University Housing

2020-2021 Policy Guide

Important COVID-19 Related Policy Changes

University Housing is following all Butte County and State of California Public Health guidelines for physical distancing and social gatherings. This will impact many of the policies outlined in this document and it is important that you read and understand the following information. Please be aware that additional changes may occur. We'll do our best to keep you informed, but please remember you will be notified of any further changes through your Chico State email. Below is a list of policies that have been added or adjusted due to COVID-19. Please note that failure to abide by the policies below may result in participation in the conduct process.

- You will be responsible for wearing face coverings at all times and adhering to physical distancing when not in your room. Face coverings and physical distancing are required in all residential community common areas, lobbies, hallways, elevators, and dining facilities (when not eating).
- You will be responsible for self-monitoring for COVID-19 related symptoms, this may include temperature taking. If you have symptoms, have come in contact with someone who has tested positive, or if you have tested positive you will be directed to isolate or quarantine in your own space or in another residential space provided to you.
- No guests or visitors will be allowed in any residential community after your move-in appointment time. This includes family members or friends who live in other residential communities.
- There will be a limit of one additional person in any resident's room at any time.
- Residents are required to utilize an online appointment scheduling system for use of communal showers.
- You will be required to complete COVID testing and verify results when requested.

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.

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.

Parental/guardian notification will be made when a resident is at risk of having their housing license terminated due to violating the provisions of Sections 41301 and 41302 of Title 5, California Code of Regulations or University Housing Policies. No details about the violations will be shared with parent/guardian unless the licensee has signed a Family Educational Rights and Privacy Act (FERPA) release. This notification is made to ensure that a resident and their parent/guardian is aware of potential termination of the license agreement and the potential that the Licensee will owe the amount due under the full Fee Period of the license.

You agree to be jointly responsible with other residents for the protection of the residence halls and University Village suites and studios, its furnishings, and equipment. Damages to, and/or theft of, public property are the responsibility of students in each living environment. The method for assessing charges to a living area follows procedures administered by University Housing.

- During the academic year you, your wing, your floor, or your entire community, may accrue charges for various reasons.
- Damages will be determined in part by your professional live-in staff, Custodial Supervisor, and the University Housing Office.

University Housing recognizes that our residents come from diverse backgrounds and may have a variety of needs. If you need accommodations regarding any of the policies in this document, or in completing any sanctions, please reach out to Jenna Wright at jmwright@csuchico.edu.

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 disruption of the residence hall community while under the influence is prohibited.
1.3. Residents must not possess, collect, or display alcohol containers or paraphernalia including, but not limited to flasks, shot glasses, empty containers of alcohol, beer bongs, kegs, and alcohol boxes.
1.4. Drinking games or simulated drinking games (i.e., water pong) are strictly prohibited.

2. Animals/Pets

Residents 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, 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 other students' University IDs, keys, or fobs.
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.

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 includes, but is not limited to smell, smoke, seeds, residue, presence of odor, fans, towels near or under doors, open windows, attempts to mask scents, bongs, 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 may not possess cannabis paraphernalia including, but not limited to, pipes, bongs, 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. Cohabitation

Cohabitation exists when a person who is not assigned to a particular room/suite uses that room/suite as if they were living there. Cohabitation is not permitted in residence halls/suites.

5.1 Residents must follow the cohabitation policy.

6. 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.

6.1. 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.
6.2. Misuse of University property, such as trash/recycling bins, restrooms, elevators, community lounges, and laundry facilities is prohibited.
6.3. Residents are responsible for following the guidelines set forth in the University Housing License Agreement.
6.4. Being in the presence of any policy violation is prohibited.

7. Compliance

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

7.1. Residents 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.

7.2. 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.

8. Disorderly Conduct

Disorderly conduct or behavior that endangers the health and safety of oneself or others is prohibited.

8.1 Physical abuse, assault, battery, or fighting is prohibited in and around the residence halls.

8.2 Harassment, threats or creating a hostile environment through discrimination, intimidation, ridicule, or insult toward any person is prohibited.

8.3 Acts of hate or bias targeted toward a person or group are prohibited.

9. 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.

9.1. Residents must not use, possess, manufacture, or distribute illegal drugs.

9.2. Being under the influence of drugs in or around University Housing communities is prohibited.

9.3. Residents may not possess drug paraphernalia. Drug paraphernalia includes any item fashioned for the purpose of facilitating drug use.

10. 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 only allowed in the kitchen not allowed within bedrooms or lounge area.

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.

10.1. 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, smoke detectors, exit signs, and emergency evacuation instructions is prohibited.

10.2. Residents are not to misuse fire tower doors or emergency exit doors.

10.3. When the fire alarm sounds, all residents must evacuate a residential facility immediately and must

follow instructions from University Housing staff, University Officials, and first responders.

10.4. 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.

10.5. 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 and vapor devices is prohibited.

10.6. 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.

10.7. Connecting multiple power strips together or "Daisy chaining" is prohibited.

10.8. A maximum of three decorative light strands may be connected together (per room) unless manufacturer's directions suggest less.

10.9. No more than two individuals may be in a residential bedroom, regardless of room size. In University Village this policy applies to living rooms and kitchens, as well.

10.10. Residents are expected to keep all exit routes clear from obstructions.

10.11. Residents are not permitted to post anything on the exterior of their room doors that is not provided by University Housing.

10.12. 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.

10.13. 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.

10.14. Any behavior deemed unsafe is prohibited.

11. 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.

11.1. 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.

11.2. 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.

12. Guests and Visitors

Until further notice, University Housing does not allow residents to have any visitors or guests. 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.).

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12.1. Residents are expected to follow all terms of the guest and visitor policy.

13. Mail

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

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

14. Masks and Costumes

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

14.1 Wearing masks (except for COVID-19 protection), costume hoods, face painting, or any other apparel that would prevent University Housing staff or University officials from making a visual identification is prohibited.

15. 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. Beginning at 9 a.m. the Sunday before finals week extended Quiet Hours will be enforced in each community.

Weekly Quiet Hours:

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

15.1. Courtesy Hours must be followed at all times.
15.2. Residents are expected to follow the Quiet Hours policy.
15.3. Residents shall not possess subwoofers, amps, or other sound enhancement devices.

16. 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.

16.1. Noxious odors are prohibited.

17. Pranking

Pranking or playing a practical joke can lead to injury, retaliation, or property damage, and may be considered as bullying. Pranking is strictly prohibited in the residence halls.

17.1 Residents are expected to follow the pranking policy.

18. 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 a medical necessity can request an accommodation through the Accessibility Resource Center.

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

19. Room Personalization

Residents are required to properly use University Housing furnishings.

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

20. Smoking

Chico State is considered a smoke- and tobacco-free campus. Smoking, vaping, and the use or sale of tobacco products are prohibited on all CSU properties.

20.1. 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.
20.2. Electronic cigarette use or vaping is prohibited on campus.

21. Solicitation and Business Enterprises

Residents must not solicit or operate a business in any University Housing community.

21.1. 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.
21.2. 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.

22. Sports

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

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

23. Theft

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

23.1. Theft of University property or resident property is prohibited.
23.2. The removal of anything (including food) from Sutter Dining is prohibited.

24. Vandalism

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

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

25. Wheeled Devices

Residents are encouraged to register their bicycles with the Chico Police Department. 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.

25.1. 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.

26. Windows

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

26.1. Windows are to be kept clear of any signage or displays.
26.2. Tampering with screens is prohibited. Screens are to remain in place at all times.
26.3. Residents are expected to not drop, dump, or throw anything out of their windows (water, bottles, cans, trash, etc.).

27. COVID Testing

27.1. Residents are required to have a COVID test within 72 hours of arrival in University Housing at the beginning of each semester and provide verification of test and test results.

27.2. Residents are required to complete regularly scheduled COVID testing

27.3. Residents are required to notify the Chico COVID Hotline 530-898-2222 immediately of a positive test.