

RULES OF THE COLLEGE COMMUNITY

Civility St. John's is a community of learning. The college expects its members to conform to standards of civility that make communal life and work possible. Foremost among these standards is respect for the person and property of others. This is followed closely by the obligation to maintain an orderly and reasonably quiet atmosphere conducive to studious reflection, and by the obligation to cooperate with others whose habits differ from one's own. The college does not tolerate failure to meet this standard, nor does it condone incivility in any form. Failure to abide by decent standards of civility may result in immediate expulsion from the dormitories or from the college. A student who is expelled from the dormitories will have to find housing elsewhere and will not be entitled to refund of dormitory fees or food-service charges. The Assistant Dean or the Director of Student Services may bar off-campus students from visiting the dormitories.

Responsibility All members of the college community share responsibility for upholding standards of decency and civility and for maintaining living conditions that are conducive to study and learning. The college therefore expects every student to abide by all the rules of residence and to refrain from forms of misbehavior not explicitly mentioned in the rules of residence; it expects every student to exhort fellow students to similar behavior; it also expects all students, regardless of consequences, to report their own misdeeds, to try to persuade others to report their own misdeeds, and to report the misdeeds of those who cannot be persuaded. Failure or refusal to report misbehavior may lead to disciplinary action up to and including expulsion.

Honesty The college expects community members to be honest. In the main, there are two forms of dishonesty: lying and withholding information. The college expects students never to lie and never to withhold information, either about themselves or about their fellow students. Dishonesty may lead to disciplinary action up to and including expulsion.

Citizenship As citizens, students are obliged to obey all city, state, and federal laws. Being a St. John's student offers no special immunity to any violator of public laws.

Rules of the Undergraduate Student Polity The Undergraduate Student Polity has established certain rules by referendum vote. Both undergraduate and graduate students should conform their behavior to these rules. The rules established by referendum are:

1. No Polity member shall knowingly interfere with the sleep or study of another Polity member. If a student finds his sleep or study disturbed, he should first politely speak to those who are causing the disturbance. If this fails, he may appeal to a resident assistant or dorm delegate, but if this is not possible he should call Security. If problems persist in a particular room or hall, the student should first inform the dorm delegate or resident assistant, and then the Director of Student Services or Assistant Dean.
2. No Polity member shall render any Polity facility unusable.
3. All dormitories shall be open to all Polity members at all times, with the following exception: the Delegate Council in consultation with the Assistant Dean may set aside certain parts of a dormitory and establish limited visiting hours for those areas. Should the Delegate Council do this, the hours will be posted at entrances to those areas.

Alcohol Use Each student is required to become familiar with the college's policy on drugs and alcohol, Appendix III in this handbook. This campus-wide policy must be taken very seriously; penalties are severe, including expulsion.

The college observes state and municipal laws respecting alcoholic beverages. These prohibit the purchase or consumption of alcoholic beverages by any person under 21 years of age, as well as the furnishing or sale of alcoholic beverages to persons under 21 or to intoxicated persons. Fines for violating these laws start at \$100.

Students who consume alcoholic beverages under any circumstances are responsible for their actions. Drunkenness, offensive conduct, or other violations of college rules may subject the offender to disciplinary action including fines, suspension, and expulsion.

The college is deeply concerned about the problem of alcohol abuse, and stands ready to provide various kinds of support to students who recognize in themselves a pattern of dependency and who wish to alter their behavior. Please speak to the Assistant Dean, a senior resident, a nurse, or a counselor if you are concerned about a problem with alcohol in yourself or in another member of the community. They will work with you discreetly. Students may find it helpful to involve themselves in one of the various substance-abuse support groups in the local community. A partial list of these groups appears in Appendix III under the Directory of Community Support Services, as does a copy of the Michigan Alcohol Screening Test. If you think you have a problem with alcohol, take the test. If your score on the test is high, speak with a nurse, the Assistant Dean, or a counselor.

While excessive, inappropriate, or illegal use of alcohol may result in disciplinary action, the Assistant Dean will in some circumstances work with students who are motivated and able to continue at the college while pursuing treatment. This is more likely to be possible when a student comes forward voluntarily to seek advice. The Assistant Dean, a senior resident, a college nurse, or a college counselor can direct students to treatment resources both on and off campus.

Alcohol at Student Events (See also Parties.) Under no circumstances is alcohol to be provided to or consumed by persons under 21 years of age. Party hosts are responsible for following an age identification system approved in advance by the Director of Student Services. Party hosts must make every reasonable effort to see that alcohol is not served to intoxicated persons.

All student social events at which alcohol is to be served in public areas must be approved by the Director of Student Services by 2:00 p.m. two business days before the requested party date. For example: the St. John's College Party Form must be filled out before 2:00 p.m. on Wednesday for a Friday-night party and before 2:00 p.m. Thursday for a Saturday-night party.

The Director of Student Services must approve in advance the total amount and kind of alcohol to be served, the bartenders, and the method of service. All alcohol must be served by an approved bartender. No-one may bring any other alcohol into the party. The party hosts are responsible for enforcing this rule.

Beer and wine are the only alcoholic beverages that will be approved for service at student parties unless the Assistant Dean grants a specific exception.

Whenever alcohol is served, food and non-alcoholic beverages must also be served. If there is no charge for alcoholic beverages, there can be no charge for food or non-alcoholic beverages.

All events at which alcohol is to be served must be held indoors unless the Assistant Dean and the Director of Student Services give special permission. No alcohol is to be consumed in classes or at athletic events. An exception may be made for the annual croquet match with the Naval Academy.

Alcoholic beverages are prohibited in all classrooms, in all common rooms, in FSK Auditorium, and (except for special events) in the dining hall and the gym. Special exceptions may be made for these prohibitions only with the explicit permission of the Assistant Dean. The distribution of alcohol must end at least 30 minutes before the end of the party.

Under no circumstances is alcohol to be sold to raise money for student organizations or functions. Alcohol may be sold at cost, but for this, a liquor license is required. Obtaining a liquor license from the City of Annapolis can take several weeks.

Bicycles and Skateboards Bicycles are to be registered in the Security Office. Students who own bicycles should keep them locked in one of the bicycle racks. The college advises students to use the best quality U-type lock available. Racks are located in front of Paca-Carroll, behind Randall Hall, by the library, and in the Chase-Stone basement. Bicycles must not be left in the halls or common rooms of the dormitories. Unregistered bicycles will be removed from the racks periodically. Advance warning (one week) of removals will be given.

The college walkways are designed for pedestrians. Students who use bicycles or skateboards on campus are responsible for doing so safely and considerately. If, in the judgment of any college official or security officer, a bicyclist or skateboarder is endangering or disturbing others, the bicycle or skateboard may be confiscated. Skateboarding is prohibited on the library plaza.

Discrimination Any complaint or grievance by a student or group of students that there has been a violation, misinterpretation, or inequitable application of policies, procedures, or treatment because of race, color, sex, religion, physical or mental handicap or disability, age, national origin, or sexual orientation may be brought before a College Grievance Committee.

For a full statement of the college discrimination policy, see Appendix II.

Dogs No dogs except Ms. Alexander's dog Annie are allowed on campus, and even Annie will not be walked on campus. Repeat offenders will be fined at the discretion of the Security Office.

Dress The maintenance of standards of civility is essential to the well-being of a community devoted to study; the observation of certain formalities is required. Seminars, lectures, concerts, convocation, and commencement exercises are formal occasions and students should dress appropriately. In tutorials, offices, bookstore, library, coffee shop, and dining hall (other than on the occasions mentioned above), students may dress more informally.

Feet must be shod at all times in the classrooms, laboratories, offices, bookstore, libraries, coffee shop, dining hall, and FSK Auditorium.

Drug Use The college believes that the use of illegal drugs is incompatible with the purposes of the college program and community. The faculty regard enrollment as a commitment on the part of all students that they will not take drugs. The college will take disciplinary steps up to and including expulsion upon learning that a student has used an illegal drug. Involvement by a student in the distribution of illegal drugs will result in immediate expulsion.

It is also important to emphasize that the college makes a distinction between discovering drug use on the part of one of its students, and hearing from a student that he has a problem and that he wants help for it. The college stands ready to provide various kinds of support to students who recognize a pattern of dependency in themselves and who are attempting to alter their behavior. We urge students who are abusing drugs to seek help from a nurse, the Assistant Dean, the Graduate Institute

Director, the Director of Student Services, one of the college counselors, or from one of the community abuse support groups listed in Appendix III. The Assistant Dean can advise students and direct them to counseling and treatment and will try under some circumstances to work with students who are motivated and able to continue at the college while pursuing treatment. At the discretion of the Assistant Dean, Dean, or President, a student's continued enrollment at the college may be contingent on the student's entering and successfully pursuing a drug abuse counseling or treatment program.

Litter Empty cans and bottles and wastepaper should be placed in the litter baskets or recycling containers located at convenient places around the campus.

Name Changes When a student's name changes, the student must notify the Office of the Registrar and present official documentation of the name change, e.g., a court order or marriage certificate. Alteration of the name on the student's record and notification to the college community will only be made after these documents have been presented.

Parking Parking on campus is very limited, as it is in the city of Annapolis. Undergraduate students are strongly urged not to bring cars unless it is truly necessary. Parking on college lots is by permit only. There are two types of permits for students: resident permits for those who live on campus and commuter permits for those who live far enough off campus that they need to drive to school. Permits do not guarantee the availability of parking spaces. Parking regulations may be changed at any time.

Parking in the Campbell, Chase-Stone, and Mellon lots is restricted to faculty and staff employees between the hours of 7:30 a.m. and 4:30 p.m. on weekdays, and on Monday, Thursday, and Friday from 7:30 a.m. to 10:00 p.m. *Students who park in these lots during these hours may have their cars towed without prior warning.* Students occasionally may be given permission to park temporarily in those lots for specific reasons such as loading or unloading a car, if they check with Security in advance. Security officers will ticket and tow all unauthorized cars on a regular basis. Illegally parked cars may be towed without warning. The cost of retrieving a towed car is at least \$130, plus storage charges if the car is not picked up the same day it is towed. *Always assume that your car will be towed if it is parked illegally.*

Vehicles with commuter permits may not be parked on campus overnight.

Students who have guests on campus are responsible for properly registering the guests, obtaining temporary parking permits for them from Security, and making sure they know which lots are open to them. Otherwise, their vehicles will be towed at their expense.

Motorcycles and motor scooters must be registered with Security and parked in designated areas. Students illegally or improperly parking their vehicles will be fined, or may have them removed. Motorcycles and motor scooters may not be kept in any college building. A fine will be levied upon the owners of vehicles driven across any part of the campus. Drivers will be responsible for any damage incurred.

Parking Registration A valid driver's license, vehicle registration, and verification of insurance are required to obtain a permit. Freshmen and sophomores may not park on campus. All others may purchase permits at the Security Office. Permits may be purchased only for a car registered in the name of the student purchasing the permit or in his or her parent's name.

Current Fees

Resident permits, per year	\$100
second semester	\$50
Commuter permits, per semester	\$30

Parties While parties on campus are an important factor of student life, there are necessary and prudent limitations that must be observed. Most rules that govern parties are devoted to ensuring their future continuation. Since so much is at stake, these rules will be enforced with great strictness. By the same token, the Treasurer and the Assistant Dean have agreed that it is good to keep a small fund available for the hosts of parties. This fund is the Assistant Dean's Door and Entertainment Fund; if you would like a share of it, sponsor a party and convince the Assistant Dean that campus life will be improved through a small disbursement.

To protect students' needs for sleep and study, parties on the campus must end by 2:00 a.m. on Fridays and Saturdays. Parties on Friday nights may not start until 11:00 p.m. or after the end of the question period, whichever is earlier. The coffee shop will remain open until 4:00 a.m. on Saturdays and Sundays for study and quiet conversation. Under special circumstances, or for certain traditional parties, extension of the deadlines for closing parties may be granted by the Assistant Dean, the Director of Student Services, or the senior resident on call. Permission for weeknight parties will be granted only on extremely rare occasions.

The first step in organizing a party is to designate a host, or hosts. Party hosts are responsible for seeing that the party is in compliance with college policy on the use of alcohol. (See Alcohol at Student Events.) If guests at the party are violating college rules, hosts may either attempt to approach the violator themselves or call a security officer or senior resident. The primary responsibility for the conduct of guests falls on individual guests themselves; hosts, however, must share some responsibility, since their party may provide an occasion for misconduct. For this reason, party hosts are advised to recruit several co-hosts to help maintain good order.

Should a party disturb the sleep or study of any student, the student disturbed should first politely ask the host to quiet the party. If this fails, the student should contact Security. Security officers may also ask students at a party to moderate noise or may require students to disperse, if, in their judgment, this is warranted. They exercise this judgment at the specific request of the Assistant Dean. Students who question a decision should comply with it and see the Assistant Dean at the earliest opportunity to discuss the matter.

The host or hosts at a party are also responsible for ensuring t