

APPENDICES

A: Glossary

Admission

The process of being brought into the University. A student is not considered for admission until all specified forms and fees have been received.

Census Date

The day, each term, on which official calculations are determined. For semesters it is the 12th class day, and for summer terms the 4th class day. Registration and Adds may not occur after this date.

Class Days

The days, Monday through Friday, during which the University is in session; **not** the days on which an individual class meets.

Degree Student

One admitted to a degree program.

Drop

The process of terminating enrollment in one or more classes while remaining enrolled for at least one class for the same semester. A fee is charged for dropping a class after the term has started.

Full Time

A degree-seeking undergraduate attempting 12 or more semester hours in a semester. A degree-seeking graduate student attempting 9 semester hours in a semester.

GPA

Grade Point Average. Please check elsewhere in this catalog for method of calculation.

Graduation

The ceremonial completion of a degree program. The degree is not awarded until all academic requirements are certified as completed. The student initiates application for graduation at point of registration for last term of study. Application must be processed for each attempt.

Graduate Student

A student who holds a baccalaureate degree and is enrolled in a graduate program of study.

Hold

A note placed in a student record which restricts a particular activity. Only the office which places a hold can remove it.

Late Registration

A period beginning with the first day of classes and ending on or before the census date during which registration may occur. Special permission may be required. A late registration fee is assessed.

Matriculation

The initial registration as a degree-seeking student toward a particular degree. A student matriculates once for each degree.

Non-Degree Student

One taking classes without the expectation of receiving a degree. A nondegree student is neither part time nor full time, and is not classified as freshman, sophomore, junior, or senior.

Pre/Co Requisite

A requirement that must be completed before/at the same time a course may be attempted.

Registration

Reserving space in a course (a process called tallying) followed by payment of all tuition and fees: it is a two-part process. Registration is not completed until payment has occurred.

Restricted Course

One for which admission is limited to a particular classification of student. A student who has been enrolled in error can be removed administratively.

Transcript

A record of a student's academic history at the University. It is prepared by the Office of Admissions and Records. Please check with that office for preparation schedule and fees.

Withdrawal

The process of dropping **all** classes for a given term. A check-out process is involved, and the student is not associated with the University until the student seeks reinstatement for a subsequent term.

B: Course Abbreviations

The University offers graduate courses in a variety of subjects. The following table lists

1. the graduate subjects offered,
2. their abbreviations or course prefixes, and
3. the colleges or units in which they are taught.

The prefixes are used in course listings in this catalog and the semester class schedule.

Subject	Prefix	College or Unit
Accounting	ACCT	Business
Art	ARTS	Arts, Media & Communication
Bilingual/ESL/ Multicultural	BIEM	Education and Human Development
Biology	BIOL	Science
Biomedical Sciences	BIMS	Science
Business Administration	BUSI	Business
Business Analytics and Information Systems	BAIS	Business
Business Law	BLAW	Business
Chemistry	CHEM	Science
Civil Engineering	CEEN	Engineering and Computer Science
Coastal and Marine System Science	CMSS	Science

Communication	COMM	Arts, Media & Communication
Computer Science	COSC	Engineering and Computer Science
Counselor Education/ Educational Psychology	CNEP	Education and Human Development
Criminal Justice	CRIJ	Liberal Arts
Data Science	DASC	Science
Early Childhood Education	ECED	Education and Human Development
Economics	ECON	Business
Education/Student Teaching	EDUC	Education and Human Development
Educational Administration	ECED	Education and Human Development
Educational Curriculum & Instruction	EDCI	Education and Human Development
Educational Foundations	EDFN	Education and Human Development
Educational Leadership	EDLD	Education and Human Development
Educational Technology	ETEC	Education and Human Development
Engineering	ENGR	Engineering and Computer Science
English	ENGL	Liberal Arts
Environmental Science	ESCI	Science
Finance	FINA	Business
Fisheries and Mariculture	FAMA	Science
Geographic Information Science	GISC	Engineering and Computer Science
Geology	GEOL	Science
Geospatial Surveying Engineering	GSEN	Engineering and Computer Science
Health Care Administration	HCAD	Nursing and Health Sciences
History	HIST	Liberal Arts
Industrial Engineering	IEEN	Engineering and Computer Science
Kinesiology	KINE	Education and Human Development
Management	MGMT	Business
Marketing	MKTG	Business
Mathematics	MATH	Science
Mechanical Engineering	MEEN	Engineering and Computer Science
Music (applied)	MUAP	Arts, Media & Communication
Nursing	NURS	Nursing and Health Sciences
Operations Management	OPSY	Business
Physics	PHYS	Science
Political Science	POLS	Liberal Arts

Psychology	PSYC	Liberal Arts
Public Administration	PADM	Liberal Arts
Public Health	PUHE	Nursing and Health Sciences
Reading Education	READ	Education and Human Development
Science, Mathematics and Technology Education	SMTE	Science
Sociology	SOCI	Liberal Arts
Spanish	SPAN	Liberal Arts
Special Education	SPED	Education and Human Development
Theatre	THEA	Arts, Media & Communication
Writing	WRIT	Liberal Arts

C: Drug and Alcohol Abuse Prevention Program

Texas A&M University-Corpus Christi is committed to a campus-wide plan to educate students and employees about alcohol and drug issues, discourage the irresponsible use of alcoholic beverages, and prohibit the unlawful use, possession or distribution of controlled substances. The University will act to ensure compliance with all local, state, and federal laws, System policies and University rules and procedures dealing with controlled substances, illicit drugs, and the use of alcohol. The Code of Conduct provides information on alcohol and drug rules and university sanctions. To review the Student Code of Conduct online, go to <http://judicialaffairs.tamucc.edu>.

In effort to ensure that each student is knowledgeable about drugs and alcohol, all incoming students under age 21 are required to complete an online alcohol education course in their first semester of enrollment. For more information, go to <http://iadapt.tamucc.edu>.

To implement an effective drug and alcohol abuse prevention plan, the University will use both formal and informal channels of communication to:

1. disseminate the standards of conduct that govern student and employee behavior,
2. communicate legal sanctions, as well as university disciplinary sanctions that can result from violations, and
3. distribute information about the health risk associated with use and abuse.

The campus will make available referrals to local treatment centers and counsels programs. These referrals will be made within a supportive, confidential, and non-punitive environment under the auspices of the University Health Center, Counseling Center, and/or Human Resources.

Alcohol and Drug Rules

The University prohibits the use or possession of alcoholic beverages on campus by any individual under the age of 21. Failure to comply with this rule violates state law and the rules governing student conduct and will subject the individual to disciplinary action.

Students of lawful age under Texas Statutes may possess and/or consume alcoholic beverages in the privacy of their rooms or apartments in campus residence facilities. However, residence hall occupants and

their guests must comply with state and local statutes concerning possession, sale, and consumption of alcoholic beverages. Any use of alcoholic beverages should be in moderation. Therefore, bulk quantities of alcohol (kegs, cases, party balls, etc.) are not allowed on campus or in residence facilities. Loud or disruptive behavior, interference with the cleanliness of residence facilities, or drinking habits that are harmful to the health or education of an individual or those around him/her are reasons for appropriate disciplinary action by the University.

With limited exceptions, the possession of open containers and the consumption of beer, wine, and/or distilled spirits is prohibited in all public areas of the campus. For the purposes of this rule, residence hall balconies and patios are considered public areas. Although students of lawful age may possess and consume alcoholic beverages in the privacy of their rooms or apartments, all alcoholic beverages transported through public areas on the University grounds and in residence facilities must be unopened and concealed.

All members of the University community are expected to abide by state and federal laws pertaining to controlled substances and illicit drugs. Standards of conduct strictly prohibit the unlawful manufacture, distribution, possession or use of controlled substances, illicit drugs or drug paraphernalia on University property, at University-sponsored activities, and/or while on active duty. Individuals may use prescription medications that are medically necessary and prescribed by a licensed physician.

While the University has limited jurisdiction when alcoholic beverages and illegal drugs are consumed off-campus, members of the University community are encouraged to consider these regulations as a guideline for responsible and lawful behavior. Any recognized student organization that plans to include alcohol at an official function off-campus must obtain permission from Student Activities under the University risk management guidelines. Failure to comply with this requirement will be reason for appropriate disciplinary action by the University.

University Sanctions

Students suspected or found in violation of University drug or alcohol rules and regulations will be notified in writing to appear for a hearing with a judicial affairs officer. Procedures for hearings are outlined in the Student Code of Conduct.

A student found responsible for violating the rules and regulations will be subject to sanctions commensurate with the offenses and any aggravating and mitigating circumstances. Disciplinary actions in cases involving alcohol and drug-related violations result in sanctions up to and including suspension or expulsion from the University and referral for prosecution. Any disciplinary action imposed by the University may precede and be in addition to any penalty imposed by an off-campus authority. Students will be advised of available alcohol and drug counseling at the University Counseling Center and/or referred to a community organization. The University Counseling Center and the University Health Center can provide assistance and referral to appropriate community agencies.

Advisors and faculty members have the responsibility to supervise student activities on all trips. Faculty members should inform students that actions violating state laws, local regulations, and University rules regarding alcohol and drugs will not be permitted on any University trip. Students who violate these guidelines regarding alcohol and drug use on field trips will be subject to disciplinary action.

Health Risks

Alcohol abuse can cause many health-related problems. Approximately 150,000 deaths annually are directly related to alcohol abuse and/or alcoholism. Alcohol abuse can lead to alcoholism, premature death through overdose, and complications involving the brain, heart, liver, and many other body organs. Alcohol abuse is a prime contributor to suicide, homicide, motor vehicle deaths, and other accidental causes of death.

Alcohol abuse also causes liver disease, gastritis, and anemia. Alcohol abuse interferes with psychological functions, causes interpersonal difficulties, and is involved in many cases of child abuse. Alcohol abuse also disrupts occupational effectiveness and causes legal and financial problems. Alcohol used in any amount by a pregnant woman can cause birth defects.

The abuse of illicit drugs can result in a wide range of health problems. In general, illicit drug use can result in drug addiction, death by overdose, death from withdrawal, seizures, heart problems, infections (i.e., HIV/AIDS, hepatitis), liver disease, and chronic brain dysfunctions. Other problems associated with illicit drug use include psychological dysfunctions such as memory loss, thought disorders (i.e., hallucinations, paranoia, psychosis), and psychological dependency. Additional effects include occupational, social, and family problems as well as a reduction in motivation. Drug use by a pregnant woman may cause addiction or health complications in her unborn child.

Campus Resources

A&M-Corpus Christi offers a variety of programs to promote healthy lifestyles and substance-free alternatives. Students can become involved with the planning of drug and alcohol education programs by contacting Student Engagement & Success at 361-825-4284.

University Counseling Center - The University Counseling Center offers students individual counseling, educational programming and support groups focused on alcohol and other drug use, abuse and addiction. An Alcohol Education Program for Minors is also available for minors cited/charged with alcohol-related offenses (MIP, DUI, and Public Intoxication). For more information, call 361-825-2703 or visit the web site at <http://counseling.tamucc.edu>.

University Health Center - The University Health Center can provide information about the health risks of drug and alcohol abuse, as well as general medical care for students. For more information, call 361-825-2601.

I-TEAM - I-TEAM Peer Educators strive to educate the campus community and promote healthy behaviors related to alcohol and drugs. The group facilitates a host of activities year round. Call 361-825-4284 for more information.

University Police Department - The University Police Department educates the University community about drug and alcohol issues as well as enforces local, state and federal law. For more information, call 361-825-4444.

Annual Security Report - This report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by A&M-Corpus Christi; and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning sexual assault, and other matters. Obtain a copy of this report by contacting the

University Police Department 361-825-4444 or by accessing the following web site: <https://police.tamucc.edu/cleryact/campusSecurityAct.html>.

The Biennial Review of the Drug and Alcohol Abuse Prevention Program is conducted to determine program effectiveness and consistency of policy enforcement. Obtain a copy of this report at <http://iadapt.tamucc.edu>.

D: Hazing

Hazing is strictly prohibited and the University will investigate any claim of hazing and take appropriate action. Hazing is defined as:

Any intentional, knowing, or reckless act, occurring on or off the campus of an educational institution, by one person alone or acting with other, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in an organization. The term includes, but is not limited to:

- Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity.
- Any type of physical activity, such as sleep deprivation, exposure to the elements, and confinement in a small space, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
- Any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
- Any activity that intimidates or threatens the student with ostracism, that subjects the student to extreme mental stress, shame, or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from entering or remaining registered in an educational institution, or that may reasonably be expected to cause a student to leave the organization or the institutions rather than submit to acts described in this subdivision.
- Any activity that induces, causes, or requires the student to perform a duty or task that involves a violation of the Texas Education Code Sec. 37.152 and 37.153.

The intent of the act or the consent or cooperation of the hazing recipient will not constitute a defense. The University may charge an individual and/or the officers of a recognized organization with responsibility for the hazing act(s) both on or off-campus. Hazing is also a violation of Texas state law. See the Texas Education Code, sections 37.151 and 51.936 at www.stophazing.org/texas. In summary, a person may be found guilty of criminal conduct for hazing, encouraging hazing, permitting hazing, or having knowledge of the planning of hazing incidents and failing to report in writing his/her knowledge to the Dean of Students or other appropriate institutional official.

Texas law provides any person reporting a specific hazing incident to the Dean of Students or other appropriate institutional official is immune from civil and criminal liability unless the report is in bad faith or malicious.

For additional information on hazing, students may refer to the Student Code of Conduct, which can be found online at judicialaffairs.tamucc.edu, or contact the Student Conduct & Community Standards directly.

E. Student Travel Rule

1. Overview

Texas A&M University–Corpus Christi is supportive of student travel and recognizes that the safety of its students is of the utmost importance. The requirements outlined below apply to student travel that is more than 25 miles from campus to an activity that is organized, sponsored and/or funded by the University or by an organization properly registered at the University. Students traveling on behalf of the University must obtain prior approval from the appropriate department. This rule applies to travel by car, truck, van, bus and airplane. It must be read in conjunction with University Procedure 13.04.99.C1.01, Student Travel Procedures.

2. Travel Safety Guidelines

During travel situations specified above, students must abide by the following safety guidelines. Drivers and passengers must abide by all federal and state laws. In accordance with State law, drivers and passengers must use seat belts or other available safety restraints.

1. Drivers and passengers must abide by all federal and state laws. In accordance with State law, drivers and passengers must use seat belts or other available safety restraints.
2. Drivers must possess a valid driver's license that is appropriate for the classification of vehicle being driven.
3. Drivers, occupants, and their luggage should not exceed the vehicle manufacturer's recommended capacity.
4. Operator fatigue should be considered when selecting drivers. On lengthy trips, alternate drivers should be used to avoid fatigue.

3. Vehicle Options

Listed below are the basic means of travel available to students:

1. Rental Vehicles: Students traveling using a rental vehicle must comply and abide with all University and rental provider rules, regulations, and stipulations.
2. Vans: Fifteen (15) passenger vans may be used; however, only (9) occupants, including the driver, may ride in the van. Nothing may be loaded on top of the van, and all cargo should be loaded evenly. Cargo limit must meet safety requirements. It is preferred that a University employee drive the van.
3. Personal Vehicles: The driver must have adequate motor vehicle insurance and the vehicle must meet all state safety and registration requirements.
4. Commercial Carrier (airplane, bus, train, etc.) Students traveling by commercial transportation must comply with all rules specific to the carrier. This includes laws and regulations regarding carry-on luggage and weight restrictions.

4. Additional Standards

This rule is considered to be a minimum standard. Departments, units, and/or student organizations may mandate additional standards as deemed necessary to address the unique requirements associated with a particular type of student travel.