

University Housing 2023-2024 Policy Guide

MAKING DECISIONS

The success of a campus housing community rests on a commitment to safety and mutual respect. University Housing (UH) 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.

To help you make good decisions, UH 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.

By signing the UH License Agreement, residents enter a community living arrangement with other residents and staff. UH 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. Learn more about [UH's Student Conduct](#) philosophy and the process that may occur during a policy violation. The expectations included within this document are upheld by Resident Advisors, maintenance and custodial staff, dining staff, desk attendants, mail attendants, and professional staff. Residents will be held accountable through the conduct process. Note that Facebook, Twitter, Instagram, Snapchat, TikTok and other social media platforms may be used as evidence within the student conduct process.

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

UH as referenced in this document refers to all UH property including, but not limited to: residential halls, dining spaces, programming spaces, and the exteriors of any UH property.

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 UH 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 UH.

- 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, Facilities and Maintenance Services, and UH staff.

UH 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 [Emily Lees](#) at elees@csuchico.edu.

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1. Alcohol

This policy applies to all individuals and areas of UH communities, including public areas in and around the residence halls. Residents possessing alcohol and/or paraphernalia will be required to dispose of all items. Damage resulting from alcohol use will be the financial responsibility of the resident. Presence of alcohol containers such as empty cans, bottles, or packaging may be construed as evidence that possession and/or use of alcohol has occurred.

- 1.1. Use, possession, manufacture, and distribution of alcoholic beverages is prohibited in and around UH communities.
- 1.2. Intoxication which results in concern for one's wellbeing or disruption of the residence hall community 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 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 a medical necessity 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 UH communities, with the exception of fish in a maximum five- gallon tank.

3. Building and Room Access

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

- 3.1. Loaning a University ID, UH room fob or lockout card to another person for the purpose of building, room, or meal plan access is prohibited. Hiding or leaving a University ID, fob, or lockout card unattended for later use is prohibited. Residents are expected to not possess other students' University IDs, fobs, or lockout card.
- 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 own ID card to swipe in at the main gate or pedestrian gates.

4. Cannabis

This policy applies to all individuals and areas of UH communities, including public areas in and around the residence halls. This policy includes synthetic cannabis, cannabis residue, cannabidiol (CBD), and closely related organic components. Residents possessing cannabis and/or paraphernalia will be required to dispose of all items. Damage resulting from cannabis use will be the financial responsibility of the resident.

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Cannabis possession over the amount of one ounce may be confiscated by the University Police Department and violations may be referred to the Office of Student Rights and Responsibilities.

Proposition 215 and the California Medical Marijuana Program are in direct conflict with federal law regarding cannabis; therefore, UH 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, bongos, pipes, clips, and plant cultivation.

- 4.1. Use, possession, manufacture, and distribution of cannabis in and around UH communities is prohibited.
- 4.2. Intoxication which results in concern for one's wellbeing or disruption of the residence hall community is prohibited.
- 4.3. Residents may not possess cannabis paraphernalia including, but not limited to, pipes, bongos, hookahs, scales, vaporizers, grinders, smoke buddies, roach clips, rolling papers, and 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 any UH community.

- 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, UH staff, and Éstom Jámani 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 UH 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 spaces.
- 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 UH License Agreement.
- 6.4. Being in the presence of any policy violation is prohibited.

7. Compliance

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

- 7.1. Residents must comply with any reasonable request from UH 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. UH will communicate with residents via Wildcat email, postings, community 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 Student Rights and Responsibilities.

- 9.1. Residents must not use, possess, manufacture, or distribute illegal drugs.
- 9.2. Engaging in disruptive behavior while under the influence of drugs in or around residential facilities 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 and are not allowed within bedrooms or lounge areas.

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.

Fire and Life Safety policies are guided by [California Fire Code Title 24](#). If you have questions regarding any of the Fire and Life Safety policies, please reach out to [Environmental Health and Safety](#).

- 10.1. Tampering with, removal of, or misuse of any fire and life safety equipment including, but not limited to

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- 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 UH 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, space heaters, air fryers, slow cookers, instant pots, and rice cookers 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, LED self-adhesive strip lighting, 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 Rights and Responsibilities and may lead to immediate termination of the UH 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. Lighting that includes, but is not limited to, floor lamps, table lamps, or desk lamps must use CLF bulbs. Incandescent bulbs, halogen bulbs, or other types of bulbs that have a hot surface are not permitted.
 - 10.9. No more than eight 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 UH.
 - 10.12. University Village residents are expected to keep patios/balconies clean and free of trash, keep access free from obstructions, and keep UH provided furniture inside.
 - 10.13. Wall decorations must account for 10% or less of the total wall space. Items that may not be used in wall decorations include, but are not limited to, curtains or drapes, artificial plants or trees, and tapestries. Residents are required to use push-pins or tacks to hang wall decorations but are not permitted to use command strips or putty/tack on painted/non-brick surfaces.
 - 10.14. One Micro-Chill (mini-fridge and microwave combination) is provided and permitted per room. Neither school supplied Micro-Chills nor personal refrigerators or microwaves are permitted in Konkow and University Village. Residents with a medical necessity can request an accommodation through the [Accessibility Resource Center](#).
 - 10.15. Any behavior deemed unsafe is prohibited.

11. Firearms and Weapons

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

- 11.1. Residents must not possess weapons or explosives (or replicas/toys) including, but not limited to firearms,

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- 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 (lighter fluid, butane, etc.), 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 for cooking purposes.

12. Guests and Visitors

UH defines visitors and guests differently. A **visitor** is an individual that has a license agreement with UH that enters a community they do not reside in. A **guest** is an individual that does not have a license agreement with UH (i.e., family members, non-UH students, etc.). Visitors and guests must abide by all UH policies and have their ID on them at all times. UH reserves the right to ask any visitor or guest to leave at any time.

Below are the requirements for hosting:

- Residents are required to check their guest in at the front desk of their community during operating hours.
- All guests must be at least 18 years of age.
 - Minors cannot check in as guests, but may enter UH communities accompanied by parents or legal guardians.
- A visitor will need to present their Wildcat ID.
- A guest will need to present a valid, original, government-issued photo identification card (e.g., driver's license, state ID, military ID, tribal ID, or passport).
 - School or university IDs and driver's permits will not be accepted.
- Guests and visitors **must** be accompanied by their host at all times.

No-Guest Time Periods: During no-guest time periods, guests are not permitted in any UH community or Éstom Jámani Dining. All individuals with a meal plan must have their University ID to enter these locations.

- Labor Day: Thursday, August 31, 2023, at 5 p.m. through Tuesday, September 5, 2023 at 8 a.m.
- Halloween: Thursday, October 26, 2023, at 5 p.m. through Wednesday, November 1, 2023 at 8 a.m.
- Fall Break: Friday, November 17, 2023, at 5 p.m. through Sunday, November 26, 2023 at 8 a.m.
- Winter Break: Friday, December 15, 2023 at 5 p.m. through Friday, January 19, 2024, at 9 a.m.
- Spring Break: Friday, March 15, 2024, at 5 p.m. through Sunday, March, 24, 2024 at 8 a.m.
- Cesar Chavez: Thursday, March 28, 2024, at 5 p.m. through Tuesday, April 2, 2024, at 8 a.m.

- 12.1. Residents are expected to follow all terms of the guest and visitor policy.
- 12.2. Guests and visitors are subject to the terms of this policy guide. Residents will be held accountable for their guests' actions and must accompany them at all times.

13. Mail

The UH mail room is considered part of UH's communities and all policies apply in this area.

- 13.1. Residents may not have any item that violates UH policy or is not permitted to be mailed under local, state, or federal law mailed to their UH address.

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14. Masks and Costumes

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

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

15. Noise

Courtesy Hours are 24 hours a day, seven days a week. Courtesy Hours create the expectation that residents avoid creating noise levels that will disturb the community. In keeping with this policy, residents are expected to lower noise levels at any time they are requested to do so by another member of the community. 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 24/7 Quiet Hours will be enforced in each community.

Weekly Quiet Hours:

- Sunday through Thursday, 10 p.m. to 9 a.m.
- Friday and Saturday, 12 a.m. (midnight) to 9 a.m.

- 15.1. Courtesy Hours must be followed at all times.
- 15.2. Residents are expected to follow the Noise policy.
- 15.3. Residents shall not use 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. Room Personalization

Residents are required to properly use UH furnishings.

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

19. Smoking

Chico State is considered a smoke- and tobacco-free campus as mandated by [Executive Order \(EO\) 1108](#). Smoking, vaping, and the use or sale of tobacco products is prohibited on all CSU properties. Possession of cigarettes or tobacco products, lighters, vaping devices, ash trays, and other tobacco-related paraphernalia may be construed as evidence of tobacco use.

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

20. Solicitation and Business Enterprises

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

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

21. Sports

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

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

22. Theft

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

- 22.1. Theft of University property or another individual's personal property is prohibited.
- 22.2. The removal of anything (including food) from Éstom Jámani Dining is prohibited.

23. Vandalism

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

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

24. 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.

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

25. Windows

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

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