

# UNIVERSITY COURTYARD HANDBOOK

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## RESIDENCE HALL STANDARDS OF CONDUCT (A TO E)

### RESIDENCE HALL POLICIES

University Courtyard is a community of persons from diverse cultural, racial, and ethnic backgrounds. We are a people with a broad spectrum of national origins, religious beliefs and political persuasions. We have different physical abilities, genders and sexual orientations. Amidst our diversity, we must strive to understand the individuality of those around us. We need to learn from one another in an atmosphere of positive encouragement and mutual respect. Everything we do must be rooted in a genuine desire to learn from one another. In addition, we must give the respect which we, ourselves, desire.

We strongly believe that one's actions demonstrate one's commitment to respecting individual differences. We believe that we are individually and collectively responsible for our behavior and are fully accountable for our actions. We must take initiative and responsibility for our own learning and awareness of the differences which exist in our community.

Bigotry has no place within our community, nor does the denigration of another human being on the basis of age, physical ability, national origin, sexual orientation, race, gender, religious or political affiliation. We will not tolerate threats, intimidation, violence, or other forms of harassment against any member of our community. Likewise, we will not accept ignorance, humor, anger, alcohol, or substance abuse as an excuse, reason, or rationale for such behavior. Such behavior will be subject to the severest of disciplinary actions which may include, but is not limited to, immediate removal from the residence halls.

All of us who work and live in University Courtyard have chosen to be here and are committed to these principles which are an integral part of our purpose, values and daily activities.

**THE COMMUNITY STANDARDS:** This process is an opportunity for community members to voice their opinions and desires regarding the climate of the community. Guidelines for behavior and communication between members will be established at the start of the semester. The staff will regularly meet with their communities to monitor adherence to the standards and address community member concerns. These community standards will not, however, replace the baseline policies and procedures established by Federal, State, Campus and University Courtyard laws, ordinances, policies and procedures. If you are interested, Fresno State's policies and procedures are listed in the Students Rights and Responsibilities Manual and a copy may be obtained in the Dean of Student Affairs office or reviewed in the library. All University Courtyard regulations and policies are subject to changes, revisions and additions upon notice thereof.

**ABANDONED BELONGINGS:** Residents are responsible for the removal of all personal property upon vacating the premises. Property left will be boxed, labeled and stored for up to six months. University Courtyard will charge a fee for boxing and storing these items. Items not claimed will be disposed of by University Courtyard without liability.

**ACADEMIC SUCCESS:** Students must maintain a 2.0 GPA in order to remain in good standing with the University. Any students who fall below 2.0 will meet with an RD in January and may have sanctions they will be required to meet.

**ADVERTISING GUIDELINES:** Bulletin boards are conveniently located in each community style hall's lobby as well as the lobby of the Atrium. All material posted on the bulletin board must be approved through the Housing Office. RAs decorate the bulletin boards but all other materials posted must have a University Courtyard approval stamp. Residents removing or defacing bulletin boards are subject to disciplinary action.

**ALCOHOL POLICY:** The University and University Courtyard are committed to creating a safe and healthy learning environment for all members of the campus community. Therefore, the University and University Courtyard will not tolerate alcohol abuse and intoxication, and any use resulting in unacceptable conduct. Violations of State laws pertaining to the possession, use, and sale of alcoholic beverages, including underage violations, are enforced on campus. The following are considered violations of the University Courtyard Alcohol Policy:

1. Possession of bulk alcoholic beverages, that is, amounts for storage or use that are excessive under the circumstances of personal use, which may include the number of persons present, the type of beverage and the existing degree of intoxication. Kegs, pony kegs, cases of beer/other beverages with an equivalent amount of alcoholic content in any form of container are bulk alcohol.
2. Hosting a gathering where alcohol violations are occurring is prohibited. Students who host will face stronger sanctions than those who attend such gatherings.
3. Furnishing alcoholic beverages to anyone under the age of 21. Furnishing includes allowing students under the age of 21 to drink in your room or suite if you are over the age of 21.
4. Alcohol may not be consumed in any public areas including but not limited to bathrooms, hallways, lobbies, balconies, lounges or areas outside the residence halls, including parking lots.
5. Possession or consumption of alcoholic beverages by individuals under the age of 21.
6. Possession of beer bong or items used to facilitate the rapid consumption of alcohol are not allowed.
7. Drinking games, items or other activities that encourage the excessive or rapid consumption of alcohol are not allowed (i.e. Beer pong tables).
8. Public intoxication is not allowed in the residence halls. Public intoxication includes the following:
  - a. Behavior which is disruptive to the community while under the influence of alcohol
  - b. Behavior which is a violation of other University Courtyard policies while under the influence of alcohol
  - c. Behavior which demonstrates that a student is unable to care for themselves or others
9. Intoxication is not an excuse for violating other University Courtyard Policies. Students will be held responsible (both judicially & financially) for their behaviors while intoxicated.
10. Individual room parties that create disturbances, damage, excessive noise or messes are not allowed in the residence halls.
  - a. Parties that involve more than one room (i.e. progressives) are not allowed
  - b. A maximum number of five individuals will be allowed in each resident room or a total of ten in a suite.
11. Alcohol may not be purchased, sold or delivered in the residence halls. Selling tickets, stamps, chips or receiving required donation, which can be exchanged for or entitle bearer to consume alcohol, is not allowed under State Alcoholic Beverage Commission regulations.
12. Attending a gathering where alcohol policy violations are occurring is prohibited.
13. Public displays of alcoholic beverage insignias or themes (including posters) that encourage drinking are prohibited.
14. Within a person's living area, displays of containers, boxes, labels, caps and other alcoholic beverage remnants are prohibited.

Given the above guidelines for alcohol in University Courtyard, students who are 21 years of age or older may consume alcohol within the following additional guidelines:

1. Alcoholic beverages must be consumed in student rooms or suites and not in public.
2. Alcoholic beverages must be consumed with doors closed.
3. Alcoholic beverages must be consumed with no minors (under the age of 21) present.
4. Alcoholic beverages may not be stored in common areas of a suite when a resident of the suite is under the age of 21, whether or not that under 21 resident is home at the time the alcohol is stored.
5. All alcoholic beverages must be unopened and concealed while being transported into or through the residence halls. Failure to do so will result in confiscation and immediate disposal of the beverage.
6. Residents who are 21 years of age or older in group areas (wings/floors/suites/buildings) that show a disregard for the alcohol policy may have the right to use alcohol withdrawn at the discretion of the Director of Housing.
7. After consuming alcohol, beverage containers must be disposed of immediately. Storing empty containers for the purposes of recycling is prohibited.

**Staff may request to smell/see a beverage in your possession for identification purposes.**

**BICYCLES, SKATEBOARDS, SCOOTERS AND ROLLERBLADES:**

1. Bike racks are provided on the patios of Baker, Graves and Homan halls and in areas surrounding the Atrium for the residence suites.
  2. Bikes may not be parked on the sidewalks, at the entrance to any buildings, nor should they be locked to stairwells, trees, handrails or near the entrance to the University Courtyard Dining Hall.
  3. Bikes should not be placed in bathrooms, study rooms or other public areas.
  4. Bikes parked illegally may be impounded by the University Police Department.
  5. Bikes, skateboards, scooters or rollerblades are not permitted in the Atrium and residents should lock their bikes at bicycle racks conveniently located at each entrance door. Anyone riding or walking a bike, skateboard, scooter or rollerblades in the Atrium will have it confiscated for one week. If a second offense occurs it will remain in storage until the end of the semester.
  6. We discourage residents from bringing or keeping bikes in rooms/suites. If you do, you will be held responsible for any damages and charged appropriately.
  7. You may not put hooks on your ceiling or walls to hang your bicycle.
  8. Bikes will be tagged for impounding in June. If not removed or reported by June 30, they will be removed/impounded by the University Police Department.
  9. Electric and Gas powered vehicles are not permitted to be stored in resident's rooms. Students with disabilities who need scooters must have a letter on file from Services for Students with Disabilities.
- Note: We highly recommend that you register your bike with the University Police Department after you arrive on campus. (Forms are available with the University Police). There is no fee for this licensing. U-shaped bicycle locks are available to rent from the University Police Department for \$5 per semester, and \$15 refundable security deposit, and \$8 key replacement fee if a new one is needed.

**BREAKING AND ENTERING:** Anyone seen or determined to have entered a room without authorization, will be subject to disciplinary action, dismissal and possible prosecution. If you believe an unauthorized entrance into your room has been made, immediately notify a Residential Life Staff member.

**CANDLES/INCENSE/OPEN FLAMES: Because of fire marshal regulations, candles in any form are prohibited in University Courtyard.** Open fires, including burning candles and activities potentially dangerous to property or disruptive to the community, such as incense and aromatic oils are also prohibited within University Courtyard. All items (including candles) will be confiscated and violators of any of these policies are subject to disciplinary and/or legal action.

**COMMON AREA DAMAGE:** As a "community of students," it is necessary that everyone living in the halls assume responsibility for maintaining the buildings that they live in. The Student Housing and Meal Plan License Agreement states that under Terms and Conditions of Occupancy, paragraph III, that residents "...refrain from altering, disturbing or damaging the housing facilities, furnishings, common areas and surrounding environment; pay individually or in combination with other Licensees, a reasonable charge for any such damage..." This means that you will be held responsible for damages to the residence halls or damages or loss of common area furniture unless any damage or loss can be specifically assigned to individuals. The following procedures will be used for common area damage:

1. Damage in common areas (i.e. lounges, recreation rooms, junctions, hallways, stairwells, balconies and bathrooms) which cannot be attributed to known individuals will be considered common area damage.
2. The Director of Housing or designee will review with staff and residents how the damage occurred and to what extent the wing, floor, suite or building is held financially responsible for the damage.
3. The Facilities Coordinator will evaluate the type and extent of the damage to determine the total replacement or repair cost.
4. Residents are notified through signage and are given five days or until the end of the License Agreement period, whichever is first, to make an appointment with the Director of Housing or designee to appeal the notification of billing and/or provide verifiable information that would allow the Housing Accounting office to bill the damage to the proper individual(s).
5. At the end of the notification period, any common area damage that has not been identified as being done by specific individual(s) will become the responsibility of the residents in the area being

charged. Residents' billing statements will reflect the damage charges. Residents are expected to pay the amount during that billing period.

6. Residents will be notified of the damage, replacement or repair cost by an invoice.

7. A resident's security deposit will be used to offset any unpaid common area charges or unpaid balances at the end of the license agreement period. If charges exceed the security deposit, residents must pay the unpaid balance.

**COOKING:** Fire regulations require that certain cooking appliances not be permitted in rooms or suites except for the microfridge provided by University Courtyard. For safety reasons, any resident found using any prohibited cooking items will have the item(s) confiscated and returned at check-out. Please consult the Facilities policies (appliances) for a list of approved appliances.

**DISRUPTIVE BEHAVIOR:** University Courtyard exists to complement the educational mission of the University. Our expectations and standards of acceptable behavior are reflective of our purpose. Behavior that disrupts the orderly functions in/or around the halls and the surrounding community or behavior that results in additional clean-up in/or around the halls is prohibited. Additionally, intentional acts or behaviors that unreasonably interfere with others' normal use of facilities or privileges are prohibited.

**DRUGS:** The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance on the campus (including University Courtyard) is subject to immediate disciplinary action and criminal prosecution. University Police will be contacted. The Supreme Court determined that possession and distribution of marijuana violates federal law, irrespective of any state law that permits the use of marijuana for medical purposes. Because University Courtyard is located in proximity to a high school, and California State University Fresno receives federal monies under the "Drug Free Schools" Act, University Courtyard enforces federal law.

**EXPLOSIVES/FIREWORKS:** Discharging firecrackers, fireworks, projectiles or any explosive device. Violations of this include, but are not limited to, discharging or in anyway attempting to discharge types of manufactured or homemade fireworks or flaming projectiles including cannons or bottle rockets inside or adjacent to University Courtyard. The size of the explosive is irrelevant. Violations of this policy may result in the termination of your housing license upon the first offense.