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Letter to the Liaison

Dear Liaison,

It's my honor to invite you to join in on this year's Homecoming Celebration. Homecoming is all about bringing together our campus and community. Last year we celebrated the past, and this year we are looking forward to the future. It brings me great pleasure to announce this year's theme: <u>The Bulldog Effect!</u>

The Bulldog Effect is all about making a difference. As a campus, each small change and step forward that we make can cause a ripple of positivity throughout the community and create a huge impact. Homecoming is, after all, all about bringing together our campus and community through showing our Bulldog pride! Every little thing that we do makes all the difference, and when we work together there is nothing that we cannot do. With students, staff, and faculty from all around the world, it's no wonder as to why we are able to add so many things to make Truman so unique. YOU are a part of Truman, YOU are a part of this community, and YOU can help us change the world. The Committee has been working extremely hard to put a focus on growth and building the future, while making Homecoming 2018 a blast and inclusive to all individuals in our community. Come join us in our mission to make a lasting impact, and create a stronger bond between all of the Bulldogs.

Within this packet, you will find the information that you need to have a wonderful experience. All of the rules and expectations are clearly explained, along with everything that you need to succeed (contact information, deadlines, rules for events, etc.). You will be provided any and all other information you need to do well.

If you have a question or this packet gets misplaced, you will find a digital copy and all the information needed for Homecoming Week on our website: homecoming.truman.edu. If there is still confusion over certain rules, events, or any concerns you may have, don't hesitate to contact the appropriate committee member who can help with your questions to the best of their knowledge.

Happy Homecoming!!

Courtney Atwell, Homecoming Director

Committee Positions and Contact Information

Questions should be directed to the appropriate committee member. *<u>ALL</u>emails should CC homecoming@truman.edu

Name	Position	Email Address
Courtney Atwell	Director	cma7273@truman.edu
Clair Doyle	Events	ced4842@truman.edu
Austin Green	Events	asg1288@truman.edu
Ray Stewart	Individual Involvement	rls4746@truman.edu
Dre Simms	Lip Sync	abs4753@truman.edu
Sam Phillippe	Lip Sync	srp4624@truman.edu
Abigail Menke	Philanthropy	acm6654@truman.edu
Sydney Modaff	Philanthropy	sm1741@truman.edu
Jade Harrison	Public Relations	jlh6533@truman.edu
Katie Litschgi	Recognition	kml1168@truman.edu
Sammie Savala	Recognition	scs8262@truman.edu
Nolan McMichael	Shop Manager	npm4767@truman.edu
Patrick Lucitt	Coordinator	homecoming@truman.edu
Adam McMichael	Advisor	amcmichael@truman.edu

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TSU HOMECOMING 2018

THE DULLDUG EFFECT	OF INVOLVEMENT				
	c	ELEBRAT	E SPIKE	WHITE	PURPLE
BLOOD DRIVE					
KICKOFF EVENT					
PARADE					
PEP RALLY/TAILGATE					
FOOTBALL GAME					
LIPSYNC BATTLE					
CORNHOLE TOURNAMENT					
SCAVENGER HUNT					
PENNY BUCKET WAR					
INDIVID. PHILANTHROPY					
SKIT					
PARADE FLOAT					
TEAM PHILANTHROPY					
LIPSYNC					

Homecoming Schedule 2018 September October

- 11-12 Blood Drive
- 18 Philanthropy Begins
- 18 Bellacino's Profit Share
- 18 Team Philanthropy Begins
- 26 Court Applications Due
- 24 Court Nominations Due
- 25 Colton's Profit Share
- 28 Pre-Order Apparel Due
- 28 Chalk Design Drafts Due

- 1 Float Design Due
- 1 Philanthropy Money Due
- 3 Lipsync & Skit Run Through
- 3 Maxwell's Profit Share
- 4 Smoothie King Profit Share
- 6 Court Videos Due
- 8 Parade Registration Due
- 8 Penny Bucket Begins
- 8 Book Drive Begins
- 9 Lipsync & Skit Dress Rehearsal
- 10 Kickoff
- 11 SAB Event
- 12 Bulldog Scavenger Hunt
- 12 Lipsync & Skit
- 12 Team Philanthropy Money Due
- 13 5K
- 13 Parade
- 13 Pep Rally
- 13 Football Game

HOMECOMING.TRUMAN.EDU

Important Dates & Deadlines

Homecoming Court applications (9/26)
Apparel pre-order due (9/28)
Non-student award nominations due (9/28)
Chalk Design draft due (9/28)
Individual philanthropy money due (10/1)
Rough Drafts of Lip Sync CDs, Lighting Specifications & Script Revisions due (10/1)
Lip Sync Final Rosters & Run Through Absences due 11:59 (10/2)
Penny Bucket due (10/2)
Completed chalk design due (10/3)
Lipsync & Skit Run Through (10/3)
Homecoming Court Videos due (10/6)
Book Drive begins (10/8)
Lip Sync Final Rosters & Absences for Dress Rehearsal due (10/9)
Lipsync & Skit Dress Rehearsal (10/9)
Parade registration due (10/8)
Kickoff Event (10/10)
Spirit Day photo due (10/10)
Team philanthropy money due (10/12)
Bulldog Scavenger Hunt (10/12)
Lipsync & Skit (10/12)
Parade (10/13)
Pep Rally (10/13)
Football Game (10/13)

Point Breakdown

150 -125 -100

Apparel Pre-Order 80%, 60%, 40%

Lipsync & Skit Tickets 80%, 60%, 40%

Team Philanthropy Placement 1st, 2nd, 3rd

Team Philanthropy \$ Raised \$1,000+, \$600+, \$300+

75 - 50 - 25

Penny Bucket \$ Placement 1st, 2nd, 3rd

Chalk Competition Placement 1st, 2nd, 3rd 100 -75 -50

Indiv. \$ Raised Per Member \$10+, \$8+, \$6+

Lipsync or Skit Placement 1st, 2nd, 3rd

50 - 40 - 30

Penny Bucket Design Placement 1st, 2nd, 3rd

10

Liaison Meetings: 10 points per meeting Most likes on Spirit Picture "Best Of…" Lipsync & Skit Awards

Liaison Meetings

Mondays at 8:00 PM Magruder 1090

Liaison meetings are extremely important so that you can stay informed from the Committee and be up-to-date on all of the things we have in store for you. Because of the importance of liaison meetings, there will be points awarded based on your attendance at the liaison meetings.

Unexcused absences will count as a 25 point deduction from your team's overall score. If you cannot make it to the meeting, you must notify the Homecoming Directors and send a representative in your place.

Point Distribution:

Attendance at Liaison Meetings: 10 points per Meeting

Apparel

Shop Manager

Nolan McMichael npm4767@truman.edu



Points will be distributed based on the percentage of members on a team pre-ordering apparel.

Point Distribution:

40% Team Total: 100 Points 60% Team Total: 125 Points 80% Team Total: 150 Points

2018 Homecoming Apparel Information

Pre-Order Apparel Information: September 28th

- Please fill out the google sheet that has been sent to your organization. The Pre-Order sheet should be completed by Friday, September 28th.
- The link is able to be copied and sent to individuals in your organization.
- All pre-orders must be paid for by check to the SUB Office (2000) by 5:00 PM on Monday, October 1^{st.} All checks should be made payable to *Truman State University*.
- You must Pre-Order to receive points. ONLY Pre-Orders will count for points.
- You will be notified when apparel comes in. You must pick this up within 48 hours in order to receive full points.

Table Apparel Sales: October 3rd - October 12th

Apparel sales will begin on **Monday, October 3th from 10:00 AM to 2:00 PM**. There will be tables on the Mall or in the SUB (depending on weather) from 10:00 AM to 2:00 PM on Monday through Friday until the end of Homecoming.

Only cash or check will be accepted at the apparel table. Anyone interested in purchasing apparel with a credit card must purchase apparel online via the Homecoming Apparel Store. Individual orders will be available for pick up at the Homecoming Apparel Table. All individuals who pre-order or order online will be emailed when their order is available for pick up at the table.

Online Apparel Sales: September 22th - October 13th

Anyone interested in purchasing apparel with a credit card or Paypal may only do so through our Online Apparel Store on the Homecoming website. <u>csi.truman.edu/shop</u>. We accept all credit cards *including VISA*. Online credit card sales will be available until Wednesday, October 13th. In the case that apparel is ordered online, know that deliveries are not available.

Recognition

Recognition Coordinators:

Sammie Savala <u>scs8262@truman.edu</u>
Katie Litschgi <u>kml1168@truman.edu</u>

Homecoming Court

Each organization has the opportunity to nominate members to be considered for a spot on Homecoming Court. Applicants will be chosen for interviews based off of their applications and resumes. If an applicant meets all the below requirements and has a qualifying application, they will be invited back for an interview with a committee of unbiased faculty, staff, and members of Homecoming Committee.

Requirements:

- Must be have a 3.0 cumulative GPA or above
- Must be in good standing with Truman State University
- Must represent Truman State University in positive light

Student Nomination and Applications Rules:

- Applications for nominations will be available on at noon Thursday, September 13th via homecoming.truman.edu
- Nominations are due no later than Monday, September 24th 2018 by 11:59 PM
 - Nominations can be submitted via email to recognition chairs
- Applications for court are due no later than Wednesday, September 26th at 11:59PM via the Homecoming website under the Homecoming 2018 tab (homecoming.truman.edu)
- Applicants will be notified if they got an interview on Saturday, September 29th

Student Application Interviews:

- Interviews will be held the week of October 1st-5th 2018 by an unbiased committee.
- Interviewees should come prepared to take a photo for a poster if they are selected.

<u>Selection Committee:</u>

- Court Selection Committee will consist of Truman faculty, staff, and Homecoming committee members.
- A maximum of 12 students will be selected for Homecoming Court.

Court selections will be notified no later than Friday October 5th, 2018.

Court Videos and Publicity:

- Each member of Court will have the opportunity to create a campaign video that will be posted to the Homecoming website and social media pages.
- Videos must be in the range of 45 seconds to 1 minute.
- Videos are due no later than Sunday, October 7th at 11:59pm.
- Videos should be sent to Homecoming (homecoming@truman.edu)
- If the format is not compatible, please have a backup plan ready.
- Video content must follow the Truman State Student Code of Conduct.
- Court members cannot campaign (posters, banner, etc) on campus.
- Any campaigning materials that are posted on campus will be removed immediately and the court member will no longer be eligible to be elected as Royalty.

Court Attendance Events and Dress Code:

- Kick-Off: Truman/organization shirt
- Parade: Truman/organization shirt
- Pep Rally/Football Game: Business apparel

Recognition

There will be three awards given out to non-students during the Pep Rally. These three awards are the:

- <u>Active Truman Alum Award</u>: This will be awarded to a graduated student who is still very involved with Truman's community.
- <u>Distinguished Faculty Award:</u> This will be awarded to a Truman professor who is engaged with Truman's community, the school itself, and individual students.
- <u>Staff Member Excellence Award</u>: This is will be awarded to a Truman staff member who is an outstanding member of the community and the school itself.

Nominees can be submitted by an organization or by an individual. Finalists will be chosen by members of Homecoming Committee. Nominations will be submitted through the homecoming website (homecoming.truman.edu) available on September 12th, 2018. All nominations for these awards will be due September 28th at 11:59 PM.

Pep Rally

The Pep Rally will be held on **Saturday October 13th, 2018 at 12:30 PM in the tailgate parking lot**, south of Centennial Hall. All of campus are invited to hang out, play games for prizes, and await the announcement of the Homecoming awards and prizes.

Events

Events Coordinators:

Clair Doyle (ced4842@truman.edu)

Austin Green (asg1288@truman.edu)

Kick-Off

Wednesday, October 10th Quad - 4:00 PM

Rain Site: SUB-Georgian Room

Event Information:

Kick-Off will take place on Wednesday, October 10th on the Quad. The Homecoming Cornhole Tournament will begin at 4:00 PM on the quad followed by a live concert. Come out and enjoy live music from three local favorites and pick up free frisbees. KTRM will also be out to help us begin an exhilarating week of festivities to celebrate Truman's 75th Homecoming.

Homecoming Cornhole Tournament

Information and basic rules:

Teams will consist of two players, with players on the same team standing on opposite sides. Tournament will be single elimination with seeding determined on a first come first serve basis. Each series will be best of three with each game going to 21. If a team reaches the score of 11-0 in their favor they will be granted a victory in that game. 8 bags total will be used during gameplay meaning that each team will have 4 throws during their turn. These throws will alternate by team, a player from team one will throw followed by a player from team two. Teams will attempt to throw bean bags onto an elevated board that contains a small hole in the middle, more points are awarded to those who throw the bag into this hole. Detailed scoring rules will be posted on site prior to the beginning of the tournament

1st Place Team: Hammocks

2nd Place Team: Tumblers

3rd Place Team: Drawstring Bags

Bulldog Scavenger Hunt (Friday October, 12th. @ 12:00 PM - 11:59 PM)

This event will take place all around campus and be documented through the Flickr app.

Requirements/Recommendations:

- Each team will consist of 3-5 members.
- All photos/videos/boomerangs must be submitted to "homecomingtruman"
- Compete with a lot of ENERGY!!
- Bonus Points for creativity and enthusiasm may be awarded.
- Points will be deducted if a task is not completed or an entry is inappropriate.

Game:

- 75 destinations for the Bulldog Scavenger Hunt will be released at noon.
- Teams have until 11:59 Friday night to visit each destination and complete the task.
- Flickr will be used to time the participants and track their progress.
- Teams will be rewarded prizes based on how fast they finish the Bulldog Scavenger Hunt.
- 1st, 2nd, and 3rd places will be rewarded as well as the most creative team.

PRIZES:

1st Place Team: \$50 in gift cards split between team 2nd Place Team: \$30 in gift cards split between team 3rd Place Team: \$20 in gift cards split between team

Most Creative: Yummy Food

LIP SYNC & SKIT

Friday, October 12th

7:00 PM- Baldwin Hall Auditorium

LIP SYNC & SKIT COORDINATORS

Sam Phillippe: srp4624@truman.edu Andrea Simms: abs4753@truman.edu

All emails should be CC'ed to both Coordinators and homecoming@truman.edu

EVENT INFORMATION:

The Homecoming 2018 Lip Sync & Skit Competition will take place **Friday, October 12**th **at 7:00 PM in the Baldwin Hall Auditorium**. Doors will open for admission at 6:30 PM. Tickets can be purchased at the door or in advance at the Homecoming Table in the SUB (10 AM – 2 PM). They will be sold on a first come, first serve basis, until we sell out all possible seats. Spectators will not be allowed to bring any food or drink into the auditorium. All participants and audience members must abide by University Conduct Code and Homecoming rules. Failure to do so will result in deductions, disqualification and/or loss of participation for future Homecoming activities.

Audience seating will also be first come, first served. Out of respect to all Lip Sync attendees, groups will not be able to reserve large numbers of seats (i.e. roping off a section). See deductions section about entering the theater the night of the performance.

As in past years, all teams will be placed in classrooms in Baldwin for the duration of Lip Sync. To clarify, since we cannot fit *every* team in the balcony, we are not going to place *any* team there out of fairness to those who would not be able to fit. Instead, it will be open for general admittance. Our goal is to have live streaming available in each team's holding room to allow participants to still be able to see other teams' performances. We encourage teams to be on their best behavior while in the holding rooms; what you choose to say and how you choose to act reflects on your organization!

Team members participating in Lip Sync or Skit should not purchase tickets with the intention of using them to watch the performance. For the sake of time and convenience, the teams will be required to stay in their holding rooms for the duration of the evening.

It is required that all questions and concerns regarding Lip Sync & Skit be addressed through communication between the Organization Liaisons or designated Lip Sync & Skit representatives from each organization/group and either the Lip Sync & Skit Coordinators (Sam and Dre), the Homecoming Director (Courtney), or the Homecoming Coordinator (Patrick Lucitt).

Any inappropriate communication with the Lip Sync & Skit Coordinators or any other member of Homecoming Committee by individual participants will result in point deductions for that person's organization, as determined by the Homecoming Committee and Advisor. Lip Sync & Skit Coordinators will be available to answer any and all questions via email.

TIMELINE:

Wednesday 10/3: Run-Through Tuesday 10/9: Dress Rehearsal Friday 10/12: Final Performance

IMPORTANT DUE DATES:

WEEK 1 DEADLINES

Monday 9/24:

- Safety Waivers due
 - These **must** be signed before members can participate in practices

Thursday 9/27:

• Song request form listing 1st, 2nd & 3rd choices. Opens at **5:00 PM** and closes at **11:59 PM**.

Saturday 9/29:

- Written draft of script due at **11:59 PM**
- Cuts of approved songs due at 11:59 PM
- Video of stunts due at 11:59 PM

WEEK 2 DEADLINES

Monday 10/1:

• MP3 file of Rough Draft on a USB drive draft due at 11:59 PM

Wednesday 10/3:

- Final approval of flips at **Run-through** (no exceptions)
 - Any members not participating in Run-through will need to submit videos of them performing the stunts before Run-through occurs

WEEK 3 DEADLINES

Sunday 10/7:

• Final copy of theo MP3 file on a USB drive due at 11:59 PM

Tuesday 10/9:

- The following are due at **Dress Rehearsal**
 - One completed version of each costume
 - Full lipsyncer costumes (even if they are unable to attend)
 - All props
 - Backdrops/scenery

2018 LIP SYNC & SKIT RULES & POLICIES

THEME:

"Great things are done by a series of small things brought together." -Vincent Van Gogh Rather than giving a specific theme, this year's lipsync performances will be based on the above quote. We encourage you to be as creative and inventive as possible!

DESCRIPTION:

Lipsync:

Lipsync will be a 10 minute performance consisting of 5 songs and a storyline. Songs should be accompanied by a dance and lipsyncing. Points for Lipsync will be added to overall score for Homecoming Cup.

Skit:

Skit will be a 4 minute performance consisting of 2 songs and a storyline. Songs should be accompanied by a dance and lipsyncing. More specific rules will follow. Participating in Skit will increase team's chances of placing in the White Category's overall winners.

PARTICIPATION:

Lipsync:

Rosters must include a minimum of 30 participants and are **limited to 40** participants. This includes members not participating in the actual performance. All participants must be full-time Truman students who are active members in good standing of one of their respective group's organizations. **All Groups must have appropriate representation on stage (all organizations should be represented) ** All participants will be checked by the Homecoming Coordinator, Advisor, and/or the Director of Student Union and Campus Activities and their respective organizations to ensure that this policy is enforced. *Please note Homecoming's Cultural Appropriation and Non-discrimination Policy at the end of this document* *Skit*:

Rosters must include a minimum of 10 participants and are **limited to 20** participants. This includes members not participating in the actual performance. All participants must be full-time Truman students who are active members in good standing of one of their respective group's organizations. ***All Groups must have appropriate representation on stage (all organizations should be represented) *** All participants will be checked by the Director of the Center for Student Involvement and their respective organizations to ensure that this policy is enforced.c*Please note Homecoming's Cultural Appropriation and Non-discrimination Policy at the end of this document*

PRACTICES:

Lipsync:

Each team will be allowed an assigned number of pre scheduled on-campus practices. The majority of these practices will be in an on-campus gymnasium, and a few in other designated areas of the SUB. Teams are allowed to change rehearsal times, but they must trade times with another group, and must notify the Lip Sync & Skit Coordinators 48 hours prior to the rehearsal time. Please clean up after your team and close windows at the venue. Not doing so will result in a fine. If you do arrive and a practice space is already messy, please make sure to

notify Lip Sync & Skit Committee or Homecoming Directors **immediately** to avoid receiving a fine.

Skit:

Each team will be allowed an assigned number of pre scheduled on-campus practices. The majority of these practices will be in an on-campus gymnasium, and a few in other designated areas of the SUB. Teams are allowed to change rehearsal times, but they must trade times with another group, and must notify the Lip Sync & Skit Coordinators 48 hours prior to the rehearsal time. Please clean up after your team and close windows at the venue. Not doing so will result in a fine. If you do arrive and a practice space is already messy, please make sure to notify Lip Sync & Skit Committee or Homecoming Directors immediately to avoid receiving a fine.

SCRIPTS:

Please email script drafts to Lip Sync & Skit Coordinators at homecoming@truman.edu.

- Any performance over the time limit will be deducted 1 point for <u>every</u> additional 10 seconds.
- Scripts must incorporate the theme
- All scripts should utilize family-friendly language and appropriate content. Use
 your best judgement and remember that the audience may not know your
 intentions and that anything you put in your script reflects on each organization
 involved in your performance.
- Each song must include at least one Lip Syncer
- Each team's skit should be creative, humorous, and appropriate. Lip Sync & Skit Coordinators and Homecoming Committee reserve the right to require teams to remove jokes or lines to fit these guidelines.

CHOREOGRAPHY:

All choreography is subject to approval by the Lip Sync & Skit Coordinators and the Homecoming Advisor. If you have any questions as to whether a stunt or dance move will be approved, please ask the Lip Sync & Skit Coordinators. You can email videos displaying moves or stunts to the Lip Sync & Skit Coordinators for pre-approval.

- All choreography should be family-friendly and appropriate (This includes boys dance!)
- All stunts must be approved by the Homecoming Committee and Coordinator before the performance
- No Cheerleading Stunts (ie. throws/launches)
- Each dance should have at least one Lip Syncer
- Dances should be clean and well-rehearsed

LIGHTING:

Options for lighting will be "lights on" or "lights off". Your team will be responsible for turning in exact times during your run through. Using the spotlight is an option, but your team must provide their own spotlight worker. If you have any questions about what lighting options will be available, please ask the Lip Sync & Skit coordinators.

COSTUMES:

All costumes are subject to approval by the Lip Sync & Skit Coordinators and Homecoming Advisor. If you have any questions as to whether costumes will be approved, please ask the Lip Sync & Skit Coordinators.

- All costumes should keep in mind that Lipsync is a family-friendly event.
 Appropriate dance attire is encouraged and all costumes are subject to changes by Homecoming Committee.
- **No glitter**, glue, or feathers will be allowed as part of any costume or prop.
 - o This is to respect the Baldwin auditorium, and is taken very seriously.
- Only dance shoes, socks or bare feet can be on stage
- All costumes must be removed from stage after your act, or deductions will be taken
- All costumes must be worn at Dress Rehearsal or they will not be allowed on stage at the event
 - o Any unapproved or inappropriate costumes utilized in the final performance will result in point deductions for your team

JUDGING CRITERIA:

The Lip Sync Judge Panel will include a variety of members of the Kirksville community; up to five judges will be selected. They will be looking for synchronicity, creativity, accuracy, energy, and team participation. Awards and points will be given to the 1st, 2nd, and 3rd place teams overall, as well as to the 1st place teams in the Best Costume, Best Choreography, Best Lip Syncers, Best Boys Dance, and Best Script categories. More details and a general point distribution will be available on request. Judges will consider a number of categories, including but not limited to:

- Script and Lip Syncers
- Dancers
- Costumes, choreography, and props
- Level of Enthusiasm

BONUS POINT CATEGORY: (Two Points per Bonus Category met to Committees' Judgement)

- Wear your team's color
- Mention Homecoming theme, "the Bulldog Effect"
- Mention one or both of the philanthropies (The United Way Oasis Program & The I Think I Can Foundation)
- Name drop Sue Thomas
- Incorporate a version of the tagline "Great things are done by a series of small things brought together", into your script
- Use a piece of truman apparel (can NOT be a shirt)
- Do something interactive with the crowd
- Incorporate the City of Kirksville's vision statement: "Our vision is to be the best city to the citizens we serve meeting their needs and expectations both today and tomorrow."
- Have a faculty member make an appearance

• Use a vine reference

These points will be marked down by the Lip Sync & Skit Coordinators at Dress Rehearsal and added to your final score. Bonus Points: up to 10 added to overall Lipsync score.

DEDUCTIONS:

All Group's performances and actions will be subject to point deductions. If any Lip Sync & Skit, Homecoming or University policy is not followed, Homecoming Committee deserves the right to deduct points under their discretion from teams who are uncooperative or rude during lip sync rehearsals, run throughs, or the event itself.

- **5 points** -Per Unexcused Absence (Dress Rehearsal / Event)
- **5 points** -Talking/mouthing words when not lip syncing
- 5 points Making noise with your feet unless approved during run through
- **10 points** Arriving late to your designated Run Through or Dress Rehearsal time
- **20 points** Any organization that is roughhousing (pushing, shoving, etc. other organizations) to get to the front of the line to enter Baldwin Hall Auditorium the night of the performance, or
- 20 points -Inappropriate costumes
- 25 points Unapproved Stunts
- **25 points** -Inappropriate prop usage or actions
- **50 points** inappropriate behavior with Committee members (i.e. rudeness, uncooperation, etc.)
- Props left in Baldwin Hall Auditorium after Event -- Organizations will receive a monetary fine of up to \$500.00
- **100 points** -Alcohol violations
- Immediate Disqualification Multiple Alcohol Violations

(All organizations in a Group will be held accountable for all actions. **You will lose points based upon severity**.)

<u>Point Distribution (Added to Score for Homecoming Cup):</u>

1st Place: 100 2nd Place: 75 3rd Place: 50

"Best Of" Awards: 10

ALCOHOL:

Any performer found to be visibly intoxicated will not be allowed to participate in Lip Sync & Skit and will receive a minimum 150-point deduction for their Group. They will be asked to leave Baldwin Hall immediately. If at any point an issue arises, Homecoming Committee will contact DPS or a professional staff member, and the offending individual's team will be immediately disqualified from the Lip Sync & Skit competition.

2018 LIP SYNC & SKIT PARTICIPANT INFORMATION

- Check In, Runthrough & Dress Rehearsal -

CHECK-IN:

A detailed schedule of check-in times will be given to the liaisons at the liaison meetings. Any changes to that schedule will be emailed to you ahead of time.

The following are the general guidelines for check-in:

- Groups must arrive at their respective times at the Taj in Baldwin Hall, ready to
 check in with Student IDs. Please make sure each individual member has their ID
 out and ready- we will not be accepting stacks of IDs. If you arrive early, you
 must wait outside the entrance until the Homecoming Committee lets you into
 the check in area.
- All bags/boxes of props will be searched by members of Homecoming Committee for contraband
- Any late arrivals must be reported by the Liaisons at the check-in table.
- Anyone who does not check in with his or her group will not be allowed to perform unless Lip Sync & Skit Coordinators were notified and approved ahead of time.
- **All** participants' personal bags will be searched upon entry by either a member of Homecoming Committee or other designated security.

The following are the general food and dressing room guidelines:

- Each group will be assigned a room to gather and keep personal items. Only individuals who are listed on the team roster and will be allowed to enter this room. Liaisons will be allowed into the rooms.
- Food will be allowed for participants in Group dressing rooms/classrooms. All items must be sealed or unopened in order to be admitted. Questionable items will be checked by Homecoming Committee and thrown away if necessary.
- No food or drink will be allowed in Baldwin Auditorium. This includes any empty or unopened drink containers.

RUN THROUGH:

Run through will take place on **Wednesday, October 3rd.** The exact schedule of times will be announced at least two weeks prior to this event. Note: Your team isn't expected or required to have a perfect, complete performance at this time. In general, Homecoming Committee will be looking to approve all choreography and give preliminary feedback on other aspects in your performances. **This will also be when Committee will approve or disapprove any stunts**, giving teams ample time to make changes before the final performance. This is also an opportunity for your team to work on blocking or spacing issues on stage.

- Please note policies and check in rules included in this packet
- Groups can receive up to 50 points for participating. Any inappropriate behavior is subject to deductions from this total
- Costumes are not required & Absences are fine with 48 hours of notice

 Lip Sync & Skit Coordinators will hand out critique sheets and suggestions / approve any stunts and choreography

DRESS REHEARSAL:

Dress Rehearsal will take place on **Tuesday, October 9th.** The exact schedule of times will be announced at least two weeks prior to this event. **Note:** Your Dress Rehearsal should be performance ready! A full run through with CD must happen at this time – each team will receive approximately **30 minutes on stage** (including critiques and reminders).

- Please note policies and check in rules included in this packet
- Any absences must be submitted to the Lip Sync & Skit Coordinators 48 hours in advance
- Groups can receive up to 50 points for participating. Any inappropriate behavior is subject to deductions from this total
- Props and costumes not shown at dress rehearsal will result in a point deduction
- All costumes, props, choreography, and stunts must be shown during dress rehearsal in order to be allowed during a Group's Lip Sync & Skit performance.
 Lip Sync & Skit Coordinators & Advisor will be looking to approve any changes in choreography in your performance

TIPS AND TRICKS

- Make sure your audio is good quality. If there are issues with the recordings we receive (i.e. popping, crackling, volume issues, difficulty understanding, etc.) they will not be accepted. Take advantage of the recording equipment in the library.
- Audio levels for lines and songs should be the same.
- Song cuts should be clean and make sense. (i.e. no fade outs/fade ins unless the choreography goes with it, no choppy piecing together of songs, etc.)
- Dances do not need a ton of tricks to be impressive! Focus on cleanliness and precision.
 Judges score for those, not difficulty.
- Black costumes can blend in with the curtains, color is your friend!
- Backdrops should by vivid and cleanly painted. They don't need a ton of detail! Think cartoonish and bold.

LIP SYNC BATTLE

The Lipsync Battle competition will take place during the Lipsync & Skit competition. It will be an individual competition, in which individuals will be given a randomly selected song to lipsync to on stage. The possible songs will be sent to all participants before the competition. The winner will be determined by audience applause, and will be given a prize. We encourage organizations to spread the word, as this competition is open to any student who wishes to participate! If you have a member of your organization who wishes to participate, please email homecoming@truman.edu.

2018 Homecoming Philanthropies

United Way Oasis Program and The I Think I Can Foundation

PHILANTHROPY COORDINATORS

Sydney Modaff sm1741@truman.edu
Abby Menke acm6654@truman.edu





United Way has worked for 65 years to improve the Kirksville community by enhancing the organized capacity of people to care in Adair County and beyond. One of the many programs they support is called the Oasis Program. The Mission of the Oasis Program is to equip children with stronger reading capabilities. This process is made possible through training volunteers from the community to read to and tutor the students. Oasis is an intergenerational tutoring program that allows children to learn to read by spending an hour a week with an adult who has been trained to tutor kindergarten through fourth grade students using reading and language development activities specifically designed for Oasis by reading professionals. Volunteers come into Ray Miller and the Elementary school to read for one hour a week with selected students who are having problems reading. The results so far have been wonderful. The tutors get as much out of the program as the students do. Think about how much of our students' future learning skills as they progress in school depends on their being able to read and understand. The money raised goes directly to helping train adults and buy supplies.

The I Think I Can Foundation helps provide food for families and students in the Kirksville community. The foundation is celebrating their 10th year of helping families and students in the Kirksville community. In each of the Kirksville school's there is a "pantry" stocked with food items such as meat sticks, fruits, soups, ramen noodles, crackers, pastas or boxed meals. The school personnel at each school will place varied food items in the child's backpack some time during the school day, giving the child the relief that he or she will have something to eat each evening. The I Think I Can Foundation also provides access to giftcards to grocery stores over long breaks. As the foundation grows they have used funds to help with purchasing gym shoes, dental care, eye exams and glasses, and mattresses. They consider every request, and if they can't fulfill it they find someone who can.

Individual Organization Philanthropy Fundraising

Tuesday, September 18th - Wednesday, October 12th

Information:

Fundraising must conclude no later than **Monday, October 1**st at 5:00 PM. All funds raised must be submitted to the Homecoming Committee in the form of one check encompassing the complete amount of money raised by the Organization, and submitted to Adam McMichael at Liaison Meeting no later than Monday, October 1st at 8:00 PM.

Rules:

- All proceeds are to be raised by the individual organization and will count for only the Individual Organization Philanthropy total.
- In order to earn points, an organization must raise a certain dollar value per member (point distribution is listed below).
- The number of members in an organization are based on the fall rosters submitted to the CSI.

As you plan and host these events and activities, we ask that you please keep risk management in mind as you would for all organization activities.

Further, please consider the municipal codes and ordinances of the City of Kirksville as they pertain to your activities. Some ordinances of interest: Chapter 14, Article III, Chapter 14, Article VII, Chapter 21, Article I, Section 21-9

As always, please consider the reputational risk involved in your activities as they reflect on you, your organization, and the communities that you represent. Once again, thank you for your participation in Homecoming and your effort to those philanthropic endeavors. We look forward to your support of the philanthropies this year and your continued participation in Homecoming.

Point Distribution:

\$10+ per member: 100 points \$8 per member: 75 points \$6 per member: 50 points

Overall Team Philanthropy Fundraising

Tuesday, September 17th - Wednesday, October 10th

Event Information:

Fundraising must conclude no later than **Wednesday, October 10**th. All funds raised must be submitted to the Homecoming Committee in the form of one check encompassing the complete amount of money raised by the Team, and submitted to the CSI no later than **Friday, October 12**th **by 12:00 PM.**

As you plan and host these events and activities, we ask that you please keep risk management in mind as you would for all organization activities.

Further, please consider the municipal codes and ordinances of the City of Kirksville as they pertain to your activities. Some ordinances of interest: Chapter 14, Article III, Chapter 14, Article VII, Chapter 21, Article I, Section 21-9

As always, please consider the reputational risk involved in your activities as they reflect on you, your organization, and the communities that you represent. Once again, thank you for your participation in Homecoming and your effort to those philanthropic endeavors. We look forward to your support of the philanthropies this year and your continued participation in Homecoming.

Point Distribution:

Team Money Raised (all teams qualify for these points):

\$1000+: 150 points \$600-999: 100 points \$300-599: 75 points

Most Money Raised (competitive):

1st Place: 150 points 2nd Place: 100 points 3rd Place: 75 points

Penny Bucket Competition

Monday October 8th- Friday October 12th (12:00 PM) At the table next to the Homecoming table in the SUB

Information:

The Penny Bucket Competition will run from **Monday, October 8th - Friday, October 12th at 12:00 PM.** All penny buckets will be placed at the table next to the Apparel tables in/outside.

How Points are Totaled:

- **Pennies** and **bills** are counted as **positive** amounts.
- Silver coins are counted as negative amounts.
- Checks will be accepted but not counted for points

Rules:

- Buckets will be provided by the Homecoming Committee. The decorations must be appropriate.
- Teams/organizations must make their own lid for the buckets.
- Appropriateness will be determined by the Homecoming Committee Advisor.
- The final product MUST still look like a bucket, teams that fail to do this will receive a deduction of 10 points
- Teams will compete for the best decorated bucket.
- Decorated buckets are due to the CSI office by Tuesday, October 2nd at 5:00 PM.
- If removal of handles occurs, teams will be disqualified from best decorated bucket competition.

Point Distribution:

Total Points (based on donations in the bucket)

1st Place: 50 points 2nd Place: 35 points 3rd Place: 15 points

Bucket Decoration:

1st Place: 15 points 2nd Place: 10 points 3rd Place: 5 points

The teams or organizations with the highest amount of money when considering both positive and negative donations will receive points. Teams will compete for the best decorated bucket. Buckets will be judged by the Homecoming Committee & Advisor.

Members of the Celebrate category are more than welcome to donate to any bucket, but they are not required to present a bucket. Members of the Spike category will be judged against other members of the Spike category, the same is applicable to the White and Purple categories.

Philanthropy Benefit Nights

Event Information:

There will be five benefit nights where individuals can show support for the Homecoming philanthropies through the purchase of a meal in which part of the proceeds will go to benefit both the I Think I Can Foundation and United Way. The benefit nights at Colton's and Bellacino's will require the individual to mention that they are supporting Truman State University Homecoming at the beginning of their meal in order for proceeds to count. The events at Smoothie King and Maxwell's however will not require this and any purchases made between the designated hours will go to benefit Homecoming. The Escape

Room Benefit night will actually be a two week benefit. Anytime during those two weeks students can go to the Kirksville Escape Room and complete the challenge. Win or lose, your organization will still get points. Liaisons, remind your members to hold onto their receipts or a picture of them and their food and give them to you so that we can apply points for organizations in accordance with money totals. Receipts are *REQUIRED* to receive points.

Bellacino's - Tuesday, September 18th (5:00 PM - 9:00 PM; includes delivery and carry out as well)

Colton's - Tuesday, September 25th (5:00 PM - 8:00 PM)

Maxwell's - Wednesday, October 3rd (7:00 PM - 9:00 PM)

Smoothie King - Thursday, October 4th (4 PM - 7 PM)

Kirksville Escape Room- September 28th- October 12th (Times set up with Kirksville Escape Room)

Book Drive

Monday October 8th- Friday October 12th (ending at 3:00 PM)
At the Homecoming table in the SUB

Information:

The book drive for the Oasis Program will run from Monday October 8th - Friday October 12th at 3:00 PM. We are accepting **gently** used books and they can be dropped off in the designated buckets by the Homecoming table in the SUB, but you are encouraged to bring them to our Kickoff event on Wednesday, October 10th at 4:00 PM on the Quad.

Rules:

- Books can be new or used
- Used books must still be in a good condition, we will not accept books that are broken, ripped, or stained/dirty.
- Books could be from any varying reading level, such as a DRA level between 1A-70, or lexile of 100-1000.

Public Relations

Public Relations Coordinator:

Jade Harrison: jlh6533@truman.edu

CHALK COMPETITION

Week Preceding Homecoming

INFORMATION:

- Each team (Purple) or organization (White/Spike) will design and produce a chalk design to be displayed around campus before and during the week of Homecoming. Organizations and groups from the Spike, White, and Purple categories can compete in this contest, and there will be a winner for each category.

CHALK GUIDELINES:

- All chalk designs must be made on Truman State University grounds
- NO inappropriate/profane language, words, symbols and/or pictures
- Chalk designs should be decorated appropriately for Truman school spirit
- Chalk designs must include:
 - "Bulldog Effect" theme
 - One of the following theme items: butterfly, paw print path, or mini series of "planting the seeds" and its after effect(s)
- The Homecoming Committee is the final authority on the appropriateness of chalk designs and reserves the right to deduct points or disqualify designs for violations.
- If a team or organization has violated the rules, that team or organization may lose part or all of their points for the chalk competition.

CHALK DEADLINES:

- All **chalk design drafts** are due to the Homecoming Director by Friday, September 28th for design approval.
- Completed chalk designs are due on <u>Wednesday</u>, <u>October 3rd</u> by **5 PM** (*may* changed if there's poor weather) submitted by emailing a photo to <u>homecoming@truman.edu</u>.
- A **50 "like" deduction** will be given to a Purple Category team if not all organizations have submitted a design.

JUDGING CRITERIA:

- As stated above, photos will be submitted to homecoming@truman.edu by 5 PM on Wednesday, October 3rd.
- Photos will be posted on @TrumanStateHomecoming Instagram account. All designs from an organization's team will be in the same post.
- "Likes" on the chalk design will only count if the participants who have "liked" the design have on the Truman State Homecoming Instagram account.

- Each chalk design will be evaluated on its adherence to the previously listed guidelines, creativity and the incorporation of Truman school spirit into the design.

Point Distribution:

1st: 75 2nd: 50 3rd: 25

Spirit Week

Monday, October 8th – Friday, October 12th

Event Information:

Each day, teams are encouraged to dress according to the theme of the day, in order to promote Homecoming Spirit! Teams may submit one or more photos each day.

Pictures must be appropriate. No sexually suggestive pictures, alcohol, drugs, nudity paraphernalia, or theft. These pictures will be disqualified; and could result in team or organization disqualification from Homecoming. Photos must be taken on campus and all photos are subject to Truman State University's Student Code of Conduct.

Pictures must be posted by 5:00 PM each day. Tag @TrumanStateHomecoming on Instagram in the photo. Teams may submit one picture to the Public Relations Coordinator via email by October 9th at 12:00 PM. This picture should coordinate with Monday's theme. These pictures will be uploaded by the Truman State Homecoming Instagram page by Wednesday morning.

Monday: Dream Job
Tuesday: Sports/Jersey Day
Wednesday: Superheroes
Thursday: Favorite Book Character
Friday: Crazy Purple Friday

Parade

Saturday, October 13th 9:00 AM, Franklin Street

Description:

Homecoming Teams will participate in the Homecoming Parade on Saturday, October 13th at 9:00 AM.

<u>Information and Rules:</u>

- All competitive entries must have an entry slogan that depicts the Homecoming theme and Truman State University.
- All entries are required to provide and display an appropriate sign or banner to identify the entry and sponsoring organization.
- No political notices, signs, or announcements allowed, unless you are sponsored by a campus organization representing similar interests.
- Driver's vision must not be impaired.
- Candy MAY NOT be thrown from the float. If items are thrown, participation in future
 parades may be denied. Floats have been removed from previous parades by Kirksville
 Police for throwing candy and other items. If there are items you would like to hand
 out, they may be approved by the Homecoming Committee.
- People must not be enclosed without an adequate escape route.
- Entries must complete the entire parade route as they started or be disqualified. Groups causing undue delays or gaps in the parade will be disqualified.
- Entries will be disqualified for use of profanity, vulgarity or any other inappropriate messages or images.
- The following vehicles are recommended for parade float entries: open-bed trucks (no more than 12 passengers in the back of the truck) or flatbed trailers (no longer than 40 feet long). Width of float cannot exceed 12 feet.
- Design of float must be visible from all angles.
- No environmentally harmful substances, such as gas or fire, are allowed.
- Each float must have a fire extinguisher.
- Appropriate music is acceptable to play.
- All float designs/items to be handed out must be submitted to Homecoming directors for approval by Monday, October 8th and will be returned by Tuesday, October 9th.
- Teams must register for the parade by Monday, October 8th online at homecoming.truman.edu.

Alcohol Policy

If any member of a team or organization (including those participating in an event) is intoxicated or under the influence of any illegal substance at any given event, that team or organization will receive point deductions for each offense. Point deductions will be at the discretion of the Homecoming Directors & Advisor. Students will be brought to the attention of the University Conduct Office.

Participation Point Challenge Form

To challenge points, email homecoming@truman.edu with the name of the team, event, and reason for challenge. Points may only be challenged for participation points. All Point Challenge request must be submitted to homecoming@truman.edu within 24 hours the event in question. Failure to comply with the below rules will result in disqualification in the event and the overall team will lose 100 points. This will be at the discretion of the Homecoming Chairs and Advisors.

- 1) Will uphold Truman State University's Standards and Policies
- 2) No negative comments or actions towards teams or individuals. Including but not limited to insults, disrespectful actions of another team (i.e. organization, members)
- 3) Teams and its members must follow the Student Code of Conduct, University rules and Federal/State Laws.
- 4) Each organization understands that the purpose of Homecoming is to come together as a community to celebrate the University and is to remain a friendly competition and remain a positive reflection of Homecoming and the University.

Non-Discrimination Policy

Issues relating to the below policy and violations of the law or student conduct code will be dealt with accordingly via point deductions, disqualification, by the Office of Citizenship and Community Standards, or law enforcement where applicable.

<u>Cultural appropriation</u>: Cultural appropriation is the adoption of another cultural groups' elements, including clothing, symbols, art, music, religion, language, and social behavior by another culture that is often more privileged. On college campuses this often is brought into focus around costume planning. It's funny if you dress up as a celebrity or powerful figure, but when you dress up as a culture that may have been oppressed in the past, you are reinforcing power structures in offensive ways or using another culture for your own entertainment. Cultural appropriation belittles another culture in a way that trivializes an entire way of life by turning it into an accessory. Cultural appropriation is unacceptable and does not align with the values of homecoming. Issues related to cultural appropriation will be subject to penalty via point deductions or consultation with the Office of Citizenship and Community Standards.

I. NOTICE OF NONDISCRIMINATION

Truman State University does not discriminate or permit discrimination by any member of its community on the basis of sex, disability, age, race, color, national origin, religion, sexual orientation, or veteran status with respect to admissions, housing, employment, services, financial aid, or any other educational program or activity it operates.

Inquiries regarding the University's Anti-Discrimination Policies should be addressed to the University's Administrative Officer. The Administrative Officer's contact information is provided below.

II. DEFINITIONS

- **A. Anti-Discrimination Policies.** The University's Anti-Discrimination Policies include this "University Non-Discrimination Policy," promulgated and adopted by the University President, as well as the following provisions of the Board of Governors Code of Policies: Section 17.020-Notice of Non-Discrimination; Section 10.020-Equal Employment Opportunity/Affirmative Action Program; and Section 15.010-Sexual Harassment.
- **B. Discrimination.** Discrimination occurs when a person is treated inequitably based on sex, disability, age, race, color, national origin, religion, sexual orientation, or veteran status. The phrase "prohibited discrimination" may be used to refer collectively to all forms of prohibited discrimination listed above.
- **C. Harassment**. Harassment is generally defined as conduct (whether physical, verbal, graphic or written) which is related to a person's status in one of the protected classes listed in the University's Notice of Nondiscrimination and which is sufficiently severe, pervasive, or persistent so as to create an intimidating, hostile, or offensive environment for working or learning, thereby interfering with or limiting the ability of that person to participate in or benefit from the services, activities, or privileges provided by the University. Harassment is a form of prohibited discrimination.

- **1. Sexual Harassment.** Sexual harassment is a form of sex discrimination which may violate Title VII of the Civil Rights Act of 1964 (employee rights) or Title IX of the Education Amendments of 1972 (employee and student rights). The following definition adopts the 1980 Equal Employment Opportunity Commission guidelines to the academic setting:
- Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:
- Submission is made an expressed or implied term or condition of employment or status in a class, program or activity;
- Submission to or rejection of the behavior is used to make an employment or educational decision (such as hiring, promotion or grading a course):
- The conduct may unreasonably interfere with a person's work or educational performance or creates an intimidating, hostile or offensive environment for working or learning.

Both men and women can be sexually harassed. Sexual harassment can occur between equals, but most often occurs in situations where one person has power over another.

- **2. Gender-Based Harassment.** Gender-based harassment is another form of sex discrimination. This type of harassment does not involve explicit sexual behavior, but includes epithets, slurs, and negative stereotyping of men or women, directed at female or male students, employees, or others.
- **3. Disability Harassment**. Disability harassment constitutes prohibited discrimination based on disability. Examples include, but are not limited to, students who tease, ridicule, or taunt other students because of their disability or employees who refuse to provide a disabled student's approved accommodations.

- **4. Racial Harassment.** Racial harassment constitutes prohibited discrimination on the basis of race. Examples include, but are not limited to, students who direct racial epithets toward another student on account of their race or employees who apply disparate treatment toward a student or another employee on account of their race.
- **D. Sexual Misconduct**. Sexual misconduct collectively refers to the terms "sexual assault," "stalking," "domestic violence," and "dating violence," as defined in this policy. Sexual misconduct is a form of prohibited discrimination.
- **E. Sexual Assault.** Sexual assault is actual or attempted physical sexual contact with another person without that person's consent. Sexual assault includes but is not limited to:
- 1. Intentional touching of another person's intimate parts without that person's consent;
- 2. Other intentional sexual contact with another person without that person's consent;
- 3. Coercing, forcing, or attempting to coerce or force a person to touch another person's intimate parts without that person's consent; or
- 4. Rape, which is penetration, no matter how slight, of (1) the vagina or anus of a person by any body part of another person or by an object, or (2) the mouth of a person by a sex organ of another person, without that person's consent;
- 5. Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law; and
- 6. Non-forcible sexual intercourse with a person who is under the statutory age of consent.
- **F. Stalking.** Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others, or would cause a reasonable person to suffer substantial emotional distress. For purposes of this definition –

- 1. "Course of conduct" means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property;
- 2. "Substantial emotional distress" means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling; and
- 3. "Reasonable person" means a reasonable person under similar circumstances and with similar identities to the victim.
- **G. Domestic Violence.** Domestic violence is defined as a felony or misdemeanor crime of violence committed by:
- 1. A current or former spouse or intimate partner of the victim;
- 2. A person with whom the victim shares a child in common;
- 3. A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
- 4. A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
- 5. Any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

- **H. Dating Violence.** Dating violence is committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be based on the reporting party's statement, with consideration of the length of relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of Domestic Violence.
- **I. Sexual Exploitation.** Sexual exploitation occurs when one person takes nonconsensual or abusive sexual advantage of another person for his/her own advantage or benefit or for the advantage or benefit of anyone other than the person being exploited and which behavior does not constitute any other form of sexual misconduct. Examples of sexual exploitation may include, but are not limited to the following activities:
- 1. Invasion of sexual privacy;
- 2. Prostituting another person;
- 3. Taping or recording of sexual activity, without the consent of all participants;
- 4. Going beyond the boundaries of consent to sexual activity (e.g., letting your friends hide and watch you engaging in sexual activity);
- 5. Engaging in voyeurism;
- 6. Knowingly transmitting an STI, STD, venereal disease or HIV to another person;
- 7. Inducing another to expose their genitals.

Sexual exploitation is a form of prohibited discrimination.

- J. Consent. Consent must be knowing, clear and voluntary. Someone who is incapacitated cannot consent. Silence or absence of resistance does not establish consent. Consent to one form of sexual activity does not imply consent to other forms of sexual activity. Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another. Consent must be obtained at the time of the specific activity and can be withdrawn at any time. Lack of consent or withdrawal of consent may be communicated by words or non-verbal acts. Coercion and force, or threat of either, invalidates consent. Consent is not valid if it is:
- 1. Given by a person who lacks the mental capacity to authorize the conduct and such mental incapacity is manifest or known to the actor; or
- 2. Given by a person who by reason of youth, mental disease or defect, intoxication, a drug-induced state, or any other reason is manifestly unable or known by the actor to be unable to make a reasonable judgment as to the nature or harmfulness of the conduct; or
- 3. Induced by force, duress or deception.
- **K. Incapacitated.** Sexual activity with someone one knows to be or should know to be incapacitated is a violation of this policy. An individual who is incapacitated lacks the capacity to give knowing consent. Incapacitation can be due to the use of drugs, or alcohol, when a person is asleep or unconscious, or because of an intellectual or other disability that prevents the individual from having the capacity to give consent.
- **L. Complainant**. The person who is the reported victim of discrimination under this policy. The University may also serve as Complainant when the alleged victim does not wish to participate in the Complaint resolution process.
- M. Respondent. The person, persons, or organizations reported to have violated this policy.

- **N. Complaint.** Formal or informal complaint or report of violation of the University's Anti-Discrimination Policies.
- O. Retaliation. Retaliation is any adverse action taken against a person because of that person's participation in protected activity. The University strictly prohibits retaliation against any person for making a report required by this policy in good faith; or for filing, testifying, assisting, or participating in any investigation or proceeding involving allegations of Prohibited Discrimination. Any incidents of alleged retaliation should be immediately reported to the Administrative Officer. Any person who engages in such retaliation shall be subject to disciplinary action in accordance with applicable procedures. Examples of prohibited retaliation include, but are not limited to, giving a lesser grade than the student's academic work warrants because the student filed a complaint of Prohibited Discrimination, giving lower than justified employment or academic performance appraisals because a person was a witness to an investigation of reported Prohibited Discrimination, and threatening to spread false information about a person for filing a complaint of Prohibited Discrimination.
- **P. False Reporting.** False reporting is making an intentional false report or accusation in relation to this policy as opposed to a report or accusation, which, even if erroneous, is made in good faith. False reporting is a serious offense subject to appropriate disciplinary action ranging from probation up to and including expulsion or termination.
- Q. Administrative Officer. The Administrative Officer is a trained administrator designated by the President or designee to investigate and enforce the University's Anti-Discrimination Policies. The Administrative Officer serves as the University's Title IX Coordinator, Section 504 Coordinator, Institutional Compliance Officer, and Chief Equity Officer/Affirmative Action Officer

