



# Sacred Heart UNIVERSITY

DEPARTMENT OF COMMUNICATION DISORDERS

## Undergraduate Program in Communication Disorders

**Policies and Procedures Manual**

**Catalog Year 2025**

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College of Health Professions

Department of Communication Disorders

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## Vision Statement

Faculty and graduates will be recognized for their academic and clinical excellence, through their compassionate, ethical, and holistic service to their clients, families, and community. The Communication Disorders department will be seen as exemplary, within the university and beyond, in cultivating students who safeguard the unquestionable dignity, autonomy and grace of all.

## Mission Statement

The Department of Communication Disorders provides a supportive, inclusive, state-of-the-art learning environment to prepare students to serve effectively the unique needs of individuals across the lifespan with competence and compassion. Students will be equipped with foundational academic and clinical knowledge and skills acquired through innovative classroom, problem-based, and simulation learning experiences; mentored research; guided clinical experiences; and compelling educational domestic and international service opportunities. Focus on cultural competence, holistic, evidence-based and ethical practice, and collaborative learning across professions will inspire our students to communicate effectively with clients from a variety of cultural and linguistic backgrounds, and to lead others through their exemplary adherence to the highest standards of contemporary practice.

**The student is referred to the Sacred Heart University CMD webpage for up-to-date program news & events and a full program overview.**

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# Communication Disorders Policies & Procedures

## 1.1 Admission Policies

### A. Preliminary Criteria

Any student can declare the CMD major; if deciding on a CMD major after entry to Sacred Heart University, please use the linked [Declaration Form](#), found on the Registrar's website to declare CMD as your major.

### B. Declaration Procedure

Once the department receives the appropriate form, the Department Assistant will declare the student as a CMD major and assign them a new academic adviser. Following declaration, the student must submit a signed copy of Declaration of Understanding Form (Appendix A).

### C. Transfer Requirements

Students may transfer into the CMD Program until the second semester of their sophomore year. All uncompleted CMD professional courses must be completed at Sacred Heart University. Students who have been previously dismissed from the CMD program are not eligible for re-acceptance into the program.

## 1.2 Registration Policies

### A. Course Registration and Adjustments

All students must meet with their CMD Academic Adviser during the posted advisement sessions. It is the student's responsibility to schedule an appointment with their adviser. Registration blocks will only be removed following an advisement session. A student should consult with their adviser prior to dropping or adding a course, except where the drop/add consists merely of a change in section within the same course.

*Note:* A student's financial assistance may be affected by withdrawal from a course. Students should check the University policies regarding the credit hour requirement to continue receiving financial aid.

### B. Auditing a Course

Students are permitted to audit courses only at the discretion and permission of the instructor. A student who audits a course does not earn credit, and the course does not count toward completion of degree requirements. *An auditor may not change his or her status after the first week of classes.* Auditors must attend classes regularly, do assigned readings, and participate in discussions, but are excused from exams. Auditors are subject to full tuition and fees of the course. Required and prerequisite courses may not be audited.

### C. Course Overload Policy

A full-time load is considered 12-18 credits. Those students registered for more than 18 credits in a semester

must receive permission from their Academic Adviser, CMD Undergraduate Program Director and Registrar's Office. In addition, the student must pay the additional current tuition per credit in excess of 18, which can be obtained from the Registrar. The CMD Course Overload Policy complies with University guidelines for students taking course overloads.

#### *Conditions for Overload:*

A student may not be on academic probation at the time the overload request is submitted. Prior to overload requests, students must have fewer than two academic probations. Requests must be made by December 1st for the spring semester and May 1st for the fall semester. If the request is not approved and the student wishes to petition, it must be submitted to the adviser within one week after notification of the initial request. If the student feels extenuating circumstances exist for approval even though they do not meet overload approval criteria, a written petition should be submitted to the adviser. The petition will be considered by the full CMD faculty body.

#### **D. Course Substitution or Course Transfer**

Approval of the department must be secured for any course repetition or substitution at Sacred Heart University or elsewhere. This means all students must receive the appropriate signatures on the Course Transfer Form supplied by the University Registrar. Credit may not be granted if such approval has not been received in advance. Course Equivalent Approval and Petition forms are available in the Registrar's Office. All CMD courses (explained in Section 1.5) must be taken at Sacred Heart University. In recognizing credit for transfer from other institutions, the University does not accept courses in which the student has received grades lower than C (for undergraduate students).

### **1.4 Academic Probation**

#### **A. University Policy**

The university's policy on academic probation can be referenced on the Sacred Heart University website.

#### **B. CMD Policy**

1. All students must maintain a semester GPA of a 3.0 or better. Failure to do so will result in a student being placed on CMD Academic Probation. To remove probationary status, students must achieve at least a 3.0 GPA in the following semester.
2. A letter is sent to each student to inform of their academic probation status. Copies of this letter are sent to the faculty adviser, and it is recorded at the Registrar's Office on the University Record System. Students placed on probation are encouraged to seek advice and assistance from their faculty adviser.

*Note:* A student on probation may be ineligible to receive any financial aid from the University, college scholarship or loan funds.



3. A student on CMD Academic Probation may choose to enroll in courses during the University's Winter session and summer session. Grades from the winter session will be applied to the fall semester GPA, while grades from the summer session(s) will be applied to the spring semester GPA. This will include grades from all courses taken during winter session and summer session, not just repeats of failed courses. Winter session and summer session grades will also apply to the cumulative GPA. It is the responsibility of the student to inform their academic adviser if they intend to do so.

#### C. Dismissal from CMD Major

After admittance into the CMD major, a student that has two semesters with a semester GPA less than 3.0 will be recommended for dismissal. Students are permitted to retake any two courses *one time* in any of the following categories: CMD required curriculum courses, CMD elective courses, and CMD required supporting courses. Failure to achieve a grade of C or better in the repeated course will result in a recommendation for dismissal.

*Note:* All students subject to dismissal for academic reasons will be reviewed individually by the Professional Performance Committee (PPC) prior to a final recommendation to the Dean of the College of Health Professions.

#### D. Appeal of CMD Dismissal

A student whose matriculation has been terminated has the right to petition the Dean of the College. Such a petition should carefully delineate any information or extenuating circumstances that are currently unknown to the Committee, but which may influence a decision. The petition must include a plan for remediating deficiencies and for avoiding further academic or professional behavior problems in the future. If the Dean of the College does not receive a petition by the deadline specified in the letter of termination, it will be assumed that the student has waived his or her right to such reconsideration. If a petition is received, the Dean of the College will then forward a student appeal to the Professional Performance Committee for review and a recommendation.

### 1.5 Matriculation Policies and Standards

#### A. University Matriculation Requirements

[Matriculation requirements and 2020 major check sheet](#)

#### B. CMD Matriculation Requirements

- a. A minimum grade of C is required in the following courses or their equivalents:
- b. Program Required Courses (33cr): *with co-requisites*
  - i. CMD 200: Introduction to Communication Disorders [3 cr]
  - ii. CMD 201: Introduction to Communication Disorders Lab [1 cr]: *CMD 200*

- iii. CMD 210: Phonetics [3 cr]
- iv. CMD 215: Leadership in Healthcare [1 cr]
- v. CMD 300: Anatomy and Physiology of Speech and Swallowing [3 cr]
- vi. CMD 315: Hearing Science [3 cr]
- vii. CMD 320: Speech Science [3 cr]
- viii. CMD 330: Development of Language [3 cr]
- ix. CMD 335: Cultural and Structural Linguistics [3 cr]
- x. CMD 340: Neurological Bases of Communication and Swallowing
- xi. CMD 350: Introduction to Clinical Methods [3 cr]
- xii. CMD 351: Introduction to Clinical Methods Lab [1 cr]: CMD 350
- c. Supporting Required Courses (35 cr)
  - i. BI 111: Concepts in Biology [3 cr]
  - ii. BI 113: Concepts in Biology Lab [1 cr]: BI 111
  - iii. PY 103: Physics of Sound [4 cr]
  - iv. MA 131: Elementary Statistics [3 cr]
  - v. ED 301: Introduction to Exceptionalities [3 cr]
  - vi. ED 302: Education in the United States [3 cr]
  - vii. PS 110: Introduction to Psychology [3 cr]
  - viii. PS 252: Child Development Psychology [3 cr]
  - ix. HS 204: Introduction to Research in Health Science [3 cr]
  - x. HS 309: Professional Interactions in Health Care [3 cr]
  - xi. 6 credits of ANY foreign language

*Note for an up-to-date description of each course please refer to the College of Health Professions Catalog*

### C. Dual Degree Criteria to Progress

Milestones for criteria to progress within the dual degree program (3+2/4+2 BS/MS) are outlined below. Students are only admitted into dual degree program prior to their freshman year (as they are admitted to Sacred Heart University). **Current SHU students cannot apply for the program.** Contact the dual degree adviser with any questions about the program: Caitlin Zimyeski, Ed.D., CCC-SLP:

[zimyeskic@sacredheart.edu](mailto:zimyeskic@sacredheart.edu)

#### Dual Degree Year 1 Milestones

##### *Academic*

1. Maintain at least a 3.0 GPA every semester

2. Earn at least a C in CMD 200 and CMD 201
3. Earn at least a C in BI 111 and BI 113

### ***Professional Behaviors***

Maintain proficiency on Professional Behavioral Scales (Appendix B) in CMD 200 or CMD 201. (please note this will occur in either fall or spring semester for students in their first year)

\*If any of these milestones (except for BI 111 and/or BI 113) are **not met**, students will no longer be eligible for the dual degree program. If a minimum grade of C is not earned in either BI 11 and/or BI 113 during the first year, it needs to be **repeated**. Note that students have the chance to repeat both BI 111 and BI111 if needed.

**Students must remediate during the summer semester prior to the beginning of the fall semester.** (BI 111 and/or BI 113 must be successfully completed in the summer semester prior to the start of Year 2).

\*If **academic milestones** are not met after Year 1 (including summer remediation), the student will be dismissed from the dual degree program (not the CMD major - only the dual degree portion of the program); this will also likely result in academic probation for the CMD major.

1. **Academic Probation** will lead to a learning contract with Academic Adviser
2. **Professional Behavior Probation** will lead to a Remediation Plan for professional behaviors with Dual Degree Adviser.

### **Dual Degree Year 2 Milestones**

#### ***Academic***

1. Maintain at least a 3.0 GPA every semester
2. Earn at least a C in all CMD major classes and required supporting coursework

#### ***Professional Behaviors***

1. Maintain proficiency on Professional Behavior Scale (Appendix B) in all fall CMD courses
2. Problem Based Learning Attempt #1

\* If any of the milestones are not met see below:

1. If the **academic** milestones are not met at any point during Year 2, the student will be dismissed from the dual degree program (not the CMD major – only the dual degree portion of the program); this will also likely result in academic probation for the CMD major
2. If PBL is not successfully completed then **remediation** will be completed in Year 3
3. If Professional Behaviors Scale (Appendix B) rating scales are not maintained, students will be dismissed from the dual degree program (not the CMD major – only the dual degree portion of the program)

### **Dual Degree Year 3 Milestones**

#### ***Academic***

1. Maintain a 3.0 GPA every semester
2. Earn at least a C in all CMD major classes and required supporting

coursework***Professional Behaviors***

1. PBL Remediation Opportunity
2. Maintain proficiency on Professional Behavior Scale in all fall CMD core courses

3. A letter of attestation of potential to be successful in the SLP graduate program from a SHU faculty member who has had the student in class and an employer/ coach/ supervisor (submitted by September 15 one year prior to matriculation into the program)

\*If any of these milestones are not met see below:

1. If PBL is not successfully remediated, then students are dismissed from the dual degree program.
2. If the **academic** milestones are not met at any point during Year 3, the student will be dismissed from the dual degree program (not the CMD major – only the dual degree portion of the program); this will also likely result in academic probation for the CMD major.
3. If Professional Behavior Scale (Appendix B) ratings are not maintained, students will be dismissed from the dual degree program (not the CMD major – only the dual degree portion of the program)..

#### **Dual Degree Year 4 Milestones (for students in 4 + 2 program)**

##### *Academic*

1. Maintain at least a 3.0 GPA every semester
2. Earn at least a C in all CMD major classes and required supporting coursework

\* If the **academic milestones** are not met at any point during Year 4, the student will be dismissed from the dual degree program (not the CMD major – only the dual degree portion of the program); this will also most likely result in academic probation for the CMD major.

#### **D. Graduation Requirements**

1. A minimum grade of C in all required supporting, program required, and program elective courses
2. Successful completion of all 33 credits of required CMD core courses
3. A minimum of 120 credits

### **1.6 Grading Policies**

#### **A. Grade Changes**

Once officially recorded, grades may be changed only by the instructor through the filing of an official grade change form. Students should assume responsibility for checking with the instructor and with the University Registrar to be certain the grade change has been recorded.

#### **B. Incomplete Course Work**

An incomplete may be changed by completing the deficient course work no later than six weeks after the beginning of the following semester. In unusual circumstances, the six-week period can be extended up to one year with the approval of the faculty and program director. Degree credit for incomplete courses will not be granted unless the work is completed by the date assigned, which must be no later than one calendar year of the date on which the incomplete date is reported. Any incomplete grade not changed within this designated time period will revert to an “F.”

### C. Late Assignments

In the absence of communicated extenuating circumstances that impact work, all late assignments in CMD courses are subject to the following deductions:

- 0 – 24 Hours Late = 25% deduction
- 24 – 48 Hours Late = 50% deduction
- 48+ Hours Late = Zero credit

### CI. Grading Scale

The grading scale used for determination of course grades in the CMD program at Sacred Heart University is:

Grade	Numerical Grade		Grade	Numerical Grade
A	93-100%		C	73 – 76% *
A-	90 – 92%		C-	70 – 72%
B+	87 – 89%		D+	67 – 69%
B	83 – 86%		D	63 – 66%
B-	80 – 82%		F	<62%
C+	77 – 79%			* = minimum required for CMD major courses and supporting courses

## 1.7 Exam Policies

### A. Missed Written or Practical Examinations

If a student is unable to attend a written, oral, or practical examination, the student must provide the instructor with a valid reason for the absence **prior** to that exam. Acceptable reasons for absence include illness, religious holiday, death in the family, natural disaster, or travel with a team. Failure to follow this procedure will result in a grade of zero for the missed exam. Students who miss an exam due to an unforeseen situation must contact the instructor within 48 hours. It is the instructor's prerogative to handle each situation on a case-by-case basis.

No later than one week following a missed exam, students must take responsibility for arranging a make-up exam with the instructor. Make-up exams are not necessarily automatic and are given at the discretion of the instructor. Failure to make acceptable arrangements within one week will result in a grade of zero for the missed exam. The format of the make-up exam is up to the instructor.

## **B. Illness During Exams**

Students who become ill during an exam must notify the course instructor immediately.

## **C. Failed Exams**

If a student fails a written or practical examination, it is the responsibility of the student to make an appointment with the course instructor to discuss their performance on the exam. The intent of the appointment is to assist the student in identify the problem(s) or deficiency(s) and, when possible, to identify remediation strategies prior to the next exam.

## **D. Exam Grade Justification**

A student who wishes to question the accuracy or justification of an exam grade must do so in writing within 1 week of receiving the grade. Requests received after that time need not be considered by the instructor. This policy also applies to any graded assignment.

## **E. Final Examinations**

### ***Schedule***

The official examination period is indicated on the University Calendar. The examination schedule is determined by the Office of the University Registrar in accordance with the semester class schedule. Adjustments for individual students are made by the faculty member(s) concerned. No written examinations may be held outside the designated final exam period, except for those courses which do not follow the usual University semester calendar.

### ***Policies***

No individual student shall take more than two examinations per day during the examination period. If a student is scheduled to take more than two examinations in one day, the student will be allowed to reschedule one of the examinations to another examination day chosen in conjunction with the instruction, to be taken at a central, proctored location provided by the University.

## **1.8 Evaluation of Academic Components**

### **A. Course Evaluations**

The Department requires that all department-taught course be evaluated at the conclusion of each semester. A computer-scored standard form is used. The CMD Program further requires that students be offered the opportunity to submit in writing additional comments on the course and instructor(s). Course evaluations are used by instructors to improve both their teaching skills and the design and implementation of their courses. The evaluations are further used by the Department and College to assess the instructor's performance for issues such as contract renewal, merit, promotion, and tenure. For this reason, course evaluations should be taken very seriously, and comments should be considered carefully

and be made constructively.

## **B. Procedures for Course Evaluations**

All course evaluations conducted by the University are done electronically and are anonymous. Faculty receive evaluations only after final grades for the semester have been submitted.

## **1.9 Petition and Appeals Process**

### **A. Disputing a Grade**

A student who questions the final grade in a CMD course must bring their concerns to the course instructor within six weeks of issuance of grade reports. Faculty is responsible for maintaining student course materials only for that length of time.

### **B. Petitions**

Any student seeking variance from a Program or Department policy or procedure, may obtain a petition form from their academic adviser. The petition form should be completed and submitted to the respective CMD academic adviser. The petition should provide documented evidence in support of the petition. The Academic adviser will refer it to the Professional Performance Committee (PPC). The academic adviser or PPC will inform the student of the final decision. If the issue remains unresolved or the student believes they have not received due process the student may appeal the decision through the grievance process described in the SHU Student Handbook. In addition, there is an additional procedure regarding grade dispute that may be processed through the Academic Vice President's Office.

### **C. Deviations from Program Major Requirements**

The student has the right to petition for waiver or substitution of program requirements, transfer of credits from other institutions or exemptions from courses based on previous experience or study. Each petition should be accompanied by information (e.g., course outlines, transcripts, exams) that will support it. All petitions will originate with the respective CMD Academic Adviser. Petitions may be used to request variance from the usual academic or curricular requirements, including:

- Transfer of credit from another college or university
- Waiver of credit based on prior course work or experience, to include permission for competency testing
- Course substitution or the determination of course equivalence
- Waiver of academic standard

Petitions involving waiver of academic requirements must be reviewed by the Undergraduate CMD Program Director in conjunction with the Academic Adviser. Any variance whose approval will be precedent setting or de facto policy formation must go to the Professional Performance Committee (PPC)

for consideration and recommended to the Faculty for vote. The PPC may act on petitions at the request of the adviser if the adviser does not choose to act independently.

Petitions will always be signed by the person or group that makes the decision. This may be the adviser, the Undergraduate ACMD Program Director, or the Chair of the PPC. The chair of the PPC will sign the petition when Faculty make the final decision.

All students have the right to have their appeal heard by the Academic Vice President, if desired.

All petitions and any supporting documents, whether approved or denied, will be filed in the student's permanent academic record.

All Petitions for course substitutions, permission for co-requisite courses, and other formal academic requests/permissions can be submitted on a rolling basis; however no later than one month prior to the impacted semester. Due dates for these petitions are December 1 for the spring semester and July 1 for the fall semester.

### **1.10 Academic Dishonesty**

Sacred Heart University and the CMD program are committed to creating a community in which both faculty and students participate in the free and uncompromising pursuit of learning. This is possible only in an atmosphere of mutual trust where the discovery and communication of truth are marked by scrupulous, unqualified honesty. The college expects students to adhere strictly to the accepted norms of intellectual honesty in their academic and clinical work. It is the responsibility of the student to abide by the University Academic Integrity Policy (distributed annually to each student). Plagiarism and the participation in any activity which is deemed dishonest is not acceptable behavior at Sacred Heart University nor in the profession of allied health professions. Any student that does not adhere to these standards may (1) receive an "F" in the course in which the infraction occurred, (2) be subject to other disciplinary action, or (3) be dismissed from the CMD program and/or University.

Plagiarism describes unoriginal work in the form of writing in all contexts including papers, lab reports, and representations. Types of plagiarism are specified in the CMD courses and include cloning (copying the majority of a source), copying and pasting (copying up to 100% of a source), citing fictitious sources, recycling one's or other's work, aggregating (copying the majority of multiple sources with or without citations) and others. All forms of plagiarism will result in minimum penalty of a score of zero for the assignment and an academic integrity letter sent to the Chair of the department and Dean of the college. Additional penalties may apply.

### **1.11 Professional Behavior**

Students in the CMD Program are expected to adhere to the [Code of Ethics](#) put forth by the American



Speech-Language Hearing Association and the [University Code of Student Conduct](#). They must demonstrate professional behavior during all program-related activities. Students must also comply with professional conduct expectations associated with clinical observations. These expectations shall be outlined in course syllabi. The Professional Behaviors Scale (Appendix B) can be used as a rating scale in any CMD course.

In the classroom, if a student displays one or more behaviors which the faculty member views as inappropriate, the faculty member will draw the student's attention to the behavior, assist the student in understanding why it is inappropriate, and offer the student suggestions for changing the behavior. If the faculty member notices that the identified behavior continues or that change is slow in coming, the following measures will occur:

1. The student and faculty will meet to further discuss the issue.
2. Within seven days following the meeting, the student will submit a written proposal to be taken to solve the problem(s), a proposed time frame for resolution, and proposed consequence for failure to solve the problem in the indicated time frame.
3. The student and faculty member will agree on a final version of the proposal.
4. At the end of the agreed-on time frame, the student and faculty member will re-assess progress.
5. If the student has not accomplished their approved plan, the consequences will be assessed, and the process will be repeated.

Where a student's behavior is in direct violation of the Code of Ethics put forth by the American Speech-Language Hearing Association, the above policy may be superseded by direct report to and action through the Sacred Heart University Dean of Students Office.

## **1.12 Petition and Appeals Process**

### **A. Academic Adviser**

Students are assigned to a faculty member, within the program, for assistance and advice throughout their academic careers.

Student advising responsibilities are as follows:

1. When meeting with your adviser to schedule courses use Student Planning & Advising (SPA) as a tool to view course sections and plan for future semesters. As a first step, students can also refer to Appendix C to complete your CMD Course Registration Planning Sheet prior to the meeting. The CMD program strongly urges to **plan their future coursework in SPA** as this helps the department predict how many course sections are needed.
2. Understanding and monitoring the obligations necessary for successful completion of the CMD degree.

## **B. Center for Teaching & Learning (CTL)**

This center offers students a variety of seminars on studying and test-taking, as well as individual coursework tutoring. The student can either be self-referred or referred by the adviser or instructor for services.

### **1.13 Electronic Mail**

The CMD program requires that each student have a Sacred Heart University electronic mail account and expect that the SHU electronic mail account is checked a minimum of **twice** daily.

### **1.14 Accommodations for Students with Disabilities**

Any student who identifies as having a disability, which requires special accommodations to complete a course or professional program requirements (including exams) must follow the procedures define by Office of Student Accessibility.

### **1.15 Additional Costs to Students**

We make every attempt to minimize extraneous costs associated with the program. Students are responsible for the additional expense:

1. Master Clinician – all students enrolled in CMD 201 (Introduction to Communication Disorders Lab) and CMD 351 (Introduction to Clinical Methods Lab) must enroll in Master Clinician for each semester; cost is \$54/year.

### **1.16 Medical Emergency, Illness, or Injury**

If a student experiences a medical emergency, illness, or injury during participation in a CMD course or laboratory, the following procedures must be followed:

1. The instructor will notify Public Safety to respond to the situation,
2. The student will be required to seek assessment from either Student Health Services or personal physician and,
3. The student will provide instructor a note from Student Health Services or their personal physician that they are able to resume class and/or lab participation.

## Appendix A: Declaration of Understanding Form

Sacred Heart University

Department of Communication Disorders

Undergraduate Program

I, \_\_\_\_\_, have read the *Policy & Procedures Manual* of the Communication Disorder Program at Sacred Heart University, understand the contents, and agree to abide by the procedures as outlined and amended. Additionally, I have read and agree to abide by the [Code of Ethics](#) outlined by the American Speech-Language Hearing Association (ASHA).

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In addition, by signing below, I agree to (*please initial individual time*):

\_\_\_\_\_ Satisfactorily complete the University's Protection of Youth Training that is required of all Sacred Heart University faculty, staff, and students who have contact with children.

\_\_\_\_\_ I understand that failing to meet these requirements during my enrollment in the CMD program will be referred to the Professional Performance Committee for review. Violations which result or could have resulted in harm to self or others, falsification of records, and other major offenses may result in dismissal from the program or other disciplinary action.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

## Appendix B: The Professional Behaviors Rating Scale

### The Five “Be’s” of Professional Behaviors

Behavior	Proficient (Almost Always <1)	Needs Improvement (> 1 occurrence)
<b>Be on Time:</b> Class, Clinical Observations, Appointments		
<b>Be Respectful when Speaking with Faculty and Peers:</b> Classroom, Clinical Settings, Advising/Meetings		
<b>Be Mindful of Deadlines/Meet All Deadlines:</b> Class Assignments, Projects, Observation Documentation		
<b>Be Prepared to Participate/Engage in your Courses:</b> Class Discussions, Group Presentations, Clinical Observations		
<b>Be Reliable/Keep Your Word:</b> Do What You Say You Will Do		

## Appendix C: Class Schedule Worksheet

### Sacred Heart University Undergraduate Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday/ Sunday
8 – 9:15 a.m.						
9:30 –10:45 a.m.						
11 a.m. –12:15 p.m.						
12:30–1:45 p.m.						
2 – 3:15 p.m.						
3:30–5:10 p.m.						
6: 25 –7:35 p.m.						
7: 45 –10:10 p.m.						