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## University Policies

### Alcohol

The University prohibits the possession and consumption of alcoholic beverages and full or empty alcoholic beverage containers (even as mementos or decorations) anywhere in or around the Residence Halls, as well as on the University campus. The University holds those present and/or sponsoring organizations accountable for disorderly behavior. Any student(s) under the influence of alcohol will be held responsible for his/her actions. If a resident does not claim responsibility for containers found in his/her room or possession, then all those present will be held accountable.

Alcoholic beverage containers may be used in educational programs if the subject matter of the program deems the use of such containers necessary.

### Bicycles and Motorcycles

Motorcycles, motor scooters, mopeds, and other motorized vehicles cannot be taken into any Residence Hall, nor operated near Residence Halls, or on or near University campus except on roads and driveways where automobiles may lawfully be driven (official University operated carts are exempt from this policy). Bicycles may be kept in the Residence Halls, but the resident must avoid damaging carpets, floors, walls, or doors with bicycles. If damage occurs, the resident will be held responsible for damages. Maintenance will cut the locks of bikes locked to inappropriate places (*i.e.* trees, lights, posts, etc.).

### Computer Abuse

Theft or other abuse of computer time, including but not limited to:

- a. Unauthorized entry into a file, to use, read, or change the contents, or for any other purpose.
- b. Unauthorized transfer of a file.
- c. Unauthorized use of another individual's identification and password.
- d. Use of computing facilities to interfere with the work of another student, faculty member or University official.
- e. Use of computing facilities to send obscene or abusive message.
- f. Use of computing facilities to interfere with normal operations of the University computing systems.

### Disorderly Conduct

Conduct which is disorderly, lewd, or indecent; breach of peace; or aiding, abetting, or procuring another person to breach the peace on University premises or at functions sponsored by, or participated in by members of the University community is prohibited.

### Drugs

Use, possession, distribution, or sale of illegal drugs and marijuana is not permitted on campus. Students are not exempt while on campus from state and federal laws regarding the use of drugs, distribution and sale of drugs. Anyone using drugs runs the risk of legal action and court convictions. Possession of drug

paraphernalia on campus is also prohibited.

## **Failure to Comply**

Failure to comply with directions of University officials acting in performance of their duties and/or failure to identify oneself to these persons when requested to do so.

## **Fire Alarms**

It is illegal to trigger a fire alarm falsely or to tamper with the fire equipment. The offender is charged a \$150 fine, and a citation will be issued by the City of La Verne Police Department. The Fire Department can cite the offender for a misdemeanor, and the matter then becomes a court case.

## **Firearms - Explosives**

Possession of firearms, BB guns, ammunition, and explosives (including firecrackers) is strictly prohibited on campus. Storage of firearms must be arranged off-campus. NOTE: Any gun that has the same appearance as a firearm is considered illegal. Possession of such is cause for question and warning.

## **Fires**

No open fires or open flames are permitted on campus.

**Exceptions:** Fires are permitted only in the gas-burning fireplace in the Harris Lounge in the Oaks (B-Bottom) and in the wood-burning fireplace in Stu-Han (only wood, fire logs, and enough paper to start a fire are to be used in this fireplace). Special events such as the Homecoming Bonfire must get La Verne Fire Department special permits.

**Use of Candles at Sponsored Events:** Any club or organization using candles during approved events scheduled to be held on the ULV campus will be required to have a fire extinguisher and a person trained in the use of fire extinguishers present at the event. You will be required to indicate on your Facility Request Form (available in the Student Center) if you intend to use candles during your event. Fire extinguisher training can be obtain by calling the Operations Department. Fire extinguishers can be checked out from the Campus Safety and Transportation Office with Student I.D. and proof of training from Operations.

Drip guards for candles are mandatory. The wax can permanently damage carpeting. Housekeeping will charge the event organizer to remove wax from carpeting, floor or other surface.

Use of candles is strictly prohibited if requirements are not met.

## **Gambling**

The State of California and the University of La Verne prohibit all gambling.

## **Guests**

Students are responsible for the actions of their guests while on the premises of the University.

## **Hazing**

Hazing or intimidation of any student is forbidden. Hazing shall be defined as any act or activity by an organization or group or by a member of that organization or group in which a member(s) or prospective member(s) may be subjected to an activity which may cause or create a risk to one's physical or mental health. Hazing includes any act or activity which may cause (but is not limited to): fear or intimidation; embarrassment or ridicule, physical exhaustion, endangerment, harm, mutilation, or alteration of any

part(s) of the body; mental fatigue, harassment, or duress; and defacement, damage, or destruction of property. The intent of the act, or the consent or cooperation of the hazing recipient will not constitute a defense.

### **Infringement on the rights of others**

Infringement on the rights of others to pursue their activities as students or employees of ULV is prohibited. Participation in a campus demonstration which disrupts the normal operations of the University and infringes on the rights of other members of the University community; leading or inciting others to disrupt scheduled and/or normal activities within any campus building or area; intentional obstruction which unreasonably interferes with freedom of movement, either pedestrian or vehicular, on campus.

### **Keys**

Unauthorized possession, duplication or use of keys to any University premises or unauthorized entry to or use of University premises is prohibited.

### **Padlocks or Chain locks**

Due to emergency procedures (fire alarms), safety for residents, roommate cohesiveness, maintenance requests, and state law, students are not allowed to install additional locking devices on any doors.

### **Personal Identification and Honesty**

**Personal Misrepresentation:** Representing oneself as another in person or in writing, with intent to obtain a benefit or to injure or defraud is prohibited.

**Unauthorized Representation:** Alleging to represent the University or any of its recognized organizations without specific prior consent of the respective officials and with intent to obtain a benefit or to injure or defraud is prohibited.

**Inaccuracy of Records and Information:** Falsifying, tampering, altering, forging, or misusing any University record or official document or knowingly supplying false or misleading information to University officials is prohibited.

**Misconduct in Judicial and Administrative Matters:** Misconduct related to judicial and administrative matters such as, but not limited to, dishonesty before judicial review bodies, University boards or committees, or University officials, or knowingly misrepresenting verbally or in writing the nature of events or the identification of persons coming before such persons or bodies is prohibited.

### **Physical/Verbal Abuse and Harassment**

Physical abuse, verbal abuse, threats, intimidation, harassment, coercion and/or other conduct which (a) submits any person to pain, discomfort or indignity or (b) threatens or endangers the physical or mental health or safety of any person is prohibited.

### **Quiet**

ULV as an academic community requires that each individual respect the needs of others to study, learn, work, and sleep in a peaceful atmosphere. Disruption of study, sleep, work, or any other appropriate activity through excessive noise is prohibited.

### **Sexual Harassment/Assault**

Any incidence of sexual harassment or assault is taken very seriously by the University. Sexual harassment and assault can be defined as gender-related verbal or physical conduct that takes place under any of the following circumstances:

- There is a threat that submission to or rejection of the conduct will affect a person's grade or other type of evaluation or recommendation;
- The behavior interferes with the victim's academic or work performance, or creates an intimidating hostile, offensive or otherwise adverse learning or work environment;
- The behavior interferes with the victim's social relationships, or creates an intimidating, hostile, offensive, or otherwise adverse social environment.

If it meets one of these three conditions, behavior such as the following is considered sexual harassment:

- subtle or blatant pressure for sexual activity;
- persistent sexually explicit or sexist statements or stories;
- frequent jokes of a sexual nature;
- repeated leering or staring at a person's body;
- unwanted hugging, patting, kissing, brushing up against someone's body or other inappropriate sexual touching;
- suggestive or obscene notes or phone calls;
- the display of sexually explicit pictures or cartoons; and
- invasion of personal space.

Any student found responsible of sexual assault or harassment against another student or University official or community member may face possible prosecution in criminal court.

## **Skateboards and Skates**

Skateboard riding or roller skating/roller blading is restricted around any campus facility. Due to damage to carpets and floors, skateboard riding or roller skating/roller blading is prohibited in any campus facility.

## **Smoking**

Smoking is prohibited in all University buildings.

## **Soliciting**

Soliciting door-to-door or on University property is not permitted except when approved as an official program. The members of the ULV community are cautioned not to buy from anyone who is soliciting. Further, a resident who is approached by a solicitor should contact the Area Coordinator, the RA on duty, Campus Safety Department, or the Office of Housing and Residential Life. Contact the Office of Student Life or the Associate Dean of Student Affairs to report unauthorized solicitors.

## **Theft or Vandalism**

Attempted or actual theft of and/or damage to property of the University or property of a member of the University community or other personal or public property is prohibited.

**Note:** Additional information concerning behavior standards for residential students is contained in ULV's "Guide to Residential Life." As well, the "Day to Day" (ULV's on-campus student handbook) and the University of La Verne Catalog contain information regarding policies related to academic honesty. Some off campus centers and programs publish information concerning other policies specific to their circumstances

*For further information regarding judicial procedures on college or university campuses, please see:*

Ardaiolo, F. P. & Walker, S. J. (1987). Models of practice. In R. Caruso & W. W. Travelstead (Eds.), *Enhancing campus judicial systems* (New Directions for Student Services, No. 39, pp. 43-61). San Francisco: Jossey-Bass.

Ardaiolo, F. P. (1983). What process is due? In M. J. Barr (Ed.), *Student affairs and the law* (New Directions for Student Services, 22, pp. 13-26). San Francisco: Jossey-Bass.

Barr, M. J. (Ed.). (1988). *Student services and the law*. San Francisco: Jossey-Bass.

Stoner II, E. N. & Cerminara, K. L. Harnessing the "Spirit of Insubordination": A Model Student Disciplinary Code.

Steele, B. H., Johnson, D. H., & Rickard, S. T. (1984). Managing the judicial function in student affairs. *Journal of College Student Personnel*, 25, 337-342.

Travelstead, W.W. (1987). Introduction and historical context. In R. Caruso & W. W. Travelstead (Eds.), *Enhancing campus judicial systems* (New Directions for Student Services, No. 39, pp. 3-16). San Francisco: Jossey-Bass.

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Last Modified: August 12, 2003. 17:23:25 pm  
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