

University Housing

2019-2020 Policy Guide

MAKING DECISIONS

The success of a campus housing community rests on a commitment to safety and mutual respect. University Housing empowers residents to learn from the decisions they make through reflective meetings, restorative practices and educational sanctions. As a departmental team, it is our privilege and responsibility to help residents understand that they are part of the greater community and the impact of their decisions.

By signing the University Housing License Agreement, residents enter a community living arrangement with other residents and staff. University Housing has the responsibility to set limits and guidelines that create a safe and welcoming place to live. Choosing to engage in behaviors that are detrimental to the success of self and the community may lead to consequences including license agreement termination, if necessary.

The expectations included within this document are upheld by Resident Advisors, maintenance and custodial staff, Desk Attendants, Mail Attendants, and professional staff. Residents will be held accountable through the conduct process.

Note that Facebook, Twitter, Instagram, Snapchat and other social media platforms may be used as evidence within the student conduct process.

University Housing reserves the right to update this policy guide at any time.

PRODUCTIVE DECISIONS

As a Chico State Wildcat you have chosen to live in a community that promotes the following:

- Wisdom—I will put care and thought into the actions I take.
- Integrity—I will conduct myself with the highest level of ethics.
- Learning—I will learn from both my mistakes and my triumphs.
- Diversity—I will respect the backgrounds, stories, and perspectives of all within the Chico State community.
- Community—I will value those I interact with including other residents, staff, and faculty.
- Accountability—I will hold myself and others accountable for the policies outlined in the University Housing Policy Guide.
- Transformation—I will commit to personal, interpersonal, and academic growth through my time in University Housing.

To help you make good decisions, University Housing has developed a set of policies consistent with the University's Student Conduct Code and California State University, Chico's Title 5 Resident Conduct Code of Regulations, as well as federal, state and local laws.

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1. Alcohol

This policy applies to all individuals and areas of University Housing communities, including public areas in and around the residence halls. University Housing will dispose of all found alcohol and paraphernalia. Damage resulting from alcohol use will be the financial responsibility of the resident.

- 1.1. Use, possession, manufacture, and distribution of alcoholic beverages is prohibited in and around University Housing communities.
- 1.2. Public intoxication, the inability to care for oneself, or disrupting the residence hall community while under the influence is prohibited.
- 1.3. Residents must refrain from possession, collection, or display of alcohol containers or paraphernalia, including but not limited to: flasks, shot glasses, empty containers of alcohol, beer bong, kegs, and alcohol boxes.
- 1.4. Drinking games or simulated drinking games (i.e., water pong) are strictly prohibited.

2. Animals/Pets

Residents with disabilities can request an accommodation through the Accessibility Resource Center. Damage resulting from pets or animals will be the financial responsibility of the resident.

- 2.1. All pets are prohibited in University Housing communities, with the exception of fish in a maximum five-gallon tank.

3. Building and Room Access

University Housing is committed to maintaining safety and security in our communities at all times.

- 3.1. Loaning a University ID or University Housing room key or fob to another person for the purpose of building, room or meal plan access is prohibited. Hiding or leaving a room key unattended for later use is prohibited. Residents are expected to not possess another student's University ID, key or fob.
- 3.2. Residents are required to ensure the locking mechanism of their room door is fully operational at all times. Residents are not to tamper with or alter the locking mechanism of their room door.
- 3.3. Residents must enter and exit through the main doors and swipe their own campus issued ID card at the front desk. At University Village residents are to use their ID card to swipe in at the main gate or pedestrian gates.

4. Cannabis

This policy includes synthetic cannabis, cannabis residue, cannabidiol (CBD) and closely related organic components. Residents possessing cannabis and/or paraphernalia will be asked to dispose of all items by University Housing staff. Damage resulting from cannabis use will be the financial responsibility of the resident.

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Cannabis over one ounce may be confiscated by the University Police Department and violations may be referred to the office of Student Conduct, Rights, and Responsibilities.

Proposition 215 and the California Medical Marijuana Program are in direct conflict with federal law regarding cannabis; therefore, University Housing does not recognize medical cannabis cards.

Residents who possess a valid medical cannabis card under Proposition 215 are required to find a location off campus where they can appropriately and legally use and possess cannabis.

Housing staff may investigate for a possible cannabis violation based on reasonable evidence. Evidence of cannabis can include, but is not limited to, smell, smoke, seeds, residue, presence of odor, fans, towels near or under doors, open windows, attempts to mask scents, bongos, pipes, clips, and plant cultivation.

- 4.1. Use, possession, manufacture and distribution of cannabis in and around University Housing communities is prohibited.
- 4.2. Public intoxication, the inability to care for oneself, or disrupting the residence hall community while under the influence of cannabis is prohibited.
- 4.3. Residents are not to possess cannabis paraphernalia, including but not limited to: pipes, bongos, hookahs, scales, vaporizers, grinders, smoke buddies, roach clips, and rolling papers. Cannabis paraphernalia includes any item fashioned for the purpose of facilitating cannabis use.

5. Community Respect

Residents are expected to treat all members of the campus housing community, including fellow residents, University Housing staff, and Sutter Dining staff with respect—acting in a manner that positively contributes to the community.

- 5.1. Residents are expected to engage in conduct that is respectful to other students and University Housing community members recognizing the rights and interests of the community outweigh those of the individual. This includes completing chores in Konkow houses and University Village suites.
- 5.2. Misuse of University property, such as trash/recycling bins, restrooms, elevators, community lounges, and laundry facilities is prohibited.
- 5.3. Residents are responsible for following the guidelines set forth in the University Housing License Agreement.
- 5.4. Being in the presence of any policy violation is prohibited.

6. Compliance

University Housing is committed to maintaining a respectful atmosphere in all our communities.

- 6.1. Residents and their guests or visitors must comply with any reasonable request from University Housing staff members. Residents are expected to provide accurate information and identification when requested by staff. Residents are expected to not interfere with staff while they are performing their duties.

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- 6.2. University Housing will communicate with residents via Wildcat email, postings, floor meetings, or text messages. Residents are expected to follow instructions provided in all communications.

7. Drugs and Paraphernalia

Drugs will be confiscated by the University Police Department. Drug violations will be referred to the office of Student Conduct, Rights, and Responsibilities.

- 7.1. Residents must refrain from the use, possession, manufacture, or distribution of illegal drugs.
- 7.2. Being under the influence of drugs in or around University Housing communities is prohibited.
- 7.3. Residents are not to possess drug paraphernalia. Drug paraphernalia includes any item fashioned for the purpose of facilitating drug use.

8. Fire and Life Safety

Coffee makers, electric kettles, and blenders are permitted in all communities. Within University Village apartments and Konkow house kitchens residents may use University provided appliances present at move in, as well as, indoor electric grills, toasters, and toaster ovens. These items are not allowed within bedrooms. Power strips are permitted only if they have built-in circuit breakers with an on/off switch. All power strips must be UL or ETL listed. All heat producing items should be plugged directly into an outlet.

- 8.1. Tampering with, removal of, or misuse of any fire and life safety equipment including, but not limited to, fire alarm pull stations, fire extinguishers, fire hoses, fire sprinklers, emergency exit doors, smoke detectors, exit signs, and emergency evacuation instructions is prohibited.
- 8.2. All residents and guests/visitors must evacuate a residential facility immediately and must follow instructions from University Housing staff, University Officials or first responders when the fire alarm sounds.
- 8.3. Use or possession of items with exposed heating elements including, but not limited to, barbecues, electric grills, toasters, toaster ovens, hot plates, and space heaters is prohibited.
- 8.4. Use or possession of potentially hazardous items including, but not limited to, candles, incense, electric blankets, hover boards, extension cords, halogen lamps, lava lamps, plug-in air fresheners, lighters, cigarettes, pipes, cigars, hookahs or other "smoke" emanating products, including e-cigarettes, lighters, and vapor devices is prohibited.
- 8.5. Use or possession of torches, fireworks, flammable liquid fuels, accelerants, and other similar products is prohibited. Possession of these items will result in a referral to the Office of Student Conduct, Rights and Responsibilities and may lead to immediate termination of the University Housing license agreement.
- 8.6. "Daisy chaining" or connecting multiple power strips together is prohibited.
- 8.7. A maximum of three decorative light strands may be connected together (per room) unless manufacturer's directions suggest less.
- 8.8. No more than eight individuals may be in a residential bedroom, regardless of room size. In University Village this policy applies to living rooms, as well.
- 8.9. Residents are expected to keep all exit routes clear from obstructions.

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- 8.10. Residents are not permitted to post anything on the exterior of their room doors that is not provided by University Housing.
- 8.11. University Village residents are expected to keep patios/balconies clean and free of trash, keep access free from obstructions, and keep University Housing provided furniture inside.
- 8.12. Room decorations including, but not limited to, fabric wall hangings, flags, tapestries, curtains or drapes, artificial plants or trees, incandescent bulbs, halogen bulbs, and other types of bulbs that have a hot surface are also not permitted. CFL bulbs are the only approved bulbs.
- 8.13. Any behavior deemed unsafe is prohibited.

9. Firearms and Weapons

Firearms and Weapons violations will be referred to the Office of Student Conduct, Rights, and Responsibilities in conjunction with the University Police Department.

- 9.1. Residents shall not possess weapons or explosives (or replicas/toys), including but not limited to: firearms, live ammunition, hunting bows and arrows, BB guns, Tasers, stun guns, paintball guns, air pellet guns, toy guns, squirt guns, Nerf guns, highly flammable substances, and stink bombs.
- 9.2. California Penal Code Section 626.10 states that individuals may not possess knives with a blade longer than 2.5 inches. Residents may have kitchen knives of any size for cooking purposes.

10. Guests and Visitors

University Housing Guest Visitor Policy

University Housing defines visitors and guests differently. A visitor is a resident of a University Housing community (has a license agreement with University Housing). A guest is an individual that is not a resident (doesn't have a license agreement with University Housing, i.e., family members, non- University Housing students, etc.). When guests or visitors arrive, it is the resident's responsibility to ensure that their guest/visitor is properly checked in and checked out according to the processes below:

Visitors:

A visitor is required to check in at the community front desk.

- The visitor will need to present a valid Chico State ID to the front desk of each community and be verified as a University Housing resident.
- During the hours of 7 p.m. to 7 a.m. daily, visitors will receive a wristband that must be worn.
- When the guest(s) departs, they must go to the front desk with their host to have the desk check them out in the system. Failure to check out properly can lead to a loss of visitor permissions.

Guests:

A guest will check in/out at the community front desk with their host resident.

- Guests under 18 must be accompanied by a parent or guardian and must leave by 7 p.m. daily.
- Guests will need to present a valid, original, government-issued photo identification card (e.g., driver's

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license, CSU, UC or California Community College state issued student ID, state ID, military ID, tribal ID, or passport). Other school or university IDs and driver's permits will not be accepted for guests.

- Guests will be issued wristbands at check-in. Guests should wear the wristband at all times. When guests depart, they must go to the front desk with their host to have the desk check them out in the system. Failure to check out properly can lead to a loss of guest permissions.
- A guest must abide by the same community standards as residents/visitors. If they choose not to, University Housing staff may determine they cannot continue to visit and be told to leave.

Cohabitation:

Cohabitation is not permitted in residence halls/suites. Cohabitation exists when a person who is not assigned to a particular room/suite uses that room/suite as if they were living there. Examples of this may include, but are not limited to, accessing the room/suite while the assigned occupants are not present, utilizing a key to enter a room/suite to which one is not assigned, keeping clothing and other items in the room, sleeping overnight in the room/suite on a regular basis, and using the bathroom and shower facilities as if they lived in that space.

- All overnight visitations must be consistent with any applicable roommate agreements.
- Any resident found having an individual living with them is subject to the student conduct process and/or immediate termination of their residence hall/apartment contract.
- When a guest or visitor's continual presence hinders a roommate's ability to study, sleep, and/or occupy their room, this will be considered a violation of this policy.
- No-Guest Time Periods:
- During no-guest time periods, no guests are permitted in any University Housing community, Sutter Dining or Sutter Late Night. All students with meal plans must have their University ID to enter these locations and no guests may be swiped in.
- University Housing staff may revoke visitor privileges should an increase in policy violations occur during "no-guest time periods".

No Guest Time Periods include:

Labor Day: Thursday, August 29, 2019, at 8 p.m. through Tuesday, September 3, 2019, at 8 a.m.

Halloween: Thursday, October 24, 2019, at 8 p.m. through Sunday, November 3, 2019, at 8 a.m.

Cesar Chavez: Thursday, March 26, 2020, at 8 p.m. through Wednesday, April 1, 2020, at 8 a.m.

During Fall Break, Winter Break, and Spring Break, guests are not permitted in University Village and Konkow communities.

10.1. Residents are expected to follow all terms of the guest/visitor policy.

10.2. Circumventing the check-in process in any University Housing community is prohibited.

11. Mail

The University Housing mail rooms are considered part of our communities and all policies apply in these spaces.

11.1. Residents may not have prohibited items mailed to their University Housing address.

12. Masks and Costumes

For safety and security purposes, University Housing must be able to identify all individuals at all times.

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12.1 Wearing masks, costume hoods, face painting, or any other apparel that would prevent University Housing staff or University officials from making a visual identification is prohibited.

13. Noise

Courtesy Hours are 24 hours a day, seven days a week, and it is the expectation that residents avoid creating noise levels that will disturb the community. A resident can be asked to bring down their noise level by anyone at any time. Quiet Hours are when residents are asked to keep their noise levels low enough so that their in-room activities are unable to be heard outside of their room. Additionally, noise in common spaces and outside should be kept to a reasonable volume. During finals week, extended Quiet Hour times will be posted in each community.

Weekly Quiet Hours:

- Sunday through Thursday, 10 p.m. to 9 a.m.
- Friday and Saturday, midnight to 9 a.m.

13.1. Courtesy Hours should be followed at all times

13.2. Residents are expected to follow the Quiet Hours policy.

13.3. Residents shall not possess subwoofers, amps, or other sound enhancement devices.

14. Noxious Odor

A noxious odor is any aroma of such intensity that it becomes apparent or offensive to others. Any odor can become noxious or offensive when it is too strong. Some examples are cigarette, cigar, or pipe smoke, perfume, air freshening spray, large amounts of dirty laundry, and cannabis smell.

14.1. Noxious odors are prohibited.

15. Refrigerators and Microwaves

One mini-fridge/freezer/microwave unit leased/provided from Collegiate Concepts is permitted per room. Residents living in Konkow and University Village are not able to lease one due to refrigerators being provided within the community. Residents with disabilities can request an accommodation through the Accessibility Resource Center.

15.1. Residents are expected to follow the Refrigerators and Microwaves policy.

16. Room Personalization

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Residents are required to properly use University Housing furnishings.

- 16.1. Personal stuffed furniture is not allowed in University Housing communities (i.e., bean bags, mattresses, desk chairs, futons, love seats, couches, and overstuffed chairs, etc.).
- 16.2. All University Housing furniture present at move-in is to remain in a resident's room and bunking or lofting of beds is prohibited.
- 16.3. Moving community furniture into a resident's room is prohibited.

17. Smoking

Chico State is considered a Smoke and Tobacco free campus. Smoking, the use or sale of tobacco products, and the use of designated smoking areas are prohibited on all CSU properties.

- 17.1. Smoking is prohibited inside all University Housing communities and surrounding areas. Smoking is defined as inhaling, exhaling, burning or carrying a lighted cigarette, cigar, pipe, or other smoking apparatus.
- 17.2. Electronic cigarette use or vaping is prohibited on campus.

18. Solicitation and Business Enterprises

Residents are to refrain from soliciting or operating a business in all University Housing communities.

- 18.1. Residents who would like to post materials in a University Housing community will need to get them approved through the University Housing office for distribution.
- 18.2. Residents and other individuals cannot conduct door-to-door solicitation, slide ads/fliers under doors, or display door hangers or postings without University Housing permission.

19. Sports

Sports and sports-related activities are prohibited in University Housing communities for safety purposes.

- 19.1. Sports and sports-related activities including, but not limited to, running, throwing or kicking objects, or wrestling are prohibited inside University Housing communities.

20. Theft

Violations of the theft policy may be referred to the Office of Student Conduct, Rights, and Responsibilities and, potentially, the University Police Department.

- 20.1. Theft of University property or resident property is prohibited.
- 20.2. The removal of anything (including food) from Sutter Dining is prohibited.

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21. Vandalism

Vandalism may be referred to the Office of Student Conduct, Rights, and Responsibilities and, potentially, the University Police Department. Residents may be required to pay for damages.

- 21.1. Vandalism to any building, property, security cameras, or signage, including but not limited to: bulletin boards, fliers, posters, signs, and whiteboards, is prohibited.

22. Wheeled Devices

Residents are encouraged to register their bicycles with the University Police Department (UPD). Residents are responsible for providing locks for their own bicycles and to properly lock them in specified bicycle parking spots. Please visit the UPD website for more information.

- 22.1. Using recreational equipment with wheels including, but not limited to, bicycles, scooters, skateboards, rollerblades, and electric scooters is prohibited in and around University Housing communities.

23. Windows

University Housing is committed to maintaining safety and security in our communities at all times.

- 23.1. Windows are to be kept clear of any signage or displays.
- 23.2. Tampering with screens is prohibited and screens are to be kept in place at all times.
- 23.3. Residents are expected to not drop, dump or throw anything out of their window (water, bottles, cans, trash, etc.).

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Vandalism may be referred to the Office of Student Conduct, Rights, and Responsibilities and, potentially, the University Police Department. Residents may be required to pay for damages.

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University Housing is committed to maintaining safety and security in our communities at all times.

- 26.1. Windows are to be kept clear of any signage or displays.
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