Housing & Residence Life Policies & Disciplinary Procedures

Housing & Residence Life seeks to serve the educational objectives of the University by offering facilities which provide a setting in which individual education is furthered. The intent of the rules and regulations of Housing & Residence Life is to establish reasonable limits within which the greatest number of residents can work effectively and live amicably. These limits help to guarantee the basic rights of all residents to protection from behavior which creates excessive noise, endangers or disturbs other residents, or invites the intrusion of public authorities into the House System.

The basic rights and responsibilities of residents of Houses include:

1. Each resident has the right to the use of their room. Each resident has the right to visitors who abide by Guest Procedures and Housing & Residence Life rules and regulations. Residents are responsible for the conduct of the guests they bring into the residence halls. A resident may not entertain a guest in a room over the objections of a roommate. Visitors may not take up occupancy in a room. A resident may not use their room, or any space within any residential commons, as the base of operations for private enterprise or to run an enterprise for personal financial gain.

2. Each resident has the right to peace, quiet, and public order in the House sufficient to provide adequate conditions for study and sleep. Each resident has a responsibility to respect the rights of their fellow residents. Additionally, residents are responsible for working to constructively address violations of this right.

3. Each resident has a right to representation, if not actual participation, in the creation of regulations by students in the House, subject to reasonable procedures for enactment and amendment. Implicit in this is the right to adequate enforcement of the House rules.

RULES AND REGULATIONS

1. Civility

Fostering an environment of respect, openness and understanding so that we can explore and discuss different views, is the responsibility of every member of the University.

a. In the Houses, civility extends beyond the community spaces and lounges to the registered House social media sites that effectively extend community interactions into cyberspace. We are committed to fostering an environment free from racism, sexism, ageism, heterosexism, homophobia, ableism, and xenophobia.

b. Residents are expected to follow the direction of their Resident Heads and Resident Assistants when this policy is compromised and of University officials like Assistant Directors for Residence Life and College Deans should they be summoned to discuss these matters and their consequences in more detail.

2. Noise

It is impossible to set specific standards regarding levels of noise in a residence hall which will satisfy all residents. Individual levels of noise tolerance vary widely. The purpose of the Houses is to offer conditions which permit reasonable order for study and sleep. At no time may a resident create excessive noise which will disturb other residents.

Quiet Hours: After 11:00 pm on weeknights and 1:00 am on weekends, and lasting until 8:00 am, residents must contain noise in their rooms and in the public areas of the Houses at levels which will not prevent other residents from studying or sleeping. Exceptions to these limits may occasionally be made on weekends for formal Resident Dean events, or House events (which have the prior approval of the House Council and the Resident Heads).

a. Residents may not practice or play musical instruments, electronic or acoustic, in student rooms, but should use music practice rooms for those activities.

b. Excessive noise is a problem not only for residents, but for people living in the buildings neighboring the residence halls. Residents must act to keep noise from unduly disturbing neighbors as well as other residents.

3. Threats and Harassment

The Residence Halls are intended to be communities where the individuality of all residents and their rights to make personal choices are respected, so long as those choices do not interfere with the rights of others. Housing & Residence Life staff have the responsibility to ensure that this and all policies of Housing & Residence Life are observed. In the protection of these rights and responsibilities, residents may not engage in threatening or harassing behavior that is directed against other residents, guests, or members of the Housing & Residence Life staff. Any form of threatening or harassing behavior will be considered grounds for serious disciplinary action by Housing & Residence Life and may also be referred to University disciplinary systems. Residents must also respect the personal property and assigned space of other members who live in the Houses.

For additional information regarding what constitutes harassment please see the **University's Policy on Harassment, Discrimination, and Sexual Misconduct.**

4. Dangerous Acts

Residents may not engage in activities which threaten the safety of themselves or others. A list of specific acts that come under the rubric of dangerous activities could never be exhaustive; however the following is a partial list:

a. Possessing or using fireworks, tasers, firearms, other explosives, or weapons. For additional information regarding weapons, please see the **University's Policy on Firearms, Other Lethal Weapons, Fireworks and Dangerous Objects and Materials.**

b. Setting off false fire alarms, tampering with fire extinguishers, fire sprinklers, or other life safety equipment.

c. Playing with fire or incendiary materials in any manner, regardless of whether any damage or injury occurs to person or property.

d. Tampering with elevators.

e. Physically attacking or threatening physical attack of any person including residents or visitors to the residence halls.

f. Going out onto or accessing any roof or roofing structure of any residence hall, dining commons or fire escape (if an active fire alarm is not present).

g. Going onto any window ledge, or staircase railing, of any portion of any residence hall or dining commons.

h. Climbing on scaffolding, construction equipment, or any other structures associated with a building improvement or construction project.

i. Throwing objects from the windows or internal/external stairs of the residence halls is strictly forbidden. The size, weight, and shape of such objects – and their potential for harm – is not open for debate.

j. Obstructing the use of any residence hall door by tampering with locks, blocking doorways (even temporarily) or otherwise preventing free access or egress is not allowed.

Residents who engage in any of the acts listed above will be subject to serious disciplinary action, including the likelihood of being removed from a House or Housing altogether.

5. Candles/Incense

Candles, and incense are not permitted in any student room in the Houses. The only exception for any candle in a common space is for special use for religious purposes, and one (1) designated area in a common space has been chosen in each building where candles may be displayed during religious observances only. The designated location in each building is as follows:

Residence Hall	Common Space	Residence Hall	Common Space
Burton-Judson Courts	Judson Library	**Campus North Residential Commons**	Recreation Room 233
Renee Granville-Grossman Residential Commons	Levine or Maclean Commons	**International House**	Home Room
Max Palevsky Residential Commons	Max Central Commons	**Snell-Hitchcock**	Green Room
Stony Island	House Lounge		

6. Alcohol in the Residence Halls

The State of Illinois prohibits the consumption or possession of alcohol by persons under the age of 21, and the supplying of alcohol to any person under the age of 21. It is important that each resident living in Housing is aware of the state law with regard to the consumption, possession, and sale of alcoholic beverages.

The use or storage of alcoholic beverages is not permitted in the common areas of the Houses or residence hall. Common areas include lounges, corridors, stairwells, study rooms, recreation rooms, music practice rooms, community kitchens, court-yards, entry-ways, laundry rooms, trunk rooms, and similar spaces, etc.

Kegs, and binge-drinking paraphernalia of any kind, are not allowed in the residence halls regardless of age. Displaying alcohol bottles in the windows of the residence halls is not permitted.

The use of University funds to purchase alcohol for students under the age of 21 is prohibited. Members of the Housing & Residence Life staff (except for Resident Deans) may not purchase or serve alcohol to any student.

The University expects each resident living in Housing to be responsible for his or her own conduct and the consequences of that conduct.

7. Illegal Drugs

The possession, use, or distribution of illegal drugs, and the distribution of prescription drugs to someone other than for whom it is prescribed is not permitted in Housing. Residents in violation of this rule may face serious disciplinary consequences, including the likelihood of removal from Housing, and/or referral to the College for disciplinary action.

8. Private Parties in the Residence Halls

Students are permitted to host private parties in their rooms in the residence halls with prior approval from the Resident Heads and in compliance with the Housing & Residence Life Private Party Policy. Student hosts must assume full responsibility for the party and for the conduct of all guests at the party. No private parties in building/House common areas: lounges, courtyards, study rooms, Resident Dean common spaces, etc. Copies of the Private Party Policy are available from your Resident Heads. Private party privileges can be revoked at any time. Unregistered private parties will also be subject to disciplinary action.

9. Smoking

The Illinois Clean Indoor Air Act provides that "smoking is prohibited in any portion of a building used in whole or in part as a student dormitory that is owned and operated or otherwise utilized by a public or private institution of higher education" (Illinois HB 4174). The City of Chicago Clean Indoor Air ordinance prohibits smoking within fifteen feet of the entrance to any building, including residence halls and dining commons. As such, smoking of any substance is forbidden in the residence halls, including student rooms, lounges, lobbies, corridors and courtyards and dining commons. This includes the use of pipes, vapes, e-cigarettes and their variants.

Housing residents are obligated to comply with the law. Residents who violate the law will be addressed by Housing & Residence Life staff and are subject to disciplinary action including oral warnings, formal written warnings (housing probation) and/or removal from Housing.

10. Visitor & Overnight Guest Procedures

All of the residence halls are served by front desks at which residents' visitors must register before gaining access to the residence hall. Hosts must be present in the building to acknowledge in person that they are willing to receive the visitor. Visitors will not be permitted to enter unless the host is present. Visitors are required to show a government picture ID and to be signed in to the visitors log by the front desk clerk upon entry to the hall. The clerk will note clearly the visitor's first and last names and the time and date of entry. Failure to follow visitor procedures may be cause for disciplinary action. Visitation privileges can be revoked at any time.

Visitors ***must*** remain in the company of their hosts. Visitors do not have the privilege of using House or hall amenities such as computers, game rooms, kitchens, or laundry equipment, unless engaged in a shared activity with a resident.

Housing guest policies are based on the premise that residents of the Houses are entitled to have occasional personal guests in the residence halls, when space is available, under reasonable limitations that protect the rights of roommates and the interests of the University community. Anyone who is not a regularly assigned resident of a room is considered a guest. Residents may not host guests overnight in their room without the consent of all assigned residents of the room. Guests may not remain for more than three (3) nights in the student rooms except in rare situations, and only with prior approval of the Housing & Residence Life staff. Host students who violate this rule are subject to disciplinary action and suspension of their guest privileges. Guests who wish to stay for more than three days need to seek lodging in area hotels.

Parents or legal guardians visiting students during the academic year should secure suitable hotel accommodations for overnight visits. Residence Hall rooms are not suitable for visiting parents or legal guardians; this includes apartments which are more spacious but shared with other students. The presence of parents for any extended length of time in a residence hall can be a source of uneasiness and discomfort among student residents. Consequently, no parent or legal guardian may stay overnight in a residence hall.

There are no overnight guests allowed during Interim periods.

11. Restricted Areas

Residents are not permitted to go on the roofs of the residence or dining commons, fire escapes (unless there is an active fire or alarm), or to any other areas which are designated as “off limits”. Residents who violate this policy will be subject to serious disciplinary action, including the likelihood of being removed from a House or from Housing altogether.

Residents may not tamper with the physical plant of the residence halls including removing screens, tampering with locks to gain access, exiting from secured alarmed doors, entering/exiting a building via a window, or tampering with electrical, fire, or phone systems, etc. This also includes scaffolding, construction equipment, or any other structures associated with a building improvement or construction project.

Residents may be fined for doing so and typically results in removal from Housing altogether. Residents may not enter any student room to which they are not assigned, unless they are the invited guests of the person(s) assigned to that room.

12. Pets

Residents may not keep pets in any of the residence halls. This prohibition is imposed for reasons of cleanliness, health problems, and noise. Exceptions are made for fish in a small aquarium (less than 10 gallons). The only other pets permitted in the residence halls are those belonging to Resident Deans, Resident Heads, and the Assistant Directors of Residence Life who live in the Houses year-round.

For more information on student use of Service Animals and Assistance Animals, please see the **Animal Policy** on the Student Disability Services website.

13. Door-to-Door Solicitation

Door-to-door solicitation in the residence halls is prohibited unless prior approval has been given by the Senior Associate Director for Residence Life. This includes but is not limited to distribution of information, electioneering or campaigning, solicitation of funds, or sales of products or services by residents or non-residents. Activity related to hall-sponsored events such as signing up for House trips or Resident Dean's events, or House fundraisers are not prohibited if conducted by residents or Housing & Residence Life staff.

14. Posting

The only posters/flyers authorized to be posted on in-House bulletin boards or elsewhere within a House (other than those posted for House or Hall business) are those approved for a Recognized Student Organization (RSO). Each House has at least one bulletin board that is reserved for the Residence Life staff of the House. Postings may not be placed inside stairwells, inside elevators, on elevator doors, or on student room doors unless approved by the residents of that room. A posting will not be restricted unless it violates the law, falsely defames a specific individual, constitutes a genuine threat or harassment, unjustifiably invades substantial privacy or confidentiality interests, or is otherwise directly incompatible with the functioning of the University. Postings may neither advertise nor refer to the availability of alcohol at an event.

15. Posting and Solicitation in Dining Commons

Approval for public communications made in the residential dining commons including but not limited to handbills and flyers, banners, table tents, oral announcements and performances is given by UChicago Dining. Information about the approval process is available on the **UChicago Dining website.**

16. Items Prohibited in the Residence Halls

For a list of items not permitted in the residence halls, please review the following link on the Housing & Residence Life website: https://cpb-us-w2.wpmucdn.com/voices.uchicago.edu/dist/e/505/files/2019/07/What-to-Bring-to-Campus-2019.pdf

ENFORCEMENT OF HOUSING & RESIDENCE LIFE RULES AND REGULATIONS

It would be unrealistic to assume that all conflicts and disputes that are likely to arise in the Houses will be easily resolved by mutual understanding and agreement. Initial responsibility for settling disputes rests with individual residents and elected House Councils. Residents are expected to attempt to resolve problems whenever possible before turning to the Housing & Residence Life staff. The Resident Heads and Resident Assistants, as University officials living in the residence halls, will strive to protect the rights of all residents by advising and assisting individual residents and House Councils. When problems cannot be settled in this manner, the Housing & Residence Life staff will enforce the rules and regulations of Housing and will impose disciplinary action as appropriate. On those occasions when members of the Housing & Residence Life staff find it necessary to act in the role of University authority, residents are obliged to follow their directives.

If a resident believes that a member of the Housing & Residence Life staff is acting improperly, the resident should:

a. Obey the instructions of the Housing & Residence Life staff member.

b. Inform the staff member that the resident believes the staff member is acting improperly.

c. Register a formal complaint with the Housing & Residence Life office by emailing housing@uchicago.edu

Disciplinary Procedures

The goal of the Housing & Residence Life office and the staff is to address issues at the lowest possible level, and to institute formal disciplinary action only when necessary. Official responses will be governed by the nature of the particular dispute or infraction. Initial action will begin at a higher level for serious offenses.

Housing & Residence Life **disciplinary sanctions** may include:

1. **A verbal warning from the Resident Head or Resident Assistant:** The student is told why a particular behavior is a problem and what must be done by the student to correct the problem. No records of verbal warnings are kept outside of the House.

2. **Housing Probation**: Housing Probation is a formal, written warning that a student's behavior is unacceptable and must change. Probation is imposed because the behavioral problem is serious or because the student ignored a previous verbal warning. Housing Probation can be imposed by a Resident Head, but may also be initiated by the Assistant Directors of Residence Life. Probation is normally imposed for a specific period of time, either for the remainder of the academic year or for more serious violations up to the remainder of one's time as a resident in Housing. If after being placed on Housing Probation, the student violates Housing rules and regulations or engages in disruptive activity in the Houses, the student is usually required to move within the Houses or to leave Housing altogether. Housing Probation is treated as an internal, Housing & Residence Life matter. Records of probation are kept only within the House and the Housing & Residence Life office.

3. **Visiting Restriction**: Any of the Directors of Housing & Residence Life may restrict a resident from visiting particular parts of Housing and/or the dining commons because of behavioral problems. Similarly, students living outside of Housing may be restricted or "banned" from all or some of the Houses and/or the dining commons for their failure to abide by Housing & Residence Life rules and regulations. Students who violate a visiting restriction will likely face further disciplinary action, including the possibility of a referral to the College for further discipline.

4. **Moves within or Removal from the Houses**: A resident who engages in seriously disruptive or dangerous behavior, or who violates the terms of Housing Probation will be required to move to another House or to leave Housing altogether. The decision will be made by one of the Directors of Housing & Residence Life, ordinarily with the recommendation of the Resident Heads. A resident who is required to leave a House or all of Housing is normally forbidden to visit in that House or in any part of Housing for a specific period of time, and is normally prohibited from returning to that House or to Housing as a resident for a specific period of time. When a resident is required to leave Housing, the student's area Dean of Students is notified in writing of the action. If the resident is required to leave Housing and is a student in the Class of 2023 in the College, the Dean of Students in the College determines whether the residency requirement will be waived, and the parents of the student are notified of the action.

5. **Area or University-wide**: The Executive Director of Housing & Residence Life can recommend to the area Dean of Students in a particular academic area or to the Associate Dean of Students in the University for Disciplinary Affairs that a student from that academic area be brought before the College, division, or school disciplinary committee in that area or the University-wide Disciplinary Committee, respectively. If the area Dean of Students or Associate Dean of Students in the University for Disciplinary Affairs accepts the Executive Director's recommendation, the student will

be required to appear before the appropriate disciplinary committee. These committees have the power to suspend or expel a student from the University.

REVIEW PROCESS

Required Moves within Housing

A student who is required to move within Housing for disciplinary reasons may request a review of the decision of the Directors of Residence Life by the Housing Disciplinary Review Committee. A student who seeks a review of a disciplinary decision must, within 48 hours of the decision, submit a written request and any supporting material to the Executive Director of Housing & Residence Life. Upon request, the student may be granted an additional 48 hours to prepare this material. The only legitimate grounds for seeking a review are: (1) that prescribed procedures were not followed, and (2) that new and material information unavailable to the Director(s) of Residence Life bears significantly in the student's favor. The Executive Director of Housing & Residence Life will evaluate the request for review to determine whether it meets the above-stated criteria for convening the Disciplinary Review Committee.

If the grounds for a review are met, then the Housing Disciplinary Review Committee will be convened as soon as possible. This Committee consists of three students selected randomly from a larger list of residents appointed to the committee, and two Resident Heads selected randomly from a larger list appointed by the Senior Associate Director of Residence Life. All members of the Review Committee must maintain independent judgment and an open mind about the decision under review. No member of the sitting Review Committee will be from the student's House.

At the review meeting, an Assistant Director of Residence Life (or a designee) and the student, are given the opportunity to present their cases and to rebut the other's presentation. A majority of three votes in the Committee is required to sustain, overturn, or modify the original decision. The decision of the Housing Disciplinary Review Committee is final and binding on both the student and Housing & Residence Life.

Removal from Housing

A student who is required by the Directors of Housing & Residence Life to leave Housing for disciplinary reasons may request a review of the decision by the student's Area Disciplinary Committee. The only legitimate grounds for review of a decision made by an Area Disciplinary Committee are: (1) that prescribed procedures were not followed, and (2) that new and material information unavailable to the Area Disciplinary Committee bears significantly in the student's favor. The Dean of Students (or designee) will evaluate the request for review to determine whether it meets the above-stated criteria for convening a Review Board.

A student who seeks a review must, within 48 hours of the decision, submit a written request and any supporting material to the appropriate area Dean of Students with a copy to the Executive Director of Housing & Residence Life. Upon request to the area Dean of Students, the student may be granted an additional 48 hours to prepare those materials. The appropriate Area Disciplinary Committee, to which will be added one Resident Head from the Housing & Residence Life staff, will be convened as soon as possible after the student files for a review.

In conducting a review, the Area Disciplinary Committee will follow the procedures outlined in the student manual (**https://studentmanual.uchicago.edu/page/area-disciplinary-systems-review-process**) for a broad review. In making a decision, the Review Board does not conduct a new disciplinary proceeding and normally does not interview

witnesses or seek additional information from the student seeking review or witnesses, although the Review Board has the authority to do so and may seek additional information regarding the proceeding from Housing & Residence Life or of the unit in which the matter originated. The decision of the Area Disciplinary Committee is final and binding on both the student and Housing & Residence Life.

Questions about these rules, regulations, and procedures should be directed to one of the Directors of Housing & Residence Life (housing@uchicago.edu, 773-702-7366).