



**2017-2018**  
**BLUE MOUNTAIN COLLEGE**  
**Undergraduate Student Handbook**



Published by the  
Office of Student Services

# Chapel Theme for 2017-18

## “This Is My Story”

“This Is My Story” is the chapel theme for the 2017-2018 academic year. The theme is based upon the closing lines of the treasured Christian hymn “Blessed Assurance”. The final words of the hymn read: “This is my story, this is my song, praising my Savior all the day long.” The beautiful and powerful words are a declaration that because we belong to Christ we have an important story that will bring praise to our God.

Our focus this year at BMC will be both to listen to the stories of those around us and to tell our own individual story of God’s work in our lives. The little possessive pronoun “my” in the theme emphasizes the reality that everyone who passes through the gates of BMC has her or his own unique story. Because we affirm that God our Creator has a plan, a place and a purpose for every life, we believe that every student, staff member, faculty member, and administrator has a story that is important to God and to us.

We believe also that God is at work actively to write the story of our lives that will bring praise to His name. Few of us have a fairy tale kind of story. Most of us have chapters in our stories that are bleak and perhaps dark. Some parts of our narratives may cause us shame or embarrassment. Some of our stories reflect how the work of the evil one has caused our storyline to take a negative turn. But God persists in His work. Particularly, He has been at work through the incarnation, the death, and the resurrection of Jesus Christ to bring wholeness and beauty to our lives. He takes our lives as they are and with His grace He revises our story. He can bring comfort to our pain, healing to our sickness, grace to our disgrace, and hope to our hopelessness.

Ultimately, when we yield to God’s redemptive work, our stories will bring praise and glory to Him. He writes our story for His pleasure and our good (Philippians 2:14). The audacious plan of God is that through the gracious actions of the Father, the Son, and the Holy Spirit our lives will be “to the praise of His glory” (Ephesians 1:3-14).

Although each of us in the BMC family has our own individual story, our stories are connected together because of our common faith experiences at Blue Mountain College. During this academic year we will witness together the work of God at BMC. God has been writing a story at Blue Mountain College since 1873. Founded by Mark Perrin Lowery, a Baptist preacher with a vision for Christian education, BMC continues to be an institution whose leaders are committed to following God’s plan, finding God’s place, and fulfilling God’s purpose for our lives. As we experience the one hundred and forty-fifth session, we affirm that our goal as an institution is to reflect God’s glory through our growth together in Christlikeness. As a community of faith we will continue to see God write the story of BMC as we fulfill our mission of assisting students in developing intellectual integrity, academic excellence, civility, and Christian character. So let us turn our eyes and our hearts to the Lord as we declare, “This is my story, this is my song, praising my Savior all the day long”!

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## ACCREDITATION

Blue Mountain College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate and masters 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 Blue Mountain College.

## NON-DISCRIMINATION STATEMENT

*Blue Mountain College does not discriminate on the basis of race, color, national origin, sex (including pregnancy), age, disability, military service, or genetic information in its programs, activities, and employment. Further, the College does not retaliate against a person because he or she complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit. Blue Mountain College prohibits harassment because of a person's race, color, national origin, sex, age, genetic information or religion. The College may discriminate on the basis of religion in employment as it deems it is prudent to do so in order to achieve its mission.*

## **WELCOME FROM THE PRESIDENT!**

Dear Students,

How delighted I am to welcome you to Blue Mountain College, a very special place where you will partner with faculty and staff in the pursuit of academic excellence through the life of the mind. Recognizing the Lordship of Christ over all the disciplines, together we will seek to know Him more as we seek to know our fields of study and prepare to serve God in our respective callings. Thank you for joining us in this noble and challenging pursuit!

In the pages of this handbook you will find the information that you need to thrive as a member of the BMC community. In addition to following the practices and procedures found throughout this document, let me encourage you to abide by the following principles as well. Standing firm in your faith, seek excellence in all that you do, keep Christ at the center of your endeavors, take the initiative to serve, and plan now for a brighter tomorrow.

May God's favor rest on you!

Barbara Childers McMillin  
President

# Great Expectations: A Strategic Plan for 2023

## Slogan

Blue Mountain College assists students in pursuing truth, knowledge, and virtue in service to God and the community.

## Mission Statement

Blue Mountain College assists students in developing intellectual integrity, academic excellence, civility, and Christian character.

## Identity Statement

Founded in 1873 as a Christian liberal arts college and affiliated since 1920 with the Mississippi Baptist Convention, the College recruits undergraduate and graduate students who are committed to scholarship, servant leadership, and service in church and community. The student-centered campus exhibits a climate of personal attention, respect, inclusion and high expectations in all modes of delivery. Students are guided to reach their God-given potential with the leadership of professionals who share the common bond of Christian faith and who are committed to excellence.

## Expanded Statement of Purpose

The purpose of Blue Mountain College is to prepare students for graduate school, the job market, and a more fulfilled life. Providing a sound general education foundation, the college offers an undergraduate liberal arts curriculum, pre-professional and professional programs, and opportunities for graduate study in selected fields. The college is committed to offering programs which provide opportunities for service. Students who can benefit from the academic programs and student services at the college are recruited primarily from Mississippi and other southeastern states.

Blue Mountain College is committed to excellence and creativity in teaching and learning. With a faculty and staff who share a common bond of Christian faith and with all of the departments functioning in close proximity to each other, continuity exists among the various programs. Each student is encouraged to grow as an individual, to adjust to his/her own uniqueness, and to take advantage of opportunities for service.

Blue Mountain College does not discriminate on the basis of race, color, national origin, sex (including pregnancy), age, disability, military service, or genetic information in its programs, activities, and employment. Further, the College does not retaliate against a person because he or she complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit. Blue Mountain College prohibits harassment because of a person's race, color, national origin, sex, age, genetic information or religion. The College may discriminate on the basis of religion in employment as it deems it is prudent to do so in order to achieve its mission.

# Blue Mountain College

## GOAL STATEMENTS

Academic Excellence Blue Mountain College will strive for excellence by employing qualified faculty, staff, and administrators; recruiting students who can benefit from the college experience; providing a productive learning environment that motivates students to excel by stimulating intellectual curiosity and independent thinking; and promoting scholarship, service, and cultural activities that advance knowledge.

Curriculum and Co-curricular Opportunities The curriculum will prepare students for a lifetime of learning and instill basic skills, knowledge, and attitudes necessary for personal development and reasoned responses to a changing world. These goals will be accomplished through study in a general education, specialized fields of undergraduate and graduate study and related educational experiences.

Image and Target Market Blue Mountain College will enhance its image as a Christian liberal arts college for students who wish to reach their God-given potential. The college will target prospective students (particularly those who are actively involved in Baptist churches) who have a commitment to scholarship, servant leadership, and service in church and community.

Faculty and Staff Blue Mountain College will employ and retain Christian faculty dedicated to teaching and advising and to improving themselves through professional development opportunities and staff and administrators who support these efforts. Service to the college and the greater community will characterize all those who work at the college. To the extent possible, the college will provide compensation and benefits which compare favorably with regional colleges of similar size and mission and each individual's level of accomplishment. The college will support professional development for all personnel.

Student Development and Services Blue Mountain College will provide opportunities for personal growth and development of the individual student. The college will offer personal, career, and academic advising; lectures programs, and activities; and student organizations.

Christian Setting Blue Mountain College will manifest Christian principles through its policies for students, faculty, staff, and administrators; through its promotion of a climate embracing personal attention, respect and inclusion; and through the encouragement of the development of Christian relationships among students, faculty, staff, and administrators.

Convention/Church Blue Mountain College will maintain strong ties with the Mississippi Baptist Convention and Baptist churches. Consistent with its mission and resources, the college will provide cultural, spiritual and/or recreational activities for constituents within its service area.

Alumnae/Alumni In order to strengthen ties to their alma mater and to encourage their interest and investment in the institution, Blue Mountain College will communicate effectively with its alumnae/alumni and serve them in meaningful ways.

Fiscal Affairs and Fund Raising Blue Mountain College will secure and manage the resources necessary to provide for its academic programs and essential support services. While maintaining a sound financial base, the college will offer an affordable education for the greatest number of its applicants and remain competitive with peer institutions' costs. The college will enhance its fund-raising efforts, expand its endowment, carefully manage its facilities, and follow a master plan for capital improvements.

## Blue Mountain College Strategic Directions

- SDI Enhance Our Image
- SDII Expand Our Territory
- SDIII Enrich Our Culture
- SDIV Ensure Our Sustainability
- SDV Embrace Our Constituents

# **GENERAL INFORMATION**

## WELCOME TO THE CAMPUS

Welcome to Blue Mountain College! Our campus at BMC offers many activities, opportunities, privileges, demands, challenges, and inviting events. Not a day that goes by will be free of making choices and decisions.

We want you to quickly become a part of all the good things that make this college so great and so unique. We are also excited about the fresh enthusiasm that each student brings to our campus. Our aim is for you to participate in the educational, spiritual, social, and recreational experiences offered here so your time at Blue Mountain College may be well-rounded, rich, and content.

As you read the handbook, you must take into consideration that every aspect of our college cannot be put into a manual. The primary goal of this publication is to guide you to better understand the regulations, standards, and ideals for which Blue Mountain College was established and still stands today. Each student should become familiar with the handbook and all information concerning policies, standards, and regulations of the institution.

Respect and unity are two important components for anyone to succeed. Respect of both people and property (others as well as yours) and the rules that govern them are essential for any group to thrive. A oneness of spirit is so important for positively accomplishing respect and ultimately any purpose. Let us take the individual responsibility needed and then strive together to help each other recognize and embrace these two vital parts of success, so we can make this session's campus life experience the best yet. Let us also be an inspiration to each other to become people who constantly strive to make a difference!

Jack Moser  
Vice President for Student Services/Dean of Students  
Assistant Women's Basketball Coach

## PREAMBLE TO HONOR CODE

When you become enrolled as a student at Blue Mountain College, you become an active citizen of our college community and help to carry on our democratic government. This system of government is based on the belief in individual honor and trustworthiness of every student. To make clear just what is expected of each member of the student body, a formal statement of the student's obligation has been set forth in the Honor Code. The object of every provision of the Honor Code is to promote worthy individual conduct and to maintain a satisfactory system of government.

Besides the obligation of each student to keep the regulations and to report his or her own violations, each individual must use his or her own influence with the other members of the student body for their development as good citizens. Thus, the code is an expression of the Christian spirit.

Each student is expected to accept the responsibility to protect the honor system from actions and attitudes, which may weaken it. The exercise of this responsibility involves a student's reporting his or her own infringements of the policies and regulations and involves an obligation for his or her fellow students' relations to the college life. This latter obligation may take the form of speaking to the student on behalf of the student body or of asking another student to speak to the individual. The unchanging obligation is to prevent the occurrence of detrimental actions and attitudes.

### HONOR CODE

Accepting my responsibility in a Christ-like manner for my own conduct and for the welfare of my fellow students at Blue Mountain College, I do hereby pledge myself: To keep the rules of Blue Mountain College, to report my own violations, and to use my influence to induce other students to keep the rules of the College, and to report their own violations.

- |   |  |
|---|--|
| <b>The Principle of Honor:</b>            | I will at all times develop and uphold high standards of honesty in thought, speech, and behavior.   |
| <b>The Principle of Self-Control:</b>     | I will at all times control my personal desires in harmony with the social good of all, considering the interest of others to be of equal value with my own. |
| <b>The Principle of Conformity:</b>       | I will at all times work in accordance with the expectation consistent with Biblical values and the traditions of Blue Mountain College                      |
| <b>The Principle of Good Citizenship:</b> | I will at all times cooperate with the rules and policies of the College.  |

## SOCIAL EXPECTATIONS

Life at Blue Mountain College is governed by the principles set forth in the Honor Code. As a matter of personal honor, each student is bound to uphold and to encourage others to obey the following regulations guiding life at Blue Mountain College. These rules are not suspended at any time.

When on campus, students are under the jurisdiction of the College. Students representing the College or any organization of the College in any official activity (conference, club trip, etc.) are also under college jurisdiction.

At Blue Mountain College, the student and the College work together to promote both an increasing intellectual maturity and continuous growth in personal responsibility, social maturity, respect for the dignity and rights of others, and a responsible respect for the moral and spiritual values that have characterized Blue Mountain College and its constituency.

As a Christian institution, Blue Mountain College is interested in the wholesome development of the student spiritually and socially as well as academically. Therefore, the College looks with disfavor on anything contributing to the erosion of the character, moral, and spiritual development of the individual student.

Certain activities are undesirable and are not in keeping with the atmosphere of a Christian educational environment. These activities include but are not limited to the following: disorderly conduct, possession and/or use of firearms, possession and/or use of illegal drugs (including alcohol), use of tobacco, gambling, cursing, and other conduct not in keeping with the standards and principles of Blue Mountain College.

The College reserves the right to inspect the living quarters of any student residing on college property at any time that its administrative officials or their agents shall deem such inspection to be in the best interest of the College.

## CAMPUS HOUSING

Blue Mountain College recognizes the experience of residential living as a valuable part of students' education and opportunities abound each day for students to integrate their faith and their behavior as they develop a genuine respect for other students' needs and interests, build lifelong friendships, practice healthy communication/conflict resolution skills, and utilize leadership skills. Therefore, Blue Mountain College requires all unmarried, full-time, students under the age of 21 to live on campus. Students are exempt from this requirement if they meet at least one of the following:

1. They are considered to be an independent person. Proof of this independent status must be on file in the Office of Financial Aid.
2. They are living at home with their parents and are commuting to school.
3. They live with immediate members of the family and are commuting to school.

If a student feels there are extenuating circumstances that deserve consideration for off-campus residency, the appeal to live off-campus must be submitted in writing to the Office of Student Services. Official approval or denial of the student's appeal to live off-campus will be given to the student in writing no later than two weeks from the date the appeal was received.

### **The following guidelines apply to all residents of College housing:**

1. Students who live in College housing have paid a room deposit at the time of application. This deposit serves as a damage deposit and is refundable, less any charges for damages, upon written request when the student leaves College housing. The request must be received in the Office of Student Services within two weeks of vacating housing.
2. If a student wishes to drop below 12 credit hours (full time) and desires to continue living in College owned housing, the student must first present a request in writing to the Office of Student Services to gain approval to remain in College housing.
3. If a student withdraws from classes through the Office of the Registrar, the student will be expected to vacate her/his room immediately upon withdrawal from the College.
4. If a student stops attending classes without officially withdrawing from the classes in the Office of the Registrar, the student will be asked to vacate College housing.

Students are responsible for keeping the rooms and all college furnishings contained in the rooms clean and free from damage. Abuse of rooms, grounds, or furnishings will result in required restitution for damages. Fines will be assessed if appropriate. Loss of privileges, suspension, and/or dismissal may be possible.

Blue Mountain College, while endeavoring to provide attractive housing for resident students, retains all the rights of ownership. By choosing to live in the facilities, all who reside in College housing agree to abide by all College regulations applying to residence life.

The College cannot be responsible for loss of personal property of residents due to theft, fire, wind, rain, and flooding. This also includes ordinary wear and tear of facilities such as disruptions to electrical service, plumbing problems and resultant damage, roof leaks, etc. The College recommends that each student carry insurance protection against loss and damage of personal property.

At the time of check-in, each student will be given a checklist. The checklist will contain an assessment of the condition of the room, inventory of the furniture in the room, and note any damage or deficiency in the room.

The resident director will sign the checklist as to the condition of the room and the student will sign the document agreeing to the condition of the room. The student will also sign the checklist in commitment to take care of the room and furnishings and to follow the rules and regulations found in the *Blue Mountain College Undergraduate Student Handbook*. The resident director will use the checklist to assess the condition of the room when the student vacates the room. The student should leave the room clean with all personal items removed. Any damages and/or removal of furniture will be charged to the student. The room key should always be turned in to the resident director when the student vacates the room. The key deposit is returned to the student when the key is returned to the resident director. **Failure to check out in person with the Resident Director every semester/year a student lives in residence housing results in immediate forfeiture of the room damage deposit.**

The College reserves the right to inspect any room on campus at anytime. College officials may enter a student's room in the course of the performance of their duties to assure proper maintenance, to provide for the health and safety of residents, and/or to assure that College housing regulations or other College, state, or federal regulations are not violated. Every effort will be made, however, to respect the privacy of student residents.

Room checks for cleanliness are held on a weekly basis and are announced in advance. During room check, deficiencies may be noted and students will be notified to take corrective action.

**Changes in residence/room assignments can be made only through the Office of Student Services. Requests to make such changes must be made in writing, and no changes will be made until written notice to all involved parties has been issued from the Office of Student Services. The College reserves the right to cancel the housing reservation of any student at any time or to change a student's room or roommate.**

Living on campus is a privilege and adds a wonderful dimension to a student's life and education. Blue Mountain College provides a housing atmosphere where students can develop not only scholastically, but socially and spiritually as well. Every effort is made to make living on campus as comfortable and pleasant as it is convenient.

## **HOUSING APPEAL**

Exemptions to the above stated guidelines may be granted by the Housing Appeals Committee composed of representatives of the Office of Student Services, and the Office of Business Affairs. Any student who feels the circumstances merit an exemption should make a written appeal to the committee. All appeals may be addressed to: The Housing Appeals Committee, P.O. Box 160, Blue Mountain, MS 38610.

## **SEXUAL HARASSMENT**

Neither sexual harassment nor inappropriate fraternization will be tolerated by Blue Mountain College. "Sexual harassment" means unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of a person's employment or education; (2) submission to or rejection of such conduct by an individual is used as the basis for academic or employment decisions affecting said individual; or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's academic or work performance or creating an intimidating, hostile or otherwise offensive working or educational environment.

Sexual violence refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent. Sexual violence is a form of sexual harassment prohibited by Title IX.

### **Fraternization between Employees and Students:**

Employees of Blue Mountain College, whether they are members of the faculty, staff, or administration, occupy a high position of trust in regard to our students. Consequently, it is important that employees avoid even the appearance of impropriety or conflict of interest because of their dating or engaging in romantic relationships with students. Faculty members are altogether prohibited from dating or engaging in romantic relationships with students, unless the faculty member and student were married to each other prior to the student matriculating at Blue Mountain College.

### **Retaliation Prohibited:**

Persons who bring complaints of harassment and persons who assist in the investigation and disposition of such complaints shall not be subject to harassment, interference, intimidation, or retaliation. Any act, either overt or covert, by a college employee or agent which interferes with or penalizes the responsible use of this policy and its procedures by another employee or student will constitute a violation of the policy and will result in appropriate and prompt disciplinary action.

### **Frivolous or False Charges:**

This policy shall not be used to bring frivolous or malicious charges against students, faculty members, or college staff. Charges of sexual harassment made in bad faith will result in disciplinary actions against the person making the false charges.

### **Duty to Cooperate:**

All students and employees whose assistance is needed in the investigation of a complaint or in the course of disciplinary action shall be required to cooperate with the Title IX/EEO Coordinator and other parties who are duly authorized to investigate or to discipline. Persons who are accused of sexual harassment shall be entitled to such cooperation when necessary to obtain witnesses in any formal disciplinary proceedings that may be initiated.

Where necessary, adjustments shall be made to work schedules, classroom schedules, and other academic or employment obligations.

**Examples of Sexual Harassment:** Sexual harassment encompasses any sexual attention that is unwanted. The following examples of such behavior are not meant to be exhaustive but illustrative:

A. Non-violent examples

- (1) Direct sexual propositions, invitations or other pressure for sex
- (2) Subtle pressure for sexual activity, an element of which may be conduct such as leering or ogling
- (3) Direct or implied threats that submission to sexual advances will be a condition of employment, work status, promotion, grades or letters of recommendation
- (4) A pattern of conduct not legitimately related to the subject matter of a course, if one is involved, intended to discomfort or humiliate, or both, that includes one or more of the following: comments of a sexual nature; sexually explicit statements, questions, jokes, or anecdotes.
- (5) A pattern of conduct that would discomfort or humiliate, or both, a reasonable person at whom the conduct was directed that includes one or more of the following: unnecessary touching, patting, hugging or brushing against a person's body; remarks of a sexual nature about a person's clothing or body; or remarks about a person's sexual activity or speculations about a person's sexual experience;
- (6) A pattern of conduct which implies discrimination or hostility toward a person's personal, professional, or academic interests because of sex
- (7) Exhibiting lewd images

B. Violent examples

- (1) Sexual assault
- (2) Rape
- (3) Sexual battery
- (4) Sexual coercion

## REPORTING A COMPLAINT

Any complaint of sexual harassment should be reported directly to the Associate Vice President for Academic Affairs (Title IX Coordinator). In the case of a complaint involving the Associate Vice President for Academic Affairs, the complaint should be reported to the President of the College. Detailed procedures for reporting a complaint and institutional follow-through on the report are available in the Office of the Associate Vice President for Academic Affairs and in the Office of the President. Procedures to this policy also contain the information related to reporting a complaint.

## REPORTING SEXUAL HARASSMENT

Blue Mountain College is committed to the policy that no employee or student shall be subjected to sexual harassment. Inherent in this policy is the commitment to maintaining a positive and productive environment in which the dignity and worth of all members are respected. Sexual harassment is damaging to this environment and will not be tolerated. All complaints of sexual harassment should be reported to the Associate Vice President for Academic Affairs (Title IX Coordinator). The information on the next page provides options for assistance following an incident of sexual misconduct.

## Options for Assistance Following an Incident of Sexual Misconduct

### On-Campus:

<b>Name</b>	<b>Title</b>	<b>Office Location</b>	<b>Telephone/ Email</b>	<b>Availability</b>
Dr. Johnny L. Mattox	Title IX Coordinator	Lowrey Administration Building	662-685-4771, Ext. <del>136</del> - <b>164</b> <a href="mailto:jmattox@bmc.edu">jmattox@bmc.edu</a>	M-F 8:00-4:30
Jack Moser	Vice President for Student Services/ Dean of Students	Lowrey Administration Building	662-685-4771, Ext. 144 <a href="mailto:jmoser@bmc.edu">jmoser@bmc.edu</a>	M-F 8:00-4:30
Lynn Gibson	Deputy Title IX Coordinator	Paschal Student Center- Lower Level	662-685-4771, Ext. 176 <a href="mailto:lgibson@bmc.edu">lgibson@bmc.edu</a>	M-F 8:00-4:30
BMC Security	All Members of Staff	Maintenance Building	662-685-4771, Ext. 149 <a href="mailto:security@bmc.edu">security@bmc.edu</a>	24/7
Dr. Jeff Sweatt	Chair, Behavioral Intervention Team	Fisher-Washburn Hall	662-685-4771, Ext. 156 <a href="mailto:jsweatt@bmc.edu">jsweatt@bmc.edu</a>	M-F 8:00-4:30
Mrs. Renita Gossett	Health Care Coordinator	BMC Campus Store/ Stevens Residence Hall	662-685-4771, Ext. 154 or 662-685-4771, Ext. 304 Cell phone: 662-837-6641	Available to Students 24/7

### Off Campus

Blue Mountain Police Department	911 662-685-4721	24/7
Rape Crisis Center, S.A.F.E. Inc., Tupelo, MS	662-841-9138 800-527-7833 (Crisis Line) <a href="http://www.safeshelter.net">www.safeshelter.net</a>	24/7
Baptist Memorial Hospital 200 Hwy 30 W, New Albany, MS	662-538-7631	24/7

## STUDENT CONCERNS AND COMPLAINTS

The Office of Student Services will coordinate the annual rule review process. During this annual process, students may propose rule changes to the Student Body Association (SBA) Council. The SBA Council proposes rule changes to the Office of Student Services. The SD III Study Group will review annually issues related to student rules. The Office of Student Services will incorporate the approved changes into the student rules. These rules are then implemented in the new academic year each August.

The College makes every effort to resolve complaints through informal processes. However, if the informal process does not lead to resolution of the complaint, a formal procedure is available. The *Blue Mountain College Undergraduate Catalog* clearly states how student complaints are expressed to the various units for resolution. Blue Mountain College Policy 4.15: Student Complaints, the Procedures, and the complaint form are readily available on the Blue Mountain College Web site. Students also have access to information regarding complaints in the *Blue Mountain College Graduate Catalog*, *Undergraduate Student Handbook*, and the *Handbook for Graduate Studies*.

The **Office of Student Services functions as a clearinghouse** for all written student complaints. Specific College officials are responsible for receiving the formal complaints and appeals, for following College policy and procedures, and for submitting records of responses to all formal complaints and appeals to the Office of Student Services for filing. The College has in place timelines for receipt and responses to student complaints. The [Procedures to Policy 4.15](#) state that students must submit the complaint form within 10 business days of the alleged conflict or action and the final review must be filed within 15 business days of the date the complaint is filed. All complaint records remain on file in the Office of Student Services in hard copy format and remain confidential.

## Channeling of Student Complaints and Appeals

TYPE OF COMPLAINT	STAFF RESPONSIBLE	RECORD COMPONENTS	RECORD LOCATION
Academic Matters	V.P. for Academic Affairs Sharon B. Enzor	<ul style="list-style-type: none"> <li>• Complaint Form</li> <li>• Written appeal from student</li> <li>• Emails, texts, etc. between faculty and student</li> <li>• Syllabus, grade book pages, etc, which may provide relevant information</li> <li>• Official record of disposition</li> </ul>	Office of Student Services
Admissions	Vice President for Enrollment Services Lynn Gibson	<ul style="list-style-type: none"> <li>• Complaint Form</li> <li>• Written appeal from student</li> <li>• Emails, texts, etc. between faculty and student</li> <li>• All other documents and/or communication associated with the complaint</li> <li>• Official record of disposition</li> </ul>	Office of Student Services
Disability	V.P. for Academic Affairs Sharon B. Enzor	<ul style="list-style-type: none"> <li>• Complaint Form</li> <li>• Written appeal/complaint from student</li> <li>• Emails, texts, etc. between faculty and student</li> <li>• Special accommodations form and accompanying documentation</li> <li>• All other documents and/or communication associated with the complaint</li> <li>• Official record of disposition</li> </ul>	Office of Student Services
Student Discipline	Vice President for Student Services and Dean of Students Jack Moser	<ul style="list-style-type: none"> <li>• Complaint Form</li> <li>• Written appeal from student</li> <li>• Emails, texts, etc. between faculty and student</li> <li>• Documentation of meetings with or correspondence from the student and/or persons bringing conduct/disciplinary charges</li> <li>• All other documents and/or communication associated with the complaint</li> <li>• Official record of disposition</li> </ul>	Office of Student Services

TYPE OF COMPLAINT	STAFF RESPONSIBLE	RECORD COMPONENTS	RECORD LOCATION
Residential Life	Vice President for Student Services and Dean of Students Jack Moser	<ul style="list-style-type: none"> <li>● Complaint Form</li> <li>● Written appeal/complaint from student</li> <li>● Emails, texts, etc. between faculty and student</li> <li>● Documentation of meetings with or correspondence from the student and/or persons bringing conduct/disciplinary charges</li> <li>● All other documents and/or communication associated with the complaint</li> <li>● Official record of disposition</li> </ul>	Office of Student Services
Student Discrimination	Vice President for Academic Affairs Sharon B. Enzor	<ul style="list-style-type: none"> <li>● Complaint Form</li> <li>● Written complaint from student</li> <li>● Emails, texts, etc. between faculty and student</li> <li>● Documentation of meetings with or correspondence from the student</li> <li>● All other documents and/or communication associated with the complaint</li> <li>● Official record of disposition</li> </ul>	Office of Student Services
Student Financial Services	Vice President for Enrollment Services Lynn Gibson	<ul style="list-style-type: none"> <li>● Complaint Form</li> <li>● Written appeal from student</li> <li>● Documentation from Office of Financial Aid (financial aid awards, registration details, etc.)</li> <li>● All other documents and/or communication associated with the complaint</li> <li>● Official record of disposition</li> </ul>	Office of Student Services
Payment or Refund of Fees/ Tuition	Chief Operations Officer Joyce Peters	<ul style="list-style-type: none"> <li>● Complaint Form</li> <li>● Written appeal from student</li> <li>● Documentation from Office of Business Affairs (payments, registration details, etc.)</li> <li>● All other documents and/or communication associated with the complaint</li> <li>● Official record of disposition</li> </ul>	Office of Student Services
Parking Tickets	Chief Operations Officer Joyce Peters	<ul style="list-style-type: none"> <li>● Complaint Form</li> <li>● Written appeal from student</li> <li>● Documentation from Office of Business Affairs/Office of Enrollment &amp; Student Services (payments, registration details, security logs, police reports, etc.)</li> <li>● All other documents and/or communication associated with the complaint</li> <li>● Official record of disposition</li> </ul>	Office of Student Services

TYPE OF COMPLAINT	STAFF RESPONSIBLE	RECORD COMPONENTS	RECORD LOCATION
Sexual Harassment	V.P. for Academic Affairs Sharon B. Enzor	<ul style="list-style-type: none"> <li>● Complaint Form</li> <li>● Written complaint from student</li> <li>● Documentation of alleged offender's written response to the complaint, meetings, interviews, review of relevant records</li> <li>● All other documents and/or communication associated with the complaint</li> <li>● Official record of disposition</li> </ul>	Office of Student Services
Student Records (FERPA)	V.P. for Academic Affairs Sharon B. Enzor	<ul style="list-style-type: none"> <li>● Complaint Form</li> <li>● Written complaint from student</li> <li>● All other documents and/or communication associated with the complaint</li> <li>● Official record of disposition</li> </ul>	Office of Student Services

The *Blue Mountain College Undergraduate Student Handbook*, the *Blue Mountain College Catalog*, and the *Blue Mountain College Policies and Procedures Manual* communicate the rights and responsibilities of each student at Blue Mountain College as well as the procedures to appropriately address written grievances within the College community.

**Matters Not Listed:** See College Policy found in the current BMC Catalog, the current Student Handbook or the Employee Handbook.

After all of the complaint procedures have been exhausted, the President serves as the final appeal of all matters.

Blue Mountain College is committed to the fair treatment of students in all matters. The College endeavors to maintain a positive and productive environment in which the dignity and worth of all members are respected. The fair treatment of students is important to this productive environment.

Student Affairs policies may be accessed under the Student Life section at [www.bmc.edu](http://www.bmc.edu).

## FERPA

The Family Educational Rights and Privacy Act (FERPA) prohibits a school from disclosing personally identifiable information from students' education records without the consent of a parent or eligible student, unless an exception to FERPA's general consent rule applies.

"Complaints regarding violations of FERPA (including unauthorized disclosures of student information) should be directed to Sheila Freeman, Registrar. The College will treat each complaint seriously and take prompt action to insure the College complies with FERPA and mitigates the effect of any non-compliance."

# STUDENTS' RIGHTS AND RESPONSIBILITIES

Students possess the privileges, responsibilities, and rights of several citizenships, including those of state, federal, and municipal governments. Membership in the Blue Mountain College community of citizens presents privileges beyond those available to all citizens at the partial expense of the Mississippi Baptist Convention. With these additional privileges come additional responsibilities.

Blue Mountain College seeks three sources of authority, in light of the College mission, for the behavioral expectations it places on students:

1. Scripture (What does the Word of God have to say about behavioral expectations?),
2. Legal authority (Local, State, and Federal laws), and
3. The Baptist Faith and Message and Christian heritage (The life-style issues, roots, and values of evangelical Christians who find their authority in God's word and have stressed the need for a personal, redemptive, faith in Jesus Christ.).

The behavioral standards of Blue Mountain College are based on these three sources. As is the case with all communities, reasonable expectations (rules and regulations) are identified which contribute to the common good of the community. Being a contributing member of a community requires that selfish individualism must give way to what is best for a caring, just, and orderly community. As a community, we continue to be committed to the Christian values on which Blue Mountain College was founded.

All students are required to abide by the laws of the local, state, national, and international governments and are subject to disciplinary action at the hands of the College and/or law enforcement agencies if those laws are broken. . The Office of Student Services issues disciplinary action to all students in matters dealing with College policy, rules and regulations. Any student has the right to appeal the decision of any disciplinary action if the student believes the treatment was unjust, all the facts in the situation were not taken into consideration, or the action was too severe for the behavior involved.

## DISCIPLINARY APPEALS PROCESS

Blue Mountain College offers an appeals process to all students who feel the facts surrounding their discipline merit an appeal.

1. The student may appeal a decision based on one of the following:
  - The treatment received was unjust.
  - All the facts in the situation were not considered.
  - The disciplinary action taken was too severe for the behavior involved.
2. Procedures for Appeals:
  - a. In the case of an infraction involving sexual misconduct, the case will be forwarded to the Institutional Title IX Evaluation and Grievance Committee.
  - b. The Vice President for Student Services/Dean of Students may directly hear cases and make a decision based on the Student Conduct and Judiciary Policy. The student will be provided a written notification detailing the ruling and, if applicable, sanctions imposed.
  - c. The student will be provided a written notification detailing the decision and, if applicable, sanctions imposed.
  - d. Disciplinary decisions from the Office of Student Services may be appealed to the **Student Appeals Committee**. The appeal must be made in writing 48 hours after receiving notice of disciplinary action. The appeal must be delivered to the Office of Student Services. The VP Student Services will convene the Student Appeals Committee to hear the appeal. The student will be notified in writing of the decision of the Student Appeals Committee. The Student Appeals Committee will decide to uphold the disciplinary action or rule in favor of the student. The student will be notified in writing of the decision of the Student Appeals Committee. *The decision of the Student Appeals Committee is final.*

## SEEKING TO CHANGE DESTRUCTIVE BEHAVIOR

Each student should be aware of her/his own behavior and the positive or negative effects that behavior can have on the College community. If a student knows his/her behavior is outside the limits established by the College and sincerely wishes to get assistance in order to change that behavior, he/she may take the initiative to discuss this with the Dean of Students without the threat of disciplinary action before a charge is brought against that student.. This kind of problem is defined as a "personal problem" and the Dean of Students will seek to work with the student toward the goal of restoration. Exceptions to this approach may be where behavior is repetitive, self-destructive, hazardous to others and/or self, or involves a significant legal issue.

# STUDENTS WITH DISABILITIES

Blue Mountain College services for students with a disability are designed to meet the unique educational needs for regularly enrolled students with a documented disability. The philosophy and mission of the program is to encourage independence, assist students in realizing their academic potential, and to facilitate the elimination of physical, programmatic, and attitudinal barriers. The College will assist students in meeting their educational challenges. Students with disabilities should contact the Vice President for Academic Affairs, who serves as the Disabilities Coordinator for Blue Mountain College, to discuss the appropriate procedures for accommodating documented disabilities.

## STUDENT RIGHT TO KNOW AND CAMPUS SECURITY

The following is published in accordance with The *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act* of 1990. Any questions or comments regarding the following should be directed to the Office of Student Services.

## REPORTING VIOLATIONS OF COLLEGE POLICY AND CIVIL LAW

All known or suspected violations of College policy or state and/or federal crime should be reported to either the Security Officer (662.512.8059), the Office of Student Services (Ext. 144), the Office of Business Affairs (Ext. 133), or the Tippah County Sheriff's Office (662.837.9336).

Accurate and prompt reporting of all crimes to the above personnel are necessary to insure the safety and protection of students and employees of Blue Mountain College. Crimes committed off campus should be reported immediately to the law enforcement agency where the crime occurred.

Once a report has been made, the Security Officer will follow standard operating procedures in responding and processing the report. This response will include appropriate notification and documentation.

## SECURITY AND ACCESS TO CAMPUS FACILITIES

Buildings are secured on campus during non-operating hours by the Security Officer. Once a building is secured, access may be gained only by authorized personnel with Blue Mountain College.

All campus buildings, facilities, and grounds belonging to the institution are regularly patrolled by both vehicle and foot patrol by the security officer.

Each of the residence hall doors remain locked at all times with a few special exceptions such as move in day. Student residents will be required to swipe their Student ID card for entry into the residence hall. The Student ID will only allow entry into the hall where the student resides. Every residence hall is supervised by a Resident Director. All lobbies are monitored by the student workers and/or resident director from 7:00 p.m. to midnight, seven days per week. All non-residents must be acknowledged by the student worker and/or the resident director. During the time period after 2 a.m. until 5 a.m. students will not be able to gain access into the residence halls. Also during this time period (after 2 a.m. until 5 a.m.) student access to the residence hall in which he/she lives may be gained only by Blue Mountain College authorized personnel.

Vehicle registration decals are issued to students and employees in order that unauthorized vehicles might be more easily recognized. Upon request, the security officer will provide escort services from vehicles to buildings or from building to building should individuals feel uncomfortable or unsafe. Individuals may receive assistance by contacting the Office of Business Affairs (Ext. 133) or the Security Officer (**662.512.8059**).

With safety concerns in mind, the College maintains appropriately manicured trees and shrubbery around buildings and on campus grounds. Appropriate campus lighting is also a priority in an effort to reduce the opportunity for criminal activity.

## CAMPUS LAW ENFORCEMENT

Blue Mountain College employs trained **Security** officers to provide campus security. These officers maintain campus security but do not have authority to arrest on the campus. However, Blue Mountain College maintains a close working relationship with local, county, and state law enforcement officials.

The role of the Security Officer is to work toward ensuring the safety of all individuals while on campus and provide for the security of all properties of the College. In doing so, it is recognized that security at Blue Mountain College is everybody's business. Although no community can be totally risk-free in today's society, the Officer works toward securing partnerships with students, faculty, staff, administration, and guests in creating an atmosphere that is safe and conducive to learning. The Officer is also responsible for the control, regulation, and flow of traffic on Blue Mountain College property.

The Security Officer establishes and maintains communications with the officially recognized civil and criminal law enforcement authorities of the City of Blue Mountain and Tippah County. The Officer is authorized and directed to make citizen's arrests of individuals creating disturbances against the general peace. Arrests may consist of interfering with the security of the physical plant, facilities, or grounds, or interfering with or disturbing the safety and the general welfare of members of the Blue Mountain College community. When such a citizen's arrest is necessary, the Officer, as promptly as possible, and beforehand if reasonable, requests civil or criminal law enforcement authorities to respond and assist.

## SECURITY AWARENESS

Blue Mountain College provides informative programs to students and employees on the following topics:

1. Campus Security Procedures and Practice
2. Crime Prevention and Awareness

These programs are offered annually at events such as New Faculty and Staff Orientation, residence hall meetings, faculty/staff meetings, and chapels, etc.

Additional programs specifically designed for students include:

1. Drug and Alcohol Abuse Education
2. Sexual Assault and the Prevention of Sex Offenses. (This program includes the promotion of awareness of rape, acquaintance rape, and other sex offenses as well as information regarding the prevention and awareness of reporting procedures of sex offenses.)

Each resident student is given the opportunity to provide emergency contact information to College officials. This information is provided on a voluntary basis for individuals over the age of 18 and is required for the individuals under the age of 18 who are not emancipated individuals. Blue Mountain College will use this contact information in the case of emergencies such as severe illness, severe injury, matters of life and death, missing persons, etc. The contact will be made no later than 24 hours after the emergency has been determined. In the case of a missing person, the College will contact law enforcement officials when the missing student has been missing for more than 24 hours if the student is over 18 and chose not to provide confidential contact information to Blue Mountain College officials or if the missing student is under the age of 18 and is an emancipated individual. Blue Mountain College will, upon written requests, disclose to the alleged victim of any crime of violence, or non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator. If the alleged victim is deceased as a result of the crime or offense, the next of kin of the victim shall be treated as the alleged victim for purposes of reporting the disciplinary action taken.

## STATISTICS

In compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act*, Blue Mountain College prepares and disseminates this report. Federal law provides that students and employees be informed during the most recent calendar year and during the two preceding calendar years of the reported number of on-campus occurrences of the following criminal offenses: aggravated assault; arson; arrests for liquor violations; burglary; drug abuse violation, hate crime; motor vehicle theft; murder; negligent manslaughter offenses; rape; other sex offenses; robbery; and weapons possessions. These statistics are provided in the *Blue Mountain College Undergraduate Student Handbook*. The same information is provided to employees annually through campus mailers. Copies are also located in the Office of Business Affairs, Admissions Office, and the Office of Student Services.

This information of crime statistics and fire safety are provided to all current students and employees and upon request to any applicant for enrollment or employment. Statistics concerning the occurrence on campus of the following criminal offenses reported to Campus Security personnel, or when known to local police agencies are as follows:

CLASSIFICATION OF OFFENSE	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	*PUBLIC PROPERTY
MURDER / NON-NEGLIGENT MANSLAUGHTER	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
NEGLIGENT MANSLAUGHTER	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
SEX OFFENSES/ASSAULT, FORCIBLE	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
SEX OFFENSES, NON-FORCIBLE	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
**DOMESTIC VIOLENCE	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
**DATING VIOLENCE	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
**STALKING	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
BURGLARY	2016	0	0	0
	2015	0	0	0
	2014	0	0	0

CLASSIFICATION OF OFFENSE	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	*PUBLIC PROPERTY
MOTOR VEHICLE THEFT	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
ROBBERY	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC.	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
DISCIPLINARY REFERRALS: WEAPONS: CARRYING, POSSESSING, ETC.	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
ARSON	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
HATE CRIMES	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
AGGRAVATED ASSAULT	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
SIMPLE ASSAULT	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
DESTRUCTION, DAMAGE, OR VANDALISM OF PROPERTY	2016	0	0	0
	2015	0	0	0
	2014	0	0	0
INTIMIDATION	2016	0	0	0
	2015	0	0	0
	2014	0	0	0

**\*Public property** means all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus. Number (s) recorded represent any person (s), student or otherwise, who committed a particular offense on public property.

## FIRE SAFETY

Blue Mountain College will annually prepare and publish a fire safety report including statistics on the number of fires in each on-campus housing facility, fire safety measures taken and plans for future improvements in fire safety if determined necessary. The report is listed below. The College will keep and maintain a log recording all fires in on-campus housing.

### Annual Campus Fire Safety Report

Year	2016	2015	2014
Number of fires in on-campus housing facilities Cockroft, Stevens, Whitfield, Guyton, Haynie, Palmer, Travis, Washburn	0	0	0
Cause of each fire	0	0	0
Number of fire-related injuries that resulted in treatment at a medical facility	0	0	0
Number of deaths related to a fire	0	0	0
Value of property damage caused by a fire	0	0	0

## EMERGENCY NOTIFICATION

The College maintains a system to notify the campus immediately of a "significant emergency or dangerous situation" unless issuing such notification will compromise efforts to contain the emergency. Emergency response procedures and evacuation procedures will be prepared, published, and publicized annually in a manner designed to reach students, faculty and staff. Emergency response and evacuation procedures will be tested at least on an annual basis.

## SEXUAL ASSAULT

Blue Mountain College provides annual educational programs to promote awareness of rape, acquaintance rape and other sex offenses. The following procedure should be followed in the event a person has been sexually assaulted:

### For the victim:

1. Go to a safe place.
2. Call the appropriate institution officials (Security Officer at 512.8059, the Office of Business Affairs at Ext. 133, or the Office of Student Services at Ext. 144) and/or local law enforcement officials for assistance and to report the assault.
3. Do not bathe, wash hands, or clean fingernails. It is important that victims preserve evidence that may be necessary to prove criminal sexual assault.
4. Do not remove clothing worn during or following the assault, as these frequently contain valuable fiber, hair, and fluid evidence.
5. Do not apply or take medication.
6. If officials have not been contacted, call someone you can trust to take you to the hospital.
7. If this attack occurred on campus, you should notify the Security Officer at 512.8059, the Office of Business Affairs at Ext. 133, or the Office of Student Services at Ext. 144.
8. When you get to the hospital, tell the triage staff you have been sexually assaulted. By law, emergency room staff must contact the police when they treat sexual assault victims. The police will ask you to file a report, but you do not have to talk to them or file a report if you don't want to.
9. If the assault happened some time ago, you should explore the following options:
  - Seek counseling.
  - Seek medical attention for treatment of injuries or symptoms related to the assault.
  - Consider reporting the incident to the police.
  - If this attack occurred on campus, you should notify the Security Officer at **662.512.8059**, the Office of Business Affairs at Ext. 133, or the Office of Student Services at Ext. 144.

### For Someone Assisting the Victim:

1. Provide support.
2. Advise the victim of the procedures listed above.
3. Call the Security Officer at 662.512.8059, the Office of Business Affairs at Ext. 133, or the Office of Student Services at Ext.144.

Institutional sanctions may be imposed following the final determination of an on-campus disciplinary procedure regarding rape, acquaintance rape, or other sex offenses, forcible or non-forcible, in addition to civil or criminal action. Sanctions for students will be administered by the Dean of Students on the recommendation of the Title IX Evaluation and Grievance Committee involving cases of sexual misconduct.

Students who believe they have been victims of sexual assault may contact both on-campus security as well as local police. If preferred, students have the option of having the Security Officer notify the proper local law enforcement authorities.

Counseling service resources are available for students subjected to sexual or non-sexual assault of any kind or nature. The confidentiality of all persons will be respected and no information or names will be released without the consent of the victim.

## **SECURITY AND SAFETY TIPS**

Students are expected to contribute to their own safety by being prepared and alert to their surroundings. In addition students are expected to:

- Lock the doors to their residence hall rooms.
- Never loan residence hall keys or ID cards to others.
- Never prop open the doors or entrances to residence halls.
- Never allow strangers to enter residence halls.
- Report incidents which violate the rules of the College or criminal activity immediately to the Security Officer, residence hall staff, or local police.
- Secure personal property such as cars, bicycles, motorcycles, jewelry, electronic equipment, computers, etc.
- Walk in lighted areas, preferably with others at night.
- Ask for an escort by the Security Officer (512.8059) if warranted.
- Respect the privacy and personal dignity of others.
- Read and abide by the rules and regulations of the College and residence halls.

## **BLUE MOUNTAIN COLLEGE COMMITTED TO DRUG FREE ENVIRONMENT**

The Congress of the United States has enacted and the President of the United States has signed into law THE DRUG FREE SCHOOLS AND COMMUNITIES ACT OF 1989.

It is the purpose of this Act to encourage the establishment of a DRUG FREE community of all educational settings, for the benefit of all students. Blue Mountain College is committed to the principles of the Act and publishes this notice to all students. It is assumed that every student enrolling in Blue Mountain College agrees to conduct himself or herself in a manner conducive to the highest sort of mental and moral development in keeping with the ideals and the traditions of the College.

In addition to the standards and regulations published in the *Blue Mountain College Undergraduate Student Handbook*, Blue Mountain College is committed to the establishment of a completely drug free environment in the lives of each student enrolled for any and all study at the College, or involved in any way in any of her programs.

The use, possession, or distribution of illicit drugs and alcohol by students at Blue Mountain College is expressly forbidden and the same shall not be tolerated on any property owned or controlled by Blue Mountain College, nor shall the same be tolerated at or as a part of any activity undertaken at or under the direction or supervision of Blue Mountain College.

Illicit drugs shall be defined to include any drug, the use, possession or distribution of which is proscribed by the laws of the State of Mississippi or by the United States of America.

Any violation of the provisions of this notice, or of any statements of a similar nature published by Blue Mountain College, relative to illicit drugs, will result in disciplinary action, which may include expulsion, suspension, mandatory successful completion of approved rehabilitation programs, and/or probation, any of which may be a part of the permanent record of the person violating or breaching any expression of this statement or similar published College rules and/or regulations.

Additionally, the College expressly reserves the right to refer any person violating this or similar regulations to the appropriate Law Enforcement Officials for prosecution for violation of Civil and/or Criminal Laws, as authorized by The Drug Free Schools and Communities Act of 1989.

The Office of Student Services has an available list of approved rehabilitation centers. The criminal penalties for drug possession, abuse, use and/or distribution in the State of Mississippi, as expressed in the Mississippi Uniform Controlled Substances Law, Miss Code Section 4129-139, range from six months imprisonment and \$500 fine for the sale of paraphernalia to 30-years and \$1 million in fines for second offenders. Illicit drugs are listed in schedules and penalties vary.

It is the desire of Blue Mountain College to have a totally DRUG FREE environment, where the body, as the temple of God, is allowed to remain healthy and grow in stature and where the mind is allowed to grow in wisdom.

## FEDERAL TRAFFICKING PENALTIES

DRUG/SCHEDULE	QUANTITY	PENALTIES	QUANTITY	PENALTIES
Cocaine (Schedule II)	500 - 4999 gms mixture	First Offense: Not less than 5 yrs., and not more than 40 yrs. If death or serious injury, not less than 20 or more than life. Fine of not more than \$5 million if an individual, \$25 million if not an individual.	5 kgs or more mixture	First Offense: Not less than 10 yrs., and not more than life. If death or serious injury, not less than 20 or more than life. Fine of not more than \$10 million if an individual, \$50 million if not an individual
Cocaine Base (Schedule I)	28 - 279 gms mixture		280 gms or more mixture	
Fentanyl (Schedule II)	40 - 399 gms mixture		400 gms or more mixture	
Fentanyl Analogue (Schedule I)	10 - 99 gms mixture		100 gms or more mixture	
Heroin (Schedule I)	100 - 999 gms mixture	Second Offense: Not less than 10 yrs., and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$8 million if an individual, \$50 million if not an individual.	1 kg or more mixture	Second Offense: Not less than 20 yrs., and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.  2 or More Prior Offenses: Life imprisonment
LSD (Schedule I)	1 - 9 gms mixture		10 gms or more mixture	
Methamphetamine (Schedule II)	5 - 49 gms pure or 50 - 499 gms mixture		50 gms or more pure or 500 gms or more mixture	
PCP (Schedule II)	10 - 99 gms pure or 100 - 999 gms mixture		100 gm or more pure or 1 kg or more mixture	

## PENALTIES

Other Schedule I & II drugs (and any drug product containing Gamma Hydroxybutyric Acid)	Any amount	First Offense: Not more than 20 yrs. If death or serious injury, not less than 20 yrs., or more than Life. Fine \$1 million if an individual, \$5 million if not an individual.  Second Offense: Not more than 30 yrs. If death or serious injury, not more than 15 yrs. Fine \$2 million if an individual, \$10 million if not an individual.
Other Schedule III drugs	Any amount	First Offense: Not more than 10 years. If death or serious injury, not more than 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual.  Second Offense: Not more 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1.5 million if an individual, \$5 million if not an individual.
All other Schedule IV drugs	Any amount	First Offense: Not more than 5 years. Fine not more than \$250,000 if an individual, \$1 million if not an individual..
Flunitrazepam (Schedule IV)	Less than 1 gm	Second Offense: Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if not an individual.
All Schedule V drugs	Any amount	First Offense: Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual.  Second Offense: Not more than 4 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.

## FEDERAL TRAFFICKING PENALTIES – MARIJUANA

DRUG	QUANTITY	1 <sup>st</sup> OFFENSE	2 <sup>nd</sup> OFFENSE
Marijuana	1,000 kg or more mixture; or 1,000 or more plants	Not less than 10 years, not more than life.  If death or serious injury, not less than 20 years, not more than life.  Fine not more than \$4 million if an individual, \$10 million if other than an individual.	Not less than 20 years, not more than life. If death or serious injury, mandatory life.  Fine not more than \$8 million if an individual, \$20 million if other than an individual.
Marijuana	100 kg to 999 kg mixture; or 100 to 999 plants	Not less than 5 years, not more than 40 years.  If death or serious injury, not less than 20 years, not more than life.  Fine not more than \$2 million if an individual, \$5 million if other than an individual.	Not less than 10 years, not more than life.  If death or serious injury, mandatory life.  Fine not more than \$4 million if an individual, \$10 million if other than an individual.
Marijuana	More than 10 kgs hashish; 50 to 99 kg mixture  More than 1 kg of hashish oil; 50 to 99 plants	Not more than 20 years.  If death or serious injury, not less than 20 years, not more than life.  Fine \$1 million if an individual, \$5 million if other than an individual.	Not more than 30 years.  If death or serious injury, mandatory life.  Fine \$2 million if an individual, \$10 million if other than individual.
Marijuana  Hashish  Hashish Oil	1 to 49 plants; less than 50 kg mixture  10 kg or less  1 kg or less	Not more than 5 years.  Fine not more than \$250,000, \$1 million other than individual.	Not more than 10 years.  Fine \$500,000 if an individual, \$2 million if other than individual.

\*The minimum sentence for a violation after two or more convictions for a felony drug offences have become final is a mandatory term of life imprisonment without release and a fine up to \$8 million if an individual and \$20 million if other than an individual.

## CONTROLLED SUBSTANCES-USSES & EFFECTS

DRUG	POSSIBLE EFFECTS	EFFECTS OF OVERDOSE	WITHDRAWAL SYNDROME
Narcotics	Euphoria, drowsiness, respiratory depression, constricted pupils, nausea	Slow and shallow breathing, clammy skin, convulsions, coma, possible death	Watery eyes, runny nose, yawning, loss of appetite, irritability, tremors, panic, chills and sweating, cramps, nausea
Depressants	Slurred speech, disorientation, drunken behavior without odor of alcohol	Shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma, possible death	Anxiety, insomnia, tremors, delirium, convulsions, possible death
Stimulants	Increased alertness, excitation, euphoria, increased pulse rate and blood pressure, insomnia, loss of appetite	Agitation, increase in body temperature, hallucinations, convulsions, possible death	Apathy, long periods of sleep, irritability, depression, disorientation
Hallucinogens	Illusions and hallucinations, poor perception of time and distance, depression, violent behavior, anxiety	Longer, more intense "trip" episodes, psychosis, possible death	Withdrawal syndrome not reported
Cannabis	Euphoria, relaxed inhibitions, increased appetite, disoriented behavior	Fatigue, paranoia, possible psychosis	Insomnia, hyperactivity, and decreased appetite occasionally reported

## CONTROLLED SUBSTANCES-USSES & EFFECTS

	DRUG & CSA SCHEDULE	TRADE OR OTHER NAMES	DURATION OF EFFECTS (in hours)	USUAL METHODS ADMINISTRATION
Narcotics	Opium II, III, V	Dover's Powder, Paregoric, Parepectolin	3 to 6	Oral, smoked
	Morphine II, III	Morphine, Pectoral Syrup	3 to 6	Oral, injected, smoked
	Codeine II, III, V	Codeine, Empirin Compound with Codeine, Robitussin A-C	3 to 6	Oral, injected
	Heroin I	Diacetylmorphine, Horse, Smack	3 to 6	Injected, sniffed, smoked
	Hydromorphone II	Dilaudid	3 to 6	Oral, injected
	Meperidine (Pethidine) II	Demerol, Mepergan, Pethadol	3 to 6	Oral, injected
	Methadone II	Dolophine, Methadone, Methadose	12 to 24	Oral, injected
	Other Narcotics I, II, III, IV, V	LAAM, Leritine, Levo-Dromoran, Percodan, Tussionex, Fentanyl, Darvon, Talwin, Lomotil	Variable	Oral, injected
Depressants	Chloral Hydrate IV	Noctec, Somnos	5 to 8	Oral
	Barbiturates II, III, IV	Amobarbital, Phenobarbital, Butisol, Phenoxbarbital, Seconal, Tuinal, Amytal, Florinal, Lotusate, Nembutal, Fecodarbital	1 to 16	Oral
	Glutethimide III	Doriden	4 to 8	Oral
	Methaqualone II	Optimil, Parest, Quaalude, Somnafac, Sopor	4 to 8	Oral
	Benzodiazepines IV	Ativan, Azene, Clonopin, Dalmene, Diazepam, Librium, Serax, Tranxene, Valium, Verstran	4 to 8	Oral
	Other Depressants III, IV	Equanil, Miltown, Noludar, Placidyl, Valmid	4 to 8	Oral
Stimulants	Cocaine II	Coke, Flake, Snow, Crack	1 to 2	Sniffed, injected, smoked
	Amphetamines II, III	Biphetamine, Delcobese, Desoxyn, Dexedrine, Mediatric, Obetrol	2 to 4	Oral, injected
	Phenmetrazine II	Preludin	2 to 4	Oral, injected
	Methylphenidate II	Ritalin	2 to 4	Oral, injected
	Other Stimulants III, IV	Adipex, Bacarate, Cylert, Didrex, Ionamin, Plegine, Presate, Sanorex, Tenuate, Tepanil, Voranil, Melfiat, Prelu-2	2 to 4	Oral, injected
Hallucinogens	LSD I	Acid, Microdot, Green/Red Dragon	8 to 12	Oral
	Mescaline and Peyote I	Mesc, Buttons, Cactus, Mex, Mexo	8 to 12	Oral
	Amphetamine Variants I	2,5-DMA, PMA, STP, MDA, MDMA, TMA, DOM, DOB	Variable	Oral, injected
	Phencyclidine II	PCP, Angel Dust, Hog, Love Boat	Days	Smoked, oral, injected
	Phencyclidine Analogues I	PCE, PCPy, TCP	Days	Smoked, oral, injected
	Other Hallucinogens I	Bufotenine, Ibogaine, DMT, DET, Psilocybin, Psilocyn	Variable	Oral, injected, smoked, sniffed
Cannabis	Marijuana I	Pot, Acapulco Gold, Grass, Reefer, Sinsemilla, Thai Sticks	2 to 4	Smoked, oral

## EFFECTS OF ALCOHOL CONSUMPTION

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spousal and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake may lead to hallucinations, and convulsions. Alcohol withdrawal can be life-threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. In addition, research has indicated that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

## FEDERAL PENALTIES AND SANCTIONS FOR ILLEGAL POSSESSION OF A CONTROLLED SUBSTANCE

### **21 U.S.C. 844(a)**

First conviction: Up to one year imprisonment and fined at least \$1,000 but not more than \$100,000, or both.

After one prior drug conviction: At least 15 days in prison, but not to exceed 2 years and fined \$2,500 but not more than \$250,000, or both.

After two or more prior drug convictions: At least 90-days in prison, not to exceed 3 years and fined at least \$5,000 but not more than \$250,000, or both.

Special sentencing provisions for possession of crack cocaine: Mandatory at least 5 years in prison, not to exceed 20 years and fined up to \$250,000, or both, if:

- (a) 1<sup>st</sup> conviction and the amount of crack possessed exceeds 5 grams.
- (b) 2<sup>nd</sup> crack conviction and the amount of crack possessed exceeds 3 grams.
- (c) 3<sup>rd</sup> or subsequent crack conviction and the amount of crack possessed exceeds 1 gram.

### **21 U.S.C. 853(a)(2) and 881 (a)(7)**

Forfeiture of personal real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than 1 year imprisonment. (See special sentencing provision regarding crack.)

### **21 U.S.C. 881(a)(4)**

Forfeiture of vehicles, boats, aircraft or any other conveyance used to transport or conceal a controlled substance.

### **21 U.S.C. 884a**

Civil fine of up to \$10,000 (pending adoption of final regulations).

### **21 U.S.C. 853a**

Denial of Federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to 1 year for first offense, up to 5 years for second and subsequent offenses.

### **18 U.S.C. 922(g)**

Ineligible to receive or purchase a firearm.

### **Miscellaneous**

Revocation of certain Federal licenses and benefits, e.g. pilot licenses, public housing tenancy, etc., are vested within the authorities of individual Federal agencies.

Note: These are only Federal penalties and sanctions. Additional state and local penalties and sanctions may apply.

# STATE OF MISSISSIPPI SANCTIONS

## DRUG TRAFFICKING PENALTIES (EXCEPT MARIJUANA)

### Schedules I and II

First Offense: Maximum jail term of 30 years or maximum fine of \$1,000,000 or both.  
Second Offense: Twice the penalty for a first offense (see notes 1 and 2).

### Schedules III and IV

First Offense: Maximum jail term of 20 years or maximum fine of \$250,000 or both.  
Second Offense: Twice the penalty for a first offense (see notes 1 and 2).

### Schedules V

First Offense: Maximum jail term of 10 years or maximum fine of \$50,000 or both.  
Second Offense: Twice the penalty for a first offense (see notes 1 and 2).

**Note 1:** Sale or transfer of certain amounts of marijuana and other controlled substances within a 12 month period carries a sentence of life imprisonment with no possibility of parole or suspension.

**Note 2:** Anyone over 21 years old convicted of sale or manufacturing of Schedule I-V drugs to a person under 21 years of age may be fined as set out above and may be imprisoned for twice the stated time.

## POSSESSION PENALTIES (EXCEPT FOR MARIJUANA)

### Schedules I and II

First Offense: Maximum jail term of 3 years or maximum fine of \$30,000, or both.  
Second Offense: Twice the penalty for a first offense.

### Schedules III, IV, and V

First Offense: Maximum jail term of 1 year or maximum fine of \$5,000, or both.  
Second Offense: Twice the penalty for a first offense.

## MARIJUANA PENALTIES

### 1. Trafficking

- a) First offense-one ounce or less: Maximum jail term of 3 years, or maximum fine of \$3,000, or both.
- b) First offense-less than one kilogram but more than one ounce: Maximum jail term of 20 years, or maximum fine of \$30,000, or both.
- c) First offense-one kilogram or more: Maximum jail term of 30 years, or maximum fine of \$1,000,000, or both.
- d) Subsequent offenses-twice the above-stated penalties.
- e) See Notes 1 and 2 above.

### 2. Possession

- a) One ounce or less
  - First offense-fine of \$100 to \$250.
  - Second offense within 2 years-fine of \$250 and 5 to 60 days in jail and mandatory participation in drug education program.
  - Third offense within 2 years-fine of \$250 to \$500 and 5 days to 6 months in jail.
- b) More than one ounce but less than one kilogram
  - Maximum jail term of 1 year or maximum fine of \$1,000, or both or
  - Maximum jail term of 3 years or maximum fine of \$3,000, or both.
- c) One kilogram or more
  - Maximum jail term of 20 years, or maximum fine of \$1,000,000, or both.
- d) Possession in a motor vehicle of more than one gram but less than one ounce
  - Maximum jail term of 90 days and maximum fine of \$1,000.

## **PENALTIES FOR ILLEGAL ALCOHOL SALES, POSSESSION AND DRIVING UNDER THE INFLUENCE**

Sale or transfer of alcoholic beverages to a person under 21 years of age

1. First offense-fine of \$500 to \$1,000.
2. Subsequent offenses-fine of \$1,000 to \$2,000, or maximum jail term of 1 year, or both.
3. Possession or purchase of alcoholic beverages by a person under the age of 21 years-fine of \$100.
4. Misrepresentation of age to purchase alcoholic beverages-fine of \$25 to \$500, or 30 days of community service, or both.
5. Driving under the influence of alcoholic beverages or other impairing substances-
  - a)First offense-fine of \$250 to \$1000, or jail term of 24 hours, or both, and driver's license suspended for 90 days.
  - b)Second offense within 5 years-fine of \$600 to \$1,000 and jail term of 48 hours to 1 year and driver's license suspended for 2 years.
  - c)Third offense within 5 years-fine of \$800 to \$1,000 and jail term of 30 days to 1 year and driver's license suspended for 5 years.
  - d)Fourth and subsequent offenses within 5 years-fine of \$2,000 to \$5,000 and jail term of 90 days to 5 years and driver's license suspended for 5 years.

Note:

In addition to the previously stated penalties, an individual driving a motor vehicle under the influence of alcohol, and negligently causing death or injury to another faces a maximum jail term of 10 years.

## **TIPPAH COUNTY SANCTIONS**

Tippah County has not held an election in which the majority of the qualified electors voting in the election voted to come out from under the prohibition laws, therefore, those sanctions applicable to the prohibition laws in the State of Mississippi are in effect in Tippah County.

## **BEHAVIORAL INTERVENTION TEAM (BIT)**

The Behavioral Intervention Team is an administrative committee designed to function to help faculty/staff and students help respond to students and employees in distress, to help facilitate a comprehensive reporting culture on the campus, and integrate threat assessment tools in the campus community. The BIT works with the Safety Committee to stay informed of issues related to the College's Emergency Preparedness Plan. If you have a student concern, please contact a member of this team. Dr. Jeff Sweatt is the Chairman of this Team.



# **ACADEMIC INFORMATION**

## **WELCOME FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS OF THE COLLEGE**

Welcome to Blue Mountain College and to a special place where faith and learning are integrated. Our faculty are dedicated Christians and live out their faith as they teach from the perspective of a Christian Worldview. As you enter the gates of the campus, you will be reminded to “enter to grow in wisdom.” Your years at Blue Mountain College will provide many opportunities for you to grow spiritually, intellectually and socially. Take advantage of these opportunities.

The faculty, staff, and administration are prepared to invest their lives in yours and to enable you to become all that God plans for you to be. Make wise use of the opportunities to learn from the faculty at Blue Mountain College and recognize that God will bring you success as you yield yourself to Him.

Dr. Sharon Ball Enzor  
Vice President for Academic Affairs

# ATTENDANCE REGULATIONS

Class attendance is an essential part of college education, and students are expected to attend regularly and punctually classes and laboratories for which they are registered. Cumulative absences may result in a lowered grade or loss of credit for the course. **Tardiness** is also subject to penalty, as is any failure to complete required course work on time. Although some specific requirements may vary according to the nature and structure of the course, the following guidelines summarize institutional policy:

## **Attendance Required**

Class attendance is required, and accurate records are kept.

## **Number of Absences**

A student receives a grade of **F** in any course immediately upon accumulating absences equivalent to 12.5 percent of the class meetings, whether excused or unexcused in that class. Any exception to this rule, granted only in extraordinary circumstances, must be approved by the Vice President for Academic Affairs.

## **Grades and Absences**

The calculation of the semester grade, including any penalty for absences, is the responsibility of the professor and may vary according to the nature of the course and the grading scale used.

## **Excused Absences**

The faculty member will excuse a limited number of absences for serious illness, and for other emergency reasons which the faculty member finds justifiable.

Absences are excused due to serious medical conditions, pregnancy or related conditions, including recovery from childbirth, for as long as the student's doctor deems the absences to be medically necessary.

## **College Sponsored or Denominational Events**

The Vice President for Academic Affairs will allow students to attend college sponsored and denominational events. Sponsors of field trips, choir trips, athletics events, or any other event must provide the Office of Academic Affairs with an alphabetical list of participating students one week prior to departure. Athletic staff and advisors of College events should limit the number of days a student is out of class to no more than twelve MWF classes or eight T, R classes. Any exception to this rule must be approved by the Vice President for Academic Affairs. Students who are out of class for College sponsored and denominational events are to be treated as if in class and are in no way to be penalized. These students must make up all work missed due to the event.

## **Making Up Coursework Due to Absences**

Whether an absence is excused or the student misses class for College sponsored or denominational events, the student who is out of class misses learning that takes place in the class. Naturally, the faculty member is more inclined to assist the student in making up the work if the absence was excused or due to a College sponsored or denominational event. However, the responsibility for work missed rests entirely with the student.

When the student who has been absent due to pregnancy or related conditions returns to school, she must be reinstated to the status she held when the leave began, which includes giving her the opportunity to make up any work missed.

A teacher may not refuse to allow a student to submit work after a deadline that she missed because of absences due to pregnancy or childbirth. If a teacher's grading is based in part on class attendance or participation, the student should be allowed to earn the credits she missed so that she can be reinstated to the status she had before the leave.

When a student who has been absent due to serious medical conditions returns to school, the student must present a doctor's excuse and be allowed to make up any work missed.

### **Reporting Absences**

A faculty member must report all absences daily in the campus ERP, CAMS.

### **Tardies**

A student is considered tardy ten minutes after the class period begins. An accumulation of three tardies will constitute an absence. Students who are tardy must be granted admission to a class. A student is considered absent if not present after twenty minutes of class time.

## **ACADEMIC STANDARDS**

**The following minimum requirements for satisfactory academic standing apply to all degree seeking students.** In order to receive a bachelor's degree, a student must complete a minimum of 120 semester hours with a minimum cumulative grade point average (CGPA) of 2.00 on all hours attempted (less repeats). To make satisfactory progress toward this goal, a student should normally maintain a minimum CGPA of 2.00 each semester. A student will be placed on academic probation if his/her CGPA does not meet the following standards at the end of any given semester:

- 1.50 for students who have *earned* less than 30 semester hours (including transfer work)
- 2.00 for students who have *earned* 30 hours or more (including transfer work)

### **Academic Probation**

Any student who fails to meet the minimum academic requirements outlined above will be placed on academic probation for the following semester. A student will be removed from probation by attaining the applicable required quality point ratio as noted above.

### **Continuing Probation**

Any student who has been on academic probation for a semester and has shown progress required toward achieving the appropriate GPA may be placed on continuing probation.

### **Academic Suspension**

After one semester of probation, a student is placed on academic suspension for one semester when she/he has not achieved the minimum requirements for satisfactory academic standing as delineated above. Upon serving one semester of academic suspension, however, a student may apply for readmission. A student placed on academic suspension may appeal this decision to the Academic Standards Committee.

Any student who is enrolled in twelve (12) or more hours for the fall or spring semester or in nine (9) or more hours for a summer session and who earns a 0.00 grade point average for any one semester or summer session may be suspended regardless of his/her cumulative grade point average. A student who is suspended for academic reasons at the end of a spring semester may enroll in the BMC summer session and earn eligibility for readmission the following fall semester. To qualify for readmission, the student either must earn at least a "C" in each course of at least a twelve semester-hour load, or he/she must earn the required quality point ratio to be placed in good standing.

### **Academic Dismissal**

Students are permanently dismissed from Blue Mountain College upon being placed on academic suspension for the third time.

# WITHDRAWAL FROM THE COLLEGE

## Requirements for Withdrawing from the College

Any student who desires to withdraw from Blue Mountain College should complete a withdrawal form obtained from the Office of the Registrar. Before the withdrawal can be processed, the student must secure a signature of clearance from a staff member in the Office of Business Affairs, the Office of Financial Aid, and if a resident student, the Office of Student Services.

Should extenuating circumstances prevent the student who is withdrawing from returning to campus, a telephone withdrawal to the Office of the Registrar may be accepted provided clearance can be secured from the Office of Business Affairs, the Office of Financial Aid, and the Office of Student Services. A student must, however, return any college properties on loan to the student such as library books, reference materials, chorale folders, etc.

## Grades Associated with Withdrawal

The College established and publishes withdrawal dates on each academic calendar for semesters and terms. Students may not withdraw beyond the published dates. Grades of W, WP or WF are determined by the date of withdrawal as published on the current academic calendar. Dropping classes and/or withdrawing from all classes may have an immediate and/or future effect on financial aid eligibility.

If a student drops out of a course without completing the official withdrawal form in the Office of the Registrar, a grade of F is recorded for each course at the end of the semester on the student's permanent record.

In rare circumstances, exceptions to the above deadlines and/or grading policies may be made by the Vice President for Academic Affairs. [Cross reference with Policy 2.13: Change of Class Schedule.]

## Tuition Refund at Withdrawal

The date that a student withdraws in writing in the Office of the Registrar is the date used for calculating any tuition refund. The institutional refund policy is distributed to students during registration and is printed in the "Finances" section of this Catalog.

# ACADEMIC HONESTY AND INTEGRITY

The Mission of Blue Mountain College makes it clear that the College exists to contribute to the growth and development of human beings who understand their lives in terms of Christian responsibility and service. In keeping with the high ideals reflected in its mission, BMC expects its students to be scrupulously honest. The College's commitment to honesty and fairness in academics is given expression in the Academic Honesty Policy below.

## DEFINITIONS:

### Cheating

- A. Cheating on examinations shall include (but not be limited to): (a) taking answers from another student's paper or allowing answers to be taken from one's own paper during an examination or quiz; (b) the use of notes or any other aid not specifically allowed or approved by the instructor; (c) unauthorized access to an un-administered examination or quiz; (d) collaboration on take-home examinations unless specifically approved by the instructor.
- B. Cheating on course assignments shall include (but not be limited to); (a) receiving editorial assistance beyond that expressly allowed by the instructor; (b) collaborating with another person in the preparation of any assignment offered for credit when such collaboration is prohibited by the instructor; (c) submitting the same work for credit in more than one course, regardless of whether or not such submission occurs within the same term. An exception may be granted if the student receives written permission in advance from his/her instructor(s).

### Plagiarism

No student shall submit as his or her own work any term paper, research paper, or other academic assignment of original work that in any part is not in fact his/her own work. Knowingly using the ideas of another person and offering them as one's own original ideas is prohibited by this policy to the same extent as knowingly using the words of another writer and offering them as one's own original writing.

Numerous opportunities exist for inappropriate copying and use of copyrighted material from cyberspace including materials that extend into other media such as audio, video, graphic files, etc. Therefore, the College expects the use of these materials in a way that is consistent with academic integrity in documenting sources and in obtaining permission to use such materials.

## Other Academic Misconduct

Other academic misconduct shall include, (but not be limited to): (a) unauthorized access to and/or the alteration of school records, including but not limited to, transcripts, grade books, class rolls, and grade reports. This prohibition extends to all such records of the College, including those which are stored and maintained electronically; (b) submitting any assignment for credit which is based in part or in total on data which is either fabricated or manufactured; (c) misrepresenting one's self for the purpose of taking an examination for another student or allowing such misrepresentation to occur; (d) the forgery, alteration, and/or misuse of college documents, including student identification cards with intent to defraud, deceive, or mislead; (e) providing false or misleading information to avoid penalties for unexcused or excessive absences in any class or to obtain permission to drop a course without penalty after the established drop date.

A student must not cooperate with, aid, or encourage another student to violate the above rules, even though he or she receives no direct benefit to his/her grade. Each professor must take precautions to protect the honest student by making every effort to assure conditions of honesty for all course requirements, including examinations and outsider assignments. This does not, however, diminish in any way the students' ultimate responsibility for observing the principles of academic integrity in all aspects of their conduct.

## IMPLEMENTATION OF THE POLICY

1. Faculty will inform students of behavior appropriate for maintenance of the Blue Mountain College Honesty and Integrity Policy as it pertains to their particular courses and disciplines.
2. Any faculty member who suspects a violation of the Academic Honesty and Integrity Policy with respect to their particular courses shall assume the responsibility for confronting the violator(s) immediately about the violation. The faculty member must notify the student in writing, including sufficient details to allow the student to respond in his/her own defense. The faculty member assigns a grade of "0" for the assignment in question, and reports the matter as specified below. Additional penalties may be assigned depending upon the severity of the violation as determined by the Vice President for Academic Affairs (VPAA).

**If a student who is alleged to have cheated, plagiarized, or been involved with other academic misconduct admits to the charge**, the faculty member involved shall apply the appropriate penalty and prepare a report on the incident which the student will be asked to read and sign. The faculty member will send the report to his/her department chair who then transmits the report to the VPAA. The VPAA will determine if additional reporting is needed. In the case of other college personnel suspecting a student of academic misconduct, reporting should be made directly to the VPAA who then reports to the appropriate individuals.

# ACADEMIC RIGHTS AND RESPONSIBILITIES

## ACADEMIC RIGHTS AND RESPONSIBILITIES/STUDENT'S EDUCATION RECORDS

All student educational records are housed in the Office of the Registrar and other appropriate locations. Blue Mountain College is subject to the provision of the Family Educational Rights and Privacy Act (FERPA). This federal law affords students certain rights with respect to the student's education records.

**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 Office of the Registrar written requests that identify the record(s) they wish to inspect. The Registrar will make arrangements for access and notify the student of the time and place the records may be inspected.

**The right to request the amendment of the student's education records that the student believes is inaccurate.**

Students may ask the College to amend a record that they believe is inaccurate. They should write the Registrar, clearly identify the part of the record they want changed, and specify why it is inaccurate. If the Registrar decides not to amend as requested, the Registrar will notify the student of the decision and advise the student of his or her right to a hearing regarding the request and will provide the student with additional information regarding the hearing procedures.

**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 Blue Mountain College in an administrative, supervisory, academic, 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 agency); 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.

The College may disclose education records without consent to officials of another school in which a student seeks or intends to enroll. Official transcripts of student records are issued by the Office of the Registrar upon request from the student and receipt of the \$5 transcript fee. Transcripts will not be released for any student until all of the student's accounts are paid in full.

The College may also disclose without the student's consent, "directory information" unless the student has advised the Registrar in writing at least five days following registration that the student does not wish part or all of the directory information to be made public. Once filed, this instruction becomes a permanent part of the student's record until the student instructs the College, in writing, to have the request removed.

Please note that no financial information from the Office of Business Affairs can be released over the telephone. The student must request financial information in person.

The primary purpose of directory information is to allow the College to include this type of information in certain College publications, the media, and outside organizations. Blue Mountain College has designated the following as examples of directory information:

- Name
- Sex
- Mailing Address
- Electronic address
- Full-Time / Part-Time Status
- Listed Telephone Number
- Parents' names
- Year in School
- Date and place of birth
- Marital status
- Name of spouse
- Major and minor fields of study
- Denominational preference/membership
- Residence Hall or Commuter status
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Athletic position and statistics
- Dates of attendance/graduation
- Degrees and awards received
- Anticipated graduation date
- Names of previous educational institutions attended by the student
- Class schedules
- Campus mailbox number
- Campus dormitory and room number
- Society of which the student is a member
- Campus employment
- Fact of medical injury when essential
- Other similar information
- 

The College may disclose education records in certain other circumstances, but shall do so only upon the authorization of the Registrar.

**Complaints and reports of noncompliance should be directed to the Registrar.**

**The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA.**

The name and address of the office which administers FERPA and to which complaints are to be sent is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202-4605.

## **INTELLECTUAL PROPERTY**

The assumption at Blue Mountain College is that materials and innovations developed by faculty, staff or students using College resources belong to the College. If a faculty member, staff member, or student develops materials or innovations they believe to be intellectual property, they should notify the President of the College and a special committee will be appointed to establish ownership of such properties.

# CHAPEL ATTENDANCE

## CHAPEL REQUIREMENTS

Policy 2.23 addresses these requirements. Students must have a satisfactory (S) grade each semester of attending Blue Mountain College before graduation.

Chapel programs at Blue Mountain College are considered to be an essential part of the Blue Mountain College undergraduate experience. As a part of implementing its Christian mission, the College designs chapel programs to enhance a student's spiritual growth and development. Because of its significance in the Christian learning environment, chapel attendance is carefully monitored with high expectations for behavior conducive to worship.

Chapel is held Monday, Wednesday, and Friday at 10:00 AM. All degree-seeking undergraduate students who enroll for 12 or more semester hours of credit are required to attend chapel. **All resident students are required to attend chapel no matter what days or times the students are scheduled for classes.** Graduate students are not required to attend chapel.

Students are allowed six chapel absences each semester. These six allowed absences will *not* be used in determining the chapel grade. Students are not, however, allowed to miss any of the following special chapel programs: Founder's Day, Ministerial Alumni Day, SBA installation, Awards Day, and any special lecture series. The dates of the special chapel programs are posted on the College calendar.

## Chapel Attendance Exceptions

Exceptions to chapel attendance requirements are made **on a semester by semester basis** for any of the following circumstances:

- **Nonresident** students who have classes on Tuesdays and Thursdays only or do not have any classes before noon on the Monday-Wednesday-Friday sequence.
- Students with jobs (must present a letter from an employer who requests that the student be excused in order to work);
- Students who are engaged in the Internship in the Elementary School or Secondary School or a **departmentally approved internship** that unavoidably conflicts with the MWF chapel; or
- Students who exceed the sixth allowed chapel absence while participating in a College sanctioned event.

A Blue Mountain College graduate who returns as a student is exempt from chapel attendance. Graduate students are not required to attend chapel.

## Credit for Chapel

Attendance is checked at each chapel and a satisfactory (S) or unsatisfactory (U) grade that reflects a student's attendance is recorded on the student's transcript at the end of each semester. Chapel grades, although appearing on the student's transcript, will not carry any credit nor will they affect the student's grade point average. Based on attendance, grades are assigned for chapel according to the criteria below.

Students who miss no more than the six (6) allowed chapel programs or services during a semester will receive a satisfactory (S) grade.

Students who miss more than the six (6) allowed chapel programs or services during a semester will receive an unsatisfactory (U) grade.

Each time a student misses a chapel service over the six allowed absences, a chapel penalty of a \$50 fine is assessed.

On the seventh absence **and each absence following**, a \$50 fine will be automatically assessed to the student's account and a letter will be automatically sent to the student's BMC email account informing them of the assessment of the fine. The absence will not be cleared until the fine is paid in the Business Office.

Students should complete the requirements for clearing the excessive chapel absence during the semester in which the absence occurs. However, students currently with holds on their accounts due to Chapel absences should follow the procedures for clearing these absences which were in force when the absence occurred.

A student who earns an unsatisfactory (U) chapel grade in chapel attendance and does not continue to be enrolled at the College, must complete the requirements for removal of the unsatisfactory (U) grade before readmission.

## Expectations for Behavior in the Classroom and during Chapel

Students are expected to conduct themselves appropriately in the classroom and during chapel. Communication devices must be turned off and caps and hats are always removed before entering the classroom and auditorium for chapel. Activities such as eating food, drinking, talking, studying, text-messaging, or sleeping are unacceptable.

**STUDENT  
BODY  
ASSOCIATION**

# **CONSTITUTION OF THE STUDENT BODY ASSOCIATION OF BLUE MOUNTAIN COLLEGE**

## **PREAMBLE**

By and with the consent of the faculty, we the students of Blue Mountain College, in order to promote worthy student activities and to advance the general welfare of the College, do ordain and establish this constitution for the Student Body Association.

## **ARTICLE I - NAME**

This organization shall be called the Student Body Association (SBA) of Blue Mountain College.

## **ARTICLE II - PURPOSE**

The purpose of this organization shall be to maintain the best ideals of the college, to maintain the highest standards of honor in every phase of college life, and to promote the principles of servant leadership in all student activities.

## **ARTICLE III - MEMBERSHIP**

Upon being enrolled in the College each student automatically becomes a member of the Student Body Association and a participant in the obligations, benefits, and privileges conferred thereby.

## **ARTICLE IV - OFFICERS**

### **Section 1. NAMING OF THE OFFICERS**

The president, vice president, and secretary/treasurer of the SBA shall be designated executive officers. The SBA Council shall include the executive officers and a representative from the Ministerial Association, a representative from the Baptist Student Union, a representative from Koinonia, a representative from each society, a representative from the Commuter Club, and two *ex-officio* faculty/staff advisors.

### **Section 2. QUALIFICATIONS OF THE OFFICERS**

The candidate for president shall be a member of the junior class at the time of election, shall have attended Blue Mountain College for four semesters, shall have at least a 2.5 grade point average, shall have previously held a position of leadership as an executive officer (president, vice-president, secretary, or treasurer) of an organization on campus, shall live in a residence hall during the term of office, and shall not serve as executive officer of any other organization during the term of office.

The vice-president shall be a sophomore or junior at the time of election, shall have attended Blue Mountain College two semesters, shall have a 2.5 grade point average, and shall live in the residence hall during the term of office.

The secretary/treasurer shall have a 2.5 grade point average.

The organizational representatives shall be full-time students, shall have a 2.5 grade point average, and shall be active, dependable participants of the organization, which they represent.

Fifth-year senior students are not eligible to hold any SBA office.

### **Section 3. ELECTION OF THE OFFICERS**

Students who wish to become executive officers must meet the aforementioned qualifications and may choose to run for election. They must file an application to run for office with the election committee of the Student Body Association by the date determined by the committee. Candidates may begin campaigning on the date determined by the election committee. Each candidate will have the opportunity to be heard during a Wednesday chapel period before the day of election. The election committee shall decide upon the process for election. If no qualified candidates for executive officer choose to run for election, the Student Body Association Council shall nominate a qualified candidate.

All representatives meeting the aforementioned qualifications must be chosen by the individual organizations they will represent before the first day of April. The President of the College will appoint the faculty/staff advisors.

**Section 4. INSTALLATION OF OFFICERS**

The officers of the association shall be installed during the second week in April.

Officers shall take the following Oath administered by the President of Blue Mountain College: "Do you solemnly pledge on your word of honor to execute to the best of your ability and judgment the office to which you have been elected, as defined in the Student Body Association Constitution, to work impartially and unselfishly on behalf of your fellow students, and to maintain the high ideals and traditions of Blue Mountain College? Do you so pledge? If so, respond, 'I do.'"

**Section 5. VACANCIES**

In the event of a vacancy in the office of president, the SBA Vice President will assume the office of president. Vacancies occurring in the other executive offices of the association shall be filled by vote of the SBA Council. Vacancies occurring in the office of any organizational representative shall be filled by the organization they represent.

**Section 6. ORDER OF ELECTION**

The Student Body Association Executive Officers shall be elected no later than the last day of February. All other clubs and organizations shall elect officers during the month of March.

**ARTICLE V**

**Section 1. MEETING OF THE ASSOCIATION**

As soon as possible after the beginning of the college year, a meeting shall be held at which the president of the association shall explain the purpose, organization, and plans of the association to the student body.

The Student Body Association shall meet at the call of the president.

**Section 2. MEETING OF THE COUNCIL**

There shall be a meeting of the council once a week during the fall and spring semesters. The council will not meet during exam week. The president may call special meetings of the council as needed.

The executive members of the newly elected council shall meet with the outgoing council during the last four regular meetings of the year. The entire newly elected council shall meet with the outgoing council at the last regular meeting of the year.

**ARTICLE VI**

**Section 1. BY-LAWS**

The association shall enact by-laws of the Student Body Association at large. Changes of the by-laws must first be introduced to the council. If such change receives the vote of the majority of the council, it shall be submitted to the Student Body Association at large. A majority of the votes cast shall be sufficient for the enactment of a change in the by-laws.

**Section 2. AMENDMENTS**

Any amendment to the constitution must be proposed in writing at least one week before action is taken on it and at a meeting held for that purpose. A two-thirds vote of all members of the association and the approval of the Dean of Students shall be required for its adoption.

**BY-LAWS**

**Section 1. DUTIES OF THE COUNCIL IN GENERAL**

1. The **president** shall preside at all meetings of the council and the association, may call meetings at any time he or she deems wise, shall represent the association on all public occasions, shall appoint committees as needed, and shall delegate responsibility as needed.
2. The **vice-president** shall assist the president as needed and shall assume all duties of the president in the absence of the latter.
3. The **secretary/treasurer** is responsible for keeping a record of all meetings of the council, having charge of the finances of the association, keeping specific records available at all times, disbursing funds when authorized to do so by the council, and for training the new treasurer.
4. It shall be the duty of the **organizational representatives** to seek out and represent the opinions of the members of the organization they represent.
5. All SBA council members are expected to attend regular and special meetings of the council.

## Section 2. ELECTION COMMITTEE

Five members of the SBA will be selected by the executive officers to serve on the election committee. No person seeking office shall be on the committee. If necessary, members from outside the council may be chosen at the discretion of the executive officers. The members of the committee shall:

1. Handle the applications filed to run for office.
2. Determine who is eligible to run for office.
3. Determine the dates for campaigning for office and the election of officers.
4. Determine the process for election.
5. Determine the guidelines to be followed by those campaigning.
6. Investigate any violation of the guidelines determined by the election committee.

## Section 3. RULES AND APPEALS

The SBA supports and upholds all college policies and regulations as printed in, but not limited to, the *Blue Mountain College Policies and Procedures Manual*, the *Blue Mountain College Student Handbook*, and the *Blue Mountain College Undergraduate Catalog*.

Students who violate the rules or commit misconduct are subject to disciplinary sanctions. A list of these rules and regulations is found in *Policy 4.13: Student Conduct and Judiciary*. The list found in Policy 4.13 is not all-inclusive and should not be inadvertently perceived as a contract, which addresses only the misconduct listed.

An appeals process is available to students who feel the facts surrounding their discipline merits an appeal. The appeals process is outlined in detail in *Policy 4.13: Student Conduct and Judiciary*.

## COLLEGE LIFE FOR RESIDENTIAL STUDENTS

**Quiet Hours:** Quiet hours will be 10:00 p.m. - 8:00 a.m. Sunday night through Friday morning. On weekends, quiet hours will be 12:00 midnight - 9:00 a.m. Friday night through Sunday morning.

**Exam Week Rules:** Exam quiet hours begin the day before the first exam and extend through the beginning of the last exam

### Exam Quiet Hours:

10:00 p.m. *Sunday* - 5:00 a.m. *Monday*  
5:00 a.m. - 3:00 p.m.; 7:00 p.m. - 5:00 a.m. *Monday through Thursday*  
5:00 a.m. - 1:30 p.m. *Friday*

**Residence Hall Access:** Each of the residence hall doors remain locked at all times with a few special exceptions such as move in day. Student residents will be required to swipe their Student ID card for entry into the residence hall. The Student ID will only allow entry into the hall where the student resides. Every residence hall is supervised by a Resident Director. All lobbies are monitored by the student workers and/or resident director from 7:00 p.m. to midnight, seven days per week. All non-residents must be acknowledged by the student worker and/or the resident director. During the time period after 2 a.m. until 5 a.m. students will not be able to gain access into the residence halls. Also during this time period (after 2 a.m. until 5 a.m.) student access to the residence hall in which he/she lives may be gained only by Blue Mountain College authorized personnel.

**Students on campus after midnight must be inside his or her residence hall or in Gal-ry or the SUB. (Gal-ry and the SUB are locked at 2:00 a.m.)**

**Campus Security:** Students are required to obey and to cooperate with the Campus Security Officer at all times. The Security Officer may be reached at **662.512.8059**.

**Room Inspection:** Rooms may be inspected at any time of the week. The time will be determined by the Resident Director and will be posted. Rooms will not be inspected during the first week of each semester or during exam week. Beds should to be made and rooms kept in order. Food must be kept in closed containers. Halls and baths are expected to be free of used dishes, soiled laundry, bottles, and clutter. All trash should be taken to garbage cans located outside each Residence Hall.

**Kitchens:** Kitchen facilities are to be kept free of clutter. All dishes and utensils are to be washed and stored after use. Personal items stored in the refrigerator should be labeled with the student's name. The Housekeeping Staff will remove all items and clean the refrigerators regularly. The cleaning time will be posted in advance.

**Guests:** Guests are welcome on the Blue Mountain College campus. Room guests of student residents are permitted when suitable facilities are available without disturbing other residents and when there is not distraction from established routine. Guests are expected to respect residence hall regulations. **The Resident Director must be notified when students have overnight guests.**

**Male Guests in Female Residence Halls and Female College Houses:** Male guests are not allowed to visit the second and third floors of the female residence halls. The parlors in Stevens and Whitfield are not open to male visitors until 9:00 a.m. All male guests should leave Stevens and Whitfield by midnight. Male guests **are not allowed inside** the female college houses or in Mountain Village

**Female Guests in Male Residence Hall and Male College Houses:** Female guests are not allowed to visit the first, second, and third floors of the male residence halls. The parlor in Cockroft is not open to female visitors until 9:00 a.m. All female guests should leave Cockroft and Southplex by midnight. Female guests **are not allowed inside** the male college houses , the Lodge, or in Southplex Annex

**Sickness or Injury:** If you or another student is sick or has been injured, you should contact your Resident Director . During the day you may also contact the Business office or the Office of Student Services. Students are responsible for their own major medical health insurance. The student should have a copy of their insurance card and keep it with them at all times. The student and or the students family is responsible for all medical expenses including expenses related to mental health.

**Pets:** College policy, as well as health codes, forbids the presence of any live animals in the residence halls. Violators will be subject to disciplinary action.

**College Property:** Students who deface or damage College property will pay for any and all repairs.

### **DESTINATION PROCEDURES**

The residence halls will be locked at all times for security purposes except on rare occasions. Students who will be away from the residence hall overnight need to make sure they have signed out. After midnight, you cannot put your name on the overnight list.

### **DRESS CODE**

Blue Mountain College students are expected to maintain a standard of dress that ensures neatness, cleanliness, and appropriateness of attire. In their dress, as in their behavior, they are expected to reflect the marks of educated and mature Christian persons.

Time, place, and occasion determine appropriateness of attire. While certain types of dress or apparel may be appropriate for one occasion, they may not be appropriate for regular wear around the College. Excesses, which tend toward immodesty, indiscretion, or indecency, are unacceptable. Slogans, pictures, and advertisements displayed on hats and clothing shall be in keeping with the College's philosophy. No suggestive or derogatory phrases or pictures are permitted, and no alcoholic beverage advertisements are to be worn.

Footwear is required on the campus grounds with the exception of residence living areas. Caps and hats are always removed before entering buildings (including the auditoriums and the dining hall) and are never worn in chapel or in classes.

## FIRE DRILLS AND ALARMS

Fire drills help prevent injuries and loss of life. Therefore, it is mandatory for all to cooperate and to participate in a serious manner. The BMC Safety Committee holds fire drills periodically with at least one mandatory drill per semester. Students are educated on the importance of fire safety in residence hall meetings. Fire safety information is provided to both students and faculty/staff in the annual safety chapel program. Each faculty/staff member has an Emergency Preparedness Handbook which includes Fire Safety. Updates to the handbook are provided by the Safety Committee. Each new faculty/staff is presented with an Emergency Preparedness Handbook.

Procedure is as follows:

1. Each Resident Director keeps a list of students living in the residence hall. The Resident Assistants during a fire drill or fire emergency assist the Resident Director.
2. When the smoke alarm sounds, put on shoes, immediately stop what you are doing and leave the building. Take a towel, which can be dampened to put around the mouth and nose in case of heavy smoke. **Do not take time to collect valuables or to dress!**
3. Feel your door for heat. If there is no fire immediately outside the door, move quickly to the nearest exit, closing the door as you leave. If the door is hot, do not open it. Stuff wet towels or clothes under the door and attract attention at a window. If the hall has smoke, but is passable, stay low to the floor to the exit.
4. Walk rapidly—do not run, talk, or push!
5. Proceed to the area designated and wait for a roll call. The goal is to evacuate the building within 3 minutes.
6. Resident hall personnel are responsible for inspecting rooms, halls, and baths to be sure everyone on the floor has left and for checking roll in the designated area.
7. No one leaves the group until the group is dismissed.
8. In case of actual fire, it is vitally important that all students follow the above procedure and observe these precautions:
  - Do not jump unless it is absolutely necessary. Wait for a ladder to be placed at your window or at a nearby porch or make a rope by tying sheets together.
  - Never return to a burning building.
9. A prolonged smoke alarm must be considered an alarm for fire.
10. Do not reenter the building until the fire alarm has been shut off and a Blue Mountain College Official or a member of the Blue Mountain Fire Department tells you it is safe to enter.
11. If there is a fire in your room, pull the fire alarm, Use a wastebasket full of water, a fire extinguisher, or a blanket to smother out the fire, and call the RD. Never risk your personal safety.

## FIRE SAFETY

It is our goal to make every effort to provide a safe and secure environment for each individual, student, faculty, staff, and visitor to our campus. However, this requires the cooperation of everyone. For your protection, the following guidelines are to be followed:

- Fire safety equipment is not to be tampered with (smoke detectors, fire extinguishers, fire alarms, hoses, etc.) Leave fire extinguishers in their designated location. Don't disable smoke detectors or remove the batteries.
- Do not set any unauthorized fire in or on College property.
- Burning incense, candles, oil lamps, or other open-flamed items in residence hall rooms is not allowed.
- Extension cords may be used in College facilities, but must be UL approved heavy duty wire with individual breakers. Don't pinch cords against walls or furniture or run them under carpets. Never tack or nail cords.
- Outlet adapted cubes should not be used. If you need additional outlet capacity, use a breaker type power strip.
- Keep all exit doors and paths to exits clear.
- Keep a flashlight handy to use in the event of a fire evacuation.
- Only non-combustible decorations are to be used in College buildings. No live Christmas trees or wreaths are to be used in residence halls.
- Furniture and beds must be placed in rooms so as to not obstruct heaters.
- Space heaters are not allowed in residence halls.
- The only cooking devices allowed in student rooms are small microwave ovens. Toaster ovens are only allowed in kitchens. If a fire starts in a microwave oven, keep the door closed and unplug the unit.
- Coffee makers, curling irons, clothes irons, hair straighteners, hot pots, and other such appliances should have an automatic shut off.
- Storage and use of flammable materials such as spray paint, gasoline, propane, etc. is prohibited in all residential areas.
- Halogen lamps and multi-headed lamps with plastic shades are prohibited. Use light bulbs that match the recommended wattage on the lamp or fixture. Place lamps on level surfaces away from items that can burn.
- Blue Mountain College is a tobacco free campus. Smoking and other tobacco use is prohibited on College property.

## TORNADO OR BAD WEATHER ALERT

Although the college has not experienced a tornado, drills may be conducted periodically to ensure the safety of the resident students.

The alert will be announced, at which time the following procedures should be followed for a tornado warning:

1. Students in Stevens and Whitfield are to proceed in an orderly fashion to the basement of the building. Cockroft residents should proceed to the first floor hallway. Students in college houses, if time permits, go to the basement of SUB. If there is not time, go to the bathroom in the most center part of the house.
2. Students in Southplex /Southplex Annex should go to tornado shelter or tcenter bathroom if not enough time.
3. Students in Mountain Village should go to center
4. Students should face the wall and crouch on the floor.
5. Students should bend over with their hands on their head.
6. Students should keep away from windows, doors, glass, and large rooms.

***During threatening weather, a prolonged blast from the siren in the town of Blue Mountain must be considered an alarm for which action must be taken. The Town of Blue Mountain performs testing of the tornado siren periodically.***

**ORGANIZATIONS  
AND  
PUBLICATIONS**

## SCHEDULING EVENTS

The Director of Student Activities should be contacted to schedule events for student organizations, societies, academic clubs, and other student planned events. The date, time, and place of all student activities and events, including regularly scheduled meetings, should be cleared through the Director of Student Activities who will place the event(s) on the master calendar. The Director of Student Activities may be contacted at 662.685.4771 Ext. 109.

## STUDENT BODY ASSOCIATION

The purpose of the Student Body Association of Blue Mountain College shall be to maintain the best ideals of the college, to maintain the highest standards of honor in every phase of college life, and to promote the principles of servant leadership in all student activities.

President:	James Baker
Vice President:	Michelle Calderon
Secretary/Treasurer:	Nolan Bennett
Berean Representative:	Dalton Tudor
BSU Representative:	MeKayla Sheene
Commuter Representative:	Monica Winningtham
Ekklesian Representative:	Zach McDonald
Eunomian Representative:	Caroline McClure
Euzelian Representative:	Andria Barnes
Koinonia Representative:	Molly Woolworth
Ministerial Representative:	Brandon Yates
Modenian Representative:	Savannah Thomas
Advisors	Christina Smith, John Baker

## BAPTIST STUDENT UNION

The Baptist Student Union is an organization which strives to coordinate the various religious activities on campus and to stimulate spiritual growth. A balanced program of Christian fellowship, service, small group Bible study, worship, and witness is provided. A full-time director is in charge of the center and its activities.

President:	Mallorie Sweat
Women's Discipleship:	Sarah ward
Men's Discipleship:	Coty Cook
Missions Fundraising:	Taryn Rhodes
Missions Education:	Grace Durbin
Women's Athletic Ministry:	Emily Standard
Men's Athletic Ministry:	Kyler Mahar
Worship:	Lynnse Phelps, Luke Romine
Social:	Faith Walgenbach
Prayer:	Elijah Fox
Special Events:	Becky Rinehart
SBA Representative:	Mekayla Sheene
Advisors:	Tracy Moser, Beverly Moffitt

## SOCIETIES

Societies provide students an opportunity to belong to a small social group. The societies at Blue Mountain College differ from sororities and fraternities at big universities in a special way. At Blue Mountain College, the student has the option of deciding which of the societies to join. It is not the society which decides whether or not it wants him or her.

### EUNOMIAN SOCIETY

The Eunomian Society was organized as a literary society in 1879 by Mrs. Janie Lowrey Stanford Graves. The motto is 'Quality.' The colors are gold and white, and the flower is the daisy.

President:	Anna Dixon
Vice President:	Lydia Robinson
Secretary/Treasurer:	Myra Gilmore
Social Chairperson:	Faith Walgenbach, Sarah Ward, Hannah Cole
Athletic Director:	Trystan Hamilton
Publicity Chairperson:	Molly Woolworth
Chaplain:	Caroline McClure
SBA Representative:	Mikki Stephenson
Historian:	TBA
Photographer:	TBA
Faculty Advisor:	Nancy McDonald

### EUZELIAN SOCIETY

The Euzelian Society was organized in 1882 by Miss Emily Rutherford. The motto is 'Culture, Poise, and Power.' The colors are blue and white, and the flower is the gardenia.

President:	Whitney Bowens
Vice President:	Hailee Kokos
Secretary:/Treasurer:	Michelle Calderon
Athletic Director:	Rachel Starnes
Chaplain:	Taryn Rhodes
Social Chairs:	Erica Sisman, Kristen Caldwell
Queen Euzelia:	TBA
Winnie the Pooh:	TBA
SBA Representative:	Andria Barnes
Advisor:	Samantha Kohler

## MODENIAN SOCIETY

The Modenian Society was organized in 1907 by the Blue Mountain faculty. The motto is "Originality." The colors are red and white, and the flower is the rose.

President: ..... Monica Winningham  
Vice President: ..... Savannah Thomas  
Secretary/Treasurer: ..... Tayler Carlisle  
Athletic Director: ..... TBA  
Chaplain: ..... TBA  
SBA Representative: ..... Savannah Thomas  
Social Chair: ..... TBA  
Photographer: ..... TBA  
Faculty Advisor: ..... Renita Gossett

## BEREAN SOCIETY

As a result of BMC becoming a co-educational institution, the Berean Society was established during the 2006-2007 school year. Motto: "Possessing the Right Heart". Colors: "Navy Blue and Orange". Symbol: Grail Cross. Mascot: Ninja Turtles. Scripture: Acts 17:10-11.

President: ..... Luke Romine  
Vice President: ..... Ed Bender  
Secretary/Treasurer: ..... Zaen Harbin  
King: ..... Elijah Fox  
Athletic Director: ..... Josh McFall  
Chaplain: ..... Bobby Skinner  
SBA Representative: ..... Dalton Tudor  
Events Coordinator: ..... Seth Pierce, Casey Cagle  
Elders ..... William Thompson  
Faculty/Staff Advisor: ..... Brett Fowler

## EKKLESIAN SOCIETY

As a result of BMC becoming a co-educational institution, the Ekklesian Society was established during the 2006-2007 school year. Motto: "Authentic". Colors: "Red and Black". Symbol: TBD. Mascot: "The Transformers." Scripture: I Peter 2

President: ..... Jacob Riley  
Vice President: ..... Adam McMasters  
Secretary/Treasurer: ..... Jason Watts  
Chaplain: ..... Miciah Heard  
Athletic Director: ..... Eric Hunter  
Emperor: ..... TBA  
Recruiter ..... TBA  
SBA Representative: ..... Zach McDonald  
Faculty/Staff Advisors ..... Jamieon Davis, Jim Gossett

## SENIOR CLASS OFFICERS (Class of 2017)

President:.....Cadley Burns  
Vice President:.....Lynnse Phelps  
Secretary:.....Miah Edmonds  
Treasurer:.....Dom Hudson  
Chaplain:.....Mark Robbins  
Faculty/Staff Advisor: .....Mrs. Kayce Bragg

## JUNIOR CLASS OFFICERS (Class of 2018)

President:.....Lauren Ashley Collins  
Vice President:.....Rachel Starnes  
Secretary:.....Morgan Whitaker  
Treasurer:.....Lydia Robinson  
Chaplain:.....Elijah Fox  
Faculty/Staff Advisor: .....Dr. Elizabeth Crews

## SOPHOMORE CLASS OFFICERS (Class of 2019)

President:.....Dalton Tudor  
Vice President:.....Adam Fleming  
Secretary:.....Jessica Peterson  
Treasurer:.....TBA  
Chaplain:.....Will Livingston  
Faculty/Staff Advisor: .....

## OTHER ORGANIZATIONS AND CLUBS

**Alpha Chi:** Alpha Chi is a national honor society that admits students from all academic disciplines. Membership is limited to the top ten percent of an institution's junior, senior, and graduate students.

**Alpha Psi Omega:** Alpha Psi Omega is a national honorary society. The Blue Mountain College chapter was established in 1948. Membership is extended to students who have demonstrated a high standard of work in theater.

**Apple:** The purpose of the Association of People Preparing for Leadership in Education is threefold--complementing classroom instruction, enhancing professional growth through the development of leadership skills, and developing social interaction among future educators. APPLE is an umbrella of MAE-SP and MPE.

- **Mississippi Association of Educators-Student Program (MAE-SP):** Membership is open to students enrolled in or preparing to enter an education program. The purposes of the organization are to increase interest in the field of education, to aid prospective teachers in understanding the role of the professional educator in society, and to encourage personal professional growth through participation in the work of the local, state, and national organization.
- **Mississippi Professional Educators (MPE):** Founded in 1979, this statewide organization is for professional educators, including administrators, teachers, assistant teachers and other non-certified staff and retirees, in pre-K through graduate education in both public and private institutions. The MPE promote education and achievement for the children of Mississippi, partnerships among administrators, teachers, parents, and students toward positive learning environments, and high standards of personal and professional ethical conduct.

**Baptist Student Union:** The Baptist Student Union is an organization which strives to coordinate the various religious activities on campus and to stimulate spiritual growth. A balanced program of Christian fellowship, service, small-group Bible study, worship, and witness is provided. A full-time director is in charge of Broach Hall, the BSU building, and all of the activities of the organization.

**Beta Beta Beta, Pi Tau Chapter:** Tri-Beta is an Honor Society for students, particularly undergraduates, dedicated to improving the understanding and appreciation of biological study and extending boundaries of human knowledge through scientific research.

**BMC Ambassadors:** The purpose of this organization is to promote active engagement and closer fellowship between the alumnae of the College and current students of the College; work with the Alumni Association in perpetuating the traditions, spirit, and ideals of Blue Mountain College as exemplified by the Founders; to advance the interest of the College through every reasonable means; to serve with the Alumni Association and the College in mutual areas of involvement and interest; and to act as a channel of information and encouragement between the alumni of the College and the current students.

**Campus Kappa Kappa Iota:** The Campus Kappa, Kappa Kappa Iota, offers opportunities to the college student of good reputation and character who has declared an education major. All members must maintain at least a 2.50 grade point average. The organization offers personal, career, and leadership development; service to education and the community; and lasting friendships. Scholarships are available from local chapters, the state and national organization.

**Cap and Gown Honor Society:** The Cap and Gown Honor Society is an honor society for junior and senior students with scholastic standing in the upper one-fourth of the class. The purpose of the organization is to advance a spirit of scholarship, recognize and encourage leadership, and provide opportunities for community service.

**Centerstage:** Centerstage is the Blue Mountain College theater club. Membership is open to anyone interested in theater. Members of Centerstage, along with Alpha Psi Omega, plan several trips each year to see theater performances.

**English Club:** Membership is open to English majors and minors. Projects include guest speakers, visits to drama productions, and a spring poetry reading.

**Intramural Association:** The object of this association shall be the promotion of participation in intramural sports by the students, the development not only of the body but also of the mind in fair play and good sportsmanship, stimulation of health consciousness, and the encouragement of activities that promote good health. A twelve-member council elected by the students serves the association.

**Kappa Delta Pi, Alpha Delta Psi Chapter:** Kappa Delta Pi International Honor Society in Education, the largest honor society in education, is a community of scholars dedicated to the worthy founding ideals of science, service, toil, and fidelity to humanity. Through the work of the more than five hundred active chapters around the world, Kappa Delta Pi, provides opportunities for educators to participate in activities to promote leadership, service and lifelong learning.

**Kappa Kappa Iota, Campus Kappa Kappa Iota:** The Kappa Kappa Iota, Campus Kappa, offers opportunities to the college student of good reputation and character who has declared an education major. All members must maintain at least a 2.50 grade point average. The organization offers personal, career, and leadership development; service to education and the community; and lasting friendships. Scholarships are available from local chapters, the state and national organization.

**Koinonia:** Membership is open to women interested in pursuing full-time Christian vocations. The purpose of the organization is twofold: to promote and encourage Christian growth through fellowship with like-minded women and to inform women of the many opportunities open to them for Christian service. Attendance at the meeting is required of all women students receiving aid from the Board of Ministerial Education and/or receiving CRV Scholarships.

**Ministerial Association:** The purpose of this organization is to strengthen the relationship between the college and ministerial students who are called into church-related vocations, to provide fellowship, to provide a peer support system, to provide practical insights into a variety of ministry experiences and to maintain the highest standards of honor in every phase of college life. Attendance at the weekly meeting is required of all students receiving aid from the Board of Ministerial Education and/or receiving CRV scholarships.

**Modern Foreign Language Club:** Membership is open to any student currently enrolled in Spanish classes or who has an interest in Hispanic life and culture. Meetings are monthly, with occasional evening film presentations or dinners at local Hispanic restaurants.

**Phi Beta Lambda:** The purpose of this chapter is to provide as an integral part of the instructional program additional opportunities for students in business and/or business-related fields to develop career supportive competencies and to promote civic and personal responsibilities. Members are also given opportunities to compete in events testing their business knowledge and skills.

**Physical Education and Kinesiology Club (PEaK Club):** The purpose of the club is to provide useful and informative programs, discussions, and demonstrations in the varied areas of physical education for members who major in physical education.

**Pi Gamma Mu:** The mission of Pi Gamma Mu Honor Society is to encourage and promote excellence in the social sciences and to uphold the ideals of scholarship and service.

**Psychology Club:** Membership is open to students majoring or minoring in psychology. The purpose of the club is to provide field trips, information, fellowship, and an enhanced awareness of the growing field of psychology.

**Scribblers:** The purpose of the organization is to promote creative writing activities of students. Students interested in writing creatively are encouraged to join. The Scribblers organization publishes the *Mountain Breeze*, an annual of journal of essays, poetry, and short stories written by students and faculty of the College. Membership in the organization is competitive. Bids are extended twice yearly to students who demonstrate exceptional writing ability.

**Sigma Beta Delta:** The mission of Sigma Beta Delta was established to encourage and recognize scholarship and accomplishment among students of business management and administration and to encourage and promote aspirations toward personal and professional improvement and a life distinguished by honorable service to humankind.

**Sigma Sigma Gamma:** Sponsored by the Social Science Department, Sigma Sigma Gamma promotes a camaraderie among students working toward a major or minor in social science and provides opportunities for students to participate in programs of both historical and current interests.

**Sigma Tau Delta, Alpha Omicron Delta Chapter:** The central purpose of the International English Honor Society and this chapter is to confer distinction upon outstanding students of the English language and literature in undergraduate, graduate, and professional studies.

**Societies:** Societies provide students an opportunity to belong to a small social group. The societies at Blue Mountain College differ from sororities and fraternities at big universities in a special way. At Blue Mountain College, the student has the option of deciding which of the societies he/she will join. The society does not decide whether or not to accept the student. There are five societies available on the BMC campus—three for females and two for males.

**Society of Mathematicians and Scientists:** Membership is open to students who are majoring either in mathematics or one of the sciences. The purpose is to provide a wider background through varied programs and field trips.

**Student Body Association:** This organization is the official representative of all students. The purpose of the SBA is to encourage participation in a wide variety of campus activities, to maintain the best ideals of Blue Mountain College, and to maintain the highest standards of honor in every phase of college life.

**Theta Alpha Kappa:** Theta Alpha Kappa Honor Society exists to encourage, recognize, and maintain excellence in Religious and/or theological Studies within baccalaureate and post-baccalaureate degree programs, and also within the academic profession of these studies more broadly understood.

**Vivacé Club:** The club is the organization for music majors and minors. Membership is open to all students interested in music. Vivacé strives to stimulate interest in music throughout the campus. The club presents informative programs on special phases of music each semester. Vivacé furnishes ushers for music recitals/programs and coordinates receptions for guest artists, music faculty, and senior student recitals.

## **BMC PUBLICATIONS**

### ***STUDENT HANDBOOK***

The *Blue Mountain College Undergraduate Student Handbook* is published by the Office of Student Services. It contains the rules and regulations with which all students should be familiar. The student handbook also contains information regarding campus organizations and activities. The student handbook may be accessed under the Student Life section at [www.bmc.edu](http://www.bmc.edu).

### ***MOUNTAIN BREEZE***

The *Mountain Breeze*-the student literary journal-contains stories, poetry, essays, and criticisms. Contributions are solicited from the entire student body as well as from the faculty and staff. The *Mountain Breeze* staff is selected at the end of each academic year.

### ***MOUNTAINEER***

The *Mountaineer*, the student yearbook, is published by a student staff working on a volunteer basis. The staff members serve as section editors for the yearbook. The *Mountaineer* is a pictorial view of campus life and the environment which makes Blue Mountain College so special. The staff is selected at the end of each academic year.  
*The campus publications are edited and managed by students under the supervision and direction of a faculty/staff advisor.*

### ***The B M SEER***

The *B M Seer* publication is produced periodically by students under the direction of the English faculty. Topics include campus life and activities, interviews, and special events.



# **CAMPUS SERVICES**

## ADMINISTRATIVE OFFICES AND HOURS

Office of Admissions	8:00 a.m. - 4:30 p.m.
Office of Alumnae/Alumni Affairs	8:00 a.m. - 4:30 p.m.
Office of Academic Affairs	8:00 a.m. - 4:30 p.m.
Office of Business Affairs	8:00 a.m. - 4:30 p.m.
Office of Student Services	8:00 a.m. - 4:30 p.m.
Office of Financial Aid	8:00 a.m. - 4:30 p.m.
Office of the President	8:00 a.m. - 4:30 p.m.
Office of Public Relations	8:00 a.m. - 4:30 p.m.
Office of the Registrar	8:00 a.m. - 4:30 p.m.
Office of Student Affairs	8:00 a.m. - 4:30 p.m.

## DINING HALL

All resident students are required to pay room and board which entitles the student access to meals in Ray Dining Hall. If a student must have a special diet, the physician's prescribed diet must be provided. Meals are served in Ray Dining Hall at the following hours:

### Monday-Friday

Breakfast	7:15 a.m. - 8:30 a.m.
Dinner	11:00 a.m. - 1:30 p.m.
Supper	5:30 p.m. - 7:30 p.m.

### Saturday

Breakfast	8:30 a.m. - 9:30 a.m.
Dinner	12:00 p.m. - 1:00 p.m.
Supper	5:00 p.m. - 6:00 p.m.

### Sunday

Breakfast	8:30 a.m. - 9:30 a.m.
Buffet	11:30 a.m. - 1:30 p.m.
Supper	5:00 p.m. - 6:00 p.m.

If it is necessary for a student to eat at other than the scheduled hours, a special permit must be obtained from the Office of Student Services and presented to the manager of the dining hall.

Reservations for guests must be made at least one meal in advance unless there is some emergency. It is the student's responsibility to make arrangements with the dining hall manager to pay for the meals of her/his guests.

All activities involving the dining hall must be cleared with the manager before placing them on the master calendar. Students must plan with the dining hall manager two weeks in advance for menus for formal dinners, banquets, and other special occasions.

Dress in the dining hall should be the same as for class. Caps and hats are never worn in the dining hall or at meals.

*Student identification cards (IDS) must be presented in order to eat in Ray Dining Hall.*

***SOUTHPLEX residents, check with Resident Manager for breakfast and supper meal times.***

## GUYTON LIBRARY

Guyton Library provides a favorable environment for reading, research, and study for BMC students, faculty, and staff. To maintain that environment, patrons should enter quietly and turn electronic devices to vibrate or off. Patrons need to receive or place calls prior to entering the library. The collection includes books, periodicals and newspapers, audiovisual material, and electronic resources. There are laptops for student use in the library. Students must present a student ID in order to check out laptops or library material. While the collection primarily contains resources for study and research, some current fiction and leisure materials are included. Patrons may access electronic resources through the Guyton Library mini-website [http://www.bmc.edu/library\\_minisite.asp](http://www.bmc.edu/library_minisite.asp). If a book or article is not available, the library can often get it through interlibrary loan from another library. Reproduction services include a self-service copier and computer printer near the main desk and a microfilm/fiche reader/printer in the study room. A computer scanner allows patrons to scan and save materials to a USB memory storage device. The May Gardner Black collection, the Dr. Mary Raleigh Anderson Room, and the Mary Dean Hollis Historical Doll collection offer patrons an opportunity to revisit the history and heritage of the College.

**FINES:** The administration requires students to settle all library accounts before taking examinations. Fines on overdue material or for replacement of lost materials are to be paid promptly. There is a five-cent per day fine for overdue three-week materials and twenty-five cents per day charge for overdue reserved and audiovisual materials.

**DRESS:** Dress in the library should be the same as for class attendance.

## GUYTON LIBRARY

**HOURS:** Monday – Thursday .....7:45 a.m. - 11:00 p.m.  
Friday .....7:45 a.m. - 4:30 p.m.  
Saturday.....12:00 p.m.– 4:00 p.m.

(Guyton Library is closed on Sunday as well as during chapel on Wednesdays and Fridays.

## THE CURRICULUM LAB

**HOURS:** Monday through Friday ..... Posted at beginning of each term  
(The Curriculum Lab is closed during chapel.)

Located in Room 126 of the downtown Education Building, the Curriculum Lab provides materials and study space to prepare lesson plans and educational activities. The lab contains curriculum development materials: textbooks, workbooks, posters, bulletin board supplies, and manipulatives. Wireless capabilities are available for use with laptops. Two desktop computers are available for student use. Printing services are **not** available in the lab.

## JOHNNIE ARMSTRONG GAL-RY AND CAMPUS STORE

The campus store, located in the Johnnie Armstrong Gal-ry, offers course support materials, Bibles and devotionals, classic novels, school and office supplies, gifts, and collegiate memorabilia. The store is open to the public and the campus community from 8:00 a.m. - 4:30 p.m. Monday through Friday. Textbooks are only offered for sale through our website at [www.bmc.edu/bookstore.asp](http://www.bmc.edu/bookstore.asp). A list of the textbook ISBNs is also available at this link.

## VENDING

A variety of snacks and soft drinks and bottled water is available in the vending machines on the lower level of the Paschal Student Union Building (SUB). Snack and drink machines are also available in Fisher-Washburn Hall and the Education Building and Cockroft residence hall. Drink machines are available in Whitfield and Stevens, residence halls as well as in the Wellness Center, Guyton Library and the Campus Store.

## HEALTH SERVICES

The goal of Blue Mountain College Health Services is to improve wellness through an atmosphere of helpfulness and caring. Health care services are provided in the following ways:

1. Any resident student who is sick enough to miss a meal, classes, or chapel is asked to report to the Resident Director. No food is to be brought to a student in the resident hall room from the dining hall without special permission from the Resident Director.
2. If a resident student becomes ill during the night, the Resident Director must be notified.
3. Any student needing medical attention while attending classes should report to the Office of Student Services or the Office of Business Affairs.
4. Students are responsible for their own major medical health insurance. The student should have a copy of their insurance card and keep it with them at all times. The student and or the students family is responsible for all medical expenses including expenses related to mental health.
5. Parents may be notified of any serious health problem that requires hospitalization.

Hospitals are located in New Albany and Ripley.

## CAMPUS MAIL SERVICES

The mailing address for the college is PO Box 160; Blue Mountain, MS 38610 and the ship-to address (physical address) is 201 W. Main St.; Blue Mountain, MS 38610.

Personal mailboxes (PMBs) are in the Campus Store which is located in the Johnnie Armstrong Gal-ry. Full time resident students, academic departments and administrative offices are assigned postal mailboxes. A list of assigned PMBs is posted on a bulletin board outside the mail room. Combinations for mailbox locks are available from the mail supervisor.

Incoming mail is distributed to PMBs by 10:00 a.m. Monday-Friday. Mail received for students during extended holiday periods will be forwarded to the address on record. Stamps are available for purchase in the campus store.

Outgoing mail or mail for campus distribution should be placed in the appropriate slot located adjacent to the mail room door by 2:30 p.m.

Scheduling pickups for outgoing FedEx and UPS packages is the responsibility of the sender. The shipment must be prepared and labeled according to the courier's specifications before it will be accepted at the campus mail room.

## STUDENT ACTIVITIES

Blue Mountain College seeks to provide a variety of different activities to allow the student body to be involved and find their niche. Our Student Activities Council is working to engage our students in participation in the total college experience. The Student Body Association will periodically sponsor different events. The College is excited about the possibilities of opportunity to include our students in a variety of ways.

## PHYSICAL EDUCATION FACILITIES

The physical education facilities include the Wilfred C. Tyler Physical Education Center (gym), the swimming pool, the tennis courts, and the golf course.

**GYM:** Sports that may be played in the gym are badminton, volleyball, basketball, and tennis. Only tennis shoes are allowed on the playing floor of the gym and on the tennis courts. The gym is open during specific hours for recreation and is not to be used when classes are in session. The person on duty during these hours is responsible for checking out equipment and for lights. Hours will be posted.

**SWIMMING POOL:** The swimming pool is to be used *only* when a lifeguard is on duty. No glass containers are allowed inside the fenced swimming area. Hours will be posted

## WELLNESS CENTER/BLUE MOTION

The College received a grant from BlueCross BlueShield to construct a Wellness Center, a 7,800 square foot addition to the Education Building and opened in the fall 2014 semester. Fifty different pieces of exercise equipment will give students access to a variety of physical exercises. The building will house the program in Exercise Science including three faculty offices, a classroom, and a classroom/lab. Tyler Gymnasium will also be available at certain times for student use. These facilities serve the needs of the BMC Family as a part of the philosophy of the College to nurture mind, body, and soul. Blue Motion, also which was funded through a grant from Blue Cross/ Blue Shield will have different classes and activities for students and community. A walking trail/track has been constructed beginning to the left of Gal-ry Campus Store.

Normal hours of operation are:

**Monday through Saturday:** 5:00 AM to 11:00 PM

**Sunday:** 2:00 PM to 5:00 PM

## LAUNDRY

Cockroft, Stevens, Whitfield, and Southplex Annex, and Mountain Village Residence Halls, and the College Houses, have laundry rooms equipped with washers and dryers for students who reside in that residence hall. The college houses also provide a washer and dryer for student residents. These services are provided only for the residents of that particular hall or house.

## MASTER CALENDAR

The sponsor of the group involved should be contacted to schedule events for student organizations, societies, academic clubs, classes and other student-planned events. That sponsor of the specific group will confirm the request with the master calendar in the President's Office for placement. The Student Activities Committee will be helping with planning different

## CAMPUS COMPUTING SYSTEM

Students are encouraged to make use of the campus computing system. Acceptable use begins with individual responsibility in adhering to all local, state, and national laws. Furthermore, in keeping with the mission and goals of the College, all computing use should promote the academic, social, spiritual, and moral development of the campus. The fully stated College policy regarding acceptable computer use is posted in all computer labs and may be accessed at [www.bmc.edu](http://www.bmc.edu) in the Academics section. Computer labs for student use are located in Guyton Library, Fisher/Washburn, Lowrey Administration Building, and the downtown academic building.

Students enrolling at Blue Mountain College will be assigned an e-mail account. Students should regularly check their BMC e-mail for notifications from College faculty and staff. The account will remain active as long as you are enrolled at Blue Mountain College. The Office of Information Technology Services will provide additional technology information during orientation, including access to wireless internet services while on the BMC campus and an Instant Notification Service that alerts students to weather advisories, school closing, event cancellations, etc. Consult the Information Technology Services page on the BMC Website for more information about these services.

## STUDENT IDS

Students are required to obtain a student identification card. The cost is covered in the registration fee for all students. Student IDS will be required:

- to eat in Ray Dining Hall
- to check out laptops or library material in Guyton Library and
- to gain entrance to all athletic events.
- for verification of chapel attendance.
- for entry by a resident student to his/her assigned residence hall
- for entry into the Education Building

Cost of replacing a student identification card is \$30. Photos for new student identification cards will be taken in the Admissions Office located in the Lower Level of the Paschal Student Center (SUB)

## AVAILABLE COUNSELING SERVICES

- Communicare 820 Highway 178 East, Holly Springs, MS 38635 662-252-4140, Intake 662-252-4140 [www.communicarems.org](http://www.communicarems.org).
- Region IV MH/MR Commission- Booneville Extension Office 2100 Chambers Street, Booneville, MS 38829 662-728-3174, Intake 662-728-3174, Hotline 662-728-3175, [www.regionivmhs.com](http://www.regionivmhs.com)
- Region IV MH/MR Commission- 401 New Hope Drive, Corinth, MS 38835 662-286-7199, Intake 662-286-7199, Hotline 888-287-4443, [www.regionivmhs.com](http://www.regionivmhs.com)
- North Mississippi Medical Center Behavioral Health Center 4579 South Eason Boulevard, Tupelo, MS 38801 662-377-3161, Intakes 662-377-3161-3154 ,800-442-2238, Hotlines 662-377-3161 800-442-2238 [www.nmhs.net](http://www.nmhs.net)
- Region III Chemical Dependency Services, Lifecore Health Group Addiction Services 920 Boone Street, Tupelo, MS 38804 662-987-4260, Intakes 662-844-3531-100 ,662-844-3532-135, Hotlines 662-844-3531 662-844-1717
- Communicare Haven House 152 Highway 7 South, Oxford, MS 38655 (662) 234-7237, Intake (662) 234-7237 , Hotline (662) 234-7521 [www.communicarems.org](http://www.communicarems.org)
- Communicare Outpatient Treatment 152 Highway 7 South, (662) 234-7521, Intake (662) 234-7521 Hotline (662) 234-7521, [www.communicarems.org](http://www.communicarems.org)
- Quinco Mental Health Center McNairy County Center 641 East Poplar Street, Selmer, TN 38375 731645-5753, Intake 800-53 2-6339, Hotline 800-467-2515
- Quinco Community Mental Health Center 10710 Old Highway 64, Bolivar, TN 38008 (731) 658-6113, Intake 800-532-6339 , Hotline 800-467-2515
- Professional Care Services of West Tennessee, 12615 South Main Street, Somerville, TN 38068, (901)465-9831, Intake (901) 465-9831, Hotline (800) 353- 9918 [www.pcswn.org](http://www.pcswn.org)



# **CAMPUS SAFETY INFORMATION**

## CAMPUS TRAFFIC REGULATIONS

1. We request the cooperation of students and employees of the College in the effort to make campus driveways and parking areas safe and convenient.
2. Loading zones must be left free for the designated purpose. Included are the areas at the Guyton Library and at the Paschal Student Union Building (SUB).
3. Students are not to park *in spaces including* 1) the faculty parking lot next to the Administration Building, 2) the left side road next to the Administration Building 3) around Guyton Library and the front of Garrett Hall, 4) to the left side of Whitfield dormitory and 5) any other faculty/staff designated spaces. Park only in marked spaces. Do not park in any reserved spaces. Parking violation tickets will be issued and will be charged \$25.00 per violation.
4. Campus streets must be left free for traffic. The driveway between Broach and Fisher-Washburn has been designated as one-way. Do not block campus driveways. Do not park in undesignated places because traffic must not be hindered or blocked.
5. College personnel spend time and money to beautify the campus. Cooperate with the effort-use designated areas for traffic. Do not drive or park on the grass anywhere on campus.
6. The north entrance to the Paschal Student Union Building (SUB) was designated for pedestrian use. Please do not park or turn around on the brick and gravel/concrete area. The surface is damaged by improper use.
7. Campus streets require a moderate rate of speed. Please drive carefully and at a reasonable rate of speed; use lower beam lights at night.
8. Parking decals are required for students as well as for College employees.
9. Replacement parking decals are \$27.
10. ***Students driving to the intramural fields or the Sportsplex should follow the 35 MPH speed limit as you are passing houses in the community going to the fields. Please respect these Blue Mountain residents. If you receive a ticket from the Town of Blue Mountain Police, we cannot do anything about it.***

## GENERAL GUIDELINES FOR SAFETY

This guide has been prepared to help ensure the safety of the entire college population. By taking time to read and become familiar with the suggested procedures to follow in the event of emergencies, you will take a step in assuring your own safety as well as the safety of those around you.

### **BOMB THREATS**

1. In case of bomb threat warnings, immediately:
  - Call the Office of Business Affairs (Ext. 133), the Office of Student Services (Ext. 144), or the Resident Director, or
  - Notify the Security Officer (512.8059), or
  - Call 911.
2. If evacuation is made:
  - Do not touch any suspicious objects. Report anything out of the ordinary to college personnel.
  - Evacuation of a building should be at least 300 feet away from the building.
3. Investigator's Report
  - If you received the call, make yourself available to investigating officers.
  - Do not discuss the call with others.

### **EARTHQUAKE**

#### **Things to keep in mind:**

1. Earthquakes happen with little or no direct warnings. Predictions-even if accurate-are general, not specific.
2. You cannot prevent an earthquake, and you definitely cannot avoid one. You can, however, make some preparations that will lessen the danger to you.
3. Movement of the ground is seldom the actual cause of death or injury. Most casualties result from partial collapse of buildings, from falling objects, and sometimes from human panic.

#### **Things to do in advance:**

1. Have a flashlight available with good batteries.
2. Keep a plastic container of drinking water.
3. Check your room and other surroundings for hazards, such as objects on high shelves or objects hanging on walls.
4. Know exit routes from each building that you use

### **When an earthquake hits:**

1. If you are indoors, stay there, at least for a few minutes after the shaking subsides. (Exception: If there is a fire or if there is a wall about to collapse, you need to cautiously move away.)
2. If you are outdoors, get into the open.

### **After an earthquake:**

1. Give first aid if needed. Do not move seriously injured people.
2. Do not use telephones; hang up receivers that have fallen from their cradles.
3. If medical aid is needed, go or send someone to contact college personnel.
4. If you detect a gas leak, go or send someone to contact college personnel.
5. Avoid fallen electric lines.
6. Do not join a panicky crowd that may be scrambling for doors or stairs.
7. Stay calm; act cautiously and deliberately.

### **Things you may want to know about college preparations for an earthquake or similar emergency:**

1. The maintenance department has an emergency plan for shutting off natural gas, electric, and water lines. If the emergency occurs at night, the security officer knows what to do.
2. Ray Dining Hall has food for approximately one week, depending on the number of people involved and the severity of the damage.
3. All appropriate personnel are expected to be available as quickly as circumstances will allow. Of course, much will depend on public cooperation and a general spirit of calmness and caution.

## **FIRE**

In the event of a fire, proceed according to the following plan:

1. Report the fire. If minor, report to college personnel. If the fire is major, call 911.
2. Evacuate the building. Occupants are to be at least 300 feet from the structure and out of the way of fire department officials. Residence hall personnel will proceed according to the plan found in the *Blue Mountain College Undergraduate Student Handbook*.
3. Render first aid as necessary.
4. Confine fire by closing the door to the area involved.
5. Those trained in the use of fire extinguishers may fight small fires. Do not endanger your life fighting any fire.
6. Keep access roads open for emergency vehicles.
7. No one should return to the building until the fire department officials declare the area safe.

## **HAZARDOUS MATERIALS**

The American Chemical Society guidelines are taught and followed in the science laboratories. In the event of a large scale chemical spill, proceed according to the following plan:

1. Evacuate the immediate spill area to a spot upwind and uphill from the spill. For a major spill outside a building, the entire building should be evacuated.
2. Render first aid as necessary.
3. Notify college personnel and give following details:
  - Location of spill.
  - Material spilled and approximate amount.
  - Any additional information known about the material such as matter (solid, liquid, or gas) or associated hazard (flammable, poison, etc.)
4. Contact the business office to determine if the National Response Center (1-800-424-8802) must be notified.
5. It is suggested that on-site personnel use the following checklist of priorities:
  - Protect the health and safety of people.
  - Protect the environment by containing the spill to the immediate area. Restrict entry of hazardous materials into ditches, storm sewers, or bodies of surface water.
  - Protect physical assets such as buildings, vehicles, or other personal property.

Additional information concerning the use and handling of hazardous material in the science laboratories is posted and taught. The contact person is Dr. William Hockings.

## **FLOODING AND FLASH FLOODS**

### **During heavy rain, stay away from streams, ditches and drain tiles.**

Never drive your car into water of unknown depth. Flooding kills more people every year than any other weather event, and more die in their cars than any other way. As little as a foot of rushing water can wash away many cars. Turn around!

If flooding threatens you, move to higher ground immediately. If you live or work in a flood prone area, know in advance where to go, and be prepared to move NOW, if heavy rain occurs. If roads are closed or flooded, stay out of the area. If authorities ask you to evacuate, obey their directions. A little inconvenience now may save you and your family later.

Keep children away from storm drains, ditches and gutters during heavy rain. It's fun to play in the rushing water, but many have been carried away. Only a few inches of rushing water can carry away a small child.

Be especially careful at night, when you might not see a flooded road until it's too late.

If your vehicle stalls, abandon it and immediately seek higher ground. Many cars have become tombs when swept away by flood waters.

### **Types of Flood Warnings the National Weather Service Issues**

Flood Watches are issued when conditions are favorable for flooding. If flash flooding is the major concern, information about this immediate threat will be contained in the watch.

Flood Warnings are issued when a river is flooding or is expected to flood. Flood Warnings can also be issued when general flooding is expected, but is not expected to be flashy, usually after a prolonged rainy period.

Flash Flood Warnings are issued when immediate action is required. Flash flooding is occurring or is expected within a short period of time.

## **LIGHTNING**

1. If your hair stands on end and your skin tingles, lightning is about to strike. Take cover immediately.
2. If you can't find appropriate shelter, get down to avoid being the highest point for a lightning discharge. When caught in the open, seek shelter in a low area. Crouch down and cover your head with your hands. If you are with a group of people, everyone should scatter out before crouching.
3. If caught in a wooded area, seek out the area with the smallest trees. Stand at least five feet from the trunk of the nearest tree to avoid flying bark, should the tree be hit by lightning.

### **Lightning Safety Rules-Indoor**

1. Stay away from windows. Avoid telephones and electrical appliances (wires connecting to these device run outside of the home and act as lightning rods). Don't wash dishes or take a shower. The pipes will conduct electricity.
2. Unplug computers and other sensitive electrical devices (time permitting) since surge protectors may not protect these items if lightning hits close to the home.
3. Remember, there is no truth to the old myth that "lightning never strikes twice."
4. Take time to learn or refresh your memory on lightning safety rules. That quick dash out in the open when a thunderstorm is in progress may unnecessarily expose you to the possibility of being struck. It is not worth the risk.
5. If a person is struck by lightning, there is no residual charge left on the body. The quick application of CPR may maintain vital body functions until medical help can be obtained.

## **SERIOUS INJURY OR ILLNESS**

In the case of serious injury or illness, the immediate concern is to aid the injured or sick student. The following should be used as general guidelines only.

1. Notify the Resident Director if the injury or illness occurs in a residence hall.
2. Notify the Health Care Coordinator (Ext. 304, 309) Office of Student Services (Ext. 144) or the Office of Business Affairs (Ext. 133).
3. If college personnel are unavailable, call 911.
4. If the injury is serious, do not move the student. Wait until trained medical personnel arrive.
5. If broken glass is involved, notify the Office of Business Affairs (Ext. 133) so further injury can be avoided.

## **SEVERE THUNDERSTORMS**

**Find shelter immediately.** Go to a sturdy building that will withstand high winds. Avoid electrical appliances, metal pipes and corded telephones. When a **Severe Thunderstorm Warning** is issued for your location, treat it the same as you would a **Tornado Warning**. Remember that severe thunderstorms can produce damaging winds, large hail and deadly lightning.

## **SNOW AND ICE**

Classes are not canceled unless it is absolutely necessary. Students and employees should use their own judgment about safety and travel where there is snow and ice. Students will not be penalized for class absences due to hazardous travel conditions.

If classes are canceled due to some weather issue or other emergency situation, that information will be given by the Vice President for Academic Affairs to the college switchboard and to the emergency operations center. Local radio and television stations will be notified. You should sign up for instant messaging to stay current with weather and/ or emergency conditions at BMC.

## **TORNADO WATCH**

1. A tornado watch is a forecast of the possibility of one or more tornadoes in a large area. Continue normal activities, but watch for tornadoes.
2. Upon receiving notification of a tornado watch, the appropriate college personnel will be notified.
3. The watch message should be passed to occupants of the various college buildings.

## **TORNADO WARNING**

1. A tornado warning means that a tornado has been detected and is approaching.
2. The public warning system-a steady blast on the Emergency Preparedness Sirens-will be activated in the event of a tornado warning.
3. Proceed to the lowest floor of the building. Avoid windows, auditoriums, gymnasiums, or other structures with wide free-span overheads.
4. If the warning comes at night or early morning hours, residence hall personnel should awaken everyone to be sure each student is aware of the warning and proceed according to the plan found in the *Blue Mountain College Student Handbook*. The downstairs area of the Paschal Student Center is designated as a shelter in case of tornado.