



Rights and Responsibilities as a Resident

Welcome to your new home in the residence halls at the University of Nebraska –Lincoln. The following information outlines the rights and responsibilities that are yours as a member of our residence hall community. We expect you to read this information because you are held accountable for your behavior and the choices you make. When there are large groups of people living together, there is a need for community standards so everyone has the same opportunities and everyone is treated with respect. University Housing reserves the right to alter your room assignment or cancel your contract if, in the University's opinion, you are unable to adjust to the community standards necessary for a group living environment.

If you have questions about any of the rights and responsibilities, please contact your Residence Director (RD), whose office is located on the main floor of your residence hall.

Serious Violations

Certain regulations have been developed to assist in protecting your rights and the rights of other community members. Many policies are a matter of courtesy. Inappropriate behavior or unlawful activities may result in immediate termination of your residence hall contract (regular cancellation fees will apply), your relocation to another hall and/or referral to the Office of the Dean of Students or the appropriate law enforcement body. Such violations include, but are not limited to the following:

- Possessing, using, or selling drugs (including alcohol, marijuana, narcotics, or prescription drugs intended for use by another individual)
- Arson or tampering with fire equipment (i.e. fire extinguishers, alarms, exit signs, smoke detectors, sprinkler systems, speaker system, strobe lights, etc.)
- Abuse (physical or verbal) and/or battery of a resident or staff member
- Possession of firearms or weapons, possession of explosives (including fireworks). Throwing or dropping objects out of windows
- Trespassing in residence hall rooms or opposite sex bathrooms
- Possession of stolen property
- Tampering with the mail or mail boxes
- Other inappropriate behavior deemed so by Housing personnel.

Alcohol Policy

State law and University regulations state that the possession or consumption of alcohol in any University residence hall is prohibited, regardless of the student's age. In addition, it is a University policy violation to be in a room where alcohol is present.

- Possession or display of containers with residue that held or were intended to hold alcoholic beverages is also not permitted.
- Alcohol-related conduct that infringes upon the rights of the others to a quiet, orderly living environment or that poses danger to self or others is not acceptable under any circumstances.
- University Police and residence hall staff reserve the right to dispose of alcohol.
- Residents in violation of this policy are subject to:
 - Mandatory attendance in an alcohol education class as well as conduct probation, behavioral requirements, alcohol evaluation, relocation, contract cancellation (should such an action occur, full cancellation fees will apply), suspension, expulsion, arrest and/or prosecution.
 - University Housing staff reserve the right to contact parents/guardians about any resident who is transported to detox or the hospital for acute alcohol intoxication.
- Your guests are subject to this policy; residents will be held similarly accountable for the actions of their guests.
- Additionally, individuals responsible for secondary hosting of a gathering at which alcohol is present are also in violation of University policy. Secondary hosting is defined as awareness or knowledge of such a gathering in one's own room with the resident taking no steps to discourage its occurrence.

Drug Policy

State law and University regulations prohibit possession, use, and/or distribution of illegal drugs, drug paraphernalia and/or controlled substances (including marijuana, narcotics, or prescription drugs intended for use by another individual) in any University residence hall. In addition, it is a University policy violation to be in a room where drugs are present.

- Residents in violation of this policy are subject to:
 - Mandatory attendance in a drug education class as well as conduct probation, behavioral requirements,

drug use evaluation, relocation, contract cancellation (should such an action occur, full contract cancellation fees will apply), suspension, expulsion, arrest and/or prosecution.

- University Housing staff reserve the right to contact parents/guardians about any resident who is in violation of this policy or is transported to detox or the hospital for drug use health concerns.
- Possession or use of prescription drugs belonging to others is unlawful and therefore prohibited.
- Your guests are likewise subject to this policy and residents will be held similarly accountable for the actions of their guests.

Firearms/Weapons

Firearms, ammunition, martial arts weapons, knives, explosives, and other weapons are not allowed in the halls. A locked storage area is provided in the UNL Police department for firearms.

Harassment

The Housing staff is committed to creating an environment in which each student feels safe living in the residence halls and is free from harm and unreasonable interference. Therefore, students who engage in acts or communications that are intended to threaten, intimidate, or harass a particular student and to cause that student to fear for his or her safety, are in violation of the harassment policy and will be subject to severe disciplinary action.

Facility Misuse

You and your roommate are responsible for the condition of your room and its contents and will be charged for any damages beyond normal wear and tear. The condition of the common areas (lounges, bathrooms, hallways, elevators) is also the responsibility of the floor residents. Students who damage or misuse any hall facility will be responsible for the cost of repairs and may be subject to disciplinary action. Floor residents may also be held accountable for damages to the common areas should those responsible not come forward. In addition, cleanliness and sanitation are a necessity of community living. We provide clean common areas and restrooms. You will be expected to clean your room and dispose of trash properly and on a regular basis. If you are responsible for unsanitary conditions that have an effect on your room or others, you may be assessed a cleaning fee and sanctions may result from your disrupting the community.

Communication

Housing staff may contact you by phone, mail or e-mail about a variety of issues such as your maintenance request, plans for holiday breaks, safety issues, etc. Please help us provide you with quality service by responding in a timely manner.

You are responsible for checking your mailbox frequently. Any notices to a resident shall be deemed received by residents on the date delivered to the resident's unit or mailbox.

Computer/Network

The University of Nebraska is committed to providing the best network and service connections possible to all residence hall students. Students connecting their personal computer to the University network system by utilizing the dataport in their room are responsible for following all guidelines and regulations of the UNL Computer Use Policies and ResNet, available on the UNL home page at www.unl.edu and resnet.unl.edu. If students are found to be in violation of this policy, or fail to provide reasonable security precautions, updated anti-virus protection or required system patches, their room computer port may be deactivated. If a room computer port has been deactivated for policy or system maintenance violations, a fee may be required to recertify your computer and reactivate the port. Information services staff (402-472-3535) is available to answer technical questions and make recommendations for personal computer maintenance.

Quiet Hours

Residents of your hall floor establish study hours that are monitored by the residents with staff assistance. Since everyone has the right to sleep and study, it is expected that everyone be considerate and keep noise to a minimum. Stereos, TVs, etc., can be a source of enjoyment to the listener; however, if played too loudly, they can also disrupt others' activities.

You share the responsibility with staff members to ask others to be quiet, turn down stereos, turn off alarm clocks, etc., if you are being disturbed. At the same time, you will be expected to use your own stereo and other electronics in such a way that no one will be disturbed.

Each semester, during dead week and finals week, quiet hours are in effect 24 hours each day.

Noise

Residents are expected to use discretion where noise is concerned both in and around the residential areas. Therefore, excessive noise is prohibited at all times. Courtesy hours are always in effect, and students are asked to be considerate of others' rights to study and sleep, see section on Quiet Hours.

If stereos or other electronics are played out of windows, or are a problem in any area around the residence halls, owners risk removal of the equipment from the residence hall and may be held accountable for the expense of having their equipment boxed and shipped off campus. Due to the nature of these musical instruments, drums and amplified guitars are not permitted in any on-campus housing.

If a resident has a problem with noise, the first step is to talk to the resident(s) creating the noise. If the noise continues after a resident has discussed the situation with the other resident, your Resident Assistant (RA) should be contacted. If that RA is not available, contact the RA on duty for that building/area. During final examinations and dead week each semester, 24-hour quiet hours will be enforced.

Guests/Host Responsibility

These regulations apply to the residents of all residence halls, regardless of room type.

Guests are defined as family members, friends, or other persons related to or affiliated in any way with the resident.

- In every residence hall/living unit, you are responsible for informing your guests of residence hall policies, and for the behavior and actions of your guest(s), up to and including being charged for policies that your guests violate. Guests are defined as family members, friends, or other persons related to or affiliated in any way with the resident.
- All guests must have an escort, which means the host is responsible for escorting and being with the guest to and from the room, as well as any other areas in the building at all times.
- Guests may visit your room at any time. After the fall term commences, any floor may vote to create a "no visitation" time block each day if two-thirds of the occupants of that floor agree.
- Bathroom facilities in residence halls are designated either for men or women. Persons may only use bathrooms in the residence halls that are designated for their gender.

Residents are not permitted to host guests who have any active trespass restrictions.

- Overnight guests: Residents may have same-sex overnight guests in their room subject to the limitations listed below:
 - Overnight guests are only allowed with the consent of other roommates. Visitation or overnight guests of one roommate should not infringe on the rights or access of other roommates.
 - The stay of the overnight guest(s) may not exceed four days (96 hours) in one month and such guests may not disturb roommates or other residents.
 - University staff reserves the right to require a guest to leave if university policies and/or residence hall policies are violated or if complaints are received from members of the floor/hall community.
 - Violation of any of these policies may lead to the limitation of guests visiting the resident(s) involved, nonresidents being charged with trespassing and residents (both guest and host) having their housing contract status reviewed.
 - The privilege of having guests may be revoked if the privilege is abused or residence hall or University policy violations occur involving the guests.
 - Same-sex overnight guests must be registered at the front desk and must carry their registration copy as ID.

Candles and Kitchen Appliances

You may not have lighted candles, burn incense, or use open heating coil appliances within the residence halls. For safety reasons, toaster ovens, electric skillets and electric grills (e.g. George Foreman grills) are not permitted. Please feel free to bring popcorn poppers, toasters, blenders, small microwaves (750 watts), small electric sandwich makers or coffee pots.

Gambling

Gambling, involving any exchange of money or anything of value, is not permitted.

NCard/Student ID

- Students are required to carry the NCard at all times.
- Failure to show the NCard to a staff member as requested is a violation of University and Housing

policy. Giving false information to a staff member is a violation of the Student Code of Conduct.

- Allowing another person to use your NCard for any reason is a violation of UNL policy. The NCard is not transferable and is to be used only by the person to whom it is issued.
- Residents of the halls (except Burr, Fedde, Love Memorial and Husker Hall) will be issued NCard access rights to their residence hall's exterior entry doors. These doors are locked between midnight and early morning (times vary by building). Residents will need to utilize their NCard to get inside the building after hours, and then must stop at the desk to show their NCard to the Night Clerk.
- If you lose your ID card, report it immediately to the NCard Office.
- Your campus NCard is required to gain access to the dining centers.

Tobacco Policy

All UNL residence halls are tobacco-free. This includes the use of any tobacco product. Smoking areas are located outside each residence hall, and residents and their guests must dispose of tobacco materials in the receptacles provided.

Smoking is not permitted within ten feet of building perimeters, including entrances.

Sales/Solicitation

Canvassing or solicitation of funds, sales, votes, memberships, literature, signatures, or subscriptions is not permitted in the residence halls. All non-student groups, agencies, and on-campus organizations, except the Residence Hall Association (RHA) and the Association of Students of the University of Nebraska (ASUN), must seek permission from the hall government, the Coordinator of Residence Hall Administration in the Residence Life Office or the Associate Director for Residence Life at University Housing for approval of solicitations. If you have a solicitor at your door, please contact a Resident Assistant or Residence Director.

Pets

Non-dangerous fish which live completely underwater are the only pets permitted in the halls. No cats, dogs, gerbils, snakes, birds, crabs, lobsters, spiders, etc; only fish are allowed. Aquariums may be no larger than 25 gallons.

Single Room Furniture

Residents of Burr or Fedde who have contracted for a single room may request to have the extra bed removed. All other furniture must remain in the room.

In Harper/Schramm/Smith, Abel/Sandoz, Selleck and Neihardt all furniture must remain in the rooms.

Holiday Decorations

Combustible decorations present a fire hazard in a residence hall room, therefore, prudent use of such decorations is strongly encouraged. Cut greenery, trees or branches are NOT permitted in rooms, and light strings are not allowed in hallways.

Room Entry, Inspection and Maintenance

The right to privacy, guaranteed by federal and state laws, applies to your residence hall room. Entry to student rooms is limited to emergency or repair circumstances as deemed necessary by complex staff, or as may be legally required.

In order to maintain its property and a safe environment for students, University Housing reserves the right to have authorized personnel wearing identification enter and inspect residence hall rooms at reasonable times, as deemed necessary. University personnel may enter a room after first knocking on the room door and announcing a request to enter. Reasonable time will be given for occupants to respond before entry occurs. If residents are not in the room, a room entry report will be left to notify residents of such an entrance.

Staff may enter a residence hall room for reasons including, but not limited to, the following:

- when there is strong reason to believe that any term or condition of the contract is being violated;
- at invitation or agreement by an occupant;
- to respond to a complaint of a disturbance, which includes hearing unreasonably loud or continuing sound from a room with the occupants failing to respond;
- to complete repairs to previously reported damaged items;
- whenever someone moves out of a room, for check-out purposes;
- to respond to health and safety issues, and to ensure the safety of people and facilities, and for any emergency reason (e.g. spray for insects, fire or broken pipes, etc.)

Space Reservations

Recognized, non-residential student organizations, including campus religious groups, may reserve space on a week-to-week basis in multipurpose space in the

halls for organization activities. Contact the Residence Life Services Supervisor of the complex in which you desire to reserve space.

Room Key or Room Card/Key

For security reasons, you should not loan your room key/card to others. If you are locked out of your room or lose your key/card, a temporary loaner key/card may be checked out from the complex main desk three times. After the third time, or in the case of late return of the loaner key/card, there is a \$10 service fee per check out. If you lose your key/card, there is a charge for changing the lock and replacing the key/card, as well as for loaner key/cards returned late or checked out more than three times. There is a \$30 minimum charge for changing the lock. It is a violation of University and housing policy to loan your room key or outside door card/key to any other individual.

Theft/Property Loss

UNL assumes no responsibility for students' personal belongings. Coverage through home-owners' insurance or from an independent insurance agent is strongly recommended. Keeping your room door locked at all times is highly encouraged.

Group living situations can pose some threat to the security of possessions. Help protect your property by making a list of serial numbers and by locking your door when you leave the room. The University does not provide personal property insurance. Your family's household insurance may cover your property while you live in the hall. Discuss this with your family's insurance carrier.

Safety and Security

Your personal safety and the protection of your possessions require a joint effort between you and the University. Any behavior that jeopardizes the safety of residents or staff is prohibited. In order to make living in the residence halls at UNL a safe and pleasant experience, here are some reminders:

- Keys and Building Security - Each resident will be issued a key to his/her assigned room. It is a violation of policy to duplicate this key or loan it to anyone else. If you lose your room key, you are expected to report this loss immediately to the hall/complex desk. You will be billed for the cost of key replacement.
 - Each resident will be issued NCard access rights to their residence hall's exterior entry doors. These doors are locked between midnight and early morning (times vary by building). You will need to utilize your NCard to get inside the building, and then must stop at the desk to show your NCard to the Night Clerk.
 - Students may not offer room keys to other individuals. Keys are for the sole use of the person to whom they are issued.
 - Residence halls are only as safe and secure as residents help to keep them. To protect the safety and security of all residents, do not prop an outside door to a residence hall unless it is attended. Jeopardizing residence hall security (e.g. propping outside doors open) in any way is prohibited. Any unsafe situations you cannot correct, such as lights out in a stairwell, safety hazards, etc., should be reported to a building staff member as soon as possible.
 - You are responsible for the actions of your guests.
 - While they are in the residence hall; guests must be escorted at all times.
 - Husker, Fedde and Love Memorial Halls are locked 24 hours a day.
- Familiarize yourself with the emergency procedures in your hall.
 - Contact your RA, RD, Health Aide, or University Police if you need emergency assistance.
 - According to the State Fire Marshal, the residence halls at UNL meet, and in many cases exceed, the state fire and life safety codes. Halls are equipped with safety equipment including smoke detectors and sprinklers in each room in highrise halls.
 - Any person who misuses fire safety equipment (including smoke detectors and sprinkler systems) will be subject to severe disciplinary action and/or arrest. If you are aware of anyone tampering with the equipment and report this to the staff, you may receive a cash reward provided by the Residence Hall Association.
 - Follow posted procedures for evacuation during fire alarms or tornados.
- Hall Sports: The residence halls are not designed for athletic events or horseplay. It is important to keep hallways intact and maintain safety and minimize disruption of the sleep/study atmosphere, because of the risk of injuries, accidents and potential property damage. Sporting activities, including, but not limited to, skateboarding, bicycle riding, soccer, playing Frisbee, golf, hockey, rollerblading, throwing or bouncing balls, etc., in the hallways or public areas

of the residence halls are prohibited. Violations can result in confiscation of equipment, as well as disciplinary sanctions and/or restitution for damages.

- Pranks: Practical jokes and pranks may damage property, injure other students, and can also increase the noise level and disturb non-involved residents. Students who engage in practical jokes and pranks will be held responsible for damages and disciplinary action may be taken. Because of the danger to others, dropping or throwing any object out of, or into the residence halls is strictly prohibited. Violators will be referred for disciplinary action.

You will receive further information about safety when you arrive on campus.

Medical Emergencies

Should a situation occur in which medical attention appears needed, University staff may summon emergency medical assistance. The cost of such assistance will be borne by the student/parents.

Cars, Bicycles, etc.

Parking permits for many areas of campus (e.g. Area R) can be obtained by contacting University Parking Services, located in the Stadium Drive Parking Garage at 402-472-1800. If you apply by the Parking Services deadline, you will receive the permit at the time you check in at your hall.

Parking permits (Area M only) for the Husker Hall parking lot can be obtained from the Residence Manager of Husker Hall for the first two weeks of fall semester only. After this two-week period, you will need to contact Family Housing, located at 1115 N. 16th Street.

Bicycle racks are located outside each hall. You may also store your bike in your room or in other designated indoor areas. You will need to bring a lock for your bicycle. Mopeds, motorcycles and electric/ gasoline-powered scooters may not be stored in rooms/buildings.

Communication

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Contact Information: University Housing, PO Box 880622, Lincoln, NE 68588-0622. Phone: 402-472-3561. Website: housing.unl.edu

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UNIVERSITY HOUSING

The University of Nebraska - Lincoln is an equal opportunity educator and employer with a comprehensive plan for diversity.

Rights and Responsibilities as a Resident

We expect you to read this information because you are held accountable for your behavior and the choices you make. When there are large groups of people living together, there is a need for community standards so everyone has the same opportunities and everyone is treated with respect. University Housing reserves the right to alter your room assignment or cancel your contract if, in the University's opinion, you are unable to adjust to the community standards necessary for a group living environment.

Step-by-Step Process of the Behavioral, Alcohol and Drug Intervention Plan

Discretionary responses will be applied according to displayed attitude, cooperation level and severity of violation. Failure to comply with the sanctions will result in a hold being placed on your future registration and may result in termination of your Housing Contract. Any deviations from the sanctions must have prior approval from the Associate Director of University Housing for Residence Life. Initial response by the University includes an administrative hearing with a student judicial officer. Documentation regarding all sanctions will be recorded in the University of Nebraska-Lincoln Office of Student Judicial Affairs or with the Assistant Director of Residence Life for Conduct.

Violation	Consequence	
<p>A. First Offense - Alcohol</p> <ul style="list-style-type: none"> • Possession or in the presence of alcohol • Noise violation associated with alcohol • Disruption to the community due to alcohol possession or use. 	<p>Minimum Response</p> <ul style="list-style-type: none"> • Motivational interviewing session with Residence Director (RD) or Residence Manager (RM); • University warning; • Behavioral Requirement* for 24 hours; • Educational Requirement: Mandatory participation in Alcohol Skills Training Program (ASTP) or E-CHUG and follow through on recommendations. 	<p>Discretionary Response</p> <ul style="list-style-type: none"> • Additional Behavioral Requirement* for 25-50 hours; • An attempt at parental notification will occur if the student is taken to detox or the hospital for acute alcohol poisoning (to solicit their assistance as appropriate); • Housing relocation. <p>Additional Consequence</p> <ul style="list-style-type: none"> • University Police (UNLPD) notified; appropriate legal charges may be filed by UNLPD, e.g., Minor in Possession (MIP), procuring for a minor, Minor in Consumption (MIPC).**
<p>B. First Offense - Marijuana</p> <ul style="list-style-type: none"> • Possession or in the presence of marijuana • Possession or in the presence of drug paraphernalia • Disruption to the community due to drug possession or use. 	<p>Minimum Response</p> <ul style="list-style-type: none"> • Motivational interviewing session with Residence Director (RD) or Residence Manager (RM); • Conduct probation (for one year); • Behavioral Requirement* for 24 hours; • An attempt at parental notification will occur; • Educational Requirement: Mandatory participation in Brief Alcohol Skills Intervention for College Students (BASICS) as modified for marijuana and follow through on recommendations. 	<p>Discretionary Response</p> <ul style="list-style-type: none"> • Additional Behavioral Requirement* for 25-50 hours; • Housing relocation. <p>Additional Consequence</p> <ul style="list-style-type: none"> • University Police (UNLPD) notified; appropriate legal charges may be filed by UNLPD, e.g., possession of a controlled substance**.
<p>C. Second Offense - Marijuana</p> <ul style="list-style-type: none"> • Possession or in the presence of marijuana • Possession or in the presence of drug paraphernalia • Disruption to the community due to drug possession or use. 	<p>Minimum Response</p> <ul style="list-style-type: none"> • Housing Contract cancellation (regular cancellation fees will apply); • Attempt at parental notification will occur. 	<p>Additional Consequence</p> <ul style="list-style-type: none"> • University Police (UNLPD) notified; appropriate legal charges may be filed by UNLPD, e.g., possession of a controlled substance**.
<p>D. Any Subsequent Violation of Offense Listed Under "A" OR</p> <p>E. Any of the following behaviors demonstrated while under the influence:</p> <ol style="list-style-type: none"> 1. Harassment 2. Vandalism 3. Drunken and disorderly conduct 4. Obstructing a university official 5. Violence (behavior determined to be less severe than behaviors identified in section F) 	<p>Minimum Response</p> <ul style="list-style-type: none"> • Educational Requirement: Mandatory participation in Brief Alcohol Skills Intervention for College Students (BASICS) and follow through on recommendations, if not assessed on first offense; • Conduct probation; • Behavioral Requirement* for 30-60 hours. 	<p>Discretionary Response</p> <ul style="list-style-type: none"> • Attempt at parental notification (to solicit their assistance as appropriate); • Housing relocation; • Substance Abuse Evaluation and follow through on recommendations; • Removal from housing facility and termination of the Housing Contract. <p>Additional Consequence</p> <ul style="list-style-type: none"> • University Police (UNLPD) notified; appropriate legal charges may be filed by UNLPD, e.g., Minor in Possession (MIP), Minor in Consumption (MIPC) procuring for a minor, possession of a controlled substance**.
<p>F. Dangerous Behavior Not Tolerated In Approved Housing</p> <ul style="list-style-type: none"> • First offense possession or in the presence of illicit drug(s) other than marijuana • Acute alcohol intoxication • Dangerous conduct to self • Repeated episodes of intoxication • Drug dealing, distribution, and sale of illicit drugs • Threatening physical harm to the life and safety of another e.g., sexual assault, battery, intention to commit assault with a weapon • Tampering with fire safety equipment. 	<p>Minimum Response</p> <ul style="list-style-type: none"> • Educational Requirement: Mandatory participation in Brief Alcohol Skills Intervention for College Students (BASICS) and Drug Education, and follow through on recommendations, if not assessed for prior violation(s); • Conduct probation; • Referral to Judicial Affairs Office; • Attempt at parental notification (to solicit their assistance as appropriate); 	<p>Discretionary Response</p> <ul style="list-style-type: none"> • Substance abuse evaluation and follow through on recommendations; • Housing Contract cancellation (regular cancellation fees will apply); • Housing relocation. <p>Additional Consequence</p> <ul style="list-style-type: none"> • University Police (UNLPD) notified; appropriate legal charges may be filed by UNLPD, e.g., Minor in Possession (MIP), procuring for a minor, possession of a controlled substance**; • Behavioral Requirement* for 40-100 hours.

*Behavioral or Educational Requirements should fit the violation in terms of kind and severity; e.g., shadow duty RAs/CRA's; apologize to residents and custodians affected; spend a Friday night monitoring intakes at Cornhusker Place Detoxification Center; accompany the on-call custodian for clean-up in hall bathrooms, floors, and stairwells; work with staff to do community education program, or various assigned responsibilities.

**Controlled substances include the use of prescription drugs without the appropriate prescription.

Questions? If you have questions concerning any of your rights or responsibilities as a residence hall student or the conduct of other residents, we strongly encourage you to contact your Resident/Community Resident Assistant or Residence Director/Residence Manager.



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