



## Exhibit 1

### BNSF Neeley Leadership Program Student Contract

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#### PROGRAM REQUIREMENTS

As a member of the BNSF Neeley Leadership Program (NLP), I commit to fulfill all of the program requirements, including, but not limited to:

##### Year 1 (Sophomore)

- Enrollment in program designated section of Foundations of Leadership class and lab, BUSI 30833 (Fall)
- Enrollment in program designated section of Interpersonal Leadership Skills class and lab, BUSI 30843 (Spring)
- Completion of class assessments and participation in the Assessment Center Experience
- Development of Leadership Development Plan and engagement in individual activities to meet personal leadership objectives
- Attendance and engaged participation at speaker series, forums, workshops, Sophomore Boot Camp, Sophomore Retreat, and corporate site visits
- Meeting or exceeding required hours of Neeley Ambassador activities
- Successful admission into the Neeley School of Business by the beginning of the Fall semester of your junior year

##### Year 2 (Junior)

- Enrollment in designated program section of Team Leadership Skills class and lab, BUSI 40833 (Fall)
- Enrollment in designated program section of The Leadership Challenge class and lab, BUSI 40843 (Spring)
- Full engagement in second year Impact Project
- Completion of class assessments
- Development of a meaningful relationship with business mentor/leadership coach
- Continued development of Leadership Development Plan and engagement in individual activities to meet personal leadership objectives
- Attendance and engaged participation at speaker series, forums, workshops, and corporate site visits
- Attend Leadership trip to Chicago in the fall semester (Fall). Attendance is mandatory and students should budget \$750-\$1,000 in expenses.
- Attend Leadership trip to London and Scotland during the summer after completion of year 2 (May). Attendance is mandatory and students should budget approximately \$4,500-\$5,000 in expenses.
- Meeting or exceeding required hours of Neeley Ambassador activities
- Contribute to cross-cohort activities and NLP participant mentorship

##### Year 3 (Senior)

- Enrollment in designated program section of Leadership in a Complex World class and lab, BUSI 40853 (Fall)
- Enrollment in Lab and additional requirements (Spring)
- Meeting or exceeding required hours of Neeley Ambassador activities
- Further development of Impact Project
- Attendance at Leadership forums, workshops, and corporate site visits

- Further development of Leadership Development Plan and engagement in individual activities to meet personal leadership objectives
- Participate in cross co-hort activities and NLP participant mentorship

In addition, I understand that

- I am required to be enrolled as a student at TCU and involved in program activities each fall and spring semester during the 3 years of my program.
- I am expected to fulfill the duties of a Neeley Ambassador, remembering that my actions represent the Neeley School of Business.
- If invited to represent the BNSF Neeley Leadership Program at events or activities with University administrators, alumni, corporate representatives, and/or potential donors, I will do so in a professional manner, upholding the values of the program.
- If I do not to fulfill my responsibilities as a Neeley Leader or otherwise fall out of accord with the Student Contract, Student Honor Code, or Student Handbook, I may be dismissed from the program.
- I am expected to contribute to the program's marketing efforts through social media platforms with postings and appropriate content.
- For mandatory domestic and international travel, I am responsible for paying a portion of travel expenses including program fees, airfare, meals, and spending money and will budget accordingly.

For a complete description of the program activities, visit the Leadership website at [www.neeley.tcu.edu/leader](http://www.neeley.tcu.edu/leader).

## STUDENT PERFORMANCE POLICY

Your admission into the BNSF Neeley Leadership Program is conditional on your agreement to the terms of the Student Contract that includes acceptance of the program's Student Performance Policy and admission to the Neeley School of Business before the beginning of Year 2 (Junior). Your continuation in the Program requires your consistent adherence to this policy. The Student Performance Policy requires that you:

### 1. Participate in Program Events and Activities

We expect leadership students to participate in all planned events and activities. Inconsistent participation can lead to dismissal from the Leadership program. Co-curricular events and activities have been designed to help in students' leadership development including on-campus and off-campus activities, as well as domestic and international trips. Absences from required events and activities will only be accepted in the case of University excused absences or unanticipated family or personal emergencies. Absence from events and activities that are not required should be avoided when possible and should always be communicated prior to the event with the Program Director.

### 2. Honor Program Commitments

Your commitments to the program extend beyond meeting academic standards and participating in program events and activities. These include fulfilling your responsibility in the relationship with your mentor/coach, and importantly, upholding the values of the Neeley Leadership Program and in all things acting in a professional manner. Failure to honor your commitments can lead to dismissal.

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Signature of Student

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Date Signed



## Exhibit 2

### Student Honor Code

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#### Prelude

The BNSF Neeley Leadership Program (NLP) is a program within the Neeley School of Business which enables select students to further their academic knowledge and develop leadership skills. Program stakeholders have a responsibility to uphold the values taught within the Leadership Program and promote an environment of honor, integrity, and commitment. Students chosen to participate in the Leadership Program must commit themselves to personifying the character of a leader and endorsing the prestige of the program.

#### Scope

The Student Honor Code applies to all five academic classes and all labs, program-sponsored events, and to students representing the Leadership Program on and off campus. Students who do not uphold the Honor Code personally and professionally may be dismissed from the program.

#### Violations

Violations include all items listed in the TCU Honor Code ([www.tcu.codes](http://www.tcu.codes)), but since students are in a leadership program more is expected of those participating.

**Participation in program events and activities:** Leadership students are expected to participate in all planned events and activities. Inconsistent participation can lead to dismissal from the Leadership program. Every co-curricular event has been designed to help students' leadership development. Absences from required events will only be accepted with a University excused absence or prior discussion with faculty and staff.

**Honor Program Commitments:** Your commitments to the program extend beyond meeting academic standards and participating in program events and activities. These include fulfilling your responsibility in the relationship with your business mentor/leadership coach and upholding the values of the BNSF Neeley Leadership Program. Failure to honor your commitments can lead to dismissal.

#### Violation Consequences

A student can be dismissed from the program based on their semester evaluation, failure to adhere to program principles, policies and expectations, or violations of the TCU or NLP Student Honor Code. The following steps outline the general process for probation or dismissal from the program. However, discernment will be used to potentially adapt the process to fit the situation in question.

#### Behavioral Violation Process

- 6) The student will meet with a committee of Leadership faculty and staff to review the situation. An additional member of the committee, such as a Leadership student or alumni, may be chosen. During the meeting, the student will be given an opportunity to explain the situation and outline corrective, developmental steps.
- 7) The panel will then decide if the student will be placed on probation or immediately dismissed from the program.
- 8) If placed on probation, the student will write a comprehensive development plan outlining concrete steps for his or her leadership development specific to the situation. Probation will last until the end of the time period outlined by the Leadership committee with the maximum of a semester-long probation.

- 9) At the end of the time period in which the student was placed on probation, the Leadership committee will reconvene and examine the developmental progress of the student. At this time, the panel will decide if the student will be taken off probation or dismissed from the program.
- 10) In the case of dismissal from the program, a student may file an appeal. Appeals for academic misconduct may be made to the Associate Dean of Undergraduate Programs of the Neeley School. Appeals for non-academic violations may be made to the Assistant Dean of Undergraduate Programs of the Neeley School. All appeals should be made in writing within five business days of receiving a formal letter of dismissal. A clear, well documented argument must be made for reconsideration of dismissal. The decision will be made within five business days. Upon mutual agreement, all time limits may be extended due to extenuating circumstances.

#### **Academic Violation Process**

- 4) Academic misconduct will be considered a behavioral violation process as defined by the process above.
- 5) Students who are unable to gain admission to the Neeley School of Business by Fall Year 2 (Junior) due to their GPA or failure to meet other requirements, will be dismissed upon agreement by the Assistant Dean of Undergraduate Programs, NLP Academic Director, and NLP Program Director.
- 6) If a student's cumulative GPA drops below a 3.0 at any point in the program, the student will be given one semester to raise his or her cumulative GPA above a 3.0. If the student does not reach this cumulative GPA at the conclusion of the next semester, the student will be removed from the program.

#### **Recognition of Duty**

I, \_\_\_\_\_, understand all of the terms listed above. I recognize that it is a privilege to be asked to join the BNSF Neeley Leadership Program and that I must, at all times, conduct myself in a manner becoming of a leader. I will refrain from any activity that will reflect negatively upon the BNSF Neeley Leadership Program.

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Signature of Student

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Date Signed