

CSUSM Housing and Residential Education Policies

In accordance with the CSUSM Residential Housing Contract, every CSUSM student who lives in or enters our residential communities must abide by and uphold the rules and regulations of CSUSM, including, but not limited to, the CSUSM Standards of Student Conduct (https://www.csusm.edu/dos/studres/standards_student_conduct.html), all applicable local, state, and federal laws, and the Housing and Residential Education policies contained herein. Additionally, breach of any term(s)/provision(s) of the CSUSM Residential Housing Contract may result in contract cancellation prior to move-in, termination of the contract after move-in, or exclusion from future CSUSM student housing application processes and ability to live in on-campus housing. Residents who violate any published University policy, rule, regulation may be referred to the Dean of Students Office for additional disciplinary charges, which may impact student status. CSUSM does not discriminate on the basis of sex, gender, or sexual orientation in its education programs or activities. Title IX of the Education Amendments of 1972, and certain other federal and state laws, prohibit discrimination on the basis of sex in all education programs and activities operated by the university (both on and off campus) that receive Federal financial assistance. Title IX protects all people regardless of their gender or gender identity from sex discrimination, which includes sexual harassment and sexual misconduct; for more information, see CSUSM's Discrimination, Harassment & Retaliation, including Title IX policies here: <https://www.csusm.edu/title9/>

Academic Requirement:

If your academic load falls below 6.1 units, you will be required to move out but will still be responsible for your contract. If you are no longer a CSUSM student, you will be required to move out but will still be responsible for your contract.

Alcohol Policy Violations:

Possession and consumption of alcoholic beverages in the apartment and everywhere in the community must be in full compliance with University, local, state and federal laws and regulations, and is limited to beer and wine. The possession of beer bong and other devices or games designed for the rapid consumption of alcohol is prohibited at any location on the premises, whether alcohol is being consumed or not. You are required to dispose of any alcoholic beverage that is present anywhere in the community in a manner that violates these rules and regulations or University, state, local or federal laws. Alcohol violations can result in the loss of your ability to reside in the community, but does not forfeit the financial obligations of the license agreement.

Alcohol: Bulk & Common Source Containers: Possession of bulk quantities of alcohol is prohibited. Bulk quantities include, but are not limited to: kegs, punch bowls, powdered alcohol, or any alcohol by volume equivalencies. Common source alcoholic beverage containers (e.g. kegs) are prohibited everywhere in the UVA and/or The QUAD.

Alcohol: Consumption in Public Spaces: Alcohol use and/or possession is not permitted in common areas (e.g., pool, stairwell, hallways, parking lots, and community building). Open

containers containing any alcoholic beverage are not permitted anywhere within the community or outside of an apartment where all residents and guests are 21 years of age or older.

Alcohol: Over the Age of 21: Residents who are twenty-one (21) or older may possess no more than one individually wrapped six-pack of beer (72oz) and one bottle of wine (750mL) and/or consume alcohol in the resident's contracted bedroom space so long as they are following all other University policies. Residents who are twenty-one (21) or older must store open, sealed, or empty alcohol containers in their own contracted bedroom space and must dispose of or recycle empty alcohol containers regularly. Residents over the age of 21 may not consume alcohol in the presence of a minor.

Alcohol: In the Presence of Alcohol Under the Age of 21: Students who are under 21 years of age may not be in the presence of alcohol. Students who are under the age of 21 are not permitted to store or display empty alcohol containers in their unit.

Alcohol: Possession or Consumption of Hard Alcohol: Regardless of age, possession, consumption, or service of hard alcohol is prohibited.

Alcohol: Possession / Consumption Under the Age of 21: Students who are under the age of 21 are not permitted to store or display empty alcohol containers in their common area of their apartment.

Alcohol: Purchasing or Providing to a Minor (Under 21): The sale and/or distribution of alcoholic beverages is prohibited regardless if you are over or under the age of 21.

Alcohol: Gatherings: Social gatherings, where alcohol is present, are allowed provided all guests are 21 years or older and attendance at the gathering does not exceed two (2) guests per resident of the apartment. Hosting of multiple apartment gatherings where the consumption of alcoholic beverages takes place and where people move from one apartment to another is prohibited. This regulation applies even if all rooms involved are within allowable guest limits.

Bodily Fluids/ Biohazards

Depositing of bodily fluids, including but not limited to: vomiting, urinating, or defecating in public areas, rooms, apartments or inappropriate locations is prohibited. Residents and their guests in violation of this guideline may be billed for clean-up and may likely be removed from Housing. The storage of bodily fluids is prohibited. Bodily fluids must be disposed of in the proper waste removal system.

Commercial Businesses/Solicitation

Residents will not use any part of the UVA or The QUAD, including but not limited to mail services, for any commercial business or purpose. The Internet connection provided as part of the license agreement may not be used for any commercial or profit-making enterprise that causes interference with CSUSM IITS services. Solicitation and/or canvassing of any kind, is not permitted in the UVA or The QUAD. In an effort to provide residents with an environment that is free of unwanted personal solicitation for services or products, outside vendors are prohibited from entering all residential facilities. No flyers, handbills, or other posting materials

are to be distributed in any form, including under student doors, in mailboxes, or left in any public areas.

Disruptive Behavior

Behavior that intentionally or unintentionally creates an unsafe environment in the community or that poses a significant risk to the health or safety to any person, including oneself, or that damages university property or the property of others, is prohibited.

Drugs

Possession or Consumption: Federal law, California State Law, and University policies prohibit the unlawful possession, solicitation, procurement, sale, consumption, distribution or manufacturing of narcotics or controlled substances. Any signs of possession or consumption of drugs that can be detected from outside of the apartment or bed space will result in further inquiry. Being under the influence of drugs is a violation of your license agreement may be a violation of this policy. Persons who violate this policy may be subject to disciplinary action and arrest, including immediate termination of license agreement. Such laws are strictly enforced by your license agreement and University Police Department. Violators are subject to criminal prosecution. University students may be referred to the Dean of Students Office and are subject to additional disciplinary action. Possession of a medical marijuana card does not override the license agreement provision prohibiting the use of marijuana on the premises.

Drug Paraphernalia: Drug Paraphernalia is prohibited in the UVA & The QUAD. Paraphernalia includes, but is not limited to: vaporizers, rolling papers, scales, small plastic baggies, marijuana bongs or pipes, syringes, and any other item used to smoke, inject or inhale and/or distribute any illegal substance.

In the Presence of Drugs: Persons in the presence of controlled substances (drugs), with or without objective signs of intoxication, may be in violation of this policy.

Use of Medication: Possession or Consumption of Drugs is prohibited at the UVA and The QUAD and a violation of CSUSM Housing and University Policy. This includes the use of any prescribed medication, medicinal marijuana, over-counter drugs, and/or controlled substances in an abusive or recreational manner. Residents are not permitted to use prescription medication not prescribed to that person.

Providing, Distribution and/or Sales: Providing, Distribution and/or Sales of drugs is prohibited by the UVA and The QUAD, CSUSM, federal and California state law.

Facilities

Residents will be held responsible for the theft, loss, alteration, or damage of university fixtures, furnishings, equipment, or decorations or damage to the facility, if either the resident or a resident's guest is the cause of such loss, theft or damage. The UVA & The QUAD at their sole discretion, shall determine such costs, and payment for such costs shall be made by the resident and is due upon receipt of the notice. Residents are responsible for the condition of their apartment and apartment furnishings and will be billed for all repair and/or replacement costs. Dartboards and darts are not permitted due to the damage to walls and doors. Any and

all repairs needed within units and other areas must be performed by authorized maintenance personnel only. Residents will be charged for the repair of any damages to their bed space for which they or their guests are responsible. Damages to common areas will be billed to all occupants of the apartment.

Building Exteriors and/or Interiors: Residents will not erect any exterior wires, aerials, signs, satellite dishes, etc., in the apartment or anywhere in the UVA or The QUAD. Apartment entrance doors, ceilings, walls, windows, and trim should remain free of nails. No posters, sheets, parachutes, fishnets, stickers or materials of any kind are allowed on ceilings or in the windows. Objects should never be placed on window ledges. Window screens must be left intact and must not be removed, loosened, or altered in any manner.

Elevators: Tampering with the elevators, including falsely sounding the alarm, vandalizing the elevator, leaving bodily fluids in the elevator, forcing the door open or any action that threatens normal operation of the elevator is extremely dangerous. Any resident or guest who engages in such an activity may face disciplinary action, prosecution, repair fees and possible eviction.

Furniture / Furnishings: No furniture/appliance should be removed from the apartment or from any other part of the UVA and The QUAD. No common use furniture (from Lounges, Community Spaces or Outdoor areas) can be moved into apartments for personal use. Tampering with or vandalizing common use furniture may result in fines.

Pool Policies: The pool is open from 10:00 am to 10:00 pm daily (except during community building closures, federal and university holidays). Bathing suits must be worn at all times as part of the State of California Health Code. Failure to follow the swimming pool rules may result in the loss of privileges for the pool and referral to the conduct process. The university reserves the right to deny use of the pool for health, safety, or public nuisance reasons at any time. All persons using the pool do so at their own risk. There is no lifeguard on duty and you are responsible to make good choices. The pool is for use by residents only. Residents must accompany guests at all times and assume all responsibility for their actions. Diving is never permitted in the pool. If you are found diving in the pool, you may lose your swimming privileges for the semester. You are not allowed to go swimming if you are contagious or show evidence of any communicable skin disease, sore or inflamed eyes, cold, nasal or ear discharges, open blisters, cuts, or bandages. Also do not enter the water if you are experiencing or recovering from diarrhea or have had any signs or symptoms of a gastrointestinal disease in the past seven days. If you are dirty, been sweating, or need a shower, please shower in your apartment before you enter the water. No glass is allowed within the pool gate. Food or drinks are not allowed in the pool but can be consumed within the gate. Walk. Don't run on the pool deck, or other parts of the community when you are wet.

Failure to Comply

Residents are required to follow all legitimate directives of the UVA, the QUAD and University staff, identified as such, and act in an appropriate and civil manner. Failure to accurately identify oneself to staff or comply with staff requests and directives may result in disciplinary action. All residents and their guests are required to carry an ID on them at all times and must

show ID immediately upon request. All residents are required to answer their door upon the request of any University staff, including RA's, Professional Staff and UPD.

Fire Safety

Appliances: Appliances with exposed heating elements and space heaters are prohibited. Cooking appliances are usable in the kitchen area only.

Devices: Fire warning devices and safety equipment are to be used only in case of emergency. The sounding of a fire alarm should be taken seriously and residents must proceed according to the instructions posted in and around the UVA and the QUAD. The intentional sounding of an alarm or tampering with any smoke detector or any other safety equipment outside of an emergency situation will be considered a criminal offense and the person or persons responsible will be treated accordingly. Do not tamper with or hang items on sprinklers. Failure to evacuate when a fire alarm is sounding is also a violation of this policy. The sounding of the fire alarm should be taken seriously and residents should proceed according to the instructions posted in and about the property. The intentional sounding of an alarm in a non-emergency situation may result in fines, disciplinary action, and possible prosecution under the law. Fire warning devices and safety equipment are to be used only in case of emergency. Covering or tampering with smoke detectors is prohibited.

BBQ's, Fire Pits, or Open Flames: Grilling is only allowed on the community's provided BBQs. This rule is necessary for the safety of our residents, their property, and the community. Use of the BBQs and fire pit provided in the community are allowed under the following conditions: (1.) Someone must stay with or be able to see the fire at all times. (2.) Charcoal grills and personal grills are not permitted. (3.) Fire pits, BBQs dug in the ground are not allowed at any time. (4.) Gas valves on BBQs and the fire pit should be turned to the off position when not in use.

Decorating: All apartments are to remain furnished, with beds on the frames and furniture on the floor. Cinder blocks are not permitted. Furniture may be rearranged in your apartment but not removed and returned to its original position prior to check-out. The following must also be adhered to: (1.) No homemade lofts or waterbeds are permitted. (2.) No construction, wall partitions, paintings, or any similar structures are permitted. (3.) Any alterations or modifications that pose a threat to safety, health, physical damage, comfort of others, etc., are not permitted. (4.) No items are permitted on ceilings. Damage to ceilings may result in a repair charge. (5.) No additions to the original surface are permitted on the doors, windows, blinds, or furniture. (6.) Live holiday decorations such as trees/wreaths are prohibited. (7.) Only official community documents may be posted on the interior and exterior of the entrance door. Do not obstruct exit signs, fire alarms, extinguishers, sprinkler heads, or hose cabinets. (8.) No decorations are permitted on the windows, including posters, lights and flags. (9.) Curtains may be hung on the windows provided that a white background (or the provided blinds) faces the outside of the building. (10.) Residents shall not place nails, hooks, etc. in the walls or ceilings. Room entrance doors, windows, and hardware shall remain free of nails. (11.) Message pads or decorations on the exterior of your room or apartment door must be limited to two pieces not larger than 8 1/2" x 14" each. (12.) Walls may not be altered in any way and any item hanging from any wall must be mounted with removable adhesive strips or painter's tape.

Electrical Safety: No modifications to or changes in electrical wiring are permitted. No splices, octopus or modification devices of any kind may be used to add plugs in your apartment. UL (Underwriters Laboratories) approved, grounded power strips with circuit breakers may be used only for computer and computer-related hardware. A maximum of two power strips may be used per room. Extension cords are not permitted. Multiple outlet octopus plugs are not permitted. Surge protected power strips with circuit breakers are permitted. All extension cords must be of the grounded, three-prong type and be UL approved.

Explosives / Flammables / Incense: The burning of any materials, including incense, is prohibited, except when a written request is made and prior approval is granted by the UVA and/or The QUAD staff for the purpose of religious or spiritual observance only. Residents shall not possess any explosive, fireworks, ammunition, gasoline, or other highly flammable material. Violation of this policy may also result in criminal prosecution. See also Weapons Policy.

Gambling:

California State Law forbids the dealing, playing, conducting, betting on, and providing facilities for games involving cards, dice, and other devices for money, checks, credit, or other representation of monetary value on state property. As such, gambling in or around the residential facilities is illegal and thus prohibited.

Guest:

A guest is defined as anyone that is not contracted in the specific apartment or bed space that is being visited. Residents are responsible for and may be held accountable for the actions and behavior of their guests, visitors or other persons they are hosting, at all times. Resident hosts should accompany their guests at all times while in the residential community. Should a resident's guest(s) or visitor(s) violate any University policy, the host may be held accountable and the guest or visitor may be asked to leave and restricted from the property preventing further visitation. Residents are responsible for properly and accurately identifying their guest(s) to university staff upon request.

Guest Visitation / Host:

All guests need to be approved by all roommates and apartment-mates. Overnight guests are not allowed to stay longer than three consecutive nights and no resident may have an overnight guest for more than fourteen nights in an academic year. Guests may not sleep in any of the public community spaces. Residents are responsible for the behavior of their guest at all times.

Housing Conduct Process:

Violation of the Housing Conduct Procedures includes: (1.) Falsification, distortion, or misrepresentation of information related to a housing conduct matter. (2.) Disruption or interference with the orderly progress of the housing conduct process. (3.) Attempting to discourage another from participating in the housing conduct process. (4.) Attempting to influence the impartiality of any participant in a housing conduct matter. (5.) Failure to comply with the sanction(s) imposed under the housing conduct process.

Mistreatment of Staff:

Threats, harassment and any other mistreatment of the UVA or The QUAD staff are grounds for disciplinary action, which can include cancellation of license agreement, campus disciplinary action and/or criminal prosecution.

Personal Mobility Devices:

Residents will not use any "Personal Mobility Device(s)" (PMD) on UVA or The QUAD property. "PMD" is any device upon which any person may ride and is propelled either solely or assisted by human power. These devices are commonly known as bicycles, unicycles, skateboards, roller/in-line skates, scooters, motor driven cycles of any kind, and motorized bicycles, scooters, hover boards and skateboards and other similar devices. Residents may NOT store bicycles in their apartments or bedrooms. Bicycles cannot be stored in stairwells, common areas, and lounges. No individual shall park, store, or leave a bicycle so as to interfere with a railing installed for the purpose of assisting the movement of handicapped persons, obstruct access to an automatic door button, or impede the normal movement of wheelchairs.

Pets:

Live animals are prohibited and never allowed in the UVA and The QUAD for any length of time, except for animals assisting disabled or handicapped persons or registered emotional support animals. The only pets allowed are fish in up to 10-gallon tanks. Residents may not feed/shelter stray animals. Residents are obligated to inform UVA and The QUAD staff of any pet or live animal so appropriate action can be taken to remove and protect the animal. Please contact Disability Support Services to request approval for any service or emotional support animals.

Posting:

Housing and Residential Education must approve all posting or distribution in the public areas of the residential facilities. Any material posted in the common area of apartments must be removed in the event that any resident with access to the common area objects to the posting of such material.

Quiet Hours / Noise:

All residents are expected to keep noise levels at a minimum that cannot be heard outside of your apartment between 10pm and 10am. During final examination periods, all areas of the UVA and The QUAD will observe quiet hours 24 hours per day beginning at 9pm on the Thursday before final examinations and ending at the end of the day on the CSUSM's last scheduled final examination. Include instruments in handbook language. 24-hour courtesy hours at the UVA and The QUAD exist at all times. Amplified instruments, horn instruments, drums and other like instruments may not be played in or around the residence halls. The noise policy also applies to loud talking and group gathering in the exterior common areas of the UVA and The QUAD. General custodial and maintenance activities are exempted. Specific projects performed by contractors can start at 7am according to city codes such as work by the UVA and The QUAD.

Safety / Security:

Residents should not bypass or disable residential security. Residents should not allow apartment and/or community and building access to unauthorized persons. Residents are reminded to lock doors and close and lock windows when they are not present in the room or while asleep in the room. Residents may not prop any doors or gates. Residents are required to call University Housing at 760-750-3711 (The UVA) or 760-750-3730 (The QUAD) if they are unable to lock and secure room doors and/or windows. If a resident sees suspicious activity, they are expected to call University police at 760-750-4567. The safety and security of the community is everyone's responsibility!

Shopping Carts:

Shopping carts are not permitted in an apartment or at the UVA & The QUAD and are considered stolen property. They must be returned immediately, and violation of this policy may include housing disciplinary action and fines up to \$200.

Smoking & Tobacco-Products:

UVA & The QUAD prohibit smoking and tobacco products, including the use of electronic cigarettes, pipes, cigars, smoke-free tobacco, and hookahs, in all California State University San Marcos buildings (UVA & The QUAD) and state-owned vehicles. Any use or possession of smoke or tobacco-related paraphernalia is also prohibited within this policy. Persons are not permitted to smoke within 20 feet of the UVA & QUAD properties. For more information, see the CSUSM Smoke & Tobacco-Free policy here: <https://www.csusm.edu/srs/rm/smokingpolicy.html>

Student ID Card:

You must carry your CSUSM Student ID Card and Onity key at all times for proper identification. Both cards are not transferable and students cannot lend, sell, or give the card to others. Failure to comply is grounds for referral to the Housing conduct process.

Theft:

Theft of property or services from the UVA or The QUAD or members of the University community is prohibited. You will also be responsible for theft if a guest of yours violates this policy. Violation of this policy may result in referral to the Dean of Students Office for the University student conduct process and/or criminal prosecution.

Throwing Objects:

Balls, sports equipment and any other similar items may not be used in the interior areas of the community. No object may be thrown or dropped from a window or apartment/common area opening.

Trash and Recycling:

Trash containers will be located at various places in the UVA and The QUAD and are for household trash only. No furniture, boxes, or construction or other debris shall be placed in these containers. However, residents should not place trash on the ground if the closest container is full. Residents are expected to take trash to an empty container. No trash or garbage accumulation is allowed in or around the unit. Discarded trash, garbage, or household

personal items(s) are not allowed anywhere in the UVA or The QUAD. These items must be placed in the trash containers provided in the UVA and The QUAD. It is the resident's responsibility to properly dispose of these items. Violations may result in disciplinary action and cleaning charges and fines. Recycling is each resident's responsibility and should be regularly removed to designated areas. If recycling from a resident's room is found in non-designated areas, residents will be held accountable for its appropriate removal and all administrative charges associated with its removal and cleaning. Residents should not place recycling on the ground if the closest container is full. Residents are expected to take recycling to an empty container. Possession of alcohol bottles, cans, boxes, containers, etc. is also a violation of the alcohol policy.

Unauthorized Access:

Unauthorized entry into, presence in, use of, or misuse of UVA and/or The QUAD property; including, but not limited to: roofs, rails, ledges, apartments and/or bedrooms, bed spaces not specifically assigned to you, offices, storage areas and communal spaces outside of available hours.

Vandalism:

Vandalism to the QUAD and/or UVA property is prohibited. Violators will be held responsible for all damages. Charges for the damages or loss of common area property shall be equally divided among all members of the apartment, building or floor if no one comes forward to claim responsibility. Violations of this policy may be referred to the Dean of Students Office for the University student conduct process and subject to criminal prosecution.

Violation of Roommate Contract:

Any violation of the Roommate Contract is an extension of the terms of your lease may result in Housing & Residential Education violation(s) and disciplinary charges.

Weapons:

Firearms, ammunition, explosives, highly flammable materials, air-soft weapons, weapons, projectile devices, guns or knives, or any other weapon or material or instrument which poses a risk of damage or injury is strictly prohibited within the UVA & The QUAD and is a violation of the law. Definitions (in all cases include, but are not limited to, the following): (1.) Firearms - Any gun, rifle, pistol or handgun designed to fire bullets, BBs, pellets or shots (including paint balls, airsoft pellets or darts) regardless of the propellant used. Guns resembling operational firearms are also prohibited. This includes ornamental rifles used for military or ROTC training or Color Guard. (2.) Any instrument of combat possessed, carried, or used for the purpose of inflicting or threatening bodily injury, including a blackjack, slingshot, Billy/Sand Club, sandbag or metal knuckles. This also includes items used for archery. (3.) Knives - Dirks, daggers, ice picks, or knives having a fixed blade longer than 2-1/2 inches (California Penal Code 626.10). This does not apply to the lawful use of cutlery and other eating implements used in food preparation or consumption. (4.) Slingshots, spear guns, bows and arrows, explosives, brass knuckles, fireworks, laser pointing devices and Taser guns. The improper discharge of a chemical agent including, but not limited to, mace, pepper spray, or other aerosols is prohibited. Toys or items resembling weapons are prohibited.

Student Conduct Process

Students choosing to live in UVA and The QUAD agree to abide by the Housing and Residential Education policies, rules, and expectations established for our residential communities as per the license agreement and this community handbook. Staff is authorized to act on violations of rules and regulations of the license agreement. While Housing and Residential Education is autonomous from the University Student Conduct Code, it is subject to similar requirements for due process in all its procedures. Students are subject to the Housing and Residential Education Policies and Procedures outlined in this handbook and the CSUSM Standards for Student Conduct. Please refer to the CSUSM Dean of Students Office website for more information. <http://www.csusm.edu/dos/conduct/index.html>

Residents involved in policy violations will receive a summons notification electronically to their CSUSM email. This summons notification will schedule a Student Conduct meeting with a Resident Director (RD). Failure to respond to the summons notification by the deadline will result in a resolution being made without student input. Following the Student Conduct meeting, the resident will receive an incident resolution electronically to their CSUSM email. Any assigned sanctions must be completed by the assigned deadline to avoid further consequences.

Incidents occurring in and around residential communities are subject to the Housing and Residential Education Student Conduct system administered by Residential Education staff. However, depending upon the circumstances, an incident may be subject to at least three systems, each independent of the other:

- University Village Apartments & The QUAD
- University Student Conduct (Dean of Students Office)
- Police (UPD or local agencies) or the Federal, State or Municipal Court system (criminal or civil)

Appeals

Decisions of the Housing and Residential Education professional staff are effective immediately. Appeals should be submitted to the Associate Director Residential Education by the deadline noted in the decision letter. To submit an appeal, residents must complete the appeal form via the online link noted in the resolution letter and meet the appeal conditions outlined.

Upon the receipt of the appeal, the Associate Director Residential Education will determine whether the grounds for appeal have been met and whether further process is necessary to resolve the appeal. If the Associate Director determines there are grounds for an appeal, the Associate Director may meet with the student to discuss the appeal. The Associate Director will render a final decision.