



COMMUNITY LIVING STANDARDS

The Department of Housing and Residential Education works to create an inclusive on-campus housing environment that promotes personal development, citizenship, involvement, and leadership. The Department of Housing and Residential Education consists of educators, full-time professional staff, and para-professional student staff who, through exemplary facilities management, organizational effectiveness, student-centered learning, and assessment initiatives, strive for student success, self-awareness, and satisfaction.

The Department of Housing and Residential Education strives to create a positive living environment where residents treat one another with respect and conduct themselves responsibly, consistent with the Community Living Standards. All students and their guests are expected to be familiar with and abide by the Community Living Standards. Students and their guests must adhere to the Community Living Standards within all University owned and/or operated residential facilities including Granville Towers and adjacent areas that serve the residential facility. Violations of the Community Living Standards will be adjudicated through the Housing Conduct Process. Violations which compromise the safety and security of students may result in contract termination and other appropriate disciplinary action up to and including suspension or expulsion from the University. The Community Living Standards constitute a legally binding adjunct to the Housing Contract.

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I. RIGHTS & RESPONSIBILITIES

A. RIGHTS: The Department of Housing and Residential Education recognizes that students living in residential communities have certain rights. It is the expectation that these rights will not be violated by community members.

These rights include:

1. The right to sleep during the night.
2. The right to study in rooms, apartments and common areas without being disturbed during hours designated as "quiet hours."
3. The right to be informed of community events or planned disruptions.
4. The right to have well-maintained facilities.
5. The right to access one's living space during all times their building is open.
6. The right to privacy.
7. The right to redress grievances.

B. RESPONSIBILITIES: The Department of Housing and Residential Education recognizes students living in residential communities have certain responsibilities in their relationship to other community members and to their environment. These responsibilities include:

1. Avoiding actions which inhibit another community member's ability to sleep and study during quiet hours.
2. Working with roommates and neighbors to settle disputes and disagreements in a timely and efficient manner which may include co-creating roommate agreements or neighbor agreements
3. Seeking help for themselves and/or others when necessary.
4. Acting to deter behavior which affects their safety or the safety of others.
5. Maintaining one's self in a manner that is not disruptive to the community.
6. Addressing University staff in a timely, respectful, and appropriate manner, including both verbal and written responses.

C. UNIVERSITY MEDICAL AMNESTY: The University is committed to upholding the law. In addition, the University prioritizes student safety above all else and wishes to promote an environment where students seek help in medical emergencies without the added fear of getting in trouble with the University. The University cannot guarantee amnesty from any civil or criminal legal action, or any legal consequences arising from the violation of local, state, or federal law. With this in mind, the Department of Housing and Residential Education may defer formal disciplinary action for violations of the Community Living Standards in applicable amnesty cases. In such cases, amnesty will be assessed separately for each student involved in the situation. The Department of Housing and Residential Education maintains the discretion to refer a student or organization for appropriate interventions, education, and referrals, even if amnesty applies. The following are situations in which a student may be granted amnesty:

1. **Student in need of medical attention:** A student who, after consuming alcohol, receives emergency medical assistance for an overdose of alcohol.
2. **Victim of a crime:** A student who has been the victim of a sexual assault or violent crime after consuming alcohol.
3. **Caller or support person:** A student who calls on behalf of or accompanies an impaired individual, remains with that individual until assistance arrives, and fully cooperates with emergency responders.

II. INDIVIDUAL-BASED STANDARDS

A. ALCOHOL

The following standards are applicable to residential students and constitute a violation of the Policy on Student Possession and Consumption of Alcoholic Beverages in Facilities of The University of North Carolina at Chapel Hill. Students found responsible for violating II.A.1 – II.A.9 are subject to the disciplinary consequences of the Alcohol Policy.

1. No student under the age of 21 may purchase, possess, or consume any alcoholic beverages anywhere on the campus of the University of North Carolina at Chapel Hill.
2. Students 21 years of age or older may not sell or give any alcoholic beverage to a person under 21 years of age.
3. Students and their guests aged 21 or older may possess and consume alcoholic beverages in individual campus residence hall rooms or apartments on campus where at least one occupant is 21 years of age and

present at the time the alcohol is being consumed. , but not in the common areas of a residence hall on campus (e.g., lounges, hallways, stairwells, balconies, study areas, etc.).

4. Common source containers of alcohol (e.g., kegs, punch bowls) are not permitted on the UNC-CH campus.
5. No possession or consumption of alcohol is allowed at any time:
 - a. at any campus athletic event; or
 - b. at any performance on the campus.
6. No consumption of alcohol is permitted at any outdoor location on campus except as approved in the Guidelines. No possession of alcohol on campus is permitted at any outdoor location except for the purpose of transporting closed containers of alcohol. This transportation exception does not apply to athletic events or performances.
7. No person, organization, or corporation may sell any kind of alcoholic beverage on the campus of the University. "Sale" includes indirect sale. Therefore, no person or group may collect money (whether requested, required, or donated) from people attending a gathering on campus to be used to defray, in whole or in part, the cost of alcoholic beverages provided at the gathering. The Carolina Inn and the George Watts Hill Alumni Center may sell alcoholic beverages because they have alcohol permits that allow them to do so.
8. No alcohol may be served or consumed in any University building or open space except as provided in the University's Guidelines. This includes personal consumption as well as consumption at a private party event. Note that under the Guidelines, any University administrative unit wishing to use a facility (such as a departmental office or meeting room) other than one specifically designated in the Guidelines for a private party event at which alcohol will be served must obtain permission from the dean of its academic unit and from the Vice-Chancellor in charge of the facility in which the event is proposed to be held. For more information, refer to the text of the Guidelines.
9. Any other violations of the Policy on Student Possession and Consumption of Alcoholic Beverages in Facilities of The University of North Carolina at Chapel Hill.

The following standards are applicable to residential students, but do not constitute a violation of the Policy on Student Possession and Consumption of Alcoholic Beverages in Facilities of The University of North Carolina at Chapel Hill.

10. No one under 21 years of age may possess or display containers originally manufactured to contain alcoholic beverages (e.g. empty liquor, beer, or wine containers).
11. Persons 21 years of age or older may only possess containers or consume alcoholic beverages in the privacy of their residence hall room or in another residence hall room where at least one occupant is 21 years of age and present at the time the alcohol is being consumed.
12. Devices and activities used for the rapid consumption of alcohol (e.g., beer bong, beer pong, etc...) are prohibited.
13. Being found voluntarily and knowingly in the presence of a violation of II.A.1 – II.A.12 is prohibited.

For more information on The University of North Carolina at Chapel Hill's policies regarding alcohol, please see <http://policies.unc.edu/policies/student-alcohol/>.

B. DRUGS & DRUG PARAPHERNALIA

1. The transport, possession, possession with intent to deliver, delivery, manufacture, purchase, sale, distribution, or use of illegal drugs or controlled substances in UNC-Chapel Hill residence halls is prohibited.
2. Prescription drugs may only be taken by the patient to whom the drug was prescribed, for the use intended, and in the manner prescribed.
3. Non-prescription drugs must be taken in a manner consistent with their use as identified on the packaging or as directed by a physician.
4. Possession of drug-related paraphernalia (e.g., roll paper, scales, grinder, bowls, and bong, etc.) is prohibited.
5. Being found voluntarily and knowingly in the presence of a violation of II.B.1 – II.B.4 is prohibited.

For more information on the University of North Carolina's policies regarding illegal drugs, please refer to the [Policy on Illegal Drugs](#). For specific information on alcohol and other substance abuse resources, please refer to the Student Wellness website (studentwellness.unc.edu).

C. ASSAULT & BATTERY

1. Fighting or other conduct that unreasonably endangers or inflicts physical injury upon another in or around the residence hall community is prohibited.

For more information, please see [The Instrument of Student Judicial Governance](#) and the [Emergency Evaluation and Action Committee Policy and Procedures](#)

D. ATTEMPT TO COMMIT

1. Attempting to commit acts prohibited by the *Community Living Standards*, University Policies, and other Local, State or Federal Laws.

E. IDENTIFICATION

1. Students and their guests are required to present proper University or government-issued identification to University staff in a cooperative manner when requested.

F. ILLEGAL ENTRY & TRESPASSING

1. Unauthorized entry into any residence hall, including restricted access areas of residence halls, is strictly prohibited. These areas include but are not limited to rooms belonging to other students, staff rooms, mechanical rooms, telecommunication rooms, roofs, closed buildings, housekeeping closets and storage areas.
2. Following a building student into a residence hall that is not your own ("tailgating") is prohibited.
3. Propping open exterior doors creates the potential for unauthorized entry, and is prohibited.
4. During times when residence halls are closed for break periods, entry or attempted entry by students is prohibited.
5. Students are responsible for knowing and complying with break period and closing guidelines set forth by their community.

G. THEFT & POSSESSION OF STOLEN GOODS

1. Stealing property belonging to UNC-Chapel Hill, an outside entity, or to another individual is prohibited, as is the possession of stolen property.

H. WEAPONS & EXPLOSIVES

1. Possession, storage, manufacture, use, sale, or distribution of firearms, fireworks, explosive material, ammunition, BB and pellet guns, paintball guns, knives (exceeding 5 inches), martial arts weapons, bows, and all other weapons are prohibited. Any item resembling an actual weapon is prohibited.

For more information regarding the possession of weapons on campus, please see UNC-Chapel Hill's [Fireworks, Firearms, and Other Weapons](#) policy

I. FAILURE TO COMPLY

1. Failure to comply with reasonable instructions given by University personnel is prohibited.
2. Deliberately furnishing false or misleading information to University personnel is prohibited.

J. RECORDING OTHERS

1. Recording or distributing another person's image or voice, without permission, where that person had a reasonable expectation of privacy, is prohibited.

K. GAMBLING

1. Gambling is prohibited in the residence halls. Students are also prohibited from sponsoring raffles and from selling raffle tickets.

L. BUSINESS ENTERPRISES

1. Personal business enterprises shall not be conducted in or from UNC-Chapel Hill residential facilities, including Internet-related business operations.

III. COMMUNITY-BASED STANDARDS

A. QUIET HOURS/NOISE

1. Quiet Hours occur daily between 9pm – 8am. During this time, noise levels must be kept at levels that will not interfere with the study or sleep of other students. Quiet Hours are extended to 24 hours during final exams.
2. Courtesy Hours are in effect 24 hours per day. During Courtesy Hours, students are expected to refrain from noise which is a disturbance to another member of the community. If asked by any community member to lower the noise level, a student should do so immediately.
3. Excessive noise is defined as any unreasonable noise that can be heard outside of the residence hall room or space from which it originates and is not permitted at any time.
4. Placement of sound equipment in windows is prohibited.

B. DAMAGE/VANDALISM

1. Vandalizing, destroying, or damaging property belonging to UNC-Chapel Hill or to another individual is not permitted in or around residence hall areas.
2. Unintentional damage to residence hall areas should be reported immediately to your Resident Advisor the community desk or Community Director.

C. SMOKING & E-CIGARETTES/VAPOR PRODUCTS

1. Smoking is prohibited in residence halls and within 100 feet of all University facilities, including the use of electronic cigarettes, also known as vapor products.

For more information, regarding smoking, please see UNC-Chapel Hill's policy: [UNC-Chapel Hill No Smoking Policy](#)

D. VISITATION & GUEST POLICY

The Visitation and Guest Policy is a shared responsibility between the students of a community and community staff. Students are encouraged to notify their Resident Advisor or Community Director of potential violations of this policy in a timely manner. The Department of Housing and Residential Education has two defined levels of visitation:

Standard Visitation: All buildings, with the exception of those listed below, have open room visitation with roommate consent.

Limited Visitation: Guests are permitted with roommate consent Sunday through Thursday from 9:00 am to 1:00 am; Friday and Saturday from 9:00 am to 2:00 am in Hardin, Kenan, Mangum, Graham, and Aycock Residence Halls.

1. The host is responsible for their guest(s) and the actions of their guest.
2. Guests must call their resident host from outside the building in order to gain entry. The resident host must escort their guest in the residence halls/apartments at all times.
3. The roommate's rights to privacy, sleep and study take precedence over the rights of a host to have a guest. The host must have approval from their roommate(s) to have a guest.
4. A guest's stay is limited to no more than three (3) nights in a given week, six nights in a given month and no more than two (2) weekends in a given month.
5. Habitation of a room by anyone other than individual(s) assigned to that room is prohibited.
6. Guests may only stay or sleep in their host's room.
7. Gatherings with more than three times the designated occupancy in a residence hall room and/or apartment is prohibited, with the following exceptions:
 - a. Odum & Ram Village Apartments – 4 times the designated occupancy

E. PETS

1. Pets other than fish are prohibited in the residence halls. Students are permitted to keep fish in their room provided the following conditions are met: (a) the fish tank is freshwater and it does not exceed 12 U.S. gallons; (b) all students in the room agree to have a fish tank; and (c) all appropriate precautions are taken to ensure that the electrical connection to the fish tank is safe.
2. Students who do not remove pets when requested by University staff will be referred to the Department of Public Safety and Orange County Animal Control.

3. Individuals with a documented disability that require the use of a service or comfort (therapy) animal are permitted to have that animal reside in their room or apartment with prior approval from the Office of [Accessibility Resources and Service](#) and the Department of Housing and Residential Education. Information regarding use of Service or Comfort Animals can be found by accessing the [Service and Comfort Animal Policy](#).

F. RECREATIONAL ACTIVITIES

1. Any activity that includes throwing an object or running in the halls is prohibited.
2. Riding a bike, skateboarding, floor hockey or rollerblading and use of all outdoor equipment including but not limited to balls, Frisbees, golf clubs, bats, squirt guns, and lacrosse sticks are prohibited inside of all residence halls.
3. Pranking that causes harm or the potential for harm is prohibited.

G. SOLICITATION

1. Upon prior written approval of the Director of Housing and Residential Education, only recognized student groups are permitted to canvass, sell, solicit or promote the sale of goods or services in the residence halls. Recognized student groups must adhere to the provisions of the University's Policy on Use of [University Facilities for Noncommercial and Commercial Purposes](#).
2. Individuals who are conducting campaign activities for student leadership positions in the residence halls must adhere to the requirements established by the Elections Board of Student Government.

H. POSTING POLICY

1. No one, with the exception of Department of Housing and Residential Education staff members, may post materials in common areas or hallways in any residential community without authorization/approval from the Residential Education Office located in the basement of Avery Hall.

For more information, please refer to The Department of Housing and Residential Education's [Flyer Posting Guidelines](#).

IV. FACILITIES-BASED STANDARDS

A. FIRE SAFETY

1. Starting a fire; activating a fire alarm without due cause; tampering with smoke/heat detectors, fire extinguishers, or sprinkler heads; falsely reporting a fire emergency to University or emergency response officials; and destroying, damaging, or misusing emergency or safety equipment is prohibited.
2. In the event of a fire alarm or fire drill, all students must evacuate the building completely and immediately. Students must remain outside until instructed by fire department officials or University staff that they may re-enter. Balconies, hallways, and stairwells must have a clear passage at all times.
3. Splicing into or altering the electrical wiring in a residence hall is prohibited.
4. Precautionary steps should be taken while cooking including turning on vents (where applicable), opening windows, and closely monitoring cooking food.

B. HOUSEKEEPING

1. Students are responsible for the cleanliness of their own rooms and common areas.
2. Students may not leave personal trash in any public or shared areas (e.g., bathrooms and hallways). Students are responsible for removing their trash and/or recycling to designated outdoor trash containers on a regular basis.
3. Students are not permitted to store items in bathrooms, hallways, suite hallways, or any space in which Housekeeping staff needs access or that would block the path of egress in the case of an emergency.
4. Students must refrain from intentionally unsanitary conduct.

C. BUILDING STRUCTURES

1. Tampering with or removing any window screens, latches, stops, or apparatus in either student rooms or public areas is prohibited.
2. Breaking the plane of a window, breezeway, or balcony is not allowed by a person or an object. Examples of "breaking the plane" include but are not limited to hanging items from a window or balcony, putting body parts out of a window, or sitting on a balcony with feet dangling off the ledge.

3. The throwing, dropping, propelling, pouring or hanging of anything from windows, balconies, ledges, rooftops, and landings is strictly prohibited.
4. Climbing and repelling on any housing property is prohibited.

D. DECORATIONS

The University's Policy on Prohibited Harassment, Including Sexual Misconduct, and Discrimination (<http://www.unc.edu/campus/policies/harassanddiscrim.pdf>) prohibits harassment or discrimination on the basis of race, color, gender, national origin, age, religion, creed, genetic information, disability, veteran's status, sexual orientation, gender identity or gender expression. Residents may not post decorations in residence hall rooms, outside of room doors, hallways, common areas, or on the adjoining property outside of residence halls that would constitute prohibited harassment and discrimination in violation of this policy.

1. Decorations that may obstruct traffic and/or may potentially be a fire hazard (e.g., live Christmas trees, wreaths) are not permitted in rooms, hallways and suite corridors.
2. Decorations may not be placed within two feet of a fire protection system component (i.e., manual pull station, smoke detector, bell/horn/strobe, sprinkler, fire extinguisher, exit sign, emergency lighting, and fire exit) nor may they be attached to or hung from any windows in the room or apartment
3. Hallway and suite decorations may be placed on student room doors, bulletin boards, and in spaces approved by your Resident Advisor and/or Community Director.
4. Lobby and lounge decorations may be placed in spaces approved by the community office.
5. Room and exterior room door decorations and wall hangings may only be hung with non-damaging materials or removable hangers and must not cover more than one third of the total wall space.

E. ELECTRICAL APPLIANCES

1. Each individual residence hall room is restricted to a maximum of 1800 watts usage at any time.
2. No single appliance can exceed 1000 watts or have an exposed heating element.
3. Only UNC-Chapel Hill-owned air-conditioning units may be used in the residence halls. Personal air-conditioning units are prohibited due to electrical circuit limitations and safety concerns.

F. PROHIBITED ITEMS

1. Students may not store item(s) that may pose a fire hazard in a residence hall room. Such items include but are not limited to any open flame source (e.g., candles), incense, live cut trees (e.g., Christmas trees) or flammable liquids.
2. Because of the fire hazard they represent, two-prong extension cords, plug adapters, and halogen lamps and bulbs are prohibited. Students using extension cords must use grounded three-wire extension cords and/or surge protectors.
3. Space heaters are prohibited in residence hall rooms.
4. Halogen, octopus or any multi-bulb lamps are prohibited in the residence halls.
5. Lofts, other than University-provided lofts, are prohibited.
6. Waterbeds are not permitted in the residence halls.

For more information regarding prohibited items, please see the Housing webpage, or contact a member of the Housing staff. (<http://housing.unc.edu/residence-life/your-room/approved-and-not-approved-items.html>).

G. ROOM/Common Area Alterations

1. Students are responsible for returning their room, suite, or apartment furniture to the designated positions at the end of the year as set forth by the community office.
2. Adhesive tape, staples, adhesive holders, brackets, tacks, and nails are not to be used on the walls, woodwork, floors, or ceilings.
3. Furniture is not to be removed for use in spaces other than its original location.
4. Students are not allowed to paint any interior or exterior area of any residence hall space.
5. Damages that result from making room or common area alterations will be billed to the appropriate students.

H. KEYS & LOCKS

1. Unauthorized use, possession, or duplication of residence hall keys and/or Flex Passes is strictly prohibited.

2. Switching and/or borrowing keys and/or Flex Passes with another student for any reason, including unauthorized room changes, is prohibited. To conduct a proper re-assignment, students should contact their Community Director.
3. Tampering with locks is prohibited.
4. Additional locks may not be added to doors or other University property or equipment.
5. Excessive key check outs may result in a conduct hearing with the Community Director.
6. Additional information regarding the Key Policy is located on key cards all students sign upon receiving the key(s) to their assignment at the community office.

I. MOTORCYCLES/MOPEDS/BICYCLES

1. Licensed motorcycles, mopeds and motorbikes may only be parked on campus in designated parking areas.
2. Motorcycles, mopeds, or motorbikes may not be parked or stored inside of a residence hall, on walkways, on access ramps, on bike racks, or under the framework of a residence hall.
3. Bicycles may only be stored in student rooms or in the designated rack areas provided in close proximity to each residence hall.

For more information, please see the [Department of Public Safety](#) website.

V. OTHER UNIVERSITY POLICIES

The following are excerpted from other University Policies that pertain to students living in the residence halls.

A. HARASSMENT & DISCRIMINATION

1. Harassment is a form of discrimination that occurs when verbal or physical conduct based on an individual's protected status (race, color, gender, age, color, national origin, religion, creed, genetic information, disability, veteran's status, sexual orientation, gender identity, or gender expression) unreasonably interferes with that individual's work or academic performance or creates a hostile work or educational environment for that individual, including affecting his/her personal safety or participation in University-sponsored activities.
2. Discrimination is an intentional or unintentional act that results in adverse treatment of a person based on race, color, gender, age, color, national origin, religion, creed, genetic information, disability, veteran's status, sexual orientation, gender identity or gender expression.
3. Conduct that constitutes prohibited harassment or discrimination is prohibited, as further described in UNC-Chapel Hill's [Policy on Prohibited Harassment, Including Sexual Misconduct, and Discrimination](#).
4. The University's [Policy on Prohibited Harassment, Including Sexual Misconduct, and Discrimination](#) prohibits harassment or discrimination on the basis of race, color, gender, national origin, age, religion, creed, genetic information, disability, veteran's status, sexual orientation, gender identity, or gender expression. Students may not post decorations in residence hall rooms, outside of room doors, hallways, common areas, or on the adjoining property outside of residence halls that would constitute prohibited harassment and discrimination in violation of this policy.

B. SEXUAL MISCONDUCT

1. Sexual misconduct refers to physical sexual acts perpetrated against a person without their consent or where a person is incapable of giving consent due to the person's use of drugs, alcohol, or other impairing substances. An individual also may be unable to give consent due to an intellectual or other disability. Sexual misconduct includes, but is not limited to, rape, sexual assault, sexual battery, and sexual coercion. Sexual misconduct is prohibited.

For more information regarding UNC-Chapel Hill's procedures for reporting and responding to allegations of sexual misconduct, please see the [Policy on Prohibited Harassment, Including Sexual Misconduct, and Discrimination](#) and in the [UNC-Chapel Hill Sexual Assault Response Plan](#)

C. RESIDENTIAL COMPUTING POLICY

1. Students of campus housing who register for Ethernet or wireless connectivity agree to abide by the [UNC-Chapel Hill Network Acceptable Use Policy](#).
2. The use of any wireless broadcasting device (e.g. wireless router, mobile hotspot, misconfigured wireless printer, etc.) is prohibited.
3. Misuse or tampering with an Ethernet jack or wireless Access Point is prohibited.

APPENDIX A. ADJUDICATION & RESPONSE

1. AUTHORITY

Pursuant to Section IV of the University of North Carolina at Chapel Hill Department of Housing and Residential Education Housing Contract: All students and their guests are expected to be familiar with and abide by the Community Living Standards as published on the Department of Housing and Residential Education website. These Standards are incorporated by reference into this Contract and constitute a legally binding contractual agreement between the student and the University. Students and their guests must adhere to the Community Living Standards within all University owned and/or operated residential facilities including Granville Towers and adjacent areas that serve the residential facility. Violations of the Community Living Standards will be adjudicated through the Housing Conduct Process. Violations which compromise the safety and security of students may result in contract termination and other appropriate disciplinary action up to and including suspension or expulsion from the University. Information on the Housing Conduct Process can be found on the Department of Housing and Residential Education website.

Pursuant to the *Policy on Student Possession and Consumption of Alcoholic Beverages in Facilities of The University of North Carolina at Chapel Hill*, University Officials shall include Community Directors or other designated Housing Officials who shall serve as Hearing Officers in the adjudication of this policy, with all of the rights and authority that entails.

2. HOUSING CONDUCT PHILOSOPHY

The Department of Housing and Residential Education strives to create a positive living environment where students treat one another with respect and conduct themselves responsibly, consistent with the Community Living Standards. To promote this environment, the Department of Housing and Residential Education will administer a fair and judicious conduct process grounded in *education, ethical decision making and community responsibility*.

3. HOUSING CONDUCT LEARNING OUTCOMES

After participating in the Housing Conduct Process, (including the administrative hearing process and completion of all applicable sanctions) students will be able to:

1. Articulate their rights as they pertain to the Housing Conduct Process
2. Discuss how their personal values and principles impact decision-making
3. Recognize the effect of their behavior on others in the residential community

4. HOUSING CONDUCT GOALS

Administrators of the Housing Conduct Process aim to achieve the following goals when working with students accused of an alleged violation of the Community Living Standards:

1. Foster a residential culture that encourages healthy choices and behaviors
2. Encourage ethical development and personal accountability
3. Develop educational interventions that foster individual insight and growth
4. Increase the awareness of the Community Living Standards

5. PROCEDURAL RIGHTS

A student accused of violating the Community Living Standards is afforded procedural rights in the Housing Conduct Process. An accused student has the right:

1. To receive a notice of the charge(s);
2. To review the Incident Report regarding the charges against them. They may request a copy in advance of their hearing;
3. To be presumed not responsible until evidence of their involvement in the violation is proven;
4. To an objective and impartial hearing; If a student feels that the Hearing Officer has a bias, they may write to request a new hearing officer be assigned to their case;
5. To have their hearing held within a reasonable amount of time;
6. To be represented by an attorney or non-attorney advocate. Further information can be found here <http://studentconduct.unc.edu/students/attorney-and-non-attorney-advocates>
7. To present witnesses or evidence on their behalf at the hearing. The student is responsible for securing the presence of witnesses and gathering evidence on their behalf.;
8. To appeal the outcomes of this process.

6. ADMINISTRATIVE ACTION

The Hearing Officer (Community Director or other designated Housing Official) will review documented incidents and referrals of alleged violations of the Community Living Standards to determine whether there is a sufficient factual basis to formally charge a student with a violation.

If the reviewing Hearing Officer determines that a reasonable basis exists for charging a student with a violation of the Community Living Standards, the Hearing Officer will send the accused student a notice of charges with a scheduled initial meeting date and time. The date of which will occur no more than (5) five business days after the submission of the notice, unless extraordinary circumstances apply. In the initial meeting, the Hearing Officer shall inform the accused student in detail of the charge(s), the Housing Conduct Process, and their procedural rights. Additionally, the Hearing Officer and the accused student will review any applicable evidence, including the incident report, as well as hear any statement the student may wish to make.

During the initial meeting, the student will be given the option to resolve the case with the hearing officer. If the student exercises this option, the initial meeting becomes an administrative hearing and proceeds as such. If the student exercises the option to hold the administrative hearing at later date, that hearing will occur at least (5) five business days after the initial meeting.

During an administrative hearing, the Hearing Officer shall inform the accused student in detail of the charge(s), applicable evidence, alternatives available in responding to the charge including acknowledgement of responsibility and implications, possible sanctions, and applicable procedural and appeal rights. During an administrative hearing, the accused student may provide any information or statements that they deem important for the Hearing Officer to consider. If the student fails to attend the administrative hearing without prior written notice, the hearing officer will conduct the hearing in their absence and render a decision based on the information available.

In determining a finding of responsibility, the Hearing Office will utilize a "preponderance of the evidence" standard. This standard means that after careful and impartial consideration of the evidence and witness testimony presented during the administrative hearing, the Hearing Officer determines it is more likely than not that the accused student committed the alleged violation of the Community Living Standards. The Hearing Officer's decision shall rest solely on the evidence contained in the record of the administrative hearing. The Hearing Officer may reach one of the following decisions: (a) not responsible, (b) responsible. The Hearing Officer shall submit a written rationale of their decision and any sanctions to the student as soon as possible, but in no more than (5) five business days.

7. SANCTIONING

In keeping with the mission of the Department of Housing and Residential Education and the Housing Conduct Philosophy, sanctions are intended to educate students as to why their actions were inappropriate, help students improve their ethical decision making, and hold students accountable to their contractual obligations of living in campus housing.

Except for disciplinary probation, a record of the outcome or sanction will not appear on a student's official University academic or disciplinary record. However, other University offices may request this information if the student submits applications for study abroad, entrance into professional schools, and/or student employment positions.

Sanctions and Interventions will be determined on the following criteria:

1. The severity of the violation;
2. The sanction that has been assigned in the past for similar situations (a.k.a. the established precedent);
3. The student's previous conduct history, as well as their attitude throughout the conduct process;
4. The importance of learning through the Housing Conduct process.

*Note: In some instances, one of these criteria may outweigh others in degree of importance.

**A complete list of sanctions is contained in Appendix B.

8. APPEALS

All appeals are to be submitted via email to the [Coordinator for Housing Conduct](#) who serves as the Appellate Officer. Appeals must be filed no later than five (5) business days from the delivery of the resolution letter.

Any sanctions imposed by the Hearing Officer will not be enforced until the deadline for submission of an appeal has passed. Once a student submits a request for appeal, their sanction(s) will continue to be put on hold pending a final appeal decision outcome.

Students must specify the reason for their appeal in a written request. Students should be specific and provide a basis for their appeal. Appeals must be based on one or more of the following grounds:

1. **Procedural Rights:** In an appeal on the grounds of procedural rights, the student must provide a sufficient factual basis specifying procedural error or error in the interpretation of the Housing Conduct Process that substantially affected the hearing such that they were denied a fair hearing or the error prevented the Hearing Officer from making a fair decision.
2. **Insufficient Evidence:** In an appeal on the grounds of insufficient evidence, the student must provide a sufficient factual basis for why the Hearing Officer did not provide a reasonable basis for their decision based on the preponderance of evidence standard.
3. **Severity of Sanction:** In an appeal on the grounds of severity of sanction, the student must provide a sufficient factual basis for why the sanction assigned is disproportionately severe to the level or nature of the offense or the student's prior record.

The Appellate Officer will receive the written appeal and determine whether it meets the criteria for one of the above grounds for appeal. If the Appellate Officer determines that the appeal may go forward, the Appellate Officer shall review and consider solely the evidence contained in the record of the administrative hearing as soon as reasonably possible. The Appellate Officer shall then notify the accused student of an Appeal Hearing to discuss the grounds for appeal. No new evidence may be entered during this meeting; it is an opportunity for the student to clarify the reasons for the appeal. New evidence may be entered if the case is remanded for a new Administrative Hearing. After this Hearing, the Appellate Officer will reach a decision after reviewing the record of the administrative hearing and the grounds for appeal as stated in the written appeal and discussed during the Appeal Hearing. Once the Appellate Officer has conducted their review, they will submit a written rationale of their decision to the student no later than seven (7) business days after the Appeal Hearing. The decision of the Appellate Officer is final.

The Appellate Officer may exercise one of the following options:

1. Uphold the decision of the Hearing Officer.
2. Overturn the decision of the Hearing Officer
 - a. By dismissing the case;
 - b. By remanding the case for a new Administrative Hearing; or
 - c. By modifying the sanctions. The Appellate Officer may not increase a sanction or other penalty, but may assign a more appropriate sanction.

9. MAINTENANCE OF RECORDS

Access to any student's Housing Conduct Records will be governed by the provisions of the Family Educational Rights and Privacy Act of 1974 ("FERPA"). University officials or faculty members with a legitimate educational interest shall have access to Housing Conduct Records. Students may request their records in accordance with the University's FERPA Policy, available at policy.sites.unc.edu/files/2013/05/FERPA.pdf. Results of proceedings for alleged violations of the Community Living Standards may be disclosed to the alleged victim of the offense if the offense involved the use, attempted use, or threatened use of physical force against the person or property of another; or is a felony that, by its nature, involves a substantial risk that physical force may be used against the person or property of another in the course of committing the offense.

With the exception of disciplinary probation, a record of the outcome or sanction will not appear on a student's official University academic or disciplinary record.

A student's Housing Conduct case record will be maintained in the Department of Housing and Residential Education for seven years from the calendar year of record, after which they are destroyed.

APPENDIX B. APPLICABLE SANCTIONS

1. PURPOSE

In keeping with the mission of the Department of Housing and Residential Education and the Housing Conduct Philosophy, sanctions are intended to educate students on the inappropriate nature of their actions were inappropriate, help students improve their ethical decision making, and hold students accountable to their contractual obligations of living in campus housing. If a student is found responsible for a violation of the Community Living Standards, the Hearing Officer will assign sanctions. There are three categories of sanctions that may be assigned.

1. **Educational Sanctions** are assigned to educate students as to why their actions were inappropriate, help students improve their ethical decision making, and help them grow from the incident.
2. **Contractual Sanctions** are assigned to hold students accountable to their contractual obligations of living in campus housing.
3. **Disciplinary Sanctions** are assigned to hold students accountable for behavior that is in violation of the Campus Alcohol Policy.

Except for disciplinary probation, a record of the outcome or sanction will not appear on a student's official University academic or disciplinary record. However, other University offices may request this information if the student submits applications for study abroad, entrance into professional schools, and/or student employment positions. See Appendix A.9 for information regarding records maintenance.

2. CRITERIA

Sanctions and Interventions will be determined on the following criteria:

1. The severity of the violation;
2. The sanction that has been assigned in the past for similar situations (a.k.a. the established precedent);
3. The student's previous conduct history, as well as their attitude throughout the conduct process;
4. The importance of learning through the Housing Conduct process.

*Note: In some instances, one of these criteria may outweigh others in degree of importance.

3. EDUCATIONAL SANCTIONS

1. **Administrative Follow up:** A required follow up meeting with the Community Director who served as the Hearing Officer for the case.
2. **AlcoholEdu for Sanctions:** is an online course designed specifically to help students who have violated alcohol policies make safer and healthier choices - and avoid experiencing problems again. The course provides a strong educational foundation to support the student decision making process.
3. **Community Service:** A required sanction in which the student must complete a service learning experience for a designated amount of time. The student must provide documentation to the Hearing Office confirming the completion of the community service experience.
4. **Decisions Course:** UNC's Decision is a 3-hour student-centered workshop focused on ethical and critical decision making, and understanding readiness for behavior and attitude change through self-awareness. The program helps students align personal and University core values with their actions in an atmosphere of responsibility and accountability. The program engages participants in a process of self-awareness and critical reflection. Students will learn applied skills and have opportunities to practice these skills to make better choices moving forward.
5. **Educational Sanction:** A required sanction in which the student must complete an educational experience and/or reflection aimed at helping the student learn from the incident and adding value to their experience as a student.
6. **Referral:** A required follow up with a campus partner or community agency. Referrals are typically made in order to connect students to resources or help students manage issues that led to the violation by connecting them with an individual who is specialized in the area of concern.
7. **Tar Heel BASICS:** A preventive alcohol abuse intervention program for college students 18 to 24 years old. It is aimed at students who have had negative experiences or other problems relate to alcohol use. The program is designed to help students make better alcohol-use decisions and to overall reduce their risks for alcohol related harm. The program's style is not confrontational or judgmental and consists of two sessions with a Student Wellness staff member. Students who enroll in BASICS are assessed a \$50 fee for service and will be charged to your student account.

8. **Tar Heel BASICS for Marijuana:** A preventive intervention program for college students. It is an adapted version of BASICS (Brief Alcohol Screening and Intervention for College Students) specifically designed for students who use marijuana and have experienced negative consequences as a result of marijuana use, (e.g. housing violation). The program's style is non-confrontational and non-judgmental. The program consists of two sessions with a Student Wellness staff member. Students who enroll in BASICS are assessed a \$50 fee for service and will be charged to your student account.

4. CONTRACTUAL SANCTIONS

1. **Housing Warning:** An official written warning that a student has been found in violation of the Community Living Standards. A warning serves as notice to the student that any further violations of the Community Living Standards will be handled more stringently.
2. **Housing Contract Probation:** A Housing Contract probationary period for students, typically 6 months or 12 months, during which any additional violations of the Community Living Standards may result in additional sanctioning or contract termination.
3. **Housing Contract Termination:** Housing Contract Termination is when a student's contract is cancelled for being found responsible for violating the Community Living Standards. In cases of Housing Contract Termination, a student's violation is usually of an egregious nature. Given the nature of the violation, the student may be provided the option to re-apply to live in campus housing after a 12-month period has lapsed, otherwise, a student's contract termination is indefinite. Students receiving Housing Contract Termination are subject to a cancellation charge equal to 50% of the total value of the contract, which will be applied to their student account.
4. **Housing Contract Termination from Granville Towers:** Contract Termination from Granville Towers is when a student's contract is cancelled for being found responsible for violating Community Living Standards. In cases of Contract Termination from Granville Towers, a student's violation is usually of an egregious nature. Students receiving Housing Contract Termination from Granville Towers are accountable for 100% of the remaining contract, and must contact the Business Office in Granville Towers to schedule payment.
5. **Administrative reassignment:** A required relocation to another room and/or community.
6. **Loss of privileges:** Loss of specified privileges for a designated period of time, including but not limited to: access to specified residential communities, stay late during breaks, guest privileges.
7. **Restitution:** A monetary sanction imposed on students when there is a cost associated with their behavior (i.e. if a student vandalizes a wall by spray painting it, the student would be responsible for the cost of repainting the wall.)

5. DISCIPLINARY SANCTIONS

1. **Warning:** An official written reprimand that is formally communicated by a letter giving the student notice that any subsequent violations will result in more stringent sanctions, up to and including disciplinary probation.
2. **Disciplinary Probation:** Assigned for a definite or indefinite period, including probation with associated conditions or requirements. Probation means that a student may remain at the University, but may be required to satisfy specified conditions or requirements, report regularly to appropriate University officials, and be barred from holding any office or participating in any activity in which the student represents the University or University-recognized student organizations either within or outside the University community. The sanction of probation prohibits graduation until the period of probation has ended and the student has complied with all requirements of the sanctions. Disciplinary probation shall be reflected on a student's academic transcript while active.