

## **2024-2025 University Housing Community Standards**

Life in a University housing facility is based on the premise that learning on a college campus occurs inside and outside the classroom. In order to maintain a thriving residential environment, residents must feel like they are part of a supportive and caring community that allows them to sleep, study, develop relationships, and connect to the UK campus. As such, University Housing Community Standards have been established with the goals of the residential community in mind and in accordance with University policies and local, state, and federal laws.

All members of the residential community, students and staff alike are responsible for maintaining University Housing Community Standards (UHCS). If a resident engages in behavior that is considered a violation of one of these standards, a staff member will write a report of the incident (Incident Report) and refer the report to the appropriate individual or office for review and follow-up. Additionally, attempts to engage in prohibited behaviors or assisting in the commission of such behaviors can be treated as if the attempted violation occurred. Follow-up on an Incident Report may involve an informal meeting between the involved party and a Housing Conduct Officer, who may be a Resident Director, other Residence Life staff member, or Fraternity & Sorority Life staff member.

After discussing the incident, if the Housing Conduct Officer determines, by the preponderance of the evidence (more likely than not), that a violation of the UHCS occurred, a restorative action plan may be issued. Possible restorative actions include, but are not limited to: a written warning, residence hall probation, restriction of visitation privileges, monetary restitution, completion of substance education workshops, participation in educational programs, written reflection, or transfer to another housing facility. If the appropriate restorative action is the cancellation of the housing contract, the Incident Report will be referred to the Office of Student Conduct.

**Incident Reports also may be referred to the Office of Student Conduct and/or the Office of Institutional Equity & Equal Opportunity. Referred incidents will be resolved according to the policies and procedures of the department responsible for resolution. Any case that may result in the termination of a student's residence in campus housing will be automatically referred to the Office of Student Conduct.**

### **Rights in the University Housing Student Conduct Process are as follows:**

1. For Respondents, to be provided written notice of any allegation or formal charge of the misconduct, as well as a description of the alleged misconduct.
2. For Respondents, to be presumed not responsible for a violation until determined otherwise. The burden of establishing a violation of the University Housing Community Standards and/or Code of Student Conduct is on the University. For Complainants and/or witnesses, this presumption afforded shall not be construed to mean that the complainant or any witness has presented false testimony or evidence.
3. To review the information contained in the incident report, with all personally identifying information of other students removed (if appropriate), in advance of a student housing conduct meeting.
4. To present relevant information on their behalf, verbally or in writing.
5. To have up to two (2) support persons present at a student housing conduct meeting.
6. To not speak or answer any question during a student housing conduct meeting. Refusal to do so is not considered admitting responsibility for an alleged violation.
7. To ask reasonable questions and challenge, either verbally or in writing, the allegation(s), formal charge(s), or information provided during a student housing conduct meeting.

8. To request an alternate Housing Conduct Officer or Outcome Review Conduct Officer based on a communicated conflict of interest or bias.
9. To know the identity of persons speaking or providing written information to University Housing regarding an alleged violation of UHCS.
10. To provide an impact statement(s) for consideration during the restorative action phase of a student housing conduct meeting or during a restorative conference.
11. To request an Outcome Review of any decision of a Housing Conduct Officer.

Note: When cases are referred to the Office of Student Conduct, the Office of Institutional Equity and Equal Opportunity, or other University Offices, the student rights and processes of those offices will apply.

**Procedures:**

**A. Initiating the Housing Conduct Process:**

1. When a potential violation of the UHCS is observed by or reported to a Residence Life staff member, an incident report will be written. Community members may also submit good faith complaints for review in the student housing conduct process. An incident report is a written account of an event or situation. An incident report may include supporting documentation such as pictures, video etc.
2. The incident report will be reviewed by a Housing Conduct Officer and assigned for management. Reports may be referred to other University offices depending on the nature of the report or complaint. In matters where support services are necessary, the incident report may be shared with appropriate support services. The engagement of support services does not prevent the initiation of the student conduct process.
3. The Housing Conduct Officer will review the report to determine if the report has merit. If the report lacks merit, it will be dismissed. Appropriate parties will typically be informed in writing within ten (10) business days of the dismissal or a timeline for determining the merit of the complaint. In certain circumstances (breaks in the semester, size and scope of the investigation, etc.) the housing conduct officer may conduct an investigation lasting longer than ten (10) business days. In these circumstances, the results of the investigation, and any subsequent action, will be communicated to the appropriate party(ies).
4. The notice letter will include a summary of the complaint, the alleged policy violations, the date, time, and location of the informal meeting, and any interim measures. The notice letter will be sent to the Respondent via University email no less than three (3) business days prior to a scheduled conduct meeting. Failure to read the notice letter or attend the informal meeting may result in the case being heard in the Respondent's absence. Cases heard in a Respondent's absence may not be eligible for the outcome review process.
5. The time and date of the informal meeting is determined by the Respondent's class schedule and the availability of the Housing Conduct Officer. An investigative meeting or informal meeting will only be rescheduled for good cause, as determined by the Housing Conduct Officer.
6. Prior to any student conduct meeting, the Respondent may contact the assigned Housing Conduct Officer to arrange to review information relevant to the allegations.

**B. Informal Meeting Process: Housing and Fraternity & Sorority Life**

1. Respondents will be provided with an informal meeting to resolve the allegations. Informal meetings are closed to the public. Informal meetings permit the Respondent to discuss the allegations with a Housing Conduct Officer. Respondents may have up to two (2) Support Persons present at a meeting. A Support Person may not represent, speak on behalf of, delay, disrupt, or otherwise interfere with a student conduct meeting. Further, a support person may not be involved as a party or potential witness in the incident being discussed.
2. The Housing Conduct Officer will complete the following procedure:

- a. Provide an opportunity for the Respondent to review their rights;
  - b. Review the informal meeting process and the alleged violation of the UHCS;
  - c. Review the Incident Report.
3. The Housing Conduct Officer will provide the Respondent with an opportunity to respond to the report and the alleged violations.
  4. The Housing Conduct Officer will determine if there is sufficient information to meet the standard of proof, which is the preponderance of the evidence. The following may be decided as a result of the informal meeting:
    - a. The Respondent is found not responsible for a violation of UHCS;
    - b. The Respondent is found responsible for a violation of UHCS and accepts the proposed restorative actions;
    - c. The Respondent is found responsible for a violation and does not accept that they are responsible for the violation of UHCS and does not accept the proposed restorative action plan;
    - d. The Respondent is found responsible for a violation of UHCS and accepts the responsibility but does not accept the proposed restorative actions.
  5. Cases are not eligible for an outcome review when the Respondent accepts the finding of responsibility and restorative action plan during the informal meeting.
  6. The Respondent will be provided with written notification of outcome within seven (7) business days of the conclusion of the informal meeting process.
  7. Failure to complete the assigned restorative actions by the assigned deadline may result in a disciplinary hold or additional student conduct action.

**C. Restorative Conference:**

1. A restorative conference provides an opportunity for interaction between the Respondent and any harmed party or Complainant, but also may involve the community in the decision-making process. Restorative conferences provide everyone a voice in the process and allow for collaboration in deciding what is to be done about the incident in question. Community participants may be anyone in the community concerned about the behavior
2. Participation in a restorative conference is voluntary and all parties must willingly agree to attend. The Respondent must have previously accepted responsibility for the behavior in question for a restorative conference to occur. Restorative conferences may or may not result in restorative actions, depending on the outcome of the conference.
3. If a resolution is not met through the restorative conference, the student housing conduct process will resume, and an informal meeting will be scheduled to determine restorative actions.

**D. Outcome Review Procedures:**

In cases where a Respondent is found responsible for a violation and a restorative action plan is issued, the Respondent may request an outcome review. Outcome reviews are handled by an Outcome Review Conduct Officer, who is normally an Associate or Assistant Director of Housing or equivalent. Outcome reviews must be based on one or more of the following issues:

1. The information that was available to the Housing Conduct Officer was insufficient to support the decision that a violation of policy occurred,
2. Whether deviations in procedures were significantly prejudicial (i.e., would alter the outcome of the informal meeting). In such cases, the Outcome Review Conduct Officer will determine if the informal meeting was conducted fairly in light of the alleged violations and information presented, and in conformity when prescribed procedures providing UK and the Respondent to present information regarding the allegations,
3. The assigned restorative action is too severe for the violation that occurred, and/or
4. New information is available that was not available during the original student housing conduct meeting.

A request to review an outcome that is not based on one or more of the above issues will not be considered.

When a Respondent requests an outcome review stating a proper basis for review:

1. The Housing Conduct Officer will refer the request to an Outcome Review Conduct Officer.
2. The Outcome Review Conduct Officer will send a meeting notification letter to schedule a meeting within seven (7) business days from the date of the outcome letter sent after the informal meeting in which the outcome review was requested. Failure to read the notice letter or attend the outcome review meeting may result in the Outcome Review Conduct Officer making a decision in the Respondent's absence.
3. Student Housing outcome review decisions are final.

**Interim Measures:** In certain circumstances, upon receiving a complaint and prior to the completion of the conduct process, the Vice President for Student Success may impose reasonable interim measures including but not limited to, making adjustments in student housing arrangements, imposing conditions of no-contact between the Respondent and Complainant, temporarily suspending a student, or banning a student from UK property, educational opportunities, and/or extracurricular activities.

## University Housing Community Standards:

The following behaviors do not adhere to the community standards of the residential environment:

- 1) Use, possession, manufacturing, or distribution of cannabis, heroin, narcotics, or other controlled substances except as expressly permitted by law,
- 2) Public intoxication due to cannabis, heroin, narcotics, or other controlled substances as defined by KRS 525.100,
- 3) Possession of containers or paraphernalia related to cannabis, heroin, narcotics, or other controlled substance use,
- 4) Use, possession, manufacturing, or distribution of alcoholic beverages as defined by the Administrative Regulation 6.4. Alcoholic beverages may not, in any circumstance, be used by, possessed by, or distributed to any person under twenty-one (21) years of age. Alcoholic beverages are prohibited in undergraduate housing,
- 5) Public intoxication due to alcoholic beverages as defined by the Administrative Regulation 6.4,
- 6) Participation in alcohol drinking games and the possession of instruments designed to encourage excessive drinking (e.g., beer bong, pong, shot skis, flip cup),
- 7) Possession of alcohol containers or paraphernalia (items used for the storage or consumption of alcoholic substances) including decorative alcohol containers of any kind,
- 8) Use of any tobacco products, including vapes and e-cigarettes, on University premises or inside any University facility as defined by Administrative Regulation 6.5. Areas include buildings and structures, grounds, parking structures, enclosed bridges and walkways, sidewalks, parking lots, and vehicles, as well as personal vehicles in these areas,
- 9) Physical abuse, verbal abuse, threats, intimidation, harassment, coercion, and/or other conduct that threatens or endangers the health or safety of any person,
- 10) Retaliation, either directly or indirectly through others, against any individual involved in a student conduct proceeding or member of the University community,
- 11) Defacing, disfiguring, damaging, or destroying public or private property,
- 12) Failure to comply with directions of University officials or law enforcement officers acting in the performance of their duties. An example of a violation is failure to properly identify oneself to these persons when requested to do so,
- 13) Sexual misconduct, including non-consensual sexual activity, sexual harassment, and/or sexual exploitation as defined by Administrative Regulation 6.2,
- 14) Public exposure, defined as the exposure of the private or intimate parts of the body, in a lewd manner when the resident may be readily observed,
- 15) Stalking, as defined by Administrative Regulation 6.2,
- 16) Hazing, as defined by Administrative Regulation 6.10,
- 17) Unapproved possession of University or private property or taking of items without permission, including possession of property where the resident knows or should have known it was stolen,
- 18) Possession of firearms, explosives, dangerous chemicals, or other weapons including, but not limited to, hunting knives, airsoft guns, paintball guns, machetes, swords, daggers, nunchucks, nightstick, and throwing stars in University housing. Use of any such item, even if legally possessed, in a manner that harms, threatens, or causes fear or alarm to others is prohibited,
- 19) Acts of dishonesty, including but not limited to the following:
  - A. Furnishing false information to any University official, faculty member, or office,
  - B. Falsifying financial means, including, but not limited to cash, checks, or money orders, to the University or a member of the University community. Recurring financial over-obligation and nonpayment of debts to the University,
  - C. Bribing, or attempting to bribe, any University employee or student official,
  - D. Impersonating any University employee or student official,
  - E. Forgery, alteration, or misuse of any record, instrument of identification, or University document,
  - F. Falsely accusing another of misconduct,
  - G. Assisting another in a violation of University policy, including the Code of Student Conduct or University Housing Community Standards,
- 20) Abuse of the student conduct system, as defined in the Code of Student Conduct,
- 21) Violating the following visitation/guest policy:

- A. Hosting a guest(s) or animal(s) who violates University policy. A resident may be held accountable for the behavior of their guest or animal on residential property,
  - B. Failure to comply with the visitation policy, including but not limited to: violating the sign-in/sign-out procedures, or failing to escort one's guest at all times,
  - C. Failure to follow minor visitation policy. Minors aged 17 may be checked in for visitation between 8am-10pm. Visitation by minors between 10pm-8am is considered overnight visitation and minors must have submitted a minor visitation form 72-hours prior and be approved by the Resident Director or House Director. No exceptions. Minor Visitation Forms must be submitted to the Resident Director or House Director at least 72 hours prior to the minor checking in to ensure timely approval. Note: Requests are not monitored during University breaks and holidays. Minors under 17 are able to be checked-in as a guest between 8am-10pm with a parent or guardian present,
  - D. Cohabitation in the residence halls is prohibited. Cohabitation exists when a person who is not assigned to a residence hall room uses that room as if they were living there and, potentially, hinders a roommate's ability to sleep, study, or occupy their room, or creates conflict in the residential unit or community. A person who is not a resident of the room is not allowed to stay for more than three overnights, 2am-8am, in any two-week period or as deemed excessive by the Resident Director,
- 22) Residents and guests are expected to demonstrate appropriate care in common areas, including restrooms, lobbies, and hallways. These spaces and facilities should be used in accordance with their intended purpose. All guests must be escorted by their host in all common areas, and hosts should remain with their guests at all times,
  - 23) Projecting, throwing, or launching any object, substance, or laser pointer, directed to, from, into, or onto University housing windows, doors, terraces, ledges, roofs, walkways, or other areas, that have the potential for damaging or defacing property, causing personal injury, or disrupting the campus community,
  - 24) Using, or attempting to use, University property in a manner inconsistent with its designated purpose. This includes but is not limited to: removal of furniture or equipment from lounges, classrooms, or rooms, misusing recycling or trash bins, misusing laundry machines, or opening windows that are intended to be secured. Residents are responsible for disposing of all personal trash in designated compactors or dumpsters outside of the building,
  - 25) Unauthorized possession, duplication, or use of keys, mobile IDs or access cards to any University premises. This includes, but is not limited to, misusing an ID card, mobile ID, or key to gain unauthorized entrance into any housing facility or residence hall room, providing one's UKID to another student or a visitor, or inappropriately provisioning or using mobile IDs,
  - 26) Residents will receive three free lock outs per semester. Beginning with the fourth lock out and all subsequent lock outs, the resident will be charged a \$35 lock out fee to their student account,
  - 27) Failure to comply with housing administrative processes. Examples of violations include but are not limited to: not completing paperwork and procedures necessary for moving in and out of the housing facility and transferring between facilities or rooms, moving into another bedroom or facility without authorization, failing to swipe in at the front desk upon entry into the hall, failure to attend required meetings scheduled by staff members, or failing to notify staff if dropping below full-time student status,
  - 28) Unauthorized access to or use of spaces in or around a University housing facility, including but not limited to: basements, boiler rooms, storage areas, mail rooms, IT closets, HVAC closets inside residence hall rooms, closets used by staff members or maintenance/cleaning staff, other residence hall or fraternity and sorority house rooms, and/or unauthorized entrance to residence halls over University breaks,
  - 29) Excessive alteration to one's room without authorization. This includes but is not limited to unauthorized painting or application of wallpaper, construction, debunking beds, disassembling furniture, or other modifications to a room or common area,
  - 30) Failure to maintain an acceptable level of self-care or cleanliness to the extent that such failure interferes with the general comfort, safety, security, health or welfare of a member or members of the community,
  - 31) Violation of campus fire and safety policies, as defined in the Code of Student Conduct and policies of the University of Kentucky Fire Marshal. Behaviors include, but are not limited to the following:
    - A. Damaging smoke alarms, emergency lighting, exit signs, sprinkler heads and/or inappropriately using pull stations or fire extinguishers. Obstruction or removal of any fire safety equipment,
    - B. Possessing or using prohibited appliances and electrical items, which includes, but is not limited to portable heaters, Instant Pots, rice cookers, deep fryers or air fryers, immersion coils for heating water, ovens or stoves, extension cords, multi-plug adaptors, and other materials,
    - C. Residents are not permitted to bring additional refrigerators or microwaves without the approval of the Disability Resource Center. All microwaves and refrigerators must adhere to housing facility policies,

- D. Building or bringing bed lofts or bed enclosures into the housing facilities including headboards,
  - E. Possession or use of combustible or explosive materials including, but not limited to, flammable liquids, butane torches, ammunition, and fireworks,
  - F. Opening, tampering with, damaging, or removing screens or window limiters, climbing through windows, being on roofs, ledges, or terraces and/or placing objects on these areas,
  - G. Decorations that could pose a fire hazard or public health hazard, including but not limited to: candles and excessive wall coverings as determined by Residence Life staff or the University of Kentucky Fire Marshal,
  - H. Furniture or personal items blocking any exits from the room,
  - I. Bicycles and motorized equipment, including but not limited to electric scooters, electric skateboards, or hoverboards, are prohibited, with the exception of equipment needed by residents with disabilities,
  - J. Misuse of emergency exits and/or propping open emergency doors or security doors,
  - K. Placing items in such a way that they block hallways, stairways or egress, including placing decor such as doormats outside of rooms,
  - L. Failure to evacuate a building when a fire alarm begins to sound,
  - M. Other behaviors or items determined to create a fire or life safety risk as determined by the University of Kentucky Fire Marshal's Office,
- 32) Any form of unauthorized solicitation or door-to-door distribution of materials, including surveys and questionnaires,
  - 33) The use of University facilities and/or property for commercial sales activities by individual or non-University organizations. This includes recharging or repairing venter-owned electric scooters in residence halls, or operating a business in a residence hall,
  - 34) Hanging posters, decor, or advertisements on common area hallway walls, doors, room number plaques, or windows in residential floors by anyone other than staff members,
  - 35) Creating a community disturbance including individual or group activities that result in disturbance or distress to others such as: indoor sports, roughhousing, loud and unnecessary music, or voices and sounds that disrupt others. Courtesy Hours are always in place, which means residents are expected to maintain reasonable levels of noise and to comply with requests from others to be quiet,
  - 36) Failure to follow quiet hours policy. Quiet hours begin at 10:00 PM from Sunday through Thursday and 12:00 AM on Friday and Saturday and will last for a period of 12 hours every day. During quiet hours, noise from one's room or suite should not exceed the hallway door. Designated study rooms should always remain quiet. 24-hour quiet hours are in effect for finals week,
  - 37) Maintaining a pet and/or animal, regardless of length of stay, within a residence hall. Exceptions are service animals, service animals in training, emotional support animals that are registered with the Disability Resource Center, or aquarium fish contained in containers not exceeding 10 gallons, in accordance with Administrative Regulation 6.11. The care and supervision of the animal is solely the responsibility of its owner. Service animals in training must be registered with the Office of Residence Life,
  - 38) Failure to receive permission to stay in your housing facility past the day of your last final examination or vacate the hall by designated closing time. Unless an extension is granted by your Resident Director, residents are expected to move out of their building within 24 hours of their last final and vacate the hall for all designated break periods, as required by the housing contract. The housing contract expires at the completion of the resident's last examination of the spring semester or termination of the resident's enrollment,
  - 39) Mail, which is to be placed in residence hall mailboxes, must be delivered by the University's campus mail service or a parcel delivery company. Delivery by any other method, or the delivery of any other materials or illegal items, is not permitted,
  - 40) Failure to abide by any other policy reflected in University Administrative Regulations (AR), University Governing Regulations (GR), the Code of Student Conduct, or the Housing Contract (including addendums).