

chapter 7: residence life



More than 80 percent of our students typically live on campus. We are committed to providing students with a high-quality residence life experience. Guidelines in this section relate specifically to residence hall issues, such as security, housekeeping, and safety.

Room Privacy and Security

Your residence hall room is your temporary home, and the University recognizes your rights and need for privacy. However, a resident director (RD) and/or member of the administration may enter and search a room (preferably in the presence of the occupant) when there is reason to believe that the standards of the University are being violated. Individual students, computers, and students' cars may also be searched under similar circumstances. It may also be necessary for a member of maintenance to enter a room in response to a work request. In addition, all rooms are subject to inspection by the residence hall staff, the student life deans, members of the administration, or campus safety.

Room Security

The University's key office (located in the Campus Safety and Human Resources building) issues room keys to resident students upon their arrival. To obtain or transfer a key, students must fill out a Key Request Form. These forms can be obtained during orientation (Getting Started Weekend) or through residence life (Stevens Student Center (SSC) 162). Once a student is assigned a key, it becomes his/her responsibility. Students are advised to lock their rooms and carry their keys any time they leave the

immediate area of their rooms. Tampering with any locking mechanism will result in a fine of at least \$25 and may be considered vandalism. Lost keys should be reported immediately to the key office (ext. 7888). For a minimal charge, a new key will be issued. Possession of a duplicate or unauthorized key is not permitted and may result in discipline.

Room keys must be returned to the key office upon withdrawal, change of room, or end of the year. Failure to return a key will result in a lost key charge and may also result in charges for a lock change.

For safety and security reasons, exterior doors are not to be propped open or left unlocked. Leaving an exterior residence hall door unsecured will result in a \$25 fine. Leaving an exterior unit door unsecured when no residents are present or during the time frame of 30 minutes past "all-in" until 5 a.m. will result in a \$25 fine. Interior room doors left unlocked will result in a \$2 fine.

Personal Property Insurance

It is advisable for students to carry insurance to cover losses. The University is not responsible for the loss or damage of personal property of students. Any loss must be reported to campus safety immediately. This not only ensures a record for your insurance company but helps campus safety in the investigation of the incident.

Room Checks

Students are responsible for cleaning their own rooms. Rooms are to be neat and clean (i.e., beds made, clothes

"There is nothing like coming back to a hall full of girls who you know will love you no matter what. I've experienced the truest sense of community in my dorm these past years. It's those late-night moments in the dorm that I'll carry with me forever."

— Briana DuPree
Phoenixville,
Pennsylvania

“And let us consider how we may spur one another on toward love and good deeds. ... let us encourage one another” (Hebrews 10:24, 25).

hung up). Waste baskets are to be emptied regularly. Empty food or beverage containers should be promptly removed. Lounges, hallways, and bathrooms should be kept reasonably neat and clean and free of personal belongings. Housekeeping staff clean bathrooms on a regular basis. Room checks are conducted weekly by the residence life staff. Students whose rooms fail to meet the appropriate standards during inspections will be assessed a fine, which will be increased if not paid within a week. Such fines go to support residence life programming in that residence hall.

Furniture and Furnishings

Each room is provided with furniture designed to meet the basic needs of residence hall living. This includes beds, mattresses, desks, chairs, chest of drawers, and closet(s). University-owned furniture or furnishings (including all computer equipment) may not be removed from the room and must be used as the manufacturer intended. Furniture, other than that which is bolted down (closets, wardrobes, etc.), may be arranged to suit your personal taste within the room. All furniture must remain on the floor. Other than bunk beds, furniture may not be stacked. Beds may only be bunked/ assembled in the fashion designed by the manufacturer. Therefore, lofts or other structures may not be constructed. Bed risers are permitted if they fit as the manufacturer intended. For safety, furniture may be positioned no closer than five inches to any heaters. Lounge furniture must remain in the lounge and be used as the manufacturer intended. Fines of \$25 will be assessed for violations in the above categories.



Room Decorations

While individuality is encouraged, the University has established some guidelines relative to health and safety, economy, care of property, privacy, and testimony. The decor of your room should leave no doubt that this is the room of a Christian university student. This simply means that all decorations, wall hangings, posters, computer screensavers/backgrounds, etc., are to be in harmony with the standards of the University. This excludes pornographic literature; obscene, suggestive, irreverent, or sacrilegious slogans; or room decorations or other material not considered supportive of University policy. If your room has drywall, you must use only tacks/pins/staples. Do not use tape, plastex, nails, etc. If your room has cement block walls, do not use nails, etc. Students may not paint or wallpaper their rooms. Because of fire safety precautions, no more than 25 percent of any wall in residence hall rooms may be covered with combustible materials (e.g., paper, cloth, or plastics). Additionally, fire regulations state that no more than 10 percent of any

corridor wall in a residence hall may be covered with combustible materials. Any type of decor that could be a fire hazard should not be used. One string of lights (regardless of length) may be used as decoration. Any questions should be addressed to the director of campus safety or the student's RD. Traffic signs, traffic barricades/barrels/cones, safety lights, etc., may not be in residence hall rooms/units. (Possession of such items may constitute theft and is not acceptable.)

Blinds may not be removed or altered in any way. Windows should have nothing glued, taped, or attached to the glass or screen (inside or outside). Metal hangers should not be placed over doors, hinges, frames, or walls behind doors. Ceiling tiles are not to be removed or altered. Nothing is to be hung on or from the ceilings in any residence hall. Electrical fixtures are not to be altered in any way. Brick and cement blocks are not to be used for any reason in the residence hall rooms.



Windows/Screens

Screens are not to be removed from residence hall windows. A \$50 fine will be assessed for violations. Students should report damaged screens immediately to the RD. Cost of replacing missing screens will be assessed to students in the room. Students are not to exit/enter through windows. This action will result in a minimum \$50 fine. In the interest of modesty and propriety, students may not approach the residence hall windows of students of the opposite sex.

Telephones

Students using the phone system to place prank or harassing phone calls are subject to disciplinary action. Some student-owned cordless phones may interfere with wireless access areas in the residence halls. Students are asked to avoid using 2.4 GHz phones in wireless access areas.

Pets

Because of state of Ohio residence hall health regulations and University regulations, students are not permitted to house pets within the residence halls. However, fish are allowed, if kept in clean aquariums, up to 10 gallons.

Bikes, In-line Skates, Skateboards

Exterior bike racks are available. If deemed necessary, bikes may be kept in the owner's residence hall room, but they may not hinder access or exit. Bikes may not at any time be in the halls, electrical closets, stairways, stairwells, or lounges (including unit lounges). Violations of such will result in a \$10 fine from the residence hall staff for each day and/or occurrence of non-compliance.

Bikes, in-line skates, skateboards, etc., may not be used within the residence halls (or any other building on campus). If these items are stored within the student's room, they must be walked out of the building before use. A \$25 fine will be assessed for violation of this standard (plus any damages, e.g., carpet burns).

Microwave Ovens, Refrigerators, and Air Conditioners

Cooking is allowed only with microwave ovens. Maximum wattage for microwave ovens is 750 watts. Refrigerators are not to exceed three cubic feet and rated to draw no more than 2.5 amps. (Due to safety issues, refrigerators designed for RV/recreational vehicle use may not be used in the residence halls.) All appliances must be UL or ETL approved. It is strongly suggested that roommates coordinate so that there is not more than one refrigerator and one microwave oven per room. If a refrigerator is disposed of, maintenance must be notified to pick it up due to EPA requirements that mandate that all refrigerants be recovered before disposal. The student will incur a \$50 charge for disposal due to the refrigerant recovery charge and EPA recordkeeping.

Students who need air conditioning due to health-related conditions as documented by a physician will be moved to an air-conditioned residence

hall as space allows. If space is not available, window unit air conditioners (as available) may be supplied and installed by the University. Students with health needs for an air conditioner will be placed together to maximize the limited number of air conditioner units available. (Also, if a student chooses to move from a room with a window unit air conditioner, it will not be moved with them.) Air conditioners, other than those supplied and installed by the University (for documented health reasons), may not be used in the residence hall.

Residence Hall Repairs

Students may report the need for repairs directly to the maintenance department via e-mail. Students are to phone in emergency situations immediately to the maintenance department. If an emergency situation occurs after hours, students should contact campus safety immediately.

Students are responsible for paying to repair intentional or accidental damage to any residence hall. To prevent damage to sprinkler heads, smoke detectors, lights, and windows, students may not throw footballs, frisbees, etc., inside the residence halls. Violations may result in five demerits and cost of any damage incurred.

Fire Hazards

Students are expected to be alert to fire hazards and to use good judgment when potential hazards exist. It is impossible to list all fire hazards, but the following represents an effort to address the basic safety regulations in the residence hall:

- Electrical appliances must be UL approved.
- Possession or use of candles, candle warmers, incense, kerosene lamps, combustible fuel, paint/oil, etc., is

not permitted and is subject to a \$50 fine and confiscation of the item(s).

- Tampering with existing electrical equipment, lighting, wiring, hot water heaters, and switches is prohibited.

Some items constitute a serious fire hazard, while others invite rodents or potential damage to the physical facilities. The following list provides some examples of appliances not permitted: halogen lamps without safety guards, toasters, potpourri burners, electric skillets/saucepans, hot plates, broiler ovens, bread makers, crock pots, sandwich grills, heating devices, charcoal/gas grills, etc. Possession of such may result in a monetary fine and/or confiscation by residence hall staff and/or campus safety. (For more information, see Pages 50–51.)

Emergency Exits

Exiting/entering through emergency exits, which are marked and often alarmed, will result in a \$25 fine (other than in the case of an emergency).

Lounges

Lounges are provided for the convenience of the students. All lounge furniture is to remain in the lounge, and

individual room furniture is not to be placed in the lounge. Residence halls with co-ed lounges are open for co-ed visitors during the following times:

Sunday–Thursday: 1 p.m.–11:45 p.m.
Friday–Saturday: 1 p.m.–12:45 a.m.

Visiting hours are subject to change at the discretion of the RD.

Lawlor and Printy both have co-ed lounges, but students of the opposite sex may not go elsewhere in the residence hall courtyard. Likewise, on The Hill, students of the opposite sex may not go beyond the RD apartment when visiting this area.

Recreational Areas

Most, but not all, of our residence halls have areas for game tables and other recreation items. The SSC also provides this type of recreational opportunity in a co-ed setting. Due to safety concerns, and the availability in the Recreation Center, free weights may not be kept and/or used in the common areas of the residence halls.

