilities regarding the university Missed Class Time and Makeup policy, Waiting List policy, exclusion from class, information that should be provided in the class syllabus, and other rights and responsibilities related to instructional practice.
- d. **Access to Instructional Materials.** In accordance with the Americans with Disabilities Act of 1990 (ADA), all students have the right to equal access to information resources provided by the course instructor. Students who are registered with the Office of Students with Disabilities (OSD) have the right to appropriate accommodations to access these information resources as decided by OSD.
- e. **Academic Honesty.** Students have a responsibility to adhere to the Academic Honesty policy as outlined in Chapter V of the Faculty Handbook.

3. **Student Input in Academic Personnel Processes.**

Students have the right and responsibility to provide feedback about their instructors and their instructional practice in anonymous student opinion surveys that are conducted at the end of each semester. Students also have a right to submit written, signed statements about their direct experience with faculty performance of

job duties. Such statements may be submitted to the faculty person's department chair or the college dean. Anonymously written or unsigned materials will not be considered.

4. Student Official Records and Information.

Students have a number of rights regarding their records and other information. These rights include specific efforts to separate official university academic records from other records such as those pertaining to discipline, counseling, medical, and activities records. In addition, information from these other records is only available to authorized persons within the University who require such records in the normal course of performing the assigned duties of their position.

Student records shall not be available to any extra-institutional person, agency, or organization except as permitted under the Family Education Rights and Privacy Act (FERPA, 20, U.S.C. 1232 [g]). Policies related to confidentiality of student records, and especially FERPA, are outlined in Chapter V of this handbook, section IV. Chapter V also refers to information about FERPA and related policy from student records administration at Cal State LA.

5. Freedom of Information.

Students have the right to access information related to their degree programs, courses, and procedures and policies related to their enrollment and success more generally. Such information is especially outlined in the University's General Catalog and Golden Eagle Handbook. The University, including colleges, departments, and various other groups, is responsible for adhering to these established policies at all times.

Students also have the right to specific information about each course they are enrolled in. This information must be communicated to the student by the first class meeting. The details of this information can be found in Chapter V of this handbook, in the section titled "The Class Syllabus".

Finally, given that such information is made accessible to students, students are obligated to be aware of it. Students' lack of awareness of information which has been made available to them is not cause for waiving those policies, procedures, and regulations.

6. Student Affairs.

a. Freedom of Access to Higher Education. The University will make clear the characteristics and academic performance of students which it considers relevant to success in the institution's program. The California State University does not discriminate on the basis of race, color, ethnicity, national origin, age, genetic information, religion, veteran status, sex, gender, gender identity, gender expression, sexual orientation or disability in its programs and activities, including admissions and access. Thus, within the limits of its facilities, the University shall consider all students who are qualified and offer admission based on its admission plan approved by the CSU Chancellor's Office.

b. Freedom of Association. Students bring to the campus a variety of interests previously acquired,

and develop many new interests as members of the academic community. They shall be free to organize and join associations to promote their common interests. Cal State L.A. shall not recognize any fraternity, sorority, living group, honor society, or other student organization that discriminates on the basis of race, religion, national origin, ethnicity, color, age, gender, gender identification, ancestry, marital status, citizenship, political affiliation, sexual orientation, physical or mental disability, mental condition, pregnancy, genetic information, covered veteran status, or any other classification that precludes a person from consideration as an individual except in cases of fraternity and sorority organizations which are exempt by federal law from Title IX regulations concerning discrimination on the basis of sex. Students have the responsibility to comply with University policy as outlined in the Student Organization Handbook.

- c. **Student Participation in Shared Governance.** As members of the academic community, students shall be free, individually and collectively, to express their views on issues of institutional policy and on matters of general interest to the student body.** The role and character of student government shall be reviewed and modified only through prescribed University procedures.
- d. **Student Publications and Media Broadcasting.** Student publications and the student press are valuable aids in establishing and maintaining an atmosphere of free and responsible discussion and intellectual exploration on the campus. They are a means of bringing student concerns to the attention of the faculty and the institutional authorities, and of formulating student opinion on various issues on the campus and in the world at large. They also represent the institution to the public. To this end, the editorial freedom of student editors and managers entails corollary responsibilities to be governed by the canons of responsible journalism, where libel, indecency, undocumented allegations, attacks on personal integrity, and the techniques of harassment and innuendo are especially inappropriate.

Particular questions with respect to a student's rights and responsibilities should be directed to the Office of the Vice President for Student Life.

*Title 5, California Administrative Code, section 41503, requires student organization to submit a constitution.

**The student body and its official governing arm, the Associated Students, Inc., have a clearly defined role in the expressing the wishes of the student body and in determining institutional policy (See ASBOD Minutes of October 13, 1966, items 4.11-4.13, and the Faculty Constitution, [Appendix B](#)).