# University Housing and Residence Life Standards of Residence

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## Standards of Residence and Prohibited Conduct

PSU's Code of Student Conduct and Responsibility (Code) prohibits the violation of any University Policy, which includes the UHRL Standards of Residence, outlined below. Students are encouraged to become familiar with the Code and Standards of Residence to understand the expectations as students and residents and to understand the process under which policy violations will be reviewed.

The following constitutes prohibited conduct for which a party is subject to disciplinary action. Such behaviors that constitute a potential violation of the Standards of Residence and/or the PSU Code of Student Conduct and Responsibility may be reviewed and adjudicated by the Office of the Dean of Student Life or designated UHRL Conduct Officers.

1. **Alcohol**

**Illegal possession, use, intoxication, and distribution of alcohol; alcohol-related behaviors that detract from PSU's educational purpose or interfere with a disruption-free environment.** This alcohol policy applies to all residents, regardless of age. Alcohol possession and use by students of legal age is only permitted in line with the contents of this policy. Failure to adhere to the policy may result in a staff response which may result in the removal of remaining alcohol (in the form of pouring down a sink), conduct action, and/or restriction of the privilege to use/possess alcohol on campus. Violations of the alcohol policy may include, but are not limited to:

- Consuming, possessing, or being under the influence of alcohol while under the age of 21
- Possessing or being in the presence of alcohol paraphernalia while under the age of 21, except in the case of roommates of differing ages being in their room together. Paraphernalia could include: empty containers of alcohol (including decorative uses), cups with residue of alcoholic beverages, beer bongs, etc.
- Being in the presence of alcohol consumption while under the age of 21, except in the case of roommates of differing ages being in their room together
- Detectable and/or disruptive alcohol intoxication regardless of age. Intoxication may be considered detectable and/or disruptive if it interferes with community interests or disrupts normal operations of the residence halls
- Possession of alcohol in a living space assigned to resident(s) under the age of 21, except in the case of roommates of differing ages being in their room together

- Consumption of alcohol in areas other than an enclosed residential room, such as hallways, doorways, lounges, public areas or restrooms, etc.
- Using alcohol in the presence of someone under the age of 21, except in the case of roommates of differing ages being in their room together
- Being in the presence of illegal possession or use of alcohol
- Providing alcohol to someone under the age of 21
- The possession or use of excessive quantities, unmarked, or common sources of alcohol
- The production, sale, or manufacturing of alcohol

Residents are encouraged to talk to friends and roommates about these restrictions related to alcohol to ensure that your behaviors are in line with these expectations. For roommate or suitemate pairs that differ by legal drinking status (age), talk with each other and hall staff members for help planning how to manage adherence to this policy.

2. **Bias Related Behavior**

**Incivility, abuse, or any behaviors/actions directed towards an individual or group based upon actual or perceived identity characteristics or background (e.g., skin color, religion, sex, sexual orientation, race, ethnicity, national origin, gender identity and expression, age, or physical, mental, or emotional disability).**

Examples:

| **Bias Incidents:** | **Not Bias Incidents:** |
|---|---|
| A penis or vagina drawn on the door of a resident who is transgender | A penis or vagina drawn on a bulletin board |
| “F--k women” spray painted in the stairwell | “F--k” spray painted in the stairwell |
| A sign that says, “Homo” posted on a resident’s door | A sign that says, “Jessica is the worst” posted on a resident’s door (this is bullying, not bias) |
| A white student yelling, “I hate your kind” at a Black or African American student | A white student yelling “I hate you” at a Black or African American student |
| A cross carved on a Muslim student’s door or a swastika drawn anywhere | Initials carved on a table |

3. **Building Access**

**Providing access to unauthorized individuals, sharing or duplicating keys or access badges, or accessing spaces for which you are unauthorized.** Access control is a very important health and safety issue for an urban campus. Our private residential spaces are not open to the public. Each resident must do their part to protect access. You must not allow non-residents into the building or provide access via the elevator or stairs to residential floors. The Campus Public Safety Office and University Housing and Residence Life should be contacted if an unauthorized individual enters the building behind you or pressures you to grant them access.

Residents have access to their rooms and shared spaces. Some spaces within the hall are locked and/or restricted for health and safety reasons (i.e. ledges, roofs, non-occupied residential rooms, non-public spaces, etc). Accessing or entering such a space is prohibited.

Examples of prohibited behavior under this policy include, but are not limited to:

- Negligently or intentionally providing access to non-residents or anyone who does not have privileges to access a given residential or common space. Some individuals are trespassed or prohibited from entry to residence halls, by conduct action, university directive, or Public Safety, police, or court order. You are not permitted to host or allow entry for such individuals
- Unauthorized possession, duplication, or use of University keys
- Misuse of an electronic access card or security feature
- Propping open or preventing the closing/locking of security doors
- Unauthorized entry into any secured or restricted space
- Allowing unauthorized individuals to enter the building, use the elevator, or gain access to any part of a residential building

4. **Civility**

**Abusive or adverse treatment of residents, guests, or staff members, such as harassment, bullying, or any behavior that results in a hostile work, living, or academic environment.**

5. **Collusion**

**Inciting, assisting, facilitating, being in the presence of, or acquiescing in the engagement of any violation of the Standards of Residence, PSU Code of Student Conduct, or law**. Conduct action may follow if your actions or presence connects you to a policy violation.

### 6. Drugs

**The Drugs Policy prohibits behavior relating to drugs and harmful substances.** Campus Public Safety Office (CPSO) may be notified and often involved in any action concerning drugs in the Residence Halls. Behavior prohibited under this policy includes but is not limited to the following:

- The possession, use, sale, or distribution of any drug, drug paraphernalia, or controlled substance prohibited by state or federal law. This prohibition includes the possession, use, sale, or distribution of marijuana in any form.
- Being under the influence of a drug or other substance prohibited by state or federal law. This prohibition includes being under the influence of marijuana.
- Being in the presence of unlawful drug use or possession of drug paraphernalia as defined by state or federal law. This prohibition includes marijuana in any form.
- Medicinal marijuana use or possession on campus. PSU residence halls cannot accommodate the possession or use of marijuana, regardless of the possession of appropriate medical marijuana authorization.
- The unlawful use, unsafe use, or abuse of prescription drugs or the dangerous use of over-the-counter products.
- The unlawful use, unsafe use, or abuse of products or inhalants for the intent of intoxication, including Nitrous Oxide.
- Possession, manufacturing, or use of K2, Salvia, Spice, or psychoactive herbal products.

In response to potential fire safety and property damage, risks associated with smoking, or the production of drugs, Housing and Residence Life staff may need to key into spaces to investigate and resolve any potential safety issues.

### 7. Endangering Behavior

**Behavior that endangers or threatens the health and safety of any individual, community or group.** University Housing and Residence Life may proceed with conduct action in response to dangerous or potentially dangerous behaviors. Such behaviors, regardless of intent, could warrant contract termination or interim conduct action while a situation is being investigated and adjudicated. Such behavior may include but is not limited to:

- Negligently, recklessly, or intentionally causing physical harm
- Direct or indirect threats or intimidation
- Behavior that creates undue mental stress or emotional harm to any person
- Hazing–requiring actions or situations that produce mental or physical discomfort, embarrassment, harassment, or ridicule as a part of initiation into a group

- Inappropriately handling or disposing of biohazards, including, but not limited to, medical syringes, blood, and other bodily fluids
- Violating reasonable privacy expectations that could cause distress or threaten one's ability to feel reasonably safe and comfortable in the living space. Examples of this behavior include the use of audio, video, or electronic means, telephonic or email harassment, etc. This policy prohibits installing and/or using a smart doorbell or home security system that video- or audio-record individuals without their consent, in congruence with the Student Code of Conduct section regarding Electronic and Digital Misconduct
- Dropping, throwing, or permitting objects, either liquid or solid, to be ejected, affixed to, or placed out a window. This may include objects placed on window sills or in positions where they could plausibly exit through the window

**8. Failure to Comply**

**Failure to comply with a reasonable directive or request for information made by a University official while acting on behalf of the University or in their role as an employee or representative.** Residents are required to comply with official requests or directives of University staff and officials. UHRL Resident Assistants are considered to be University staff and officials while performing duties of their leadership role. Residents must not interfere with or obstruct staff performing their duties. Residents must not provide false information to University officials.

Compliance is a critical aspect of safety and security. Staff members must be able to ascertain identification and cooperation from individuals and groups in order to resolve a situation. Failure to comply is prohibited and could include, but is not limited to the following behaviors:

- Refusal to present ID
- Falsely identifying yourself by name, age, residence, etc.
- Providing false information to University staff and officials
- Refusing or ignoring a directive from a staff member who is performing their duties
- Failing to open one's room/unit door at a staff member's request
- Purposely violating a policy, directive, or restriction communicated by University staff or officials

Failure to Comply sometimes occurs in conjunction with other policy violations. Students who do not comply may face elevated consequences which are often more significant than the original violation alone and may result in removal from University Housing.

### 9. Fire and Life Safety Hazards

**Residents must maintain a safe environment by following all standards for proper use of life safety systems, evacuation protocols, and room use guidelines.**

- Safety & Detection Equipment: Tampering with, damaging, covering, removing, or altering fire equipment—including sprinklers, smoke detectors, security screens, and window limiters—is prohibited. Items must not be hung from sprinklers or detectors. Perceived malfunctions must be reported via a work order immediately.
- Alarms & Evacuation: Residents must evacuate immediately upon a general alarm. Activating a fire pull station without cause or causing false alarms (including through inattentive cooking, leaving equipment on, or overloading laundry machines) may lead to conduct action, criminal charges, and restitution costs.
- Egress & Pathways: Obstruction of hallways, doorways, foyers, or fire exits with objects such as furniture, boxes, bikes, or scooters is prohibited.
- Restricted Areas: Accessing or being present on roofs, exterior building structures, or fire escapes is forbidden except during an active emergency. Stairwells are intended for travel and lingering in building stairwells is prohibited.
- Spatial & Structural Safety:
    - Standing or sitting on window ledges is prohibited.
    - Resident-built lofts or elevated beds are prohibited (see UHRL Furniture/Raised Bed Policy).
    - Covering more than 50% of any wall or door with combustible materials (e.g., paper, wood, plastic) is prohibited.
    - Overloaded or excessively large gatherings in student rooms are prohibited; residents must utilize designated campus common spaces instead.
- Personal belongings and items: Belongings should not create a fire safety or emergency response hazard. Belongings and furniture in one's unit should not:
    - Block access in and out of the room
    - Block access to other belongings or spaces
    - Be stacked within 3 feet of the ceiling, smoke detectors, or the sprinkler system
    - Be close to the heater or radiator
    - Block access to the window(s)
    - Line the walls, counters, etc. in excess amounts

### 10. Prohibited Materials and Electrical Hazards

**Residents must prevent fire and smoke risks by following all rules regarding hazardous substances, heat-generating appliances, and electrical equipment.**

- Combustible Materials & Open Flames: Violations of this policy include, but are not limited to:
    - Setting or fueling a fire of any size, or deliberately creating smoke.
    - Burning or possessing candles, incense, herbs, or oils.
    - Possession of a live, cut tree.
    - Possessing incendiary or explosive items (e.g., fireworks, live ammunition).
    - Storing flammable/combustible liquids or gases (reasonable storage of everyday personal care items like hairspray, cosmetics, and medicine is permitted).
- Heat Sources & Cooking Controls:
    - Cooking equipment must never be left unattended and must always be used with adequate ventilation.
    - Fabric, decorations, or other combustibles must not be placed over or near heat sources (lamps, appliances, heaters).
- Electrical & Appliance Restrictions: University Housing reserves the right to restrict any appliance posing a community risk. Prohibited items include:
    - Non-UL-approved appliances and items with exposed heat sources.
    - Halogen lamps, candle warmers, lava lamps, toaster ovens (standard toasters are allowed), and personal space heaters (unless issued by UHRL).
    - Appliances without auto-shutoff or thermostat control (e.g., certain hot plates, hot pots, grills).
    - Microwaves over 900 watts; refrigerators over 4 cubic feet or drawing over 1.5 amps.
    - Major appliances (e.g., deep freezers, dishwashers).
    - Power strips or extension cords without surge protection, as well as "daisy-chaining" multiple power strips/extension cords together.

### 11. Guests

**Residents bringing guests into the residential community are responsible for ensuring that guests follow the expectations outlined in this policy.** Only residents, their guests, and approved University staff and officials are permitted into residential spaces within the residence halls. Residents are welcome to have guests visit, as long as guest visits are in line with the expectations included in this policy.

Violations of the Guests Policy may include, but are not limited to, the following behaviors:

- Failing to adhere to reasonable, voiced preferences of a roommate or suitemate regarding guests. Guests must be approved by all students who share the room/suite. If your room or suite cannot come to an agreement about guests, please contact UHRL staff (Resident Assistant, for instance) for assistance before violating roommate or suitemate preferences.

- Failing to escort guest(s) at all times
- Allowing possession or use of access badges, keys, or other unauthorized methods of entry by guest(s)
- Failure to monitor or influence guest behavior to ensure adherence to the Standards of Residence
- Knowingly bringing an excluded individual into the residential community
- Allowing a guest to remain in the host's room without host resident present
- Hosting a guest or combination of guests for more than two consecutive days or five days within a given term. Approved exceptions may be granted by contacting the Residence Director for the community. Requests must be made prior to a guest visit.
- Hosting a guest who is a minor without receiving the proper permissions from that guest's parent/guardian and your Residence Director.

A guest is defined as any individual who is not a contracted resident of the specific room or building in question. You are expected to accompany your guest at all times in the building, including when they enter and exit the building. Guests do not have all the privileges and access as a resident. You may not loan your card access or room keys to your guest.

Residents must encourage and take action to ensure responsible behavior by guests. This policy acknowledges that you may not be able to completely control another person's actions, but you can influence who you host, how they behave, and what they do in the community. Failure to monitor or influence guest behavior to ensure adherence to the Standards of Residence is prohibited. Residents may be held responsible for violations committed by their guests. For example, if your guest uses illegal drugs in your room, you may be held responsible for a violation of the drug policy, regardless of whether you used it. You may also be held responsible for violating the guest policy.

If you need help managing guest behavior or a guest is behaving outside of your voiced expectations, you should contact Campus Public Safety (CPSO) or a UHRL staff member immediately. Doing so may reduce your accountability for their actions.

Resident students who host minors as guests take on a special and extra responsibility due to the age of the minor guest. Minors, defined as non-students under age 18, require greater supervision and guidance than most adult guests. All guest policies and rules apply where a minor is allowed to visit in the residence halls. Minor guests may only visit or stay in residential areas if approved in advance by the Resident Director. Approval requires written permission from the guest's parent or guardian explicitly authorizing them to visit PSU's campus with that specific resident host. This permission should include emergency contact information for the parent/guardian.

**12. Disruption of Operations and Services**

**Any action by a resident or guest that disrupts, interferes with, or prohibits staff from providing regular operations of UHRL operations and services, including misuse, obstruction, or abuse of UHRL services, space, or personnel, and/or misappropriating the time and attention of Housing and Residence Life staff.** Such behaviors may include, but are not limited to:

- Accessing the dining center, office spaces, and shared residential areas without shirt and/or shoes
- Acting in a disorderly manner in dining areas, office spaces, and shared residential areas
- Utilizing another student's meal card or allowing another person access to a student's meal card
- Misuse of services, such as office or duty phones
- Failure to prepare room. Residents must adhere to requests from UHRL to prepare their room/unit for work to be completed and for future roommates to be able to move into an open space. Residents must also maintain their living space in such a manner that their currently assigned roommate (and suitemates) feel welcome and able to access their contracted space.
- Use of any wired or wireless device that interferes with or degrades PSU's network. See the detailed policy in "Campus wired and wireless network access, Internet, and Web Communities" in the Services section of this document.
- Exceeding three lock-outs within a 30-day time period
- Abandoning property
- Leaving trash, debris, or personal property in hallways or other general use space for any period of time
- Removing window screens from designed placement
- Misuse, alteration, detention, or occupation of shared spaces. Many different behaviors could fall under this policy. One example would be that sleeping, meditating, or lengthy presence in hallways or lounges prevents others from freely using space, and therefore would be prohibited. Rooms are intended for such personal uses. If you would like to utilize a public space for an event or activity, it should benefit the community overall. Contact the Residence Director for the community for approval and/or reservation.
- Delivery of items we cannot accept as packages at the area desk. Items will not be accepted and conduct action may follow. Please review the mail section in the Housing Handbook for more information about packages.
- Installing locks or other fixtures to university furniture or rooms
- Removing university furnishings from rooms
- Using a provided mattress without sheets

- Possessing, storing, or using an electric scooter in housing or dining facilities

**13. Noise and Disruptive Behavior**

**Behavior that disrupts other residents or interferes with the living environment, excessive noise, or noise that occurs during quiet hours.** These behaviors include, but are not limited to:

- Engaging in noisy, disorderly, or disruptive behavior
- Interfering with another resident's reasonable ability to sleep, study, or be present in one's own room or residence hall without disruption
- Violating the University's Quiet-Hours policy or excessive noise expectations.
    - Quiet Hours are 10:00pm to 8:00am every night except during "Study Week" (the week before finals) and Finals Week when Quiet Hours are 7:00pm to 5:00pm (22 hours)
    - Courtesy hours are 24 hours a day
- Noise-amplifying equipment (including but not limited to instrument amplifiers, heavy-bass speakers, or high-output sound systems) is not allowed in residence halls if it can produce sound loud enough to disrupt neighboring rooms. Sound equipment must be kept strictly at a personal-listening volume.
- Failure to reasonably comply with requests from any community member to reduce the impact of your noise or disruption
- Behaviors or negligence that cause(s) unreasonable disruption to another person or the educational living environment
- Creating or contributing to an avoidable urgent situation to which University officials or emergency personnel are required to respond

If you experience someone else being disruptive or noisy, you may respectfully address that situation with them and request resolution. Often students respond very well to direct communication. Residence Life staff may be contacted to help seek resolution for disruptions. Please be mindful that when Residence Life staff witnesses or receives reports of disruptions, they are compelled to report and respond to this occurrence, which often may result in conduct action.

Sometimes disruption is caused by noise, but some behaviors, odors, or environmental factors may be considered disruptive. Disruptive odors could include smoke, dirt, trash, or spoiled, abandoned, or rotten food items. Residents must be mindful of how cleanliness and other personal habits can disrupt others and take action to prevent this disruption.

Disruptive behaviors could include riding a scooter, skateboard, bike, or other wheeled device indoors, playing sports or activities in your room or hallway, using laser pointers

outside of an academic or intended use (such as pointing it at people or personal spaces), bodily substances released outside of a restroom, or concerning comments, threats, or abuse. If personal behavior has the potential impact to affect others and the community, that is when it becomes a policy issue.

### 14. Unauthorized Pets

**The presence of unauthorized animals or pets in the residence halls, with the exception of fish.** Fish tanks cannot be over ten gallons and only one tank is allowed per room/unit. Service animals and approved support animals are not pets.

### 15. Posting, Sales, and Solicitation

**Unauthorized posting of signage, sales, and solicitation in the residence halls.** Posting materials for publicity must be approved through the Housing and Residence Life office. Students may not act as sales agents or establish a business in UHRL spaces. Students or groups with an interest in engaging in recruiting members, raising funds, distributing materials, or other similar behavior must seek approval from University Housing and Residence Life. Such behaviors are prohibited without written permission from University Housing and Residence Life. See Posting Regulations to reference guidelines.

### 16. Property Damage and Improper Room Use

**Residents must not damage, destroy, alter, or deface property belonging to the university, a group, or another person. This includes intentional acts, accidents, negligence, and attempted damage.** Vandalism of property, decorations, or signage constitutes a violation. Work on facilities or rooms must be performed by University maintenance, facilities staff, or university designated contractors. Residents are responsible for any damages caused by their guests. Prohibited actions include, but are not limited to:

- Installing fixtures or attachments to facilities, including shower attachments
- Mounting televisions, shelves, speakers, or other items to walls or ceilings
- Affixing items to any acoustical textured walls or ceilings
- Using nails, hooks, screws, or bolts into walls, ceilings, floors, or university furniture
- Painting rooms
- Damaging furniture when moving items within room
- Using waterbeds and other water furnishings
- Transferring university furniture from one room to another. University furniture assigned to a residential space may not be stored elsewhere in or out of the building.
- Using Cinder blocks, PVC, or metal pipes in construction or support of furniture or items in the room
- Damaging or tampering with coin-operated machinery

- Damaging or tampering with elevators
- Maintaining your living space in such a manner that could introduce or sustain pests or other damage in the unit or community
    - Residents should regularly remove garbage, recycling, and compost, and these items should not be overflowing out of containers, covering the ground, or littered through the apartment
    - Food waste should be removed from the unit every few days to avoid attracting pests
    - Residents should not have excessive amounts of items that will attract pests, including newspaper, cardboard, and pet food

### 17. Assistance Animals

**Students living in University Housing and Residence Life must abide by the PSU Assistance Animal policy, which establishes standards for permitting individuals with disabilities who depend on assistance animals to have equal access to the facilities, programs, services and activities of the university.**

In addition to adherence to all expectations described in the PSU Assistance Animal policy, residents may not leave animals alone and unattended for extended periods of time in UHRL housing. A resident may designate an individual as a "caregiver" for a short/temporary period of absence using the caregiver process described in the Services section of the Housing Handbook. Failing to follow the expectations of the caregiver process (for example, not registering the caregiver with UHRL or utilizing a caregiver for longer than the maximum 2 consecutive day period) may constitute a violation of this standard of residence. Residents must utilize a litter tray for any litter-using animal and must keep the litter clean and sanitary at all times.

### 18. Smoking and Tobacco Use

**Smoking, vaping, or the use of any smoke- or vapor-producing device is prohibited, as it overlaps with standards relating to fire safety, property damage, environmental health, and disruption of the living environment as well as with the Smoke and Tobacco Free Campus Policy.**

The following actions are prohibited inside any residence hall or anywhere on the PSU campus:

- Smoking of any substance.
- Use of any tobacco product or smoking instrument (including cigarettes, cigars, smokeless tobacco, chew, snuff, e-cigarettes, vaporizers, nicotine liquid, clove cigarettes, bidis, kreteks, cigarillos, pipes, hookahs, and similar products or

instruments). FDA-approved smoking cessation products may be approved as an exception.
- Being knowingly in the presence of smoking in a University Housing and Residence Life facility.

Due to the fire safety and property damage risks, Housing and Residence Life staff may need to key into spaces to investigate and resolve potential issues of smoking and smoke in the hall. Additionally, conduct and cleaning charges will apply for any room that requires cleaning or odor control due to the detection of smoke odor. Cleaning and deodorizing the room is the responsibility of the resident. If upon later inspection by UHRL staff, the room does not smell clean and deodorized of the smoke smell, the student will be charged for extra cleaning. Fines for smoking in the room are a minimum of $250, not including any damage-related charges.

**19. Theft**

**Attempted or actual theft of property or services, possession, occupation, or use of stolen property, removal or repossession of university, public, or personal property, decorations, or signage.**

**20. Weapons**

**Use or possession of weapons while in UHRL, failure to report a known weapon, or the possession of a weapon by a guest, including firearms and reasonable facsimiles, unauthorized blades, or the use of any item in a manner that causes physical harm, threat to physical safety, or undue mental distress.** University Housing and Residence Life will work with the Campus Public Safety Office and the Dean of Student Life office to follow up on reports of weapons. Concealed weapons permits do not apply to the PSU campus. The following are prohibited under the weapons policy:

- Using any object in a manner that could cause physical harm or undue mental stress. Any item used to harm, threaten, or intimidate may be considered a weapon.
- Possession of a weapon, firearm, or dangerous item. Prohibited items include, but are not limited to airsoft guns, switchblades, metal knuckles, nunchakus, spears, martial arts weapons, electric or electroshock weapons, swords, machetes, axes, etc.
- Possession of any knife or object that features a fixed or folding blade that exceeds 2.5 inches (6.35 cm) in length; or any knife, regardless of blade length, that is structurally designed, manufactured, or marketed primarily as a weapon, tactical instrument, or combat device (e.g., daggers, switchblades, ballistic knives, butterfly knives, karambits, or dirks), rather than a standard utility, or culinary tool.
- Possession of a reasonable facsimile of a weapon, which could include airsoft guns, bb-guns, replica weapons, etc.
- Failure to report the known presence of a weapon, firearm, or dangerous item.

## 21. Wireless and Wired networks

**Violation of Wi-Fi policies or actions that may interfere with PSU's Wi-Fi networks.**
Personal wireless networks cause degradation to PSU's residential Wi-Fi. See the detailed policy in "Campus wired and wireless network access, Internet, and Web Communities" in the Services section of the Housing Handbook for details on acceptable and unacceptable wireless devices.

Use of wired network switches, hubs, or ethernet splitters on PSU's network is not permitted.

Wired network routers are allowed on PSU's network, so long as it has no wireless capability or the wireless capability has been completely turned off. Residents are prohibited from operating any web or file servers on PSU's network.

Devices found to be in violation of these policies are automatically identified by the Office of Information Technology. Severe or repeated violations may result in student conduct charges. PSU reserves the right to confiscate these devices as well.

**Notice of Changes in Standards of Residence**
Students will be notified of all changes in, additions to, and deletions from existing Standards of Residence through methods that could include updating the Housing Handbook as posted on the University Housing and Residence Life website, email, campus mail, postings in UHRL buildings, or information provided to the residents by their Resident Assistant (RA). All changes are applicable to all students upon publication which includes when it is posted on the PSU web page.

# The Residential Conduct Process

PSU's Code of Student Conduct (Code) prohibits the violation of any University Policy, which includes the UHRL Standards of Residence. Alleged violations of the Standards of Residence and/or other sections of the Code by residents will be reviewed under the Student Conduct process by a UHRL or Dean of Student Life Conduct Officer.

As a part of this review process, residents will:

- be notified of the alleged violation of applicable policies;
- have those charges reviewed by a Conduct Officer in a conduct review meeting;
- have the opportunity to respond, in writing or in the conduct review meeting, to the allegations and provide information to be considered;
- be provided notice of the outcome of the review and any applicable sanctions.

Students are expected to check their PSU email account for official communication from the University and UHRL. Notices of allegations will be issued by the Conduct Officer to students' PSU email accounts.

A student may opt to attend the conduct review meeting, provide a written statement instead of attending their conduct review meeting, or may choose to not participate in the conduct review process. In all instances, the hearing officer will review all available information to determine the outcome of the alleged policy violation; therefore, the student is encouraged to participate in the process. However, should a student opt not to participate, a determination of responsibility and, where applicable, sanctions will be made without the benefit of their participation.

**Conduct Review Meetings**

A conduct review meeting is an administrative review of the information relevant to the charges. Students alleged to have violated a policy will be invited to participate in this meeting to respond to, verify, and/or deny the charges or the relevant information. If a student does not attend a conduct review meeting, the case may be heard in the student's absence with the information available at the time of the meeting.

These meetings seek to determine whether or not a student is responsible for the charged violations by collecting and reviewing the available information. The conduct officer will look at the available information and determine the outcome of the case by a preponderance of the evidence (whether the alleged behavior is more likely than not to have happened). If the conduct officer needs to verify information, interview additional witnesses, or corroborate accounts, the conduct officer may defer the decision later.

**Sanctions**
A sanction is an administrative response to individual policy violations assigned by the conduct officer. If a student is found responsible for a violation, the conduct officer will assign a sanction or sanctions. These sanctions will be outlined in a decision notification letter sent to the student's pdx.edu email account. The conduct process seeks to identify educational opportunities for students who have violated policy. Sanctions include warnings, written reprimand, probation, restitution and/or fines, loss of privileges, educational assignments, room reassignment, contract probation, contract termination, exclusion from some or all of campus property, suspension, and expulsion.

**Appeals**
A student may appeal the outcome of a hearing by filing a written notice of appeal. The UHRL Appeals Officer is the Executive Director of Housing and Residence Life or their designee. A written notice must be filed within ten business days of the notice of outcome and must specify in detail the grounds upon which the appeal is based. Dissatisfaction with a decision is not grounds for appeal. Appeals can be emailed to conduct@pdx.edu.

Grounds for Appeal:

1. Demonstrated errors in the conduct process. Provide a typed and detailed description of the error(s) in the Conduct process that took place. Reference the Code of Student Conduct.
2. Relevant evidence/information not available at the time of the original hearing has been discovered. Information must be significant enough to have had an impact on the outcome. Provide a typed and detailed description.
3. The sanction(s) imposed were outside of the University's authority. Provide a typed and detailed description that demonstrates how the imposed sanction(s) are outside of the University's authority.

There is only one opportunity for appeal. Failure to file the notice within ten business days will constitute a waiver of the right to appeal. The appeal process is an administrative review of the appeal request and available information. It is designed to be informal to ensure fundamental fairness is applied to a conduct case; no formal rules of evidence or procedure will apply.

An appeal is not a re-hearing of the case. If an appeal is approved, the Appeal Officer, the Executive Director of Housing and Residence Life, or a designee, will determine the next steps for the case. Sanctions determined at the time of hearing remain in effect unless the Appeal Officer determines otherwise.

**Safety and Security Statement**

Students contracted to live on campus agree to take primary responsibility for their own personal safety and security, and to support the safety and security of fellow residents, the buildings, and shared spaces. The University and UHRL will work cooperatively with students to promote a safe and secure environment, although safety cannot be guaranteed. Students agree to read and abide by security policies and precautions stated in this publication, and all other University publications.

All PSU students are expected to follow all University Policies and Rules, including the PSU Code of Student Conduct and Responsibility. Students may submit a complaint online or by contacting a Residence Life Staff member.

PSU students are encouraged to register with the PSU Alert Emergency Notification System.

**Personal Conduct and Passive Involvement**

Being a member of a community means understanding and adhering to community standards and policies. It also means taking an active role in the development and well-being of that community. As a community member, you are responsible for your behavior and the choices you make. We hope you will choose to abide by all university and housing policies as well as community standards. If you are ever in the presence of a policy violation, you have some choices:

- You may attempt to stop the violation, only if it is safe to do so or;
- You may contact residence hall or other staff and/or;
- You may remove yourself from the situation.

If you choose to remain at the scene of a policy violation, you may be included in the incident report and may be held accountable for a policy violation. In addition to these choices, some policies suggest or require that you make specific choices to help manage the situation correctly. Please make sure you understand the content of the policies contained in these Standards of Residence.

Students who fail to report knowledge of a dangerous or unlawful item may be held accountable under this policy or the collusion policy.