

University Housing Policy Guide 2020-2021

Due to COVID-19, University Housing policies may be adjusted for the health and safety of residents. Any changes will be noted on our website. Residents are responsible for their own health and safety. We expect that you follow CDC, state, and local guidelines. Please ask a staff member if you have any questions.

It is critical for the health and safety of our campus community that everyone follows all COVID-19 related protocols, including physical distancing, proper wearing of face coverings, and following local ordinances related to gatherings. All students are expected to comply with these protocols.

Failure to follow the campus protocols will result in student conduct action, which could include suspension or expulsion. More information can be found on the Office of Student Rights & Responsibilities website.

For more information, please visit our Cal Poly Covid-19 website at <https://coronavirus.calpoly.edu/>.

Welcome to University Housing. We strive to create a safe, welcoming, inclusive environment where all residents can thrive. To do that, we rely on our community to uphold standards that benefit all residents. By living within University Housing, you have agreed to follow the policies outlined in this document.

Residents that break housing policies may be referred to the Community Standards process or the Title 5, Executive Order 1098 process — depending on the nature of the violation(s). Policy violations may also result in educational sanctions, license revocation and/or loss of student status.

Learn more about the Student Conduct process, including Executive Orders and Title 5 through the [Office of Student Rights and Responsibilities](#). Policies listed within Title 5 are expected of all students.

Policies

Responsible Action policy

Students may be documented for what occurs both within their rooms and within the hall for communal spaces. Be mindful of what you allow to happen in your presence and when you are not in the room. Students may also be held responsible for anything posted on social media.

Cal Poly's Alcohol and other Drug (AOD) Amnesty policy

The safety of community members is everyone's responsibility. If you see something, say something. The Cal Poly AOD amnesty protocol removes barriers for students seeking help for community members in potentially life-threatening situations involving alcohol, drugs, or other

substances. This protocol removes punitive sanctions for first-time infractions involving alcohol, drugs and/or substances for both the person calling for help and the person experiencing the medical emergency. For more information please click [here](#).

1. Alcohol: Students under 21

Students under 21 years of age may not bring alcohol or alcohol-related paraphernalia into housing communities. The following is prohibited for underage students:

1.1 Possession, manufacturing, and distribution of alcohol beverages in and around University Housing communities.

1.2 Use, public intoxication, or being under the influence of alcohol beverages in or around University Housing communities. We encourage you to be aware of your safety and consume responsibly.

1.3 Possession, collection, or display of alcohol containers or paraphernalia including but not limited to cans, bottles, flasks, shot glasses, empty containers of alcohol, beer bongs or other devices utilized for binge drinking, and kegs.

1.4 Simulated drinking games (e.g., water pong, flip cup) or drinking games

1.5 Students are to remove themselves from situations where any of the policies above are being violated.

2. Alcohol: Students 21 and over

The following policies apply to all students who are 21 years of age or older, living in any apartment community — including the Cal Poly Lofts. University Housing expects residents over 21 to drink responsibly and follow all local, California State and federal laws. If alcohol is being consumed, all students in the apartment must be 21 or older. All residents must agree that it is okay for alcohol to be present within the apartment.

The following is not allowed within University Housing:

2.1 Possession or consumption of alcohol within common areas, including, but not limited to, study lounges, courtyards, etc.

2.2 Common sources of alcohol.

2.3 Simulated drinking games (i.e., water pong, flip cup) or drinking games.

2.4 Possession, collection, or display of alcohol containers or paraphernalia, including, but not limited to: cans, bottles, flasks, shot glasses, empty containers of alcohol, beer bongs, kegs, and alcohol boxes.

3. Animals/Pets

Residents are expected to treat animals with respect; cruelty or abuse of any animal is not tolerated. Residents with an emotional support animal (ESA) or service animal (SA) must be approved through the Disability Resource Center (DRC) process and register with University Housing prior to move-in. Please visit the Disability Resource Center [website for more information](#).

3.1 Students may have a fish tank up to ten gallons in size (total per room or apartment for fish). Fish tanks are not allowed in the Cal Poly Lofts.

3.2 Only approved emotional support or service animals are allowed within Housing.

4. Building and Room Access

University Housing facilities are accessible by residents, approved guests, and designated employees conducting approved work for the safety and security of residents

4.1 Residents are issued a key(s) for their room and/or apartment. Do not loan your key out to others.

4.2 Residents must ensure that the locking mechanism of their room door is always fully operational. Do not to tamper with or alter the locking mechanism of the building or room doors.

5. Cannabis

As a drug-free campus, University Housing does not recognize Medical Marijuana 215 cards. Students that use, distribute, or manufacture cannabis will be referred to the Office of Student Rights and Responsibilities. The following is not allowed in student communities:

5.1 Possession, use, consumption, or being under the influence of cannabis. Odor or disruptive behavior attributed to cannabis may result in sanctions.

5.2 Possession of paraphernalia (grinders, bongs, pipes, papers, vaporizers or other devices used for cannabis consumption).

6. Community Respect

University Housing encourages community accountability and respect. Students are encouraged to use University Housing spaces for activities that uplift our community — or promote personal, academic, or intrapersonal growth. Behavior that is disrespectful of fellow residents or staff is not condoned. It is up to all residents to build a respectful community. Each resident is responsible for activities that occur in their assigned room, common room, bathroom, study lounge, and lounge. Passive participation in events that violate University policy or residence hall regulations is prohibited.

6.1 Allowing behaviors or items that violate University Housing policy is prohibited.

7. Compliance with Staff

Residents are expected to open their doors upon reasonable request, provide accurate identification, and cooperate with university staff (including Resident Advisors, Student Affairs Technology, the Cal Poly Police Department, etc.). Students are expected to comply with Public Health guidelines and policies around face coverings, physical distancing and health/safety best practices.

7.1 Students must comply with reasonable requests from university staff.

8. Drugs and Paraphernalia

Drugs are defined as any illegal substance that is not prescribed to an individual by a medical professional. The following is not allowed in student communities:

8.1 Possession, use, distribution, or being under the influence of any state or federally banned drug

8.2 Possession of paraphernalia, such as pipes, water pipes, bongs, vaporizers, scales, grinders, hookahs, rolling papers, or any other devices created for drug use

8.3 Selling, distributing, or misusing prescription medication

9. Fire and Life Safety

Students are encouraged to decorate their rooms. However, for the safety of our community, some items are not allowed in student rooms or apartments. For a complete list of items to bring and to leave behind, see [here](#). To prevent fire and protect the safety of our community, please be mindful of the following regulations:

9.1 Use or possession of items with a heating element — including, but not limited to, barbecues, electric grills, hot plates, and space heaters — is not allowed.

9.2 Highly flammable materials — including, but not limited to, gasoline, industrial cleaning solvents, spray paint, charcoal, lighter fluid, vehicle parts, fuel and oil — should not be brought into rooms or apartments

9.3 Possession of candles and incense or other flame producing materials is not allowed.

9.4 Room occupancy should be capped at six persons per residence hall room or twelve persons per apartment (Cerro Vista and Poly Canyon Village).

9.5 Blocking of any door or emergency exits, including window access is a fire hazard and is not allowed.

9.6 Tampering with, discharging, or damaging a fire extinguisher when no fire is present.

9.7 Residents should not block access to a fire extinguisher.

9.8 Failure to follow physical distancing guidelines while within a community space may result in sanctions.

10. Furniture

Due to safety concerns, only furniture provided by University Housing and designed specifically for the purpose of lofting will be used in student rooms. If you would like to bunk your bed, please put in a Service Request in your Housing Portal (please note, not all beds are able to be lofted).

10.1 All university-owned furniture must be maintained in its assigned area. Lounge furniture is not allowed in individual student rooms or outdoors.

10.2 Personal furniture is only allowed through an approved accommodation by the DRC.

10.3 Furniture or other items may not block doors to rooms or buildings.

11. Gambling

Gambling is defined as activities played for money, checks, credit or any other item representing value.

11.1 Gambling of any kind is prohibited.

12. Guests and Visitors

Note: Due to COVID-19, the following policies apply. We will notify residents when privileges are reestablished.

- Guests are defined as any non-residents (individual who does not have a license agreement with UH) who spend the night.
- Visitors are any non-residents in or around University Housing who do not spend the night.
- Only the resident assigned to the bed space or apartment and one additional same building resident may be in the room/apartment at any time.
 - Residents may interact outside while following campus policies and social distancing guidelines.

At that time, residents are expected to abide by the following guest policy:

12.1 Residents are responsible and accountable for their own actions, as well as the actions of their guests and visitors. Only the resident assigned to the bed space or apartment and one additional same building resident may be in the room/apartment at any time.

12.2 Visitors and guests must be accompanied by the host resident while in or around University Housing.

12.3 Residents must register all overnight guests. Any unapproved guest will be required to leave. Please see the Overnight Guest Registration Procedures in your Housing Portal for more information.

13. Masks and Costumes

13.1 Costume/replica weapons and/or sports equipment, including, but not limited to, martial arts weapons, fake guns, fake knives, replica swords, fencing weapons, and color guard rifles, are prohibited.

13.2 San Luis Obispo County regulations require the use of face coverings in common areas or where 6-foot distance between students cannot be maintained.

14. Noise

Out of courtesy and respect for their fellow students, please be aware of your noise levels at all times. During times not designated as quiet hours, residents and their guests must limit noise to reasonably avoid disturbing other residents.

To support the academic success of all students, the entire period of finals week is designated 24-hour quiet hours beginning at 5 p.m. the Sunday prior to finals until Sunday 5 p.m. once finals are complete.

Quiet Hours are in effect:

- o Sunday – Thursday from 11 p.m. – 8 a.m.

- o Friday - Saturday from 1 a.m. – 10 a.m.

14.1 Impeding on the success of community members is prohibited.

15. Refrigerators and Microwaves

University Housing provides refrigerators in all areas. Refrigerator styles vary based upon room types. Additional refrigerators and/or accommodations must be approved through the DRC.

15.1 Students may not have an additional mini-refrigerator or microwaves within their room or apartment, unless approved by the DRC.

16. Roommates

Residents are required to be open to and accepting of new roommates. University Housing may place an individual into an empty bed space at any time.

16.1 Students must be welcoming to a current or prospective roommate.

17. Room Personalization

University Housing encourages residents to make their assigned living space feel comfortable; however, some décor poses safety risks to the community. Any item that blocks the window or can be seen from outside of the room should only be placed there for the benefit of the interior space, not the outside space (see 26.3 policy for more information).

17.1 String lights must be battery operated

17.2 Posters, banners, flags, and tapestries must meet a minimum fire-retardant level.

17.3 Students are expected to use command hooks or painters' tape to affix items to walls or furniture in their room.

18. Smoke and Tobacco Free Environment

18.1 Per Executive Order 1108, Cal Poly is a smoke and tobacco free campus. As per State Codes and University policy, smoking and tobacco are not allowed on campus in any form including vaping, chewing, etc.

18.2 Possession, use, and/or consumption of tobacco is prohibited.

19. Solicitation and Business Enterprises

Students may work with University Housing to gain approval to operate a business (i.e. if you reside within the Lofts downtown).

19.1 Students must seek approval before engaging in any soliciting or operating a business within University Housing.

19.2 Posting of any type of advertisement must be approved prior to display.

19.3 Prior approval must be obtained for door-to-door solicitation, slide ads/fliers under doors, or door hangers.

20. Sports

Students are encouraged to utilize the sporting equipment and spaces provided by the University. Due to the potential for personal injury and property damage, sports in hallways within all Housing communities is prohibited. The intended use of billiards, basketball, table tennis, and foosball equipment is allowed in designated areas only.

20.1 Students must utilize designated areas outside to engage in sports or play.

20.2 Behaviors that are disruptive and potentially dangerous — including, but not limited to, wrestling, boxing, climbing, parkour, slacklining, hammocking, jumping, water sliding, and acrobatics — are only allowed in designated locations.

21. Theft

Theft is the tampering with and misuse of personal property or property in and around student housing, including, but not limited to, vending machines, furniture, walls and laundry machines.

21.1 Possession of stolen property or property obtained without the direct and expressed permission of the owner is prohibited.

22. Trespassing

Residents should not enter another resident's room, apartment, or any University Housing facility without direct and expressed permission from an authorized resident. Residents should not let unknown people into the building. Anyone you let into the building will be considered your guest.

22.1 Unauthorized entrance into any area in or around University Housing, such as, offices, mechanical rooms, custodial closets or storage areas, roof tops, front desks and areas marked for restricted access is prohibited.

23. Vandalism

Vandalism is defined as an action involving deliberate destruction of or unintentional damage to public or private property.

23.1 Damage to any University Housing facility, State or individually owned property is prohibited (includes removal of or altering of fliers University Housing posts).

24. Weapons

24.1 Weapons (including but not limited to, firearms, airsoft/paintball gun, fireworks, ammunition, stun guns, tasers, weapon replicas including costume props, brass/metal knuckles, explosives) are strictly prohibited.

24.2 Knives (non-kitchen style knives) are prohibited.

24.3 Improper use of self-defense mechanisms (including but not limited to pepper spray, mace, other aerosols, chemicals) are prohibited.

25. Wheeled Devices (bikes and motorcycles)

As a theft prevention measure, we encourage you to register your bike with Cal Poly Police Department. Students are responsible for securing their own bicycles in designated bike areas. Bicycles may be stored in a resident's room if permission is received from all roommates, but not in any communal building facilities (hallways, community spaces, lobbies, etc.).

25.1 Recreational equipment with wheels including, but not limited to, bicycles, scooters, skateboards, rollerblades, and electric scooters is not allowed inside of buildings.

26. Windows, Roofs, and Balconies

26.1 Residents may not hang signs, flags, clothing, banners, etc., from any window or balcony. Due to the potential for harm to others, residents may not drop, roll, throw, or toss anything out of a window or balcony.

26.2 Window coverings installed in each room are not to be modified or tampered with.

26.3 Objects placed in windowsills are allowed only if they are meant to enhance the interior décor of room and not block the use of the window. Stickers, post-it notes, and decorative gels are not to be placed on windows.

26.4 Accessing roof tops, balconies, ledges and fire escapes outside of emergencies is strictly prohibited.