

## STANDARDS OF RESIDENCE

### POLICY SUMMARY

As a supplement to the *Student Code of Conduct*, this policy establishes behavioral standards and expectations specific to Northern Arizona University's residential facilities. By signing a University housing contract, residents agree to abide by these requirements. It is the responsibility of each resident to know, observe, and comply with this and all policies that govern student conduct. Violating these policies may result in administrative actions, educational interventions, and/or disciplinary sanctions up to and including expulsion from the University and permanent loss of the privilege to reside in University housing.

### REASON FOR THIS POLICY

Effective housing standards help create secure and peaceful community living environments conducive to the University's educational mission.

### ENTITIES AFFECTED BY THIS POLICY

- Office of the Dean of Students
- Residential Life
- Student Rights and Responsibilities
- University Housing

### WHO SHOULD KNOW THIS POLICY

- All Flagstaff Mountain residents occupying student housing facilities
- All University officials who administer campus housing facilities
- Residence Hall Directors, Resident Assistants, and graduate Service Assistants

### DEFINITIONS

**Alcohol:** all alcoholic beverages produced or intended for human consumption.

**Courtesy Hours:** hours of the day during which University housing residents are required to demonstrate reasonable consideration for their fellow residents by ensuring that any noise they produce does not interfere with or disturb the ability of fellow residents to study effectively or to sleep comfortably.

**Quiet Hours:** hours of the day during which no noise should emanate from a resident's room or housing unit or penetrate another resident's room or housing unit or housing facility public spaces.

**Tailgating:** the practice of immediately following an authorized person who legitimately gains entry to a University residential facility through an access-controlled door in order to gain access, with or without the authorized person's knowledge or consent.

# POLICY

## Section I. Personal Safety and Wellness

See the University's [Alcohol and Other Drugs](#) and [Tobacco-Free Campus](#) policies for additional information related to Sections I(A), (B), and (C). See the [Fire Safety](#) policy for additional information regarding Section I(D).

### A. Alcohol

1. Possession, Consumption. Only residents 21 years of age or older may possess or consume Alcohol or have Alcohol containers in their campus residences. Residents and their visitors 21 years of age or older may only possess and consume Alcohol in the presence of other persons of legal drinking age, including assigned roommates. Residents who are 21 years of age or older may not possess or consume Alcohol in their campus residences if they share a single room with an assigned roommate who is less than 21 years of age. Residents of legal drinking age who share a multi-room residence with a resident under 21 years of age may only possess or consume Alcohol or have Alcohol containers in their private bedroom portion of their apartment or suite style residence.
2. Alcohol and Alcohol Container Storage. Alcohol and Alcohol containers must be stored outside of plain view. Residents under 21 years of age may not store Alcohol or Alcohol containers in their rooms.
3. Alcohol-Related Disturbances. Consumption of Alcohol by residents and their visitors of legal drinking age shall not unduly interfere with or impinge upon the rights of others or disrupt the normal operation of residence hall or apartment communities.
4. Common Source Alcohol Containers and Drinking Devices. The use or possession of common source Alcohol containers (e.g., a keg) or devices to promote rapid Alcohol consumption (e.g., a beer bong) is prohibited in all University housing.
5. Serving Alcohol to Minors. It is a violation of University policy and Arizona law for individuals of legal drinking age to provide Alcohol to any person under 21 years of age.
6. In the Presence of Alcohol. Residents not yet of legal drinking age are not permitted to possess, consume, or be in the presence of Alcohol or those consuming Alcohol in University housing.
7. Alcohol Sales. The unauthorized sale of Alcohol on campus or in other property or facilities owned or controlled by Northern Arizona University is prohibited.

### B. Illegal Drugs, Other Controlled Substances, Tobacco-Free Campus

1. Illegal Drugs. State and federal law and University policy prohibit the possession, use, sale, manufacture, cultivation, or provision of illegal drugs, including without limitation barbiturates, opiates, marijuana, amphetamines, hallucinogens, etc. All illegal drugs, including unlawfully obtained prescription medicines, are prohibited in all University residential facilities. These activities also violate federal and state law. Administering illegal drugs to another person or aiding or encouraging another person to use illegal drugs is also prohibited. Violating these laws and policies may result in significant disciplinary action and criminal liability.

2. In the Presence of Illegal Drugs. Residents and visitors may not knowingly be in the presence of illegal drugs or persons using illegal drugs in University housing. Residents who may encounter illegal drugs in University housing should remove themselves from their presence or immediately report the presence of illegal drugs to an appropriate University official.
3. Drug Paraphernalia: University policy prohibits the possession or storage of drug paraphernalia (e.g., bong, grinders, pipes, vapor pens, rolling papers, etc.) in University residential facilities.
4. Medical Marijuana. University policy and federal law prohibits the use, possession, or cultivation of marijuana, including medical marijuana, on University property, including in all University residential facilities. This prohibition also applies to those who possess a medical marijuana card.
5. Controlled Substances: The unauthorized use by residents of controlled substances, including but not limited to prescription drugs, is prohibited. Legally possessed prescription drugs must be issued in the name of the resident, be contained in the original, properly labeled container, and be stored in the resident's assigned room when not in the resident's immediate possession.
6. Tobacco-Free Campus. NAU operates a tobacco-free campus. Smoking, including but not limited to the use of hookahs, vapor pens, e-cigarettes, and similar devices, and the use of smokeless tobacco products such as snuff and chewing tobacco, is prohibited on all University property and inside all University residential facilities.

#### C. Fire Safety, Explosives, Fireworks, and Hazardous Materials

1. Vacate on Alarm. All University housing residents and others present must promptly vacate the residential facility when a fire alarm is sounded and must not return to their residences until after they are informed that it is safe to do so by emergency personnel or Residential Life staff.
2. False Reports. A resident shall not trigger a fire alarm or use any fire-safety equipment except when acting upon a reasonable, good faith belief that the use is in the interest of public safety.
3. Misuse of Fire Alarms or Equipment. Tampering with, disabling, or obstructing any smoke detector, fire alarm, or fire safety equipment such as fire extinguishers or fire sprinklers, fire hoses or connectors or their associated plumbing is prohibited.
4. Obstructing Fire Response. Intentionally or maliciously delaying, obstructing, or resisting any University official, including Housing and Residential Life staff or emergency personnel, in the performance of their duty to respond to a report of fire or other emergency is prohibited.
5. Arson. Knowingly or recklessly burning or setting fire to personal or University property is prohibited.
6. Prohibited Ignition Sources and Combustibles. Unsafe fire ignition sources and flammable or combustible materials are prohibited within University housing. This includes without limitation candles, kerosene lamps, incense, space heaters, fog or smoke machines, lighter fluid, and other similar items. No flammable or combustible liquids and no compressed flammable gases will be stored or located within University housing, including but not limited to ether, alcohols, gasoline, kerosene, propane, butane, and most cleaning solvents containing petroleum distillates. These limitations do not include hairspray, rubbing alcohol, hand sanitizer, cosmetics, or medicines maintained in their original containers. Caution is advised when using or being in the presence of flammable vapors or liquids, especially those in pressurized cans. Igniting or burning the spray from aerosol containers is prohibited.
7. Fireworks. The unauthorized possession, use, storage, or sale of Fireworks is prohibited on all University property and within all University facilities, including all University housing facilities.
8. Explosives, Hazardous Materials. The unauthorized possession, use, storage, or sale of any Explosive is prohibited on all University property, including in all University housing facilities. Hazardous or toxic materials or chemicals other than normal household products are also prohibited in University housing.

9. Hoverboards. Because of risks associated with Hoverboards and similar products and in the interest of general public safety, the use, possession, or storage of Hoverboards or any other self-balancing motorized scooter is not permitted on University property.

#### D. Prohibited Weapons and Incendiary Devices

See the University's [Student Code of Conduct](#) and [Weapons on Campus](#) policies for additional information related to Section I(E).

1. Weapons and Incendiary Devices. The unauthorized possession, use, storage, or sale of any Weapon, including firearms carried with a permit and live ammunition or any incendiary device such as a Molotov cocktail, is prohibited on all University property and University housing facilities.
2. Permitted Personal Safety Devices. The University publishes a list of [permitted personal safety devices](#) designed to protect personal safety from physical attack. These devices are not considered Weapons for purposes of University policy and are allowed in University housing.
3. Devices that Emit a Projectile. In addition to firearms, all other devices that emit a projectile, including but not limited to air- or gas-operated pellet or BB guns, paintball and airsoft guns, potato guns, archery equipment, and any facsimile of a firearm, or any object reasonably perceived to be a gun, are prohibited within University housing at all times.
4. Discharging or Brandishing a Weapon. Firing, discharging, or brandishing of any type of firearm, simulated firearm, bow and arrow, slingshot, or any other Weapon within a University housing facility is prohibited and may result in immediate removal from University housing.
5. Edge Weapons. Large hunting, outdoor, or military knives or bayonets with blades over five inches in length, all switchblade or automatic knives, swords, and any object reasonably perceived to be an edge weapon (including prop weapons) are prohibited within University housing facilities. Kitchen knives and culinary tools are permitted only to the extent that they are stored and used for their intended purpose.
6. No Storage of Authorized Weapons. Weapons authorized for use in educational programs may not be stored or possessed within University housing facilities.
7. Mandatory Reporting. Residents are required to immediately report the known or suspected presence of any Weapon, Explosive, or incendiary device to the NAU Police or Residential Life staff.
8. False Reports. Falsely reporting the presence of a Weapon or incendiary device in bad faith or with malicious intent is prohibited.

## Section II. Community Safety and Wellness

### A. Visitors, Unauthorized Occupancy

1. General. A visitor is any person who is not currently assigned to the room or building in which they are present. Visitors may only visit a University residence with the consent of all assigned roommates. Visitors may not hinder a resident's ability to study, sleep, or benefit from their assigned room.
2. Host Responsibility. Residents are responsible for the conduct of their visitors and for ensuring that they comply with all University policies. Residents are responsible for the cost of repairing any damage their visitors may cause to University property.
3. Length of Stay. Overnight visitors are permitted for a maximum stay of three (3) consecutive nights and only with permission from all assigned roommates. Residents are encouraged to agree on the acceptable frequency of overnight visitors and length of stays with their roommates in advance and may also request assistance from Residential Life staff in this regard. Agreements between roommates regarding visitors must comply with all applicable University policies.

4. Visitor Access. Lending one's residence keys or access card to a visitor is prohibited. Host residents are responsible for the misuse or loss of residence keys or cards by their visitors. See the University's [JacksCard](#) terms and conditions for more information.
5. Identification. Upon request, all visitors to University housing facilities are required to present government-issued photo identification to Residential Life staff or other University officials acting in the performance of their duties. Visitors refusing to do so will be expelled from the building.
6. Visitor Registration. Individual University residence facilities may require that all visitors register with building personnel prior to visiting a resident.
7. Unauthorized Occupancy. A person may not move into or live in a University housing unit to which they are not assigned, even if invited. Indicators of unauthorized occupancy include, but are not limited to:
  - Accessing the residence while the assigned occupants are not present
  - Regularly dressing, showering, or storing personal belongings in the residence
  - Sleeping overnight in the residence on a regular or continual basis
8. Removal. The University reserves the right to direct any visitor to leave a University housing facility or a University residence at any time for any reason.

#### B. Disruptive Behavior, Violations of Law

1. Noise. Excessive noise or other behavior that disturbs other residents within University housing is not permitted. Use of sound-producing or sound-amplifying equipment that violates a standard of quiet that is conducive to study or sleep may result in its confiscation and/or other disciplinary action.
2. Quiet Hours. Quiet Hours are in effect in all University residential facilities from 10pm – 8am Sunday through Thursday, and 12am – 8am Friday and Saturday, unless otherwise designated by the residential community. During Reading Week at the end of each semester, Quiet Hours are in effect for 22 hours per day from 7pm – 5pm (with Courtesy Hours in effect from 5pm – 7pm). During Finals Week, Quiet Hours are in effect for 24 hours per day.
3. Courtesy Hours. All hours of the day not designated as “Quiet Hours” are designated as “Courtesy Hours” during which residents are expected to demonstrate reasonable consideration for their neighbors in support of the University's educational mission.
4. Window Ejection. Dropping, throwing, or in any manner permitting objects or light (e.g., balls, laser lights, water balloons, snowballs) to be projected into or out of residential facilities is prohibited.
5. Tossing or Throwing Objects. Playing sports or the tossing or throwing of objects such as Frisbees, balls, water, etc. in any University housing facility hallway, individual unit, or public area is prohibited.
6. Bicycles and Skateboards. Riding bicycles or using skateboards or other wheeled devices such as in-line skates, roller skates, or recreational scooters inside any University residential building is prohibited.
7. Gambling. Outside of authorized locations such as tribal casinos, gambling in the State of Arizona is illegal. Residents may not engage in gambling for money in University housing. “Gambling” as used herein refers to games of chance when money or units that represent and will be exchanged for money (e.g., poker chips) are at risk. Games of chance where money is not at risk are allowed.
8. Violations of Law. Any violation of federal, state, or local law also constitutes a violation of University policy, and as such may result in disciplinary action that includes, but is not limited to, removal from University housing and/or suspension or expulsion. For acts that constitute violations of law and University policy, students may be accountable to both civil authorities (city, county, state, or federal) and to the University. The University's disciplinary actions are administrative in nature, are not legal proceedings, and are separate from and independent of any action taken by law enforcement. The University's investigative and disciplinary processes may proceed before, during, or after the pendency of civil or criminal proceedings.

### C. Failure to Comply, Erroneous Information, Coercion

1. Compliance. Residents must comply with lawful directions issued by University officials, including Residential Life staff acting in performance of their duties.
2. False Information. A resident may not in bad faith furnish false or misleading information to University employees, including Residential Life staff, or submit false or misleading information on University forms, or alter or tamper University records to falsify information. This provision does not apply to information provided in good faith, even if the information later proves to be inaccurate.
3. Resident Identification. Residents are required to provide their personal identification upon request by Residential Life staff or other University officials acting in performance of their duties.
4. Violation of Sanctions. Ignoring or otherwise failing to comply with the terms of any disciplinary action may result in additional disciplinary sanctions, potentially including removal from University housing while remaining liable for the remaining academic year's housing charges.
5. Roommate Intimidation. Residents may not attempt to prevent another resident from being assigned to their room by spreading their belongings across the unit or by discouraging, intimidating, or otherwise coercing a potential roommate. Residents are permitted to occupy only one assignable space within a residential unit unless they have been authorized to occupy additional space. Violation of this provision may result in single room occupancy charges being applied to an offending student's account. The charge will be assessed from the last date the multi-resident room was fully assigned.

### D. Personal and Community Safety

1. Unsafe, Hostile, or Antagonistic Behavior. Behavior within University housing that endangers or unreasonably disturbs another resident's sense of personal safety or security is prohibited. For example, "pranks" against members of the residential community are prohibited.
2. Sexual or Gender-based Misconduct. The University prohibits sexual or gender-based discrimination, which includes sexual harassment, sexual assault, domestic violence, dating violence, stalking (including cyber-stalking), indecent exposure, and sexual exploitation such as voyeurism, the non-consensual dissemination of illicit images or audio recordings of another's unclothed body or sexual activity, or causing the incapacitation of another for the purpose of compromising that person's ability to consent to sexual activity. Aiding, facilitating or encouraging another person to commit such acts, or retaliating against a person for reporting or participating in a disciplinary proceeding related to such misconduct, is also prohibited. Any violation of the University's [Student Sexual or Gender-Based Sexual Misconduct](#) policy also constitutes a violation of these *Standards of Residence* and may result in relocation of or removal from University housing. All students are responsible for knowing, understanding, and abiding by the University's *Student Sexual or Gender-Based Harassment and Sexual Misconduct* policy.
3. Harassment, Intimidation, Retaliation. Harassment or intimidation, including threatened physical injury, of any University community member through any medium (verbal, electronic, print, text messaging, via social media platforms, etc.) is not permitted. Retaliating against an individual for reporting a violation of law, these *Standards of Residence*, the *Student Code of Conduct*, or any other applicable University rule or policy, or for cooperating in an investigation of such allegations, is prohibited.
4. Hazing. In accordance with the University's [Hazing Prevention](#) policy, the hazing of any NAU community member by any other individual or group is prohibited.
5. Misuse. Entry, occupation, seizure, or detention of a residential facility or unit for any use inconsistent with its customary, intended use is prohibited.

### E. Animals

1. Pets. In accordance with the University's [Pets on Campus](#) policy, pets are not permitted in University housing, except fish in reasonable numbers in appropriate containers of five (5) gallons maximum.

2. Service and Assistance Animals. Service and Assistance Animals are allowed in University housing as provided for by law and in accordance with the University's [Service and Assistance Animals](#) policy. Assistance Animals must be authorized prior to a student's arrival through NAU's standard University housing accommodation process. Service and Assistance Animal owners will be charged for any damage caused by their animal beyond reasonable wear and tear to the same extent that the University charges other residents for damages beyond reasonable wear and tear. The University may inspect residences occupied by a Service or Assistance Animal to confirm the animal's welfare or for fleas, ticks, or other pests. If detected, any such infestations will be treated using approved fumigation methods at the animal owner's expense by a pest control service selected by the University.
3. Animals Used in Research. Animals being used for academic research are not allowed in University housing.

### **Section III. Facility Safety and Security**

#### **A. Building Security and Access**

1. Use of Security Video Footage. The University reserves the right to use security camera footage to investigate alleged violations of these *Standard of Residence* and all University policies.
2. Door Propping. The placement of any object in, near, or around the exterior door of a building to prevent the door from closing or being able to lock upon closing is prohibited.
3. Tailgating. Immediately following an authorized person who legitimately gains entry through an access-controlled door in order to gain access without the authorized person's knowledge or consent is prohibited. Tailgating by an otherwise authorized entrant who has forgotten or lost their JacksCard is also prohibited. Residents who have lost or forgotten their JacksCard should use campus telephones located near residence hall main entrances to request access to their buildings. Residents who need a temporary access card should contact their residence hall director and visit the JacksCard office as soon as possible to replace a lost card.
4. Unauthorized Access. Residents who provide unauthorized access to University residential facilities are responsible for damages and conduct violations committed by unauthorized entrants for whom they provided access, including unauthorized entrants who gained access by tailgating behind the authorized person or by entering via a door propped open by the authorized resident.
5. Security System Tampering. Obstructing, disabling, or otherwise interfering with the normal functioning of any security monitoring system or monitored security door, including without limitation door alarms, locks, cameras, or card readers, is prohibited. The University reserves the right to use security camera footage to investigate alleged violations of University policies.
6. Building Access Permission. Residential Life may grant limited permission to a non-contracted student to access residential facilities for a specific purpose, which may be revoked at any time. Otherwise, persons authorized to access University residential facilities are limited to:
  - a. Currently contracted residents assigned to housing units within the facility;
  - b. Authorized University employees performing their official duties; and
  - c. Visitors escorted by authorized residents.

#### **B. Keys and Access Cards**

1. Key Responsibility. Residents are responsible for their assigned keys and access cards and for any fees for replacing these items if they are lost or damaged. Residents must notify Residential Life staff in a timely manner if their assigned key or access card is missing or lost.

2. Lockout Fees. Residents may be charged a lockout fee and/or face disciplinary action for repeatedly requiring lockout assistance from Housing and Residence Life staff.
3. Unauthorized Keys. Residents may not lend their University housing room key or access card to visitors or other residents. Unauthorized possession or use of another's residential facility key or access card is prohibited. See Section II(A) regarding visitors for related information.
4. Key Duplication. Residents may not duplicate or digitally replicate or impersonate, or cause to be duplicated or replicated or impersonated, any University housing facility key or access card. Unauthorized duplication of these items is a violation of both University policy and Arizona law.

#### C. Facility and Property Use

1. Theft. Attempted or actual theft or misappropriation of University property or the property of any other person on University property is prohibited.
2. Damages and Vandalism. Damaging, destroying, or vandalizing another's personal property or University property is prohibited. Residents are responsible for damages they cause to another's personal property or to University facilities. Charges for damages will be based on repair or replacement costs to restore the facility to its approximate original condition. In University housing public or semi-public areas, repair costs will be charged to groups or individuals when responsibility is established. Residents are responsible for any damages caused by their visitors.
3. Trash. Residents must place garbage or debris they generate into designated University trash dumpsters or recycling bins as appropriate that are located adjacent to their residential facility.
4. Window Screens. University housing window screens may not be opened, altered, or removed. Residents will be charged for screen repair or replacement as necessary.
5. Roof or Ledge Access. Residents are not permitted to access or be present on any University housing facility roof, ledge, or other exterior architectural feature for any unauthorized purpose.
6. Waterbeds. Waterbeds and other water furnishings (other than allowed fish tanks) are prohibited in all University residential facilities due to maintenance and housekeeping concerns. Excessive weight and potential leaks can cause extensive and very expensive damage to buildings for which residents are personally liable.
7. Decorations. Residents may decorate their residence hall rooms with posters and similar items but may not damage or permanently alter the room when doing so. Decorations may not be affixed to room ceilings. Residents are financially responsible for the cost of repairing any and all damages to their designated housing units, irrespective of who caused the damage.
8. Device Tampering and Unauthorized Data Use. Tampering with any telephone, computer, or data transmission line or device is prohibited. Unauthorized use of networks or the unauthorized interception or use of data transmitted over residential wireless networks is prohibited. See the University's [Appropriate Use of Information Technology Resources](#) policy for additional information.
9. Restricted Areas. Accessing closed or restricted areas within University housing facilities is prohibited. Residents are required to comply with all signage indicating closed or restricted areas including, but not limited to construction zones, mechanical or IT equipment rooms or closets, or staff-only offices.

#### D. Furniture

1. Relocating University Furniture. University furniture may not be moved or transferred from one room to another, exchanged between rooms, or removed or stored elsewhere in the facility or off-campus.
2. Public Area Furniture. University furniture placed in public or semi-public areas is provided for the comfort and convenient use of all residents. Such furniture must remain in place and may not be

relocated to a resident's room or unit. Moving University furniture or fixtures to a resident's unit may be considered as theft and may result in a recovery fee being applied in addition to disciplinary action.

3. Room Furniture Agreement. Residents may arrange furniture that is not permanently affixed in any reasonable manner, as long as damage does not occur. For safety reasons and to prevent damage, all bed frame supporting pieces must remain in direct contact with the floor.
4. Bed Lofts. Only bed lofts provided by Residential Life are permitted in University housing.

#### E. Appliances

1. Permitted Appliances. Only the appliances listed below are allowed in residence halls that do not feature apartment-style units. The allowed countertop appliances must only be used for their intended purposes. All other types of cooking appliances not listed, such as electric woks, George Foreman grills, etc. with open heating elements or exposed coils may only be used (and cleaned) in community or individual apartment kitchens.
  - Blenders (not food processors)
  - Microwave ovens up to 700 watts
  - Electric air popcorn poppers
  - Coffee makers
  - Rice cookers
  - Water warmers
2. Improper Use of Permitted Appliances. Abuse of allowed appliances with respect to sanitation, odor, or safety may result in loss of the privilege to possess the appliance within a University residence.
3. Grills. The use of private grills is not permitted in or around residential facilities. Grills are provided in designated areas for resident use and may not be moved. Ignited grills may not be left unattended. Residents are responsible for disposing of all grill-related ash and debris into approved containers.
4. Major Appliances. Washers, dryers, air conditioners, dishwashers or other major appliances are not permitted in any room or apartment, unless provided or approved by the University.
5. Halogen Lamps. Because of the excessive heat they generate and the related fire hazard, halogen lamps or bulbs are not permitted in University housing.
6. Routers. Any wireless device (e.g., network routers, wireless printers, mobile hotspots, etc.) that disrupts the normal operation of the University's information network, or any machine with inadequate security that leaves the NAU network vulnerable to security threats or risks are prohibited. See the University's [Appropriate Use of Information Technology Resources](#) policy for more information.

#### F. Sales, Solicitation, Canvassing

1. Salespersons and Solicitors. Off-campus salespersons or solicitors are not permitted within University housing unless they are expressly invited by a resident. In such cases, as with all visitors, the host resident is responsible for the salesperson or solicitor's behavior, including but not limited to, adherence to policies regarding advance written approval for door-to-door sales and canvassing.
2. Door-to-Door Sales. Door-to-door sales and/or solicitations are not permitted without advance written approval from the director of Residential Life.
3. Canvassing. Canvassing or electioneering within University housing is not permitted without advance written approval from the director of Residential Life.
4. Publicity Approval. Notices, announcements, or publicity items may not be posted in University housing public or community areas without advance approval of the Residence Hall Director or designee. Posting of such notices in multiple University housing facilities requires advance written approval by the director of Residential Life.

5. Fund-Raising. University organizations or other entities must obtain advance written approval from the director of Residential Life to conduct fund-raising activities in University housing facilities.
6. Vendor Approval. No individual or entity may act as a vendor, seller, consultant, or agent, or in any way establish, promote, or conduct a business enterprise in University housing in a manner that interferes or conflicts with the facility's normal, intended use as student housing, or that is incompatible with the University's educational mission as determined by Residential Life staff.

#### **Section IV. South Village**

*Northern Arizona University's South Village residential community serves upper-division, graduate, and international students, and other students with children. In furtherance of and to protect the unique character of this special community, the University has implemented additional residential standards for this area. These policies supplement and extend, but do not replace, the general standards of residence outlined above that apply to all University housing facilities, including South Village.*

##### **A. Tobacco-Free Campus**

As part of NAU's Flagstaff mountain campus, South Village is designated as a tobacco-free facility. Smoking in any form or using any smokeless tobacco product or other plant derivative is prohibited in all South Village residential units, balconies, on the playground and picnic area, and in any public space such as laundry or community rooms, lounges, etc. See the University's [Tobacco-Free Campus](#) policy for more information.

##### **B. Visitors**

1. Visitors (any person not currently assigned to the room or building in which they are present) are permitted at South Village residences only with the consent of all assigned roommates.
2. Visitors may visit residents with children for up to one week. Longer visits must be approved in writing in advance by the Residence Hall Director.
3. Visitors may visit residents without children for a maximum of three nights. Overnight visitors are only permitted with the consent of all co-tenants obtained in advance of the visit.

##### **C. Child Supervision**

1. Parents or caregivers are responsible for the behavior and supervision of their children at all times.
2. Children eight (8) years old and younger are to receive direct, immediate adult supervision at all times, including when on the playground. If children eight (8) years old or younger are found without proper adult supervision, staff will attempt to locate the parent or caregiver, and the parent or caregiver must show proper identification prior to the child being placed in their care. If the parent or caregiver cannot be located, staff will contact the NAU Police Department, who will determine whether Child Protective Services (CPS) should be contacted.
3. Children nine to twelve (9 – 12) years old do not require direct, immediate adult supervision, but a parent or other responsible caregiver must always be present in the complex .
4. Children under twelve (12) years of age cannot supervise children under six (6) years of age.

##### **D. Outdoor Grilling**

1. Using an outdoor grill is a privilege that must be exercised responsibly. Grills that are not registered and tagged will be removed. Grill tags may be obtained at the South Village Community Center. Residents must dispose all grill-related ash, trash, and food debris in approved containers only.
2. For safety reasons, gas grills are strongly recommended as preferable to charcoal grills. Residents must store their grills properly when they are not in use.

3. Grills may not be stored directly alongside any building. Lighter fluid and self-starting charcoal may not be stored in any South Village apartment or with any grill. Leaving ignited grills unattended at any time is prohibited and may result in disciplinary action.

#### E. Community Cleanliness and Safety

1. South Village residents are responsible for the upkeep and condition of the outdoor area directly in front of their apartments, which shall not be used to store any item such as extra furniture, automobile parts, camper shells, boats, and similar items. Residents must keep these areas weeded, clean, and tidy.
2. Residents are cautioned that they are legally liable for any accidents that result from or involve their improperly stored personal property.
3. Residents may not block hallways or sidewalks with bikes, toys, lawn furniture, or other items. Storage of personal property on balconies may not unduly narrow or block the width of mandatory fire code exit paths (defined as a clear egress area at least 36" wide as measured from the railing back to the wall).
4. Items on balconies or walkways that do not block or infringe upon the mandatory minimum fire code egress path must be kept tidy and may not create or present a tripping hazard.

### Section V. Compliance and Enforcement

#### A. Responsibilities

Residents are responsible for knowing, observing, and complying with the *Student Code of Conduct*, these *Standards of Residence*, and all other applicable student conduct policies. In accordance with the University housing contract, residents found responsible for violating a student conduct policy may thereafter be removed from, and may permanently forfeit, the privilege of residing in University housing.

#### B. Adjudication

Alleged violations of the *Student Code of Conduct* and these *Standards of Residence* are resolved according to the *Student Code of Conduct Procedures*.

#### C. Removal

Following a finding of responsibility for a student conduct violation, the Dean of Students may determine that the misconduct warrants a resident's removal from University housing. This can occur even upon a first offense. In the removal notice transmitted to the resident, the Dean of Students will i) document the factors considered and why the removal decision is in the best interests of the University community; and ii) provide notice of the resident's right to appeal the decision and the deadline and procedure for doing so. Misconduct that may result in removal from University housing includes, but is not limited to, the following examples (which are provided for illustrative purposes only):

- Presenting a significant health or safety risk to residents or University or personal property;
- Acts of violence, fighting, or intentionally causing injury to others;
- Failing or refusing to correct repeated misbehavior after multiple warnings;
- Brandishing or possessing a prohibited weapon in violation of the [Weapons on Campus](#) policy;
- Distribution of illegal drugs (including marijuana);
- Violating the [Pets on Campus](#) or [Service and Assistance Animals](#) policies;
- Making bomb threats or threatening violence against any person;

- Tampering with fire safety equipment or devices, creating false fire alarms, or negligently discharging fire extinguishers;
- Violating the [Hazing Prevention](#) policy;
- Engaging in sexual or gender-based harassment such as, but not limited to, sexual assault, domestic violence, dating violence, stalking (including cyber-stalking), indecent exposure, or sexual exploitation such as voyeurism, the non-consensual dissemination of illicit images or audio recordings of another person's unclothed body or sexual activity, or causing the incapacitation of another for the purpose of compromising that person's ability to consent to sexual activity;
- Violating the [Appropriate Use of Information Technology Resources](#) policy;
- Misconduct that leads to suspension or expulsion from the University;
- Aiding, facilitating, or encouraging another person to commit any of the above acts or any other student conduct violation.

#### D. Appealing a Removal Decision

1. A resident may appeal a decision by the Dean of Students to remove the resident from University housing due to the resident's misconduct and resulting breach of their housing contract with the University by filing a written [notice of appeal](#) with the Office of the Vice President for Student Affairs within two (2) business days of the removal decision date. The appeal must be based on one or more of the following grounds:
  - a. Irregular proceedings or abuse of discretion or misconduct by a University official that has deprived the student of a fair and impartial decision process;
  - b. Newly discovered information that should be considered;
  - c. The decision is excessively severe or not reasonably justified by the nature of the resident's misconduct;
  - d. The decision violates University policy, its contractual obligations, or is contrary to law.
2. The Vice President for Student Affairs will determine whether the resident's notice of appeal sets forth proper grounds for appealing the removal decision, and if so, will undertake or direct whatever action the Vice President determines is necessary to resolve any identified issue(s).
3. The Vice President for Student Affairs will, within three (3) business days of receiving the notice of appeal, provide the resident with a written decision letter that upholds, modifies, or overturns the removal from University housing decision. The decision of the Vice President for Student Affairs is final.

#### E. Communication

Student conduct and resident removal correspondence is transmitted electronically on the day of issue to the affected parties via their official University email addresses. The University deems such materials to have been delivered to and received by the intended recipient(s) on the day of transmission. The affected parties are responsible for accessing their electronic communications in a timely manner.

## RESPONSIBILITIES

**Office of the Dean of Students:** adjudicates violations of the *Student Code of Conduct* and these *Standards of Residence*. Removes residents from University housing in accordance with this policy.

**Residence Life:** informs all University housing facility residents of the content and meaning of and enforces these *Standards of Residence*.

**Vice President for Student Affairs:** hears appeals of decisions by the Dean of Students to remove a resident from University housing following a finding of responsibility for a conduct violation and the resulting breach of the resident's University housing contract.

## PROCEDURES

[Student Code of Conduct Procedures](#)

The procedure for appealing a removal from University housing is outlined in Section V(D) above.

## RELATED INFORMATION

### Forms or Tools

[Permitted Personal Safety Devices](#)

[Removal from University Housing Notice of Appeal Form](#)

### Cross-References

[Alcohol and Other Drugs](#)

[Appropriate Use of Information Technology Resources](#)

[Fire Safety](#)

[Hazing Prevention](#)

[JacksCard Terms and Conditions](#)

[Nondiscrimination and Anti-Harassment](#)

[Pets on Campus](#)

[Service and Assistance Animals](#)

[Student Code of Conduct](#)

[Student Sexual or Gender-Based Misconduct](#)

[Tobacco-Free Campus](#)

### Sources

[Arizona Board of Regents Policy 5-302](#)

[Arizona Board of Regents Policy 5-308](#)

[Arizona Revised Statutes § 12-781](#)

## APPENDIX

None.