Compliance Complaints

Eligible students and the parents of a student have the right to file a complaint with the U.S. Department of Education concerning alleged failures by Western Oklahoma State College to comply with the requirements of the Family Educational Rights and Privacy Act (FERPA) of 1974. The name and address of the office that administers FERPA of 1974 is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue SW
Washington, DC 20202-4605
Telephone: 202.260.3887

Terms and Definitions

1. The terms “college” and “Western” all mean Western Oklahoma State College.

2. The term “student” includes all persons taking courses at the college, whether full-time or part-time, taking classes for college credit or developmental (zero level) courses, pursuing undergraduate or professional studies. Persons who withdraw after allegedly violating the student code, who are not officially enrolled for a particular term but who have continuing relations with the college, or who have been accepted for admission are considered “students” as are persons who are living in college residence halls although not enrolled in the institution. Someone who frequents campus and interacts with students in a student-like manner as deemed by the Dean of Student Support Services will also be considered a “student” for purposes of this student code of conduct.

3. The term “faculty member” or “faculty” means any person hired by the college to conduct classroom or teaching activities or who is otherwise considered by the college to be a member of its faculty.

4. The term “college official” includes any person employed by the college, performing assigned administrative or professional responsibilities.

5. The term “member of the college community” includes any person who is a student, faculty member, college official, or any other person employed by or otherwise officially affiliated with the college. A person’s status in a particular situation shall be determined by the President of the college.

6. The term “college premises” includes all land, buildings, facilities, and other property in the possession of or owned, used, or controlled by the college (including adjacent streets and sidewalks).

7. The term “organization” means any number of persons who have complied with the formal requirements for college recognition.

8. The term “Student Conduct Board” means any person or persons authorized by the Vice President for Academic and Student Support Services (VPASSS) to determine whether a student has violated the student code and to recommend sanctions that may be imposed when a rules violation has been committed. In most cases the Dean of Student Support Services or his/her designee will be the Student Conduct Board.

9. The term “Student Conduct Administrator” means a college official, as appointed by the College President to be responsible for imposing sanctions upon students found to have violated the student code. In most cases the dean or his/her designee will be the Student Conduct Administrator.

10. The term “appellate board” means any person or persons authorized by the VPASSS to consider an appeal from a conduct administrator’s determination that a student has violated the student code or from the sanctions imposed by the conduct administrator. Normally the appellate board will be composed of two faculty members, two students, and the VPASSS who will serve as chair. The VPASSS may adjust membership at his/her discretion to expedite consideration.

11. The term “shall” is used in the imperative sense.
12. The term “may” is used in the permissive sense.
13. The Dean of Student Support Services is that person designated by the College President to be responsible for the administration of the student code.
14. The term “policy” means the written regulations of the college as found in, but not limited to, the student code, student handbook, college website and computer use policy, and the academic catalog.
15. The term “complainant” means any person who submits a charge alleging that a student violated this student code. When a student believes that he/she has been a victim of another student’s misconduct, the student who believes he/she has been a victim will have the same rights under the student code as are provided to the complainant, even if another member of the college community submitted the charge.
16. The term “accused student” means any student accused of violating this student code.

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