

### Housing and Residence Life Community Living Policies

#### I. Purpose:

This policy outlines Housing and Residence Life's role in establishing community living standards for all students who are living on campus in an OU Housing and Residence Life administered facility.

- II. Definitions
  - 1. "Resident" means First-Year Students and Upper-Class Students living in Residential Facility, as defined below.
    - 1. "First-Year Student" means incoming students who have earned less than 24 post-high school credit hours while enrolled at a college or university and who are otherwise not exempted from the University's on campus living requirements.
    - 2. "Upper-Class Student" means any student that is not a "First-Year Student.
  - 2. "You" or "Your" means the Resident residing in a Residential Facility operated by the University of Oklahoma.
  - 3. "Residential Facility" means facilities operated by the University of Oklahoma for the purpose of providing student housing to enrolled University students.
  - 4. "Residential Space" is the room or apartment that You are assigned by the University in a Residential Facility.
  - 5. "University Official" means any person who is employed by the University in an administrative or support role and has the authority to enforce University policies and procedures.
  - 6. "Visitor/Guest" means any student, Resident, non-Resident, or relative not assigned to reside in a Residential Space in a Residential Facility.
  - 7. "Student" is anyone enrolled at the University of Oklahoma.

#### III. Scope:

This policy applies to all Students who are living on campus in a Residential Facility operated by the University of Oklahoma.

#### IV. Responsible Office:

The Vice President of Student Affairs will be responsible for this policy.

#### V. Policy Statement:

It is the policy of OU to foster a safe, respectful, and supportive living environment for all Residents residing in Residential Facilities. The University requires Residents to adhere to community living standards that promote academic success, personal responsibility, and mutual respect among peers. These policies ensure that all Residents can enjoy a conducive atmosphere for learning and personal growth while maintaining compliance with University policies and state and federal laws.

Policy Level: 4 Approval Authority: Vice President of Student Affairs Date of Approval: July 2024 Subject Matter: Housing and Resident Life Date of Last Review: Date of Next: Review: July 2026 Signature:



VI. Procedures

A. Respect for Community

You are responsible for creating an environment that promotes the academic mission of the University. This includes, among other things, upholding the noise and visitation policies in all Residential Facilities, and being held responsible for your Visitors' behavior.

- 1. Noise: Creating excessive noise in a Residential Facility and not upholding courtesy & quite hours is prohibited. A Resident or University Official has the right at any time to respectfully request that the noise level in a Residential Facility be decreased. These requests are expected to be honored. Compliance is necessary to maintain community standards and to ensure an environment for academic success.
  - 1. Courtesy Hours: Courtesy Hours are the hours when you may play your music or TV a little louder, open your door and talk to friends and participate in other activities or practices that do not disturb others in the community. During Courtesy Hours, noise heard more than two (2) doors down is unacceptable. Courtesy Hours in Residential Facilities will be announced at the beginning of the academic year and posted on the OU Housing and Food Website.
  - 2. Quiet Hours: All Residents and their Visitors must abide by the Quite Hours while living in the Residential Facility. During quiet hours, noise heard outside of a Resident's door is considered too loud. Quiet Hours will be announced at the beginning of the academic year and posted on the OU Housing and Food Website. 24-hour Quiet Hours are observed and strictly enforced in Residential Facilities during the final two (2) weeks of the semester.
  - 3. Instruments and Speakers: Placement of sound equipment or speakers in windows and common areas of the Residential Facility without the expressed permission of a University Official is prohibited. Instruments should be used only in designed areas of the Residential Facility.
  - 4. Visitors/Visitation: Residents are responsible for the behavior of their Visitors. While in Residential Facilities and on campus, Visitors are expected to comply with state and federal laws, as well as all applicable University policies that address on-campus behavior, including, but not limited to, the Community Living Standards, Title IX & Sexual Misconduct Policy, and <u>Student Rights and Responsibilities Code of Conduct.</u>
  - 5. Visitors should be escorted by their host Resident at all times while in the Residential Facility.
  - 6. Residents must notify their Residential Space roommate(s) at least 24 hours in advance of an overnight Visitor in the Residential Space, and all of the roommate(s) must agree the Visitor can stay overnight.
  - 7. An overnight Visitor cannot stay more than 72 hours consecutively in a Residential Facility while visiting the Resident.

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- 8. Residents may not have overnight Visitor(s) in their assigned Residential Space more than a total of nine (9) days in the semester.
- 9. Overnight Visitors or Residents may not occupy a bed or bedroom in any Residential Facility without the permission of the Resident's roommate(s) to which the bed or bedroom have been assigned.
- 10. Overnight Visitors may not sleep in lounges, or other public areas in a Residential Facility.
- 2. Cohabitation: The continual residing in a Residential Facility room or suite of two or more Residents or Visitors who are not roommates of the same assigned Residential Space is prohibited.
- 3. Occupancy Regulations: Having more than three (3) times the designed occupancy in a Residential Space is prohibited.
- 4. Gambling: Gambling, raffles, betting pools, or operation of any form of gambling business or related activity in or adjacent to a Residential Facility is prohibited.
- 5. Business: Operating a business from any Residential Facility or your assigned Residential Space is prohibited.
- 6. Loitering: Loitering is not allowed in front of any Residential Facility entrance or exit. Loitering can be a fire or safety hazard.
- B. Living Environment

You are responsible for promoting a clean and well-maintained living environment in a Residential Facility. It is expected that Residents will not damage or vandalize University property or remove property from its designated location in the Residential Facilities.

- 1. Solicitation and Posting: University affiliated organizations may reserve space and hang flyers in first floor lobby areas of a Residential Facility. Flyers are expected to be removed at the conclusion of the event date posted on the flyer. OU Housing and Residence Life reserves the right to remove anything posted in the lobby areas or the residential floors of a Residential Facility.
- 2. University Property or Furnishings: Removal from its original location, damage, or theft of any Residential Facility furniture, accessories, and damage to structure is prohibited. This includes common area furniture, individual room furniture, or accessories in a Residential Facility. Resident chairs and mattresses may be removed only upon request through OU Housing Operations.
- 3. Vandalism: Damage, destruction, or defacing of property of another person, group, or the University is prohibited. Damage to Residential Facility decorations or postings is also prohibited. Residents found responsible for vandalism of any part of the Residential Facility are subject to restitution and will face disciplinary action, up to and including dismissal from the Residential Facility.
- 4. Altering of Internal Space: Installation of any non-approved items, painting a Residential Space without prior approval, and damage to interior or exterior surfaces of any space in a Residential Facility is prohibited. Installing wallpaper or LED Strip Lights in any part of a Residential Facility is prohibited.
- 5. Displaying Items from Windows: Hanging items in and out of any Residential Facility window or in any other manner that obstructs the windows is prohibited, including, but not limited to, flags, banners, and signs.

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- 6. Trash Regulations: Residents must regularly remove trash and/or recycling from the Residential Space to designated trash or recycling container(s) of the Residential Facility.
- 7. Pets: Possession of animals in a Residential Facility, other than fish as defined below, are prohibited regardless of the length of stay or visit. After notice, if the unapproved animal is not removed within 24 hours, the Resident may be fined \$200/day until the animal is removed. In addition, any cost associated with the possession of an unapproved animal will be charged to the responsible Resident(s) or to all Residents of the Residential Space (damaged furniture/carpet, cleaning, pest control, etc.). Fish may be maintained as pets in Residential Facilities, as long as they are kept in fish tanks that are no larger than ten (10) gallons in capacity. Residents are responsible for maintaining the tanks and are responsible for all damage caused by the fish or the tank. This policy shall not affect service animals or emotional support animals approved by the University Accessibility and Disability Resource Center
- 8. Noxious Odors: Causing noxious or offensive odors (e.g. drugs, incense, cigarettes, clove cigarette, candles, trash buildup, etc.) is prohibited in a Residential Facility.
- 9. Use of Windows: Hanging from windows or balconies of Residential Facility is prohibited. Climbing on roofs or repelling from the exterior of a Residential Facility is prohibited. Removal of window screens on a Residential Facility is prohibited. Throwing or shooting of objects from windows or balconies of a Residential Facility is prohibited.
- C. Safety and Security

You are responsible for promoting and maintaining a safe and secure environment in Residential Facilities. It is expected that you will not prop open doors or allow unescorted visitors into Residential Facilities and will adhere to fire and building safety guidelines.

- 1. Storing & Utilizing Vehicles: Parking, riding or storing a bike, motorcycle, motorized scooter, electric bicycle, hover board, or moped in an unauthorized area, including, but not limited to, stairwells, hallways, rooms, lounges, balconies of Residential Facilities or trees, plants, public seating fixtures, signposts, or electrical fixtures outside Residential Facilities is prohibited. Hoverboards, and other similar self-balancing boards, electric skateboards, and electric scooters are prohibited from being used inside all University-owned buildings, including all Residential Facilities.
- 2. Trespassing: Attempting to gain unauthorized access or trespassing in a Residential Facility is prohibited.
- 3. Tailgating: Access to Residential Facilities is restricted to authorized individuals only. All Residents must use their own access cards or designated entry methods to gain entry. Residents are prohibited from allowing non-Residents or unauthorized individuals to enter a Residential Facility behind them without proper verification.
- 4. Unauthorized Room Change: Moving to another Residential Space without prior written approval from University Official is prohibited.
- 5. Blocking Egress: Hanging items including, but not limited to, beads, tapestries, flags, banners, or sheets in a manner that blocks exit or escape from the inside of a Residential Space is prohibited. This includes any items blocking a path of exit from a Residential Space.

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- 6. Evacuation Procedures: In the event of a fire alarm or fire drill, all Residents must immediately and completely evacuate the Residential Facility. Residents must remain outside the Residential Facility in the designated gathering area until emergency personnel allow people to reenter the building. Interference with or non-adherence to emergency evacuation procedures in a Residential Facility is prohibited. Balconies, hallways, and stairwells of Residential Facilities must always have a clear passage.
- 7. Fire Alarms/Fire Safety Equipment: Tampering with, damaging, or covering any fire safety equipment on University property (including smoke detectors, pull stations, fire extinguishers, sprinkler heads, etc.) or initiating false alarms, stopping existing fire alarms, and/or failing to immediately evacuate during a fire alarm are violations of state fire codes. Violations of state fire codes will result in University disciplinary action in accordance with the Student Code of Student Conduct and may also be punishable under state law.
- 8. Illegal Use of Emergency Exits: Emergency exits in Residential Facilities are to be used during emergency evacuations only. Any misuse of said emergency exits is prohibited.
- 9. Key Policy: Distribution/Loss/Lockouts: Delivering, surrendering, or otherwise relinquishing possession of a Residential Space or outside keys, including Access Cards and any device that gives access to the exterior of a building(s), to anyone other than a University Official or permitting the keys to be duplicated or modified is prohibited. Failure to report lost or stolen keys is prohibited. Repeated lockouts to a Residential Facility or Space due to not reporting a lost key or choosing not to carry key on self is prohibited.
- 10. Appliances and Safety Hazards: Possession of items that endanger the health and safety of any Resident in a Residential Facility is prohibited. Use of nonapproved appliances in a Residential Space is prohibited.
  - 1. Examples of Prohibited Items include, but are not limited to, personal air conditioner, space heater, ceiling fan, selfconstructed lofted beds or unapproved lofting materials such as bed risers, fog/smoke machine, and covering more than one third of total surface of the door and/or a single wall of a Residential Space with flammable materials (such as posters, art canvas, T-shirts, flyers, flags, blankets, etc.). It is also prohibited to keep any item in a Residential Space that has an open flame source, flammable liquid, or that may pose a fire hazard, including, but not limited to: oil lamps, candles, hookah pipes, incense, gasoline, charcoal, natural cut trees, branches, or greens, and halogen lamps and bulbs, air fryer, deep fat fryer, electric griddle, electric grill, electric sandwich makers or presses, electric waffle iron, electric wok, hot oil popcorn popper, hot plate, indoor grill or boiler, toaster oven, crock pots, or any cooking tool that does not have an automatic shut off feature. Anytime a Resident is cooking or heating food in an approved device, they must remain with the device and monitor it while in operation to avoid the risk of fire. Laptop/Notebook computers should not be left unattended when charging batteries in a Residential Facility and should unplug it when charging is complete. Unlit candles used as room decorations are not permitted in Residential Facilities and must be removed immediately. Burning substances,

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in any form, create both a fire and health hazard for you and other Residents.

- 2. One refrigerator and one microwave are allowed per Residential Space. Each appliance may not exceed 4 cubic feet in capacity. Microwaves may not consume more than three amps per hour of electricity when running and may power between 500-750 watts. A minifridge may power between 150-350 watts.
- 11. Firearms, Weapons, Ammunition and Fireworks: Residents are not permitted to possess or use any weapon, firearm, fireworks, or explosives in a Residential Facility.
- D. General Conduct

You are responsible for respecting the rights of all others in the Residential Facility and complying with all applicable laws and University policies, including the Student Rights and Responsibilities Code of Conduct. Among other things, fighting, threats, and intimidation of any person for any reason will not be tolerated in a Residential Facility or on any University property. You are responsible for developing and maintaining an atmosphere in a Residential Facility that promotes social awareness, social appreciation and acceptance of those who may be different from you.

- 1. Failure to Comply: Residents must comply with any lawful order or reasonable request of a clearly identifiable University Official (e.g., Housing and Residence Life Staff, OU Police Department) acting in the performance of their duties in the enforcement of University policy. All Residents and Visitors must present a valid ID upon request of a University Official.
- 2. Furnishing False Information: Residents must disclose, to the best of their knowledge, full and truthful information to University Officials. Residents shall not withhold or present false or misleading information with the intent to deceive, including, but not limited to, names, dates and times, location or number of Residents or Visitors, location, consumption or possession of illegal, prohibited or controlled substances, Campus Wide Identification Numbers or Access Cards, telephone numbers, addresses, emergency contacts, or allergies to medicine.
- 3. Compliance with the Law and University Policies: Residents must follow all University policies, including, but not limited to, the Student Rights and Responsibilities Code of Conduct. Additionally, Residents will at all times comply with federal, state, and local laws and ordinances. Any violation of this policy, law, or University policy may be referred to the Office of Student Conduct.
- 4. Imposition on Community: Residents, Students, Housing and Residence Life staff, and members of the University community expect to live in an educational environment conducive to academic success and one that does not interfere with equal access to University education, employment, benefits or privileges. Any action or disruption by any Resident that reasonably violates this expectation and/or University policy is prohibited.
- 5. Implied Consent: Residents are responsible for all activities that occur in their assigned Residential Space, and they must take an active role in ensuring that inappropriate behaviors do not occur and that illegal items or items not allowed or are banned by University policy are not present in their assigned Residential Space.

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- 6. Passive Participation: All Residents are expected to remove themselves from situations in which violations of University policy may occur. Residents should report behaviors or items that violate University policy to a University Official Residents or Students who fail to remove themselves and/or report the activity will be seen as passive participants and could be subject to student conduct charges and proceedings.
- E. Substances

You are responsible for upholding federal, state, and local laws dealing with alcohol, tobacco, and other drugs. Alcohol is not permitted for Residents or Students less than 21 years of age, in the Residence Halls, or surrounding areas. Illegal drugs are not permitted by anyone. Residents or Students who display intoxicated behavior or who require assistance due to consumption of alcohol or drugs are subject to disciplinary action in accordance with the OU Student Rights and Responsibilities Code of Conduct. For additional information please review the Student Alcohol Policy. Further, smoking is prohibited on the OU campus (this includes, but is not limited to, smoking in facilities, on campus grounds, in parking areas, etc.)

- 1. Alcohol Paraphernalia: Unless a Resident is 21 years or older and lives in campus apartments, possession of alcohol paraphernalia including, but not limited to, funnels, drinking game paraphernalia, such as beer pong tables, and empty alcohol cans and containers is prohibited.
- 2. Residents of the Legal Drinking Age: Alcohol may be permitted in Traditions Square and Kraettli Apartments if the Resident is the age of 21 or older
- 3. If any minor is found consuming and/or possessing alcohol in the room of legal age residents, ALL alcohol in that room will be disposed of.
- 4. Bulk or common source alcohol containers (kegs, etc.) are not allowed in Residential Facilities. Residents will dispose of ALL alcohol in bulk or common source containers in the presence of a University Official. Kegs, even when empty, are not permitted in Residential Facilities.
- 5. Tobacco: Possession or use of tobacco products within any Residential Facility is prohibited. Smoking is prohibited on the OU campus, including all Residential Facilities. Smoking includes inhaling, exhaling, burning or carrying any lighted or heated cigar, cigarette, water pipes (hookah), E-cigarette, vaporized inhalant, or pipe. Tobacco products refers to all forms of tobacco, including, but not limited to, cigarettes, cigars, pipes, water pipes (hookah), E-cigarettes, vaporized inhalant and smokeless tobacco products.
- 6. Drug Paraphernalia: Possession of paraphernalia for intended or implied use of controlled substances or paraphernalia possessing illegal drug residue, including, but not limited to, devices and/or materials used to prepare, use, or cover up the use of drugs is prohibited in Residential Facilities.
- 7. Medical Marijuana: OU is required to comply with federal policy that does not allow the unlawful use, possession or distribution of illegal drugs, including marijuana, on campus or at University-sponsored events and activities. Residents cannot consume, smoke, or possess marijuana on campus, including Residential Facilities, even though they might have a medical marijuana license, card, or prescription permitting them to do so.