



## Office of Housing & Student Conduct Policies

*(Updated March 22<sup>nd</sup>, 2022)*

**Mission and Purpose** The overall goal of the Student Housing program is to provide supportive, high-quality residential environment that promotes the educational goals and values of the University and is conducive to student learning. Staff members develop and promote programs, services, and staff interactions that encourage student development with a particular emphasis on individual responsibility. Efforts are directed towards establishing a community where there is an appreciation of individuals and a respect for his/her rights. Services are provided with an understanding of and a commitment to quality about fairness, efficiency, and cost effectiveness.

### Residence Hall Guest, Visitor and Overnight Policy

- Residential students are allowed **ONE** overnight guest per person and no more than **TWO** total overnight guests in an apartment at any time.
- Maximum occupancy for each apartment at ALL times will be **EIGHT (8)** people.
- Residents may be permitted to have an overnight guest for a maximum of **TWO** consecutive nights in a 14 day period.
- Overnight guest forms must be submitted to the Housing office **24 hours** before guest arrival in order to be approved.
- **ANY** violation of this policy may lead to a no trespass order issued to the guest by the Department of Public Safety (DPS) and USCB students subject to punishment through the Student Handbook and Judicial Affairs.

### Housing Window Policy

The Office of Housing & Student Conduct prohibits the posting or hanging of any material on either side of the residence hall apartment/room windows. Drawing, painting, and writing on the residence hall windows are also prohibited. Apart from University issued window coverings (blinds), windows are not to be visually obstructed in any way.

### Furnishings and Appliances

- All on-campus housing rooms are furnished as deemed appropriate by Housing & Residence Life. No provided furniture can be removed from the student room or apartment.
- Mattresses are to be used on the bed frames provided and not on the floor. All beds, except bunk beds, must remain on the floor and may not be elevated in any manner. Waterbeds, other beds, or any other large pieces of furniture (i.e., wardrobes, dressers, etc.) may not be brought into the residence halls. Furniture is to remain upright and be used as designed and is not to be disassembled in any manner. Furniture may not be stacked.

- In on-campus housing apartment kitchens, residents may store and use only Underwriter Laboratory (UL) or Factory Mutual (FM) approved appliances with an enclosed heating element. Heating or cooking devices that utilize flammable liquids or flammable compressed gases are prohibited.
- Extension cords are prohibited. All electrical appliances must either be plugged directly into the wall outlet or plugged into an Underwriter Laboratory (UL) or Factory Mutual (FM) listed power strip that contains a circuit breaker or a replaceable fuse. Electrical items with frayed electrical cords or damaged plugs should be either repaired or discarded. Electrical cords should never be run under mattresses, rugs, carpeting, or other potentially combustible materials (see Fire Safety).
- The misuse of or failure to properly attend to any electrical appliance (e.g., iron, hair dryer, etc.) is prohibited.

### **Pets and Animals**

Fish are the only animals permitted within the University residence halls. Fish are defined as animals with fins and gills, living under water, in a 10-gallon or less aquarium, 24 hours a day. No other pets are permitted in any residence hall. The Office of Housing & Student Conduct reserves the right to require immediate removal of the pet(s) and charge the resident(s) for all costs incurred in the process of removing the pet(s). Any cost associated with the possession of a pet, including damaged furniture, cleaning, pest control, etc. will be charged to the residents of the apartment. Additionally, residents found responsible for violating the Pets and Animals policy may face the following fines:

1st Offense - \$50.00

Each additional offense - \$100.00

### **Trash left outside of door/breezeways**

All garbage, and any other types of waste must be placed in the dumpsters located throughout the campus community. No trash or other waste may be left or stored on the grounds of the community, kept by an entrance door, in a hallway or breezeway, or placed in improper containers or elsewhere in the campus community. Any resident or apartment violating any of the above policy will be charged a Housing fine of at least \$25.00 per bag that needs to be disposed of.

### **Alcohol Policy**

- No one under the age of 21 may purchase, possess, or consume any alcoholic beverages anywhere at the University of South Carolina Beaufort.
- Aiding or abetting in the sale or transfer of alcoholic beverages to any person under the age of 21 is prohibited.

- Persons and their guest(s), 21 years of age or older, may possess and consume alcoholic beverages in individual residence hall rooms/apartments on campus when ALL persons assigned to live in the apartment are 21 years of age or older.
- No one under the age of 21 can be present in the room/apartment with any open container of any alcoholic beverage(s).
- Alcohol is not permitted in lounges, hallways, breezeways, stairwells, parking lots, courtyards, and other common areas outside of individual apartments.
- At no time are kegs or any other common source containers of alcohol allowed and all beverages must be used in individual containers.
- Any container of alcohol being transported must be sealed and covered while on University premises.
- Anyone who appears on campus and is obviously impaired as a result of being under the influence of any substance is in violation of the alcohol policy.
- Property damage because of alcohol or other drug use is a violation of the alcohol policy.
- No manufacturing of alcohol of any kind is permitted
- Playing drinking games or possessing alcohol paraphernalia

As members of the University community, students are expected to comply with and abide by this policy as well as the laws of the State of South Carolina.

This policy is subject to change with new local, state, or federal laws pertaining to the possession and consumption of beer, wine or distilled spirits.

### **Compliance with General Laws**

Students or student organizations involved in alleged violations of any federal, state, or local laws may be subject to disciplinary action. Disciplinary action imposed by the University may precede and/or be in addition to any penalty imposed by an off-campus authority.

### **Damage to Property**

Damage to or destruction of property, or actions that have the potential for such damage or destruction is prohibited. Conduct which threatens to damage, or creates hazardous conditions such as dropping, throwing, or causing objects or substances to fall from windows, doors, ledges, balconies or roofs and the placing of trash, garbage, etc. in areas not designated for such is also prohibited. This includes, but is not limited to, unauthorized application of graffiti, paint, etc. to property or removal of window restrictors, security screens, etc.

### **Disorderly Conduct**

Individual or group behavior that is lewd, indecent, or a breach of peace. Such conduct includes, but is not limited to, unwelcome physical contact, or noncompliance with University officials, staff, or law enforcement when acting in the scope of their duties.

### **Disruptive Activity**

No person or organization may interfere with, disrupt normal activity and operations of, or promote the interference or disruption of students, faculty, administration, staff, or the educational mission of the University, or of the University or its buildings, equipment or facilities. Any form of expression that materially interferes with such activities and operations or invades the rights of persons may be proscribed or prohibited.

Noncompliance with reasonable time, place, or manner restrictions on expression is considered a violation of this section. Such activity includes, but is not limited to, behavior in a classroom or instructional program that interferes with the instructor or presenter's ability to conduct the class or program, or the ability of others to profit from the class or program.

**NOTE:** To remain in the vicinity of activity which threatens to disrupt or is disrupting normal University functions may have serious legal and disciplinary implications. Bystanders, if their presence incites or adds to the disruption, as well as more active participants in the disruptive activity may be charged with jointly engaging in an enterprise which is prohibited by law. Students should accordingly avoid the scene of any disruptive or potentially disruptive action. In any case, failure to leave when asked to disperse by University or law enforcement officials will result in disciplinary and/or legal action.

**NOTE:** In any case wherein students of the University of South Carolina Beaufort are involved in action which is disruptive of the normal activities of the institution or its personnel, or which exceeds the bounds of normal internal discipline in its impact, the Board of Trustees may exercise its right to name a Special Hearing Board, Committee, or Officer to investigate the questioned action and to initiate appropriate disciplinary or other measures.

### **Drug Policies**

The unauthorized possession, use, manufacture, sale, or distribution of any counterfeit, illegal, dangerous, "designer," or controlled drug or other substance is prohibited. This includes prescription medications. Violating any other provision of the Student Code of Conduct while under the influence of any illegal or illegally obtained drug is also a violation of this policy (Refer to the University Drug Policy). The possession of drug paraphernalia is also prohibited (i.e. pipes, bongs, blunts). Any dilute, late, missed, forged, or failed university required drug screen will constitute a violation of this policy. Students involved in the vicinity of drug use (i.e. being

in the same room or automobile) or the possession of marijuana related paraphernalia which is defined as, but not limited to, any and all types of equipment, products or materials of any kind which are used, intended for use or designed for using or selling drugs, will face conduct action.

### **Failure to Comply with Official Requests**

Students and student organizations are expected to comply with and respond appropriately to the reasonable and lawful requests of University officials in the performance of their duties.

Students are expected to appear at disciplinary hearings to respond to allegations or testify as a witness when reasonably notified to do so. A failure to properly comply with or complete a sanction or obligation resulting from a disciplinary hearing or adjudication may also be considered failure to comply with an official request. (Note to residential students: The definition of University officials in this regulation includes Housing staff).

### **Failure to Comply with University Policies and Procedures**

Failure to abide by any published University policy or procedure is prohibited.

### **Fire Hazard**

No person shall start a fire or create a fire hazard on University property without University authorization. This regulation is also intended to prohibit the possession and/or use of candles, torches, incense burners, other open flame apparatus, as well as extension cords and other devices or materials which may create a fire hazard if used without authorization or in unauthorized areas including, but not limited to, residence hall rooms. Hover boards are considered a risk to fire safety and are not permitted in University housing. The University of South Carolina Beaufort prohibits the use, possession, or storage of electronic skateboards including self-balancing hover boards/scooters, and other similar equipment in all university managed residence halls.

### **Fraud or Lying**

Lying or fraudulent misrepresentation in, or with regard to, any transaction with the University, whether oral or written, is prohibited, including but not limited to misrepresenting the truth before a hearing of the University or knowingly making a false statement orally or in writing to any University official which materially interferes with University processes or procedures.

### **Harm to Persons**

Actions which result in physical harm, have the potential for physically harming another person, which create conditions that pose a risk of physical harm to another, or which cause reasonable apprehension of physical harm are prohibited. Conduct which threatens to cause harm to persons, or creates hazardous conditions for persons, such as dropping, throwing, or causing objects or substances to fall from windows, doors, ledges, balconies, or roofs is also prohibited.

### **Harassment**

Conduct that creates or attempts to create an intimidating, hostile, or offensive environment for another person. Such conduct includes, but is not limited to, action(s) or statement(s) that threaten harm or intimidate a person, stalking, voyeurism (or peeping) or any other form of unwanted contact.

- Voyeurism is defined as viewing, photographing, audio recording, video recording, producing, or creating a digital electronic file or filming another person without that person's knowledge and consent, while the person is in a place where he or she would have a reasonable expectation of privacy.

### **Misuse of Documents**

Forgery, alteration, or misuse of any document, record, or officially issued identification is prohibited, including, but not limited to, furnishing false information, or withholding material information from the University processes or procedures.

### **Misuse of Fire Alarms and Safety Equipment**

No person shall make, or cause to be made, a false fire alarm, or emergency report of any kind. No person shall tamper with, damage, disable or misuse fire safety equipment including, but not limited to, fire extinguishers, fire hoses, fire alarms and fire doors. Tampering with or disabling any fire safety equipment in a residence hall may result in your immediate removal from University Housing and a fine.

### **Lockouts**

Residents who are locked out of their rooms can go the housing office during regular business hours or call the RA on duty if after 5:00 p.m. Each USCB student gets **3** free lockouts each academic year. After the third lockout the student will be charged \$25 per lockout. The student's account will be billed for this service.

### **Misuse of Keys**

No person may use or possess any University key without proper authorization. No student is allowed under any condition to have a University key duplicated. (Note to resident students: Loaning a residence hall room key to a person not assigned to that room may be considered a violation of this regulation).

### **Misuse of University Student Identification Cards**

Lending a University Student ID card to anyone for reasons not authorized by the University Student ID policy, failing to present a Student ID card when requested by a University official acting in the performance of his or her duties, or possessing or using a fraudulent ID card, may subject the owner and/or the holder to disciplinary action (Refer to University Student Identification Card Policy).

### **Possession of Weapons**

The unauthorized possession or use of firearms or weapons of any other kind (including but not limited to knives, slingshots, metal knuckles, razors, paintball guns, BB guns, and air pistols) is prohibited. The use or display of any object or instrument in a dangerous or threatening manner is prohibited. The University Department of Public Safety provides temporary storage of these items with scheduled access by owners.

### **Theft or Misappropriation**

Theft of any kind, including seizing, receiving, or concealing property or services with knowledge that it has been stolen, is prohibited. Sale, possession, or misappropriation of any property or services without the owner's permission is also prohibited.

**Use of Fireworks and Explosive Materials**

The ignition or detonation of anything which could cause damage to persons or property or disruption by fire, smoke, explosion, noxious odors, stain, corrosion or similar means: Possession of anything in the nature of fireworks, explosives or chemical explosives is prohibited on any property owned or operated by the University or off campus University sponsored events without prior University authorization.