

**THE UNIVERSITY OF  
CENTRAL ARKANSAS  
UPWARD BOUND HANDBOOK  
2013-2018**

**UPWARD BOUND**

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**MAILING AD**

Upward Bound  
201 Donaghey  
Main Hall, St  
Conway, AR

**PHONE/F**

Phone: 501-45  
Fax: 501-450

**OFFICE HC**

Monday—Fri  
8:00 am—4:3

**AFTER HO**

Michelle Har  
501-288-1978 per  
Jessie Bea  
501-454-2462 w

**EMERGEN**

UCA Police Dep  
501-450-61  
or  
501-450-31

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Academic Year C  
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Students in Uf them become other aspects ence, and part tivities. During

The University six week resid ence Assista and supervisic sional developi tural events, activities.

As an Upward Bound participant, you are required to attend all required classes and complete all appropriate assignments. If you are unable to attend a class or complete an assignment, you may be placed on probation or dismissed from the program.

Stipends will be provided to participants who are attending classes and completing assignments. Stipends will be provided on a bi-weekly basis.

**Academic**  
During the summer session, you will be required to attend all classes and complete all assignments. You will be required to attend all classes and complete all assignments on a bi-weekly basis.

**Saturday**  
UB students will be required to attend all classes and complete all assignments on a bi-weekly basis. Students who do not attend all classes and complete all assignments will be placed on probation or dismissed from the program.

Students who are placed on probation or dismissed from the program will be placed on a subject to be completed. At the conclusion of the summer session, you will be required to complete all assignments and submit them to the coordinator. The coordinator will determine if you are eligible to re-enroll in the program.

**Summer A**  
During the summer session, you will be required to attend all classes and complete all assignments. You will be required to attend all classes and complete all assignments on a bi-weekly basis. The coordinator will determine if you are eligible to re-enroll in the program.

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## **SEXUAL HARASSMENT**

UCA Upward Bound is committed to creating a community that is free from all forms of sexual harassment. We do not tolerate harassment in interactions between staff members. Sexual harassment is defined as unwanted advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when submission or non-submission to such conduct is a condition of a student's participation in activities, programs, or benefits, or offensive environment.

Sexual harassment will not be tolerated in any program or at University of Central Arkansas. Any student who has been the object of sexual harassment should report the matter to the Student Coordinator or Director, and appropriate action will be taken. Staff members who believe they have been unfairly treated should report the matter to the appropriate administrative staff member or who may have a grievance. Any staff member may report the matter to the Coordinator or Director to investigate the complaint and attempt to resolve the matter.

## **DISCIPLINARY PROCEDURES**

Students accused of violating any of the UB program have basic due process rights. If a student is accused of violating the UB program, the following procedure will be noted on a Behavioral Incident Form. The student will be given the opportunity to bring the behavior, and the form is given to the Student Coordinator or Director. The Student Coordinator or Director will notify the student of the violation and the opportunity to give her/his story to the Student Coordinator or Director and to bring in other persons who may be able to help.

The Director, in consultation with appropriate staff, will determine if any disciplinary sanctions will be imposed.

## **DISCIPLINARY PROCEDURES**

**Reprimand**—Oral reprimand regarding the consequences of future behavior. Written reprimands will also be issued if necessary. Parents will be contacted.

## MINOR AND MAJOR INFRINGEMENTS

### Minor Infractions

(loss of that day's stipend)

Minor infractions include, but are not limited to, the following activities

- \*Disregard for curfew
- \*Insubordination: back talking, disregarding instructions, etc.
- Breaking the dress code
- Non-participation in an activity period or class
- Disrespect for residence halls
- Loud/excessive music or noise
- Non-attendance at meal time
- Other actions deemed inappropriate by UB staff
- Rudeness to UCA staff or officials

(Items marked \* could be deemed a "major" infraction.)

### Major Infractions

(could be grounds for loss of that week's stipend, being sent home for the remainder of the summer session, or immediate dismissal from the program)

Major infractions include, but are not limited to, the following activities:

- Intentional damage of property
- Fighting/physical harm to others
- Verbal abuse (vulgarity, cursing, threats, etc.)
- Leaving campus without permission
- Sexual activity
- Possession of weapons (guns, knives, clubs, mace, etc.)
- Possession of drugs (even legal ones not prescribed to you)
- Possession of any alcoholic beverages
- Possession of any pornographic materials
- Possession of any tobacco products (including smokeless)
- Minor infractions deemed "major" by UB staff
- Disrespect to staff on summer trip
- Attempt to leave group while on summer trip
- Disregarding directions given by staff

### A) Saturday Acader

See handbook for  
\_\_\_\_\_ \$10.00

Total for A \_\_\_\_\_

### B) Tutoring (\$10.00)

Four two-hour sessions below. Students w Attendance for the money will not be sences which con:

\_\_\_\_\_ \$10.00 for  
\_\_\_\_\_ \$7.50 for  
\_\_\_\_\_ \$5.00 for  
\_\_\_\_\_ \$2.50 for

Total for B \_\_\_\_\_

### C) GPA (\$10.00 max)

The Grade Point Average \_\_\_\_\_ \$10.00 for  
\_\_\_\_\_ \$5.00 for

Total for C \_\_\_\_\_

Total Stipend (A+B+C) \_\_\_\_\_

\*A minor behavioral infraction occurs. A major infraction is a description of minor infractions.

\*Non-Attendance to Summer Session will result in forfeiture of your stipend.

\*Failure to pick-up and return your stipend will result in forfeiture of the stipend.

\*Students must earn at least 100% of the stipend (equates to half of required stipend).

During the summer, students will receive a stipend of \$10.00 for attending class and \$1.00 for which they attend. Minor infractions will result in a stipend of \$2.00. Major infractions will result in a stipend of \$10.00.

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ture, walls, floors, ceilings, mirrors, windows, dry-erase boards, or doors is not per-

mitted. **Mattresses** are not to be removed from the beds or moved to other rooms. **Furniture** is not to be moved from one room to another or from a lounge to another location.

**Signs/Posters:** Signs, posters, and other materials may be posted only in designated areas with the prior approval of the appropriate hall staff. All camp signs must be removed (taken down and thrown away) before camp checks out of the building.



U P W A R D B O U N D