UCSB RESIDENCE HALL
POLICIES

2015-2016
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Community Accountability

The following policies reflect the values of Housing & Residential Services (H&RS) and were established to uphold our mission of creating a community that is safe and conducive to living and learning. As a member of the UCSB community it is your responsibility to familiarize yourself with these policies and to abide by them. Violation of any of the following policies jeopardizes your housing contract, violates the UCSB Standard of Conduct Code 102.07, and may result in University sanctions.

These policies apply to all UCSB students and their guests when they are on H&RS properties (e.g. parking lots and Dining Commons) and are also enforceable while participating in Housing sponsored activities on or off campus.

Please consult Residential & Community Living should you have any questions regarding the policies outlined in the sections below.

Your responsibilities as a resident include:

- Maintaining a safe environment for yourself and your community members.
- Demonstrating respect for all members of the community.
- Examining your own behavior when confronted by another and to work toward resolving conflicts amicably.
- Compliance with the policies outlined in this document.

Complicity

Part of being a responsible citizen within university housing includes being aware of your surroundings. Housing & Residential Services expects students who anticipate or observe a violation of policy to remove themselves from the situation; failure to do so may result in being charged for the policy violations being observed.
Residence Hall Policies

A. Standards of Conduct

1. Concealment of Information
   The concealment of information to university staff members is considered a violation of policy.

2. Harassment
   Harassing behavior of any kind is prohibited. See Student Conduct Code (Sections G 102.08-102.11) at http://www.sa.ucsb.edu/Regulations/student_conduct.aspx. For information and to report hate incidents and crimes please visit: http://judicialaffairs.sa.ucsb.edu/Hate.aspx.
   2.1 Physical Harassment: Physical harm or the threat of physical harm, intimidation, as well as conduct that threatens the health and safety of the community is prohibited.
   2.2 Sexual Harassment: Sexual activity which occurs without the explicit consent of all parties involved, not in private, or without the proper consideration given to the rights of other residents is prohibited.
   2.3 Verbal and Nonverbal Harassment: Verbal and nonverbal harassment made directly or indirectly (via email, social networking sites, written messages, etc.) is not tolerated. This includes threats, malicious pranks, abusive name-calling, prank phone calls, and racial, gender, or sexual orientation harassment.

3. Personal Care
   Residents are responsible for their own self-care and personal needs. Counseling & Psychological Services (CAPS) is available 24 hours a day, 7 days a week at 805-893-4411 and offers a variety of counseling and psychological services such as crisis intervention, psychological assessment, individual and group counseling, referrals to outside agencies, and stress management.

4. Resident Behavior
   Residents must refrain from actions that violate the University Student Conduct Code, disrupt the normal functioning and operation of university housing, and pose a significant risk to the community.

5. Staff Direction
   residents and their guests are required to comply with official requests of University staff members. Not answering doors, being uncooperative or verbally abusive, failing to provide information, providing false information, or otherwise interfering with staff is prohibited.

B. Alcohol and Other Drugs
   **In the event that a resident is found responsible for violating any of the Alcohol and Other Drug policies, the resident will likely be sanctioned to attend an educational course provided by the UCSB Alcohol & Drug Program.**

1. Alcohol Containers
   It is a violation of policy for persons under the age of 21 to be in the presence of alcohol containers (sealed or open). This includes containers that are used as decorative items.
2. Alcohol Under 21
   It is a violation for persons under the age of 21 to possess, distribute, consume, be in the presence of alcohol, or be in the presence of others consuming alcohol. Students who fail to remove themselves from incidents where alcohol is present are also in violation of this policy.

3. Alcohol Over 21
   Carrying open containers of alcoholic beverages or consuming them in public (e.g., lounges, hallways, stairwells, common bathrooms, or outdoor areas) is prohibited. Consuming alcohol in the presence of persons under the age of 21 is also prohibited. Residents and guests who are 21 or older may consume and store alcohol within the privacy of their own room or suite and not in public view.

4. Alcohol: Emergency Response
   Any resident, regardless of age, evaluated by Emergency Services due to alcohol consumption will be minimally referred to the Alcohol and Drug Program and Judicial Affairs.

5. Alcohol Large Quantity
   Residents, regardless of age, are prohibited from using or storing alcohol that is excessive for responsible personal use. Possession or use of any keg (empty or full), beer bong, or other mass drinking device is prohibited. Residents found responsible for violating this policy may be subject to immediate contract cancellation.

6. Alcohol and Drug Intoxication-Behavior Under the Influence
   Being under the influence of alcohol or drugs is prohibited. Residents are responsible for their behavior. The inability to exercise care for one’s own safety or the safety of others due to alcohol or other drug consumption is considered a violation of policy.

7. Controlled Substances
   It is prohibited to distribute, solicit, procure, sell or manufacture controlled substances.

8. Illegal Drugs
   The possession, use, distribution, cultivation, manufacture, or sale of drugs, including medicinal marijuana, or drug paraphernalia (e.g., bongs, pipes, vaporizers) is prohibited. Additionally, being in the presence of illegal drugs is prohibited within, or in the vicinity of, university housing and campus. Students suspected of using drugs (because of odor, disruptive behavior or by information brought to staff) will be documented.

9. Illegal Drugs-Emergency Response
   Any student evaluated by Emergency Services due to drug use will be minimally referred to the Alcohol & Drug Program and Judicial Affairs.
C. Community Standards of Living

1. Bathroom Policy
   Except for designated Gender-Inclusive housing areas, bathroom facilities are all single-sex. Residents and their guests may not enter bathrooms designated for the other sex.

2. Bunk Beds and Lofts
   Bunk beds and lofts must be positioned away from the windows and at a height approved by Housing staff.

3. Closet and Cabinet Doors
   Removing closet and cabinet doors are prohibited. If doors are removed, they will be re-installed immediately and the resident’s BARC account will be charged.

4. Cleaning
   Residents are responsible for maintaining a clean, sanitary and non-hazardous living environment. Rooms should be prepared for scheduled cleaning as instructed by the housekeeping and custodial staff. It is also the resident’s responsibility to keep common areas (lounges, bathrooms, kitchenettes, etc.) clean, sanitary and non-hazardous. Fees will be assessed for excessive cleaning.

5. Courtesy Hours
   As a courtesy to other residents and in an effort to maintain a peaceful and quiet environment, excessive noise is prohibited.

6. Daily Operations and Noise
   Residents should expect some noise from the regular maintenance and care of our facilities and grounds. When longer term projects arise, residents will be given notice about planned sustained noise.

7. Damage
   Residents will be held responsible for damage, either caused willfully or negligently, to University property. Bills for the cost of repair are sent to the responsible individual(s) through their BARC account. Damage should be reported immediately. Do not attempt to repair damages; doing so may result in additional charges.

8. Decorations
   Hallway decorations must be made of nonflammable materials. For more information about decorating and fire safety, contact the Campus Fire Marshal. Materials that create a hostile and intimidating environment could be a violation of University harassment policies. See Campus Regulation 102.09 at http://www.sa.ucsb.edu/Regulations/student_conduct.aspx (Section G, 102.09). For information and to report hate incidents and crimes please visit: http://judicialaffairs.sa.ucsb.edu/Hate.aspx.
   • Ceiling Decorations: It is prohibited to decorate ceilings with stickers, glow-in-the-dark stars, paint etc.
   • Door Decorations: Message pads or door decorations are limited to two pieces not larger than 8 1/2” x 14” each, due to fire hazard.
   • Marking or writing on doors, windows or walls is prohibited.
   • No material is permitted to be affixed to the windows.
   • Physical alterations to rooms are not permitted.
   • Window Decorations: Posting materials on room/suite, hallway or lounge windows and/or displaying items through windows is not allowed (unless approved by the Resident Director or Assistant Resident Director).
9. Doors
Tampering with or propping doors is prohibited.

10. Elevators
Tampering or misuse of elevators is prohibited.

11. Event Planning
No loud, unruly, or alcohol-related events are permitted in university housing. Large events are limited to the formal lounges and recreation rooms and require prior approval of the Resident Director or Assistant Resident Director. Outdoor or off-campus events must be approved by residence hall staff. Policies and procedures regulating programs and activities apply to all residence hall and RHA Coordinating Board sponsored events whether on or off campus.

12. Facility Use
The residence halls and their facilities (e.g., formal lounges, meeting rooms, classrooms, lounges, and gyms) are reserved for the use of residents. The use of facilities by outside organizations is limited and up to the discretion of the Resident Director & Assistant Resident Director.

13. Furnishings
Removing furniture from rooms, lounges or public areas is prohibited.

14. Guest Behavior
Residents are responsible for the actions of their guests at all times. Should one’s guest(s) violate residence hall, dining, or ResNet policies, the host will be subject to disciplinary action and the guest(s) may be asked to leave. Residents are responsible for properly and accurately identifying guest(s) to staff upon request.

15. Guest Visitation
Roommate/suitemate approval is required prior to hosting an overnight guest. *A request to not have guests supersedes the ability to have guests. All guests between the hours of 11:00pm and 8:00am will be considered overnight guests and are required to obtain a Guest Authorization Card from the front desk during regular front desk hours. Check with the front desk of your building regarding additional guest registration procedures. Overnight guests must be at least 18 years of age and not stay longer than three consecutive nights. No resident may have overnight guests more than seven nights in any quarter. Non-residents may not be guests in university housing for more than seven nights per quarter whether with the same or different hosts. During Halloween and other special occasions, limitations and/or restrictions on guest visitation may be implemented for safety and building concerns.

16. Hall and Floor Meetings
Residents are accountable for the information presented at hall and floor meetings.

17. Heating and Air Conditioning
Air conditioning units and space heaters are prohibited.

18. Keys
Duplication or use of any university-issued key (equipment, room, building, security, etc.), without authorization is prohibited.

19. Ledges, Roofs, Balconies, and Walls
The use of ledges and roofs for any purpose, hanging or sitting on balcony railings, and the scaling of building exteriors is prohibited. Throwing objects from ledges, roofs, balconies is prohibited.
20. Pets
Pets and animals are prohibited in university housing at all times. This includes visiting pets, regardless of length of stay.
  • Exception: Housing approved and registered Service Animal.
  • Exception: Aquarium fish in tanks not to exceed 10 gallons. Limit of one tank per room.

21. Posting and Distribution
All postings must be approved by the Resident Director or Assistant Resident Director of the building. Posting materials on room/suite, hallway, or floor lounge windows is prohibited. Any signs or objects deemed offensive may be removed. Materials that create a hostile or intimidating environment could be a violation of University harassment policies. Individuals, as well as organizations, will be held accountable for this policy. See Campus Regulation 102.11 at http://www.sa.ucsb.edu/Regulations/student_conduct.aspx (Section G, 102.11). For information and to report hate incidents and crimes please visit: http://judicialaffairs.sa.ucsb.edu/Hate.aspx.

22. Prohibited Activities

  22.1 Chalking
  Chalking on residence hall buildings and walls is prohibited. Chalking is only permitted on sidewalks with prior approval by the RHA Coordinating Board.
  
  22.2 Counterfeiting
  Copying, manufacturing or otherwise altering university documents is prohibited. This includes, but is not limited to, parking permits and ACCESS cards.
  
  22.3 Entrepreneurial Enterprises
  No business may operate out of, or use as its base of support, any room or residence on Residence Hall property, or through ResNet.
  
  22.4 Gambling
  Gambling is prohibited.
  
  22.5 Solicitation
  Solicitation of any kind is prohibited, unless pre-approved by RHA Coordinating Board.
  
  22.6 Sports and Roughhousing
  Hallways and lounges are not to be used as grounds for sports, wrestling or roughhousing.

23. Prohibited Items

  23.1 Dart Boards
  Dart boards are prohibited due to the potential for damages and personal injury.
  
  23.2 Electronic and Vapor Cigarettes
  Electronic and Vapor cigarettes are prohibited.
  
  23.3 Hookahs
  The possession, storage, or use of hookahs is prohibited.
23.4 Lamps, Halogen and Incandescent
Halogen and torchiere-style lamps are prohibited.

23.5 Motorized Vehicles
No vehicles or machines (e.g., motorcycles, electric scooters) can be brought into, or stored in, university housing.

23.6 Satellite Dishes
Satellite Dishes are prohibited in or around university housing.

23.7 Smoke or Fog Machines
The possession, storage or use of smoke and/or fog machines is prohibited.

23.8 Waterbeds
Waterbeds are prohibited.

23.9 Water Devices
Storage, possession, or use of water devices (e.g., water balloons, water guns) is prohibited. Organized water events are permitted on the lawns outside of university housing if they are sanctioned by RHA Coordinating Board or have been approved by the Resident Director.

23.10 Weapons
Possession, use, or threatened use of any weapon is prohibited. This includes, but is not limited to: firearms (with or without a California permit), ammunition, knives with a fixed blade over 2.5 inches, retractable bladed knives, or any device which closely resembles a firearm (including air/water/gas propelled guns or any projectile devices). Personal defensive devices (e.g., stun guns, tasers) are also prohibited. Violating this policy may result in immediate contract cancellation.

24. Public Areas
Hallways must be kept free of obstructions. Sleeping in lounges or other public areas is prohibited, unless it is in conjunction with a hall-sponsored event. Use of these areas for group activities requires approval from hall staff.

25. Quiet Hours
The minimum quiet hours established for all residence halls are as follows:
• Sunday – Thursday: Begin at 10p.m. and end at 10a.m.
• Friday: Begin at 1a.m. Saturday and end at 10a.m.
• Saturday: Begin at 1a.m. Sunday and end at 10a.m.

These hours pertain to all regular academic weeks. Quiet hours begin at 1:00 a.m. on University Holidays. During Study Week (the week before finals) and Finals Week, Quiet Hours are 24 hours-a-day. During Quiet Hours, amplified music, televisions, musical instruments, voices, etc., should not be heard by people in neighboring rooms, corridors, or areas outside of the building. All residents share the responsibility of enforcing Quiet Hours.

26. Skateboards/Bicycles/Skates/Scooters
The use of roller skates, roller blades, skateboards, bicycles, scooters, etc. is prohibited. Stunts and trick riding create a safety hazard and are prohibited on walkways or in other areas within the vicinity of university housing.
27. Theft or Misuse of Property
   Theft, tampering, possession, damage, destruction, or misuse of personal or residence hall property is prohibited.

28. Trash
   Trash should be discarded in designated areas only.

29. Trespassing
   Unauthorized presence in buildings, rooms, or restricted areas is prohibited.

30. Vandalism
   Damage, removal, or defacing of university or personal property is prohibited.

31. Videotaping and Camera Use
   Recording (audio or video) or photographing any person without their explicit knowledge and consent is prohibited where residents have a reasonable expectation of privacy.

32. Windows and Screens
   Removing windows or screens, climbing in and out of windows, and throwing objects out of windows is prohibited.

33. Wiring
   Taping electrical cords to the carpet or walls is prohibited.

D. Dining
   Students are required to abide by Residential Dining Policies. Dining Policies can be found at the following address:
   http://appl.housing.ucsb.edu/contracts/policies_residential_dining.pdf

E. Fire Safety
   1. Candles and Incense
      The possession or storage of candles and incense is prohibited.

   2. Cooking
      Cooking is only permitted in the designated areas of the hall. Smoke created when cooking may activate building alarms and it is the responsibility of the resident to take the necessary precautions to prevent this from occurring. Ventilation fans must be used at all times while cooking. Unattended cooking, frying and deep frying are prohibited. Microwave ovens, water heaters, coffee makers, barbecues, rice cookers and other electrical or gas cooking instruments may not be stored in student rooms.

   3. Fire Alarms
      Activation of fire alarms (intentional or accidental) is prohibited.

   4. Fire Alarm Evacuation
      Residents are required to immediately evacuate the building when the alarm sounds.

   5. Fire and Emergency Equipment
      It is prohibited to tamper with any emergency equipment (e.g., fire alarm pull stations, smoke and heat detectors, fire extinguishers, fire sprinkler systems, exit signs, evacuation maps, lights).

   6. Fire Damage
      If a resident intentionally starts a fire, or if a fire results from negligence, residents may be held financially responsible for property damage or personal loss, and may be removed from university housing.
7. **Fireworks and Explosives**
   Possession, storage or use of any fireworks or explosives is prohibited.

8. **Hazardous Materials**
   Storage or use of hazardous materials, flammable liquids, gasses, or corrosive materials in any quantity is prohibited.

9. **Open Flames**
   Lighting any object that maintains an open flame (e.g., candles, incense, sterno) is prohibited.

10. **Smoke Detectors**
    Tampering with or covering smoke detectors is prohibited.

11. **Smoking**
    It is prohibited to smoke inside residence halls, dining facilities, or public areas.

    UC Santa Barbara is committed to providing students, faculty, staff, and visitors with a smoke-free and tobacco-free environment. Under the authority of California Government Code 7597.1, smoking and the use of all tobacco products, the use of smokeless tobacco products, and the use of unregulated nicotine products (e.g., "e-cigarettes") are prohibited anywhere at all indoor and outdoor spaces managed by UC Santa Barbara.

F. **Procedures**
1. **Check-In**
   Students must complete a Room Condition Report during check-in.

2. **Check-Out**
   There will be a $50 charge for failure to follow the appropriate check-out procedures when changing rooms or moving out of the halls (e.g. due to contract cancellation, end of quarter or end of academic year etc. During periods when the halls are closed, access to buildings requires prior approval. Failure to vacate one's room by the last day of the contract will also result in removal of personal property by the University, according to state law. Residents will also be assessed fees associated with storage of belongings. Failure to leave the room in a clean and orderly condition as determined by the University will result in a cleaning charge.

3. **Room Changes**
   After the second week of classes of each quarter the student may petition to change rooms. The student must obtain written permission by the university prior to transferring to another room. The student is responsible for the rent of the vacated room (until the room is completely vacant and all assigned keys are returned), as well as the rent on the new room. The student must complete the transfer within three (3) days. Moves not approved by the university will be seen as void and may result in the student returning to his/her original location, facing disciplinary action and being assessed a $50.00 improper room change fee.

G. **ResNet**
   ResNet Acceptable Use Policies can be found here:
   [http://appl.housing.ucsb.edu/contracts/policies_resnet.pdf](http://appl.housing.ucsb.edu/contracts/policies_resnet.pdf)