



2023/2024 Community Standards

Student rights and responsibilities

If you are ever in the presence of an alleged violation, you have some choices:

- You may attempt to stop the behavior or alleged violation,
- You may contact Student Housing & Residential Life staff, or University Police Department, or
- You may remove yourself from the situation.

Conduct records

Records regarding conduct meetings including, but not limited to, incident reports, letters, notes from the conduct meeting, and records of appeals relating to a student will be maintained by the Community Director for the building/area where the students reside or in the Student Housing & Residential Life office. Students have a right to review their Student Housing & Residential Life conduct file by contacting

Student Housing & Residential Life at studenthousing@csumb.edu or (831) 582-3378 and setting up an appointment to review their conduct file.

Student Housing & Residential Life maintains student conduct records for seven years after students leave CSU Monterey Bay housing. After this time, all conduct records will be destroyed.

Student rights and responsibilities:

As a member of CSU Monterey Bay's on-campus living community, you have certain individual rights your roommate(s) and those living around you should respect; however, these rights carry with them a reciprocal responsibility for you. Your responsibilities ensure your roommate(s), suite/quad/apartment mates, floormates, and other community members are afforded the same rights regardless of their identities, beliefs, and values. When you meet your responsibilities, you will be helping make the university and residential communities a great place to live where all students can be successful!

To a significant extent, your success will depend on your ability to understand and balance the rights and responsibilities of your college experience. University staff members do not assume the role of campus parent, and you will seldom be told what to do or what not to do with regard to your personal behavior. The obvious

exception, as with society at large, is when individual behavior threatens the health and safety of yourself, others, or the community or begins to disrupt the legitimate pursuits of others within the residence halls.

Student Housing & Residential Life staff do not, nor cannot, guarantee you will retain each of these rights at all times. You share the responsibility. You can help ensure that these rights will be honored through thoughtful discussion and open communication with roommates, suite/quad/apartment mates, floor/court mates, and other community members.

Student Housing & Residential Life staff is committed to offering you an inclusive environment that will allow you to take healthy risks, grow and participate in enriching and challenging activities. You have the choice to passively exist or take full advantage of your living environment by participating in activities, standing up for yourself and others, and speaking up for what you believe has value.

The following is a listing of your "rights" (things to which you are entitled as a student living in one of our housing communities) as well as your "responsibilities" (what is expected of you as a member of a residence community). These rights and responsibilities are not legally binding, but they are meant to complement the formal Community Standards and university policies:

- YOU HAVE THE RIGHT to a safe and secure living environment.
- YOU HAVE THE RESPONSIBILITY to keep your living space secured and to not prop doors open or allow in strangers. You also have a responsibility to uphold all security policies and procedures. Violations of Community Standards and procedures put you and others at risk.
- YOU HAVE THE RIGHT to a reasonably peaceful and quiet space in which you can sleep and study.
- YOU HAVE THE RESPONSIBILITY to observe quiet hours, to keep your stereo, television, computer and your voice at a reasonable volume in your living environment, and to remind your guests and others you expect the same of them.
- YOU HAVE THE RIGHT to privacy and to the fair use of your room, both in terms of space and time, and the right to be free of unwanted guests in your room.
- YOU HAVE THE RESPONSIBILITY to let your roommate know of your wishes and preference for hours of sleep, study, and visitation, and to work through any differences you may have in a peaceful manner. You also have a responsibility to make sure your guests do not violate your roommate's rights or interfere with their use of your living space.

- YOU HAVE THE RIGHT to confront another person's behavior when it infringes on your rights.
- YOU HAVE THE RESPONSIBILITY to examine your own behavior when confronted by another and to work toward resolving conflicts.
- YOU HAVE THE RIGHT to the assistance of a Resident Advisor, Community Director, Associate Director, or other Student Housing & Residential Life staff members when you need help with a problem.
- YOU HAVE THE RESPONSIBILITY to notify a staff person of your problem and request assistance in a timely manner and to cooperate with those involved as they work with you as you solve your problem.
- YOU HAVE THE RIGHT to know what is acceptable and/ or inappropriate behavior in your living environment.
- YOU HAVE THE RESPONSIBILITY to read the information provided for you by CSU Monterey Bay. This includes, but is not limited to your Housing License, Community Standards, and Student Conduct Code. You may report any violation, whether or not you were personally affected by it.

Student housing conduct process and procedures

Conduct process

Student Housing & Residential Life is committed to supporting individual rights, as well as the rights and interests of all community members. Therefore, all residential students and their guests are responsible for knowing and following the CSU Monterey Bay Student Conduct Code, Student Housing & Residential Life Community Standards, agreements set forth in the Housing License agreement, federal, state and local laws, university administrative codes, and revised statutes. Alleged violations of any of the aforementioned will be addressed by Student Housing & Residential Life, the Office of Student Conduct and Community Standards, and/or may be referred to/from the University Police Department.

Staff members in Student Housing & Residential Life take an educational approach to the conduct process. They seek to work with and educate students about the importance of following Community Standards and CSU Monterey Bay policies to ensure a safe environment for everyone so all students can focus on academic success. The educational process includes explaining expectations of student conduct and the reasons why Community Standards and policies exist so students can be aware of the repercussions of their actions.

The conduct process is a cumulative one. When a student is involved in an alleged Community Standard violation, all previous violations and conduct related interactions are taken into account when determining outcomes of the situation, generally called 'sanctions.' Repeated conduct violations may lead to the termination of a resident's License Agreement and/or suspension or dismissal from the institution.

Students, faculty, administrative staff, visitors and/or guest(s) may document details of a situation that may be viewed as an alleged violation of the University Student Conduct Code, Student Housing & Residential Life Community Standards, agreements set forth in the Housing License Agreement, federal, state, and local laws, university administrative codes, and revised statutes. This documentation can be submitted to a Resident Advisor, Community Director, Conduct Coordinator, Associate Director, Director of Student Housing & Residential Life, other Student Housing & Residential Life staff, the University Student Conduct Administrator, and/or the University Police Department. In general, the Community Director or Conduct Coordinator (in terms of potential license termination the Associate Director) will meet with all students involved in the situation.

Process overview

The Student Housing & Residential Life Conduct Process has been designed in a manner that strives for fundamental fairness to all persons involved. Any questions regarding these procedures should be directed to your Community Director, Conduct Coordinator, Associate Director of Student Housing & Residential Life, and/or the Director of Student Housing & Residential Life. When Student Housing & Residential Life professional staff members receive documentation that an alleged violation of Community Standards occurred, the following process begins:

An incident occurs

- When an allegation that Community Standards and/or CSU Monterey Bay policies have been violated, Student Housing & Residential Life staff (usually RAs) will be on scene to document what they have observed (or have been told) by writing an Incident Report (IR).
- An Incident Report **MUST** include the names of all people present during the alleged violation and descriptive details of what was observed (seen, smelled, heard, etc.).
- Students, faculty, administrative staff, visitors and/or guests may submit an Incident Report documenting what they have observed – which may or may not constitute an alleged violation of Student Housing & Residential Life Community Standards or university policy. Community members can draft

this Incident Report within an email or document attached to an email, then send that documentation to the Conduct Coordinator or Community Director who oversees the area where the incident occurred. **(Important Note: the person documenting an incident must be available for follow up questions.)**

- Student Housing & Residential Life does not 'guarantee' anonymity to individuals who report/document alleged Community Standard violations. Our staff will make every effort not to share individuals' identities, however, we believe it is important to address issues when they arise regardless of where information originates. This includes our staff documenting conversations with community or non-community members when information comes forward about alleged Community Standard violations.
- In general, students whose behaviors have been documented will be informed that an Incident Report has been created and forwarded to a Conduct Coordinator or Community Director. However, this may not always be the case and/or possible.
- The Conduct Coordinator or Community Director reviews the Incident Report, determines who allegedly violated what Community Standards and/or university policies.
- In general, Community Directors or Conduct Coordinator will hear a conduct cases depending on the severity of the incident. Lower level incidents such as noise, or first time alcohol may be heard by the Community Director. Higher level cases such as second time alcohol or drugs will be seen by the Conduct Coordinator. While any incident that has a potential of license termination will be heard by the Associate Director.
- The Conduct Meeting Officer will send student(s) named in the Incident Report a written request for a conduct meeting via each student's CSUMB email account.
- The Conduct Meeting Officer will provide details as to the date, time, and location of the conduct meeting. In addition, the Conduct Officer may indicate specific allegations of alleged violations that will be discussed.
- Residents may request in writing notice of what Community Standards will be discussed prior to the meeting.
- Students will have at least 2 business days from the date/time of when the email is sent until the conduct meeting.
- **In extreme cases, the referred student(s) may be sent notice that a conduct meeting needs to take place without the 2 business day notice.** In extreme circumstances, meeting requests may be hand delivered or sent through the postal service.
- If the referred student(s) has a conflict during the referred time, they will have 24-hours in advance of the conduct meeting to schedule an alternate meeting

date and/or time. It is the student's responsibility to provide a minimum of three alternative meeting dates and/or times.

- **RECEIPT OF THIS NOTICE DOES NOT INDICATE RESPONSIBILITY.**
- In all cases, conduct meetings are required appointments. Failure to attend the original meeting, request an alternative meeting, and/or failing to be present for the original or an alternative meeting will result in a decision being made without the benefit of a student's input.
- When conduct meeting request letters are sent and until the actual, residents are strongly encouraged not to place themselves in situations where they may be allegedly violating additional Community Standards.

Conduct meeting

It is the student's responsibility to come prepared to fully discuss the alleged incident and alleged violations of Community Standards. Sincere participation and open, honest communication is critical to the learning objectives of the conduct process.

- Students will meet with the Conduct Meeting Officer in a location designated in the conduct meeting request letter.
- At this meeting, the Conduct Meeting Officer meets with the student to:
 - Discuss the conduct process and role of Community Standards in our community;
 - Discuss the facts of the incident(s) from multiple perspectives;
 - Determine the student's level of involvement in the situation;
 - Discuss relevant Community Standards in order to determine which, if any, Community Standards have been violated

Alcohol

CSU Monterey Bay acknowledges the use of alcohol by students of legal age as a personal choice and all students are aware that California State Law prohibits alcoholic beverages from being sold or given to any person under the age of 21. Student Housing & Residential Life is committed to maintaining an environment conducive to the intellectual and personal development of students and to the safety and welfare of all members of the university community.

We expect and encourage responsible drinking behaviors by those individuals who are of legal age and who consume alcoholic beverages and respecting the rights of those individuals who otherwise choose not to use alcohol. Our department will continue to sponsor and support educational programs related to alcohol awareness

and prevention, as well as support alternative activities for students who choose not to involve themselves in the use of alcohol.

The following items describe Student Housing & Residential Life Community Standards relating to alcohol.

Please note that alcohol violations are broken down into three categories in terms of severity. Level 1 being the least severe, and level 3 being the most severe.

Alcohol level 1

Alcohol present with minors: Alcohol is prohibited in residential spaces where at least one roommate is under the age of 21. Alcohol may only be consumed in spaces where all Licensees of that assigned bedroom and all guests are 21 years of age or older. If at least one person in any room / suite / apartment is under the age of 21, no alcohol is permitted in the common areas.

Alcohol related games: Games such as “water pong”, “root beer pong”, “flip cup”, etc. are not allowed in any residential facility. This includes Res. Halls, North Quad, Promontory, and East Campus Apartments.

Presence of underage drinking: Residents who are in the presence of underage drinking or any other alcohol violation(s) are in violation of these Community Standards.

Alcohol paraphernalia: Alcohol paraphernalia, including, but not limited to beer bong and empty kegs used for decoration, ice luges, are not permitted.
Minor with empty alcohol containers: Empty, partially full, or full alcohol containers are not permitted in any space occupied by an individual(s) who is under 21 years of age. Student Housing & Residential Life staff finding alcohol containers in such spaces will direct assigned residents to pour out and recycle all containers.

Empty alcohol containers): Empty, partially full, or full alcohol containers are not permitted to be on display, or visible by community members, in any residential space, regardless if the Licensee(s) is over the age of 21.

Alcohol pictures: Visible photographs of students drinking alcohol in university housing facilities may be used as evidence of a Community Standard violation.

Alcohol level 2

Minor possession/usage: Possession or usage of alcohol by any individual under the age of 21 is prohibited.

Note: the Main Campus Residence Halls (Cypress, Asilomar, Willet, Manzanita, Yarrow, and Avocet) are designated freshmen halls. Therefore, these halls are considered alcohol-free and at no time may a resident or their guest possess or consume alcohol in or around the Main Campus Residence Halls.

Drinking games: Common sources of alcohol and/or devices/“games” used or intended for the rapid consumption of alcohol are prohibited in all university housing and public areas (examples include: beer pong, quarters, card games in which the focus is centered on drinking).

Safety and behavior: Inability to exercise care for one’s own, another’s, or community health, safety, and/or property due in part or whole to being under the influence of alcohol is prohibited. This includes, but is not limited to, disruptive behavior; vomiting; urinating on floors, walls, and hallways; and incidents or conditions requiring extra care by staff or community members.

Alcohol and guests: Residents are accountable for all activities that occur within their assigned space and common living areas. Any resident in a room or apartment where alcohol or alcohol containers are present at the same time as someone under the age of 21 is in violation of these Community Standards. At all times, residents are responsible for their own behavior as well as the actions of their guests. Residents and guests who are in the possession of alcohol are expected to cooperate with all reasonable university staff requests. Guests not complying with the alcohol policy will be asked to leave our residential community.

Possession/consumption of alcohol in public spaces: Possession or consumption of alcohol in a public space is strictly prohibited, including, but not limited to lawns, courtyards, court islands, parking lots, grounds, etc. Possessing an open alcoholic beverage container in a public space is illegal and prohibited on university property. An open container includes cans, bottles, cups and similar vessels. Persons in violation of this will be required to pour out the remainder of the alcohol.

Alcohol level 3

Providing alcohol to minors: Providing alcohol to an individual under the age of 21 is prohibited. This includes purchasing alcohol for individuals(s) under the age of 21.

* Individuals found responsible for purchasing alcohol for individuals under 21 are subject to license termination.

Kegs: Kegs or pony kegs are not allowed in any Student Housing residential facility. Individuals found responsible for possession of a keg / pony keg are subject to license termination.

Manufacturing of alcohol: The manufacture of any type of alcohol beverage by any method is prohibited.

Appliances and furniture

Student Housing & Residential Life allows specific size and approved electrical appliances to be used in rooms or apartments.

Open heat sources: Appliances with open heat sources (i.e., halogen lamps, toaster ovens) and/or no thermostat control (i.e. hot plates, grills, Foreman Grills, etc.) are prohibited in the Main Campus housing facilities.

Space heaters: Space heaters are prohibited unless provided by Student Housing & Residential Life in case of emergency.

Extension cords: The use of extension cords or multi-receptacle outlets, with the exception of UL-approved power strips with surge protectors, is prohibited.

Power strips **MUST:**

- have a surge protector AND
- have an on/off switch AND
- have a reset button

Power strips must EACH be plugged directly into the wall (power strips may not plug into other power strips)

No outlet extenders are allowed that do not have surge protectors, on/off switch AND reset button.

No electrical cords may run underneath rugs.

Multiple power strips plugged into each other is prohibited.

Electrical devices: Appliances with open heating elements and/or no thermostat control are prohibited including, but not limited to: hot plates, toaster ovens, halogen lamps, hot plates, countertop grills, or portable heaters. Toasters are only permitted in units with kitchens and kitchenettes.

Refrigerators – At this time period we are only allowing one microwave and mini refrigerator per bedroom in the following halls: Cypress, Asilomar, Willet, Manzanita, Yarrow, Avocet, Tortuga, and Sanderling.

- Microwaves cannot exceed 850 watts and must be UL approved for both the unit and the power cord.
- Refrigerators will have a rated capacity of no more than 5.2 cubic feet, UL approved for both the refrigerator and the power cord, operate on 10 amps or less, and not be self-defrosting in order to be permitted in the following residence halls: Cypress, Asilomar, Willet, Manzanita, Yarrow, Avocet, Tortuga, and Sanderling.
- One full-sized refrigerator and microwave are provided in each North Quad Suite, North Quad Apartment, and Promontory. Individuals are allowed to have one mini refrigerator (5.2 cubic feet) in their individual rooms in North Quad and Promontory.

Furniture: Furniture provided by the university may not be transferred from one room to another or exchanged between rooms, nor can room furniture be removed or stored elsewhere within or outside university facilities.

Furniture removal: Removal of furniture from public or semi-public areas is prohibited.

Deposing furniture: Disposing of furniture by abandoning common areas is prohibited.

Rearranging furniture: Residents in furnished spaces may arrange room furniture not permanently affixed in any reasonable manner, as long as damage does not occur, doors and windows are not blocked from opening completely, and State Fire Code is not violated. Upon checking out of the space, all furniture should be in its original configuration – as found at move-in.

Self-manufactured lofts and personal mattresses: Self-manufactured lofts and personal mattresses are not permitted within Main Campus residence halls (Main Quad buildings, North Quad Suites, North Quad Apartments, or Promontory Apartments).

Balcony occupancy

Certain housing assignments such as East Campus apartments have access to upstairs balconies. Occupancy of these spaces is limited to the total number of residents in the housing assignment plus 2 additional students, not to exceed 5 individuals total at one time. Over-occupancy of these spaces is a potentially serious safety issue, and use of these spaces is monitored by Student Housing & Residential Life. Students seen to be over-occupying these spaces will be asked to reduce the occupancy to established limits. Repeated reminders about safe occupancy limits may result in conduct referral.

Barbecuing and barbecue pit use

Personal barbecue grills (gas, charcoal, or electric) are prohibited on main campus. Students on main campus may only utilize barbecue grills installed by the university. Currently barbecue grills on the main campus are only located in North Quad and Promontory. Only charcoal and store bought lighter fluid may be used in university designated barbecue grills. Other accelerants (gasoline, wood, wood chips, pellets etc.) are not allowed. Charcoal and or store bought lighter fluid may not be stored in any student housing residential facility.

Students utilizing barbecue grills are responsible to be attentive to their barbecue and the proper disposal of coals. Barbecues can only be used between 8am to 10pm. Individuals utilizing campus barbecues are required to follow the Main Campus quiet hour Community Standards. Improper use of barbecue facilities may result in conduct referral.

Students living in East Campus may utilize barbecue grills in backyards and driveways. Barbecue grills must be stored at least 10 feet away from the building, and never inside the building or garage. Barbecue grills are not permitted on balconies. All other restrictions listed above apply.

Behavioral health and safety of self/others

Student Housing & Residential Life acknowledges that civility, understanding, and mutual respect are responsibilities of all members of the university community and its visitors. These tenets are intrinsic to excellence in teaching and learning and to the existence of a safe and healthy community/workplace. Threats of violence or acts of violence not only impact the individuals concerned, but also the mission of the university to foster higher education through open dialogue and the free exchange of ideas. Each member of the university community has the obligation to report threats or acts of violence to the appropriate university authority. The following items describe Student Housing & Residential Life Community Standards relating to behavior that may impact the academic success, health, and/or safety of self/others:

Endangerment to self: Any activity which can be interpreted as endangering to or harming oneself is prohibited. This includes but is not limited to attempted suicide, cutting/self-mutilation, excessive substance abuse, etc. Student Housing & Residential Life reserves the right to remove any individual exhibiting behavior deemed by the Student Housing & Residential Life staff as a threat to themselves.

Personal care: Including, but not limited to; personal hygiene, in-home assistance, personal addiction, and personal needs. Any personal neglect that negatively impacts the community (roommate, residential hall room/suite/apartment) may result in the contact of the Health Department and or Child Protective Service health services or removal from living space, and referral for conduct action.

Disturbing/endangering: Behavior that endangers or disturbs others' own personal safety is prohibited. This includes intentionally, recklessly, or negligently causing physical harm. Creating undue mental or emotional harm to any person such that it limits their ability to access the essential services of the university and/or Student Housing & Residential Life is prohibited.

Threats: Any threat or action of physical, emotional, or verbal harm in any form (including, but not limited to online postings, written statements, verbal interactions, assault/battery, physical fights, malicious pranks, etc.) to any community member or guest is prohibited.

Harmful actions property: Any action taken by residents that can cause harm, or damage to another person's property, their room, or their possessions is not permitted. This includes acts perceived as "pranks" against members of the residential community.

Harassment: The placing of annoying or harassing telephone calls or emails, text messages, Instant Messages (IMs), and/or posting to social networking websites that negatively impacts another individuals' success may result in conduct action.

Bicycles

Bicycles are only permitted inside university residence hall rooms, suites, and apartments with the consent of all roommates within the residence hall room, suite, or apartment. Bicycles are not permitted to be in, or stored in, building common spaces (laundry rooms, stairwells, balconies, lounges, etc.) that are not designated, as Promontory has designated indoor bicycle storage in the form of bicycle racks by the elevators of each floor.

In consideration of your property, we suggest you secure your bicycle to available bike racks outside buildings.

Bicycles locked to stairwells, fire safety equipment, picnic benches, and/or trees are not permitted. In such cases, a 48 hour removal notice will be placed on bicycles locked in these locations, after which point, they will be removed. The University Police Department (UPD) is responsible for removing and discarding these bicycles and can be contacted for more information. 30 days after the conclusion of a semester, if you do not obtain your bike from bike lockers or racks, UPD will remove your bike.

Building access and property

Each student living on main campus is granted access to their residence hall using their Otter ID card. The card is not universal and does not permit entry into all residence halls on campus. Each student room is hard-keyed, and the student is assigned a key that matches their room door's lock. In the event a student lives in a suite or apartment, they are given a second key. The first key will access the suite or apartment lock. The second accesses their individual room, which is locked differently than the suite or apartment entrance.

Students living in East Campus (Frederick Park I and II) apartments have hard keyed front doors, each with its own entryway. Each student receives three keys, one for the front entrance one for their individual room, and one for their garage door.

Access to facilities: Providing access to buildings, or rooms within buildings, to those other than residents, staff, or invited guests by any means including, but not limited to: failing to lock or secure doors; propping entrance doors; lending of room key or Otter ID Card; or allowing a person entrance into a building and leaving them unattended in a public place is not permitted. Individuals whose licenses have been

revoked are not allowed access to any residential facility.

Egress: All entry / exit points must be kept clear and easily accessible. This includes any hallway, entryway, doorway, garage door, front door, back door, and windows. Such egress locations must be fully accessible in case of an emergency in which individuals would need to evacuate.

Unauthorized entry: Unauthorized entry into an assignment/living space other than your own and/or presence on rooftops, ledges, or areas marked for restricted access in any residential building or university facility is prohibited. Entrance into or exit from any building/space through a window or an unoccupied/unassigned space is also prohibited.

Key/access card use: Unauthorized use, possession, provision, or duplication of access key/cards is prohibited, including having duplicate keys made for individuals who are not listed on the License Agreement. Residents who lose their key or temporary ID card for building access during a temporary stay are required to notify Student Housing at the Main Campus housing office, the Promontory Leasing office, or the Alliance Property Management Company for East Campus within 24-hours, and are responsible for any fees that accompany a re-key of the room / apartment, and/or replacement of the temporary ID card.

Lock outs: Upon checking-in to your Main Campus residence hall or East campus apartment (Main Quad / North Quad / Promontory / East Campus Frederick Park Apartment) space, you are assigned the key(s) that will provide you access to that room/suite/apartment. It is your responsibility to keep these keys in your possession at all times, including taking your key(s) with you when leaving your room/suite/apartment. The housing staff are available to assist main campus residents if locked out (after you provide identification) in gaining access to your room in an emergency. Please note excessive lockouts (meaning 3 or more in a semester) may result in the license holder being charged a service fee as well as being referred to student conduct.

The Alliance Residential Company is available to assist East campus residents if they are locked out only during their business hours of operations. Licensees who are locked out after hours will be responsible for contacting a private lock shop service to gain entry into their apartment at their own cost. A lock change may also be assigned if lock-outs continue to occur.

Locks: Installation of any door or area locks other than those provided by the facility is prohibited.

Property use/restricted access: Unauthorized use, removal, and/or access of property belonging to or in the possession of the State of California, the University Corporation at Monterey Bay and its agents, Student Housing & Residential Life, by any community member or guest thereof, is a violation of these Community Standards.

Security procedures: Failure to abide by security procedures established by CSU Monterey Bay, University Corporation at Monterey Bay and its agents, and Student Housing & Residential Life, such as guest registration, or failure to respond to reasonable requests of university security officials is prohibited.

Lost keys: If a resident loses their key(s) they must immediately contact their RA. This safety precaution will generate a lock change resulting in charges being applied to the resident. In East Campus, if a resident loses their key(s) they must immediately contact the Alliance Residential Company.

Otter ID card: All students must carry their Otter ID Card at all times. Main Campus residents need their Otter ID Card to gain access to their building. In the event an Otter ID Card malfunctions, it is the resident's responsibility to immediately get the card serviced – this can be done by visiting the Student Housing & Residential Life Service Desk. If an Otter ID Card is lost, Main Campus residents must notify their RA immediately in order to coordinate removing that card's access to Main Campus buildings. Residents are then responsible for obtaining a replacement card at the Campus Service Center in the Student Services Building.

Laundry services: Allowing non-residents to use the residence halls' free laundry services on the Main Campus is considered a misuse of the campus resources and may result in conduct action. Additionally, Frederick Park laundry rooms are provided for student use. Abuse of such facilities is prohibited.

Class projects

If for any reason you are required to bring a project home for a class, you will seek permission from your Community Director who will confirm: the class, the project and the type of container the project will be held in. This would include but not be limited to biological, chemical, and environmental projects (e.g. animal cadavers, chemistry projects, environmental restoration projects, etc.). You will be able to leave this in your residence space for a period no longer than two days. You will also need to seek your roommate's permission to bring such a project into your room.

Code of conduct policies

In addition to the CSU Monterey Bay's Student Housing & Residential Life Community Standards, housing students are also responsible for and can be held accountable to adhere to the CSU Monterey Bay and the CSU Student Code of Conduct and CSU Monterey Bay / CSU policies. Visit [Student Conduct](#) for more information on these policies.

Common kitchen use and cooking

Many of the CSU Monterey Bay housing facilities have common kitchens available for use by the entire building community in which the common kitchen is located. These residential facilities include (Cypress, Asilomar, Willet, Manzanita, Yarrow, Avocet, Tortuga, Sanderling, Pinnacles Suites, Vineyard Suites, and Promontory Center).

The following guidelines must be followed:

If you are cooking or baking, you must stay within sight of the cooking appliance. Students cooking in common area kitchens should never leave the kitchen area while food is being cooked or the oven/burners are in operation. A fire or smoke-related incident that starts because a student was not paying attention to their cooking is not considered an accident, but rather an incident of unsafe and negligent use of the kitchen facility. In these cases, students may be responsible for damages and face conduct action.

Students who cook and/or use the kitchen facilities are required to clean up that area immediately following use. Common kitchens are for the benefit of all community members. Leaving a mess in this area prevents others from taking advantage of this space. Students who leave a mess and fail to clean- up after use of the kitchen may be charged for cleaning and referred to conduct.

Student-owned cooking items must be in good, safe working condition. Large knives, deep frying vats and other utensils that may be considered unsafe in a residential community may be requested to be removed immediately at the discretion of Student Housing & Residential Life Staff.

Student Housing & Residential Life does not take responsibility for personal items left in the common kitchens, such as utensils, cookware, and food items. It is the

discretion of Student Housing & Residential Life to remove / dispose of any food items within the common kitchens.

Courtesy and quiet hours

To support the academic mission of the university, Student Housing & Residential Life practices a 24-Hour Courtesy Hours Community Standard, allowing others to concentrate on their studies and get sufficient sleep. It is our expectation that residents always honor the requests of their community concerning noise levels, even when it is not scheduled quiet hours. If you experience a problem with noise, you are encouraged to first speak directly with the responsible individual(s); then, if the issue is not resolved, please, seek the assistance of an RA.

Disturbing behavior: Excessive noise or behavior that disturbs others or endangers the personal safety of others is not permitted.

Sound amplifying equipment: Using, playing, or operating any sound amplifying equipment that violates a standard of quiet conducive to study or sleep is not permitted.

Percussion instruments: Drums, other percussion instruments, brass, woodwind, amps, subwoofers, or any amplified instruments brought into and played within the residential facilities are not allowed without prior approval by Student Housing & Residential Life Staff. Residents should please see their Community Director for more information.

Stereos: Stereos may not be played through open windows; they may disrupt other resident students and faculty in academic buildings.

Parks and parking lots: Parks and designated parking lots in East Campus are closed at dusk. Individuals found to be in these areas may be cited by the University Police Department and/or be subject to conduct action.

Parameters of quiet hours: For the purpose of our community where providing an environment conducive to learning and student success are priorities, when Quiet Hours are in effect, noise cannot be audible outside a resident's room, suite, apartment, or community space.

Below describes the parameters of Quiet Hours in our residential communities:

- *Sunday through Thursday: 10:00 p.m. to 8:00 a.m.*
- *Friday and Saturday: Midnight to 10:00 a.m.*

*Special notes regarding Courtesy/Quiet Hours:

- All outside areas, including courtyards, grill areas, common areas such as basketball and volleyball courts, and parking lots grill areas, Frederick Park common areas (i.e., streets, court islands, driveways, etc.), must adhere to this standard.
- Prior to, and during, the final exam periods for fall and spring semesters, the CSU Monterey Bay living communities on Main Campus honor 24 hour quiet hours. Violating Quiet Hours during these periods may result in immediate removal from housing. Information will be posted each semester to provide the dates and times for Quiet Hours during final exam periods.
- Due to the growth, development, and maintenance of CSU Monterey Bay and its agents, there may be construction/maintenance and other related noise that is beyond the scope of enforcement of Student Housing & Residential Life.

Drugs

The Drugs Community Standards reflect our desire to provide an environment that allows for study as well as developing friendships. California State Law and U.S. Federal Law prohibit the use, possession, manufacture or distribution of illegal drugs. As CSU Monterey Bay is a drug free campus, drug use is prohibited. Use possession, manufacture, or distribution of illegal drugs or drug-related paraphernalia, (except as expressly permitted by law and university regulations) or the misuse of legal pharmaceutical drugs will not be tolerated on university property and will result in conduct action. The following items describe Student housing & Residential Life Community Standards relating to drugs and controlled substances:

Please not that drug violations are broken down into three categories in terms of severity. Level 1 being the least severe, and level 3 being the most severe.

Drugs level 1

Seen or smelled: If drugs or controlled substances are seen or smelled in or around the residence halls/suites/apartments, suspected persons are subject to lawful room search by the University Police Department and conduct action.

Possession of drug paraphernalia: Drug-related paraphernalia is not permitted in CSU Monterey Bay housing or on university property. If found, 1) paraphernalia with drug or controlled substance residue may be confiscated by the University Police

Department and ultimately destroyed; 2) paraphernalia without drug or controlled substance residue will be documented by Student Housing & Residential Life staff and the owning resident, or their designee, will be required to immediately remove paraphernalia from the residential facility.

In presence of drugs: Students who are present during the use of any illegal substances in an area of a university facility or property are in violation of these Community Standards.

Drugs level 2

Possession/usage: Use, possession, related paraphernalia, (except as expressly permitted by law and university regulations) or the misuse of legal pharmaceutical drugs and cannabis is strictly prohibited.

Safety and behavior: Inability to exercise care for one's own, another's, or community health, safety, and/or property due in part or whole to being under the influence of a controlled substance is prohibited.

Medical cannabis: If the California Department of Public Health (CDPH) issues a Medical Cannabis Registry identification card to a student, California State Law allows that student to possess a limited amount of cannabis for medicinal purposes. However, possession of a Medical Cannabis Registry identification card does not authorize a student to possess, use, or distribute cannabis in any form, in any university residence hall/ room/apartment, dining facility, classroom building, or in any public area of the university. This includes the possession of any cannabis paraphernalia.

Students who receive a Medical Cannabis Registry identification card prior to residing in university housing may submit a request along with medical documentation from the appropriate physician to the Director of Student Housing & Residential Life or designee to be released from their Housing Contract executed by the student or, if applicable, to be released from the residency policy. If a student obtains a Medical Cannabis Registry identification card while residing in a university residence hall/apartment, they may submit a request to the Director of Student Housing & Residential Life or designee to be released from the Housing License Agreement.

Drugs level 3

Manufacture/distribution: Manufacture, or distribution of illegal drugs or legal drugs is prohibited and *may result in immediate license termination*. This includes distribution or selling of over-the-counter or prescription drugs.

Facilities

Approximate damage costs: For billing inquiries please contact the Main Office of Student Housing or email facilities at fso@csumb.edu.

Facilities concerns and general cleanliness: In order to maintain, fix, or update the conditions of CSU Monterey Bay residential facilities, staff from Student Housing & Residential Life, and CSU Monterey Bay Facilities Services and Operations, reserves the right to enter residential living spaces when maintenance is requested by students or by staff on behalf of students; when work needs to be completed with at least a 24-hour notice; or immediately if a facilities related emergency exists. Student Housing & Residential Life reserves the right to contact the Health Department if the space is deemed hazardous. The following items describe Student Housing & Residential Life Community Standards relating to facilities concerns and general cleanliness:

Pest, insect, and bedbug: The best strategy for effective pest control is prevention. The following are recommended steps in the prevention of infestations by insects, including bed bugs:

- Clean Unit regularly, including vacuuming mattresses.
- Clean up clutter to help reduce the number of places insects like bed bugs can hide.
- Carefully and thoroughly inspect used furniture or clothes you acquire and bring into the Unit. Ask the person from whom you acquire the items if the items were checked and treated for bed bugs.
- Do not bring discarded furniture, mattresses or clothing into the unit.
- When traveling or staying in hotels, avoid places which do not appear to be cleaned regularly.

Useful Information about Bed Bugs: In recent times, bed bugs have become a re-emerging problem nationwide. One reason for these increasing problems is that it is easy for persons to spread the problem unknowingly. Bed bugs readily hide in small crevices and are notorious hitch-hikers. Bed bugs are often transferred by purchasing used furniture and through travel in luggage and in hotel beds and

linens.

The following description and general information on bedbugs should assist Licensee(s) in identifying the potential presence of bed bugs:

- Bed bugs have six legs.
- Adult bed bugs have flat bodies about 1/4 of an inch in length. Their color can vary from red and brown to copper colored.
- Young bed bugs are very small. Their bodies are about 1/16 of an inch in length. They have almost no color.
- When a bed bug feeds, its body swells, may lengthen, and becomes bright red, sometimes making it appear to be a different insect.
- Bed bugs do not fly. They can either crawl or be carried from place to place on objects, people, or animals.
- Bed bugs can be hard to find and identify because they are tiny and try to stay hidden.
- An average bed bug lives for about 10 months.
- Female bed bugs lay one to five eggs per day.
- Bed bugs grow to full adulthood in about 21 days.
- Bed bugs can survive for months without feeding.
- Because bed bugs usually feed at night, most people are bitten in their sleep and do not realize they were bitten. A person's reaction to insect bites is an immune response and so varies from person to person. Sometimes the red welts caused by the bites will not be noticed until many days after a person was bitten, if at all.

Common signs and symptoms of a possible bed bug infestation include, but are not limited to: small red to reddish brown fecal spots on mattresses, box springs, bed frames, mattresses, linens upholstery, or walls; molted bed bug skins, white, sticky eggs, or empty eggshells; very heavily infested areas may have a characteristically sweet odor; red, itchy bite marks, especially on the legs, arms, and other body parts exposed while sleeping. Some people do not show bed bug lesions on their bodies even though bed bugs may have fed on them.

For more information, see the Internet Web sites of the United States Environmental Protection Agency and the National Pest Management Association.

Licensee acknowledges that they play an important role in helping to maintain the Premises, since they are in the best position to observe and maintain the Unit. Licensee agrees that if they observe a pest problem or infestation, they will report it to University/Corporation immediately via telephone or in writing. Licensee agrees not to treat the Unit with their own pesticides without the written authorization of University/Corporation. Upon notification of a problem or concern involving pests,

the Unit will be inspected to confirm it and to develop a pest elimination and control plan.

If the Unit or a nearby Unit is infested with pests, including bed bugs, a pest control professional may be called in to apply pesticides. Any treatment will be more effective if the Unit is properly prepared beforehand. Licensee agrees to follow the recommended readiness procedures, including allowing full access for treatment. Licensee agrees that the choice of exterminator is exclusively that of University/Corporation. Licensee agrees to be responsible for:

- The cost associated with treating bed bugs in the Unit.
- Any damages caused to the Unit or to any of Licensees' personal property (i.e. furniture, clothing, personal belongings, etc.) by bed bugs.
- Any damage caused by an uncontrolled pest problem spreading to a neighboring Unit.
- Licensee agrees to fully release University/Corporation from any and all liability for claims and damages caused by a problem with pests, including bed bugs.

By signing the Room Condition Inventory, Licensee advises University/Corporation that they have inspected the Unit prior to move-in and that, during the course of the inspection, did not observe any live pests, insects, or bed bugs or any evidence of a pest infestation of any type in the Unit.

Licensee agrees if University/Corporation finds the presence, or an infestation, of any pests, including bed bugs, in the Unit after Licensee vacates, Licensee may be responsible for the cost of cleaning and pest control treatments to eradicate the pests.

Licensee agrees that a failure to cooperate with University/Corporation in the inspection or treatment of the Unit for pests, insects or bed bugs, in University/Corporation's sole discretion, will be a default under the License, for which University/Corporation may seek to enforce remedies contained in the License for Licensee's default.

In the event it is determined that a treatment of the Unit for any pests, including bed bugs, is necessary, Licensee agrees to coordinate the cleaning and/or disposal of their personal property (i.e. furniture, clothing, personal belongings, etc.) with the treatment being performed in the Unit, so as to protect against a re-infestation of any pests, including bed bugs.

Licensee advises University/Corporation that they are not aware that bed bugs were present in their last residence and that if bed bugs were present in any of their

furniture, clothing and personal property they have been eradicated. Licensee agrees that their representation to University/Corporation of their lack of awareness of bed bugs being present in their prior residence or in their personal property is a material inducement to University/Corporation licensing the Unit described in the License to them.

Common areas: East Campus Common Areas: Residents shall not place any personal items in the common areas of the Community, (i.e., furniture, tires, trash, etc.) Common areas include: driveways, front/side yards, center islands and all other areas outside of enclosed backyards.

Outdoor furniture: No items except patio furniture designed for outdoor use may be placed on balconies and patios in East Campus.

Cleanliness: CSU Monterey Bay staff members/Alliance Residential Company clean each room/suite/apartment prior to, and after, occupancy. Thereafter it is the responsibility of the resident(s) to clean their individual and community space(s). All residential spaces are expected to be kept in a sanitary condition for the duration of occupancy, and in a clean condition upon vacating. If a room/suite/apartment is not returned to its original clean condition when the resident first moved in upon checking out of their space, the resident(s) will be responsible for associated charges. Additionally, when facilities issues arise (i.e. broken windows, leaks, damaged Student Housing & Residential Life property, etc.) it is the student's responsibility to report the issue immediately. Failure to report a facilities concern within a timely manner may be considered a violation of these Student Housing & Residential Life Community Standards and individuals may be subject to applicable charges.

Failing to remove belongings in laundry rooms: With each residence hall on Main Campus housing over 100 residents, it is critical to make sure machines are available once your laundry has been washed or dried. Failing to remove belongings from machines and/or the laundry room within 48 hours of being completed may result in those items being discarded.

Laundry access: Providing access to laundry facilities to unauthorized individuals is not permitted. Campus laundry facilities are designated for campus residents only. Abuse of such facilities is prohibited.

Living/sleeping in prohibited areas: Living or sleeping in the garage or laundry room is prohibited. Additionally, setting up a bedroom space and sleeping in any location within the room / suite / residence hall / apartment other than the resident's designated bedroom by student housing is against Community Standards and subject to conduct action. This includes the dining area, common kitchen, lobby,

hallway, garage and living room.

Personal property seen as danger: If an individual's collection of personal property becomes a nuisance or a danger to themselves or others, which can include but is not limited to, blocking egress location or denying access to areas that Student Housing & Residential Life may need access to, is a violation of community standards.

Relocation: When facilities/maintenance issues occur and residents need to be temporarily relocated so work can be performed, residents are responsible for relocating (including moving essential items, picking up and returning temporary space keys in a timely manner, etc.).

Failure to relocate, move personal possessions in a timely manner, and/or causing work to be delayed is a violation of Community Standards. Individuals may be held financially responsible for maintenance issues related to delays caused by residents who fail to follow the temporary relocation process.

Room assignments: Rooms are to be occupied only by the person(s) properly assigned to them by Student Housing & Residential Life. Room assignments are not transferable, subletting is not permitted, and students may not occupy two residential spaces simultaneously (unless conducting a room transfer during a 48-hour room transfer period). If a student makes an unauthorized room/suite/apartment change, the student will be assessed a \$75.00 Improper Check-Out charge and may face conduct action.

Structural additions: Structural additions or alterations to Student Housing & Residential Life facilities are strictly prohibited without written permission by Student Housing & Residential Life.

Gambling

Gambling or wagering of any kind is prohibited; this includes card games and betting pools.

Gatherings

Including the licensee(s) who are present, an assembly of over (10) people in any residence hall room, North Quad Suite, North Quad Apartment, or Promontory Apartment is a violation of Community Standards. If a gathering event occurs in a

common area, the total number of people present is not to exceed fire code.

In East Campus, Frederick Park Apartments, the maximum amount of individuals an upstairs unit can have is (10) people. The maximum amount of people you can have is a downstairs apartment in 50 people. However, gatherings in downstairs units over 10 people must be registered.

Registered gatherings up to a maximum of 50 people are ONLY allowed within East Campus Frederick Park Apartment housing within downstairs units. Any time there is a gathering, the Community Director of that area must give prior approval at least 48 hours in advance.

Instructions on how to apply to have a gathering in East Campus Student Housing are provided through the Student Housing & Residential Life website, and in the Student Housing & Residential Life--East Campus office. Gatherings that are unregistered and over 10 people is a violation of the Student Housing & Residential Life Community Standards and are subject to conduct action.

*Gatherings that are excessive, meaning (75) people or more may result in the license holders license being terminated.

**Note: Per the State Fire Marshal, and the California Building Code, any Frederick Park upstairs units and all Main Campus rooms, suites, and apartments may only have a maximum of 10 occupants at any one time, including the resident(s) of that space. Downstairs units may hold up to 50 occupants at any one time.

*** Certain housing assignments have access to upstairs balconies. Occupancy of these spaces is limited to the total number of residents in the housing assignment plus 2 additional students, not to exceed 5 individuals total at one time. Over-occupancy of these spaces is a potentially serious safety issue, and use of these spaces is monitored by Student Housing & Residential Life. Students seen to be over-occupying these spaces will be asked to reduce the occupancy to established limits. Repeated reminders about safe occupancy limits may result in conduct referral.

General gardening/community gardens in East

Landscaping and water conservation: CSUMB encourages the use of drought tolerant plants in your landscape. Each East Campus downstairs unit may choose the option of maintaining and or replanting the landscape between the garage wall and sidewalk. Following is a list of acceptable plants; Geranium Pelargonium sp.,

Aeonium, Rhapsiolepis, Rosemary, Crocosmia, Crassula, Marguarite, peter pan or tinkerbell agapanthus, Lavender, dusty miller, any succulent less than 24" (cacti not permitted), euphorbia, camellia sasanqua, or annual color. Additional plant varieties may be approved if requested to management office in advance of planting. Potted plants may also be placed in this area, but should remain within the boundaries specified. The grade of the bed should not be altered and no manufactured borders are permitted. Lighting is only permitted in this section, if the resident maintains it. Resident is required to keep the area weed free and pruned regularly. If above guidelines are not followed a warning may be issued and unauthorized plants may be removed. After 3 warnings Landlord will resume maintenance of this portion of landscaping.

Conserving water is the responsibility of all residents. Hoses should have automatic shut off valves. Sprinkler run times should not exceed two (2) hours. Watering lawns should not exceed 2 hours in a 7 day period. Watering lawns should also not interfere with other residents entering or exiting their apartment home. CSUMB maintains a contractor to mow and maintain the properties common areas. No planting is permitted in common areas and may be removed at any time without notice. Lawns are mowed once every 2-3 weeks. Work hours include; Mon-Saturday from 7:00 am - 3:30 pm.

Yorktown community garden

Located in the center island of Yorktown Court; this area is available for growing vegetables, herbs, and other plants. Limited equipment is also available. To register a planter box, please follow the following listed steps. Please contact your Resident Advisor for more details.

Steps for Acquiring a Yorktown Garden Plot:

1. Contact your Resident Advisor to check availability.
2. Complete the Yorktown Community Garden Registration Form.
3. Turn in your Yorktown Community Garden Registration Form to your Resident Advisor.
4. Wait for a confirmation email approving your registration from the Community Director.
5. Plant!

General student conduct

Federal/state/local laws: CSU Monterey Bay abides by all federal, state, and local laws. It is the responsibility of each member of our community to know and follow any applicable laws. Individuals may be held responsible through the student conduct process if an act is determined chargeable by local/state/federal authorities.

Conduct request: Failure to comply with or respond to a request to meet with a CSU Monterey Bay official to discuss alleged violations or concerns is a violation of Community Standards and/or university policy; failure to complete sanctions rendered in response to violations may result in further disciplinary action.

Failure to comply: Failure to identify oneself to, or comply with the reasonable directions of, a Student Housing & Residential Life, University Corporation at Monterey Bay, university official, or other public official acting in the performance of their duties while on university property or at official Student Housing & Residential Life functions, or resisting or obstructing such officials in the performance of, or the attempt to perform their duties, is a violation of these Community Standards.

It is expected that CSU Monterey Bay students carry their university-issued student ID at all times. Failure to display appropriate identification (i.e., Student ID, state issued driver's license, or nation issued passport) when asked by Student Housing & Residential Life, University Corporation at Monterey Bay, or university staff, is considered non-compliance with the request of a university official and conduct action will be taken.

In the process of addressing community related issues and concerns, failing to comply with the reasonable directions of a Student Housing & Residential Life, University Corporation at Monterey Bay, or university staff acting in accordance with Student Housing & Residential Life and/or university protocol, is considered non-compliance and conduct action will be taken. This includes, but is not limited to not answering the door, exiting a situation via window or adjoining room/door, or locking yourself in an interior room, etc.

Falsifying information: Presenting to any Student Housing & Residential Life staff member, University Corporation at Monterey Bay and its agents, or university officials information or documents that are fabricated, falsified, misrepresented, or non-negotiable is prohibited.

Passive presence: Assisting in, or remaining present during the performance of any act constituting a violation of these Community Standards is prohibited.

Concealment of violations: Residents have the responsibility to report Community Standards and/or Student Code of Conduct violations. Concealment of such violations may result in conduct action.

Appropriate language: All community members and guests are held to standards of appropriate language when conducting university-related business. Individuals may be held accountable for inappropriate or offensive conduct.

Guests

A guest shall be defined as any individual who is not assigned to a room, suite, apartment, or building they are visiting. All guests are required to comply with these community standards and other applicable university rules. The licensee is responsible for the behavior of all guests and will be held accountable for their behavior. Guests should in no way become a nuisance to the roommate(s) or the community. Residents may not host anyone who is known to be banned from CSU Monterey Bay facilities, including Main Campus residence halls, North Quad, Promontory, and Frederick Park Apartments in East Campus. Roommate(s) have the right to object to future visits and staff will mediate any concerns by the presence of guests.

Overnight guests: Overnight guests are allowed only with the approval of your roommate(s).

CSUMB housing residents must be physically present with any guest(s) at all times while they are visiting any CSUMB housing facility; this includes East Campus, Main Campus, North Quad, and Promontory.

Cohabitation: Any form of cohabitation in East Campus Frederick Park Apartment partial license units is prohibited.

Intent to reside: Any individual who is not authorized and approved to be a legal license holder within the housing facility is in violation of Student Housing & Residential Life Community Standards. This includes an authorized license holder hosting and unauthorized guest as their roommate, accepting any form of payment for having someone living with a licensee, or abuse of the 14-day guest policy with intent to reside.

Register a guest: Guests staying anytime between the hours of midnight and 7 a.m., are considered Overnight Guests. All guests staying overnight must be registered with Student Housing & Residential Life 24-hours in advance of their arrival, by the licensee they are visiting.

No more than two persons may occupy the unit as overnight guests at any time. The total number of days a guest can stay is not to exceed 14 days over the course of the academic year (i.e., July 1 through June 30 in East Campus Frederick Park Apartment housing; August through May in Main Campus residence halls).

*Note: To register a guest, the student licensee will need complete the required guest registration form. The purpose is to provide guest information, emergency contact information, and dates of stay for safety and security reasons.

Keys: Lending your key to a guest during their visit to CSU Monterey Bay is prohibited.

Guest minors:

Minors (0–17 years old), including family members, may stay overnight with written consent from a parent or guardian. This written consent must include the parent or guardian’s full name and verifiable contact information. This information must be provided to the RA (preferably 24 hours prior to the minors’ arrival). Failure to provide the required documentation may result in the denial of an overnight stay for the guest.

- The licensee is responsible for all actions of their guest minor.
- Licensee must maintain “line of sight” supervision. “Line of sight supervision” or “arm’s length” supervision refers to proximity that the designated supervising adult can respond easily, as the minor is in direct vision/contact with the supervising adult.
- Minors must remain in the care and supervision of their designated licensee host. At no time should the minor be under the supervision of another CSU Monterey Bay student.
- Failure to adequately supervise minor guests may result in termination of housing privileges for a period of not less than one semester.
- At no time will a minor become a nuisance to other community members; otherwise the minors’ parents/guardians will be contacted to immediately remove the minor.

Minors policies/guest minors (under 17 years old)

Parents/guardians will be held accountable for their decisions regarding child supervision. Parents/guardians should be aware of their children's whereabouts and activities. Parents/guardians are encouraged to continually evaluate their child's level of maturity and determine the degree of supervision that best meets the needs of their child. Violation of this Community Standard may result in conduct action.

All children must have the supervising adult's work and home phone numbers, and necessary emergency phone numbers. Children who are not in direct supervision should know at minimum, what to do in case of emergency, i.e., injury, assault, or parent/guardians not returning as expected.

- No child will be left unattended under circumstances involving potential or actual risk to the child's health and safety.
- Chronological age will take precedence over the child's grade in school.
- A "guardian designee" is a responsible adult that the guardian/parent trust or responsible youth at least 14 years old. This individual must be capable of being in a supervisory role and can provide adequately for a child's welfare and safety in all circumstances deemed appropriate.
- Children 0 - 3 years old require close supervision and will be under direct visual contact. The parent/guardian or their designee must be able to respond to any emergency or threatening situation
- Children 4 - 6 years old require direct supervision.
- Children 7 - 9 years old require direct supervision with two exceptions:
 - During travel to and from school
 - While playing in a designated safe area, during which time the parent/guardian or their designee must check on the children at least every 15 minutes.
- Children 10 -11 years old may be left at home or at a designated safe area under monitored care for up to 90 minutes. If children are left alone under monitored care, parents/guardians must provide the children with an emergency safety plan in advance and ensure that the children know and can follow through with the plan. Parents should remain sufficiently close and be able to physically respond to children within 10 to 15 minutes.
- Children 12 -14 years old may be left unattended for up to four hours during the day and early evening hours. Parents/guardians may not leave children at home alone overnight. If left unattended, parents/guardians must provide children with an emergency safety plan in advance and ensure that the children know and can follow the plan.

- Children 15 -17 years old may be left unattended during the day and early evening hours. Occasionally – not more than once a week, children may be left home alone overnight. If left unattended, parents/guardians must provide children with an emergency safety plan in advance and ensure that the children know and can follow the plan.

Hall sports

Throwing objects or playing sports within and closely around residential facilities is prohibited. Individuals and/or residential communities may be held financially responsible for repairing damages, painting costs, and general maintenance related to hall sports. These sports include any activity that could result in damage to any CSU Monterey Bay housing facility or CSU Monterey Bay property.

Hazing

The CSU Monterey Bay community views hazing as any action taken or situation created to produce mental or physical discomfort, embarrassment, harassment, or ridicule to another person or group of people by any group or individual.

Participation: Participation in hazing or any method of initiation or pre-initiation into a campus organization or other activity that causes, or is more likely than not to cause physical injury or personal degradation/disgrace resulting in psychological harm to any student(s) or other person(s) is prohibited. Information concerning hazing or any method of initiation may be forwarded to other campuses, resulting in possible removal of the campus organization from the CSU Monterey Bay campus.

Health and safety inspections

Health and safety inspections are conducted by Student Housing & Residential Life staff. These inspections are designed to seek out and correct potentially dangerous situations before they cause damage or harm. Student Housing & Residential Life staff will also identify Community Standard violations, as well as maintenance and cleanliness concerns. While it is not the purpose of the inspection to seek out other violations (i.e. alcohol, drugs), if Student Housing & Residential Life staff do come across a violation, they will document the violation and refer the resident(s) for conduct action.

Student Housing & Residential Life reserves the right to enter residence hall rooms without consent of the resident(s) in order to provide for the general well-being and protection of the community, its members, and property.

Health and safety inspections will occur once a semester. Residents will receive at least 24-hour notice prior to these inspections, as residents may wish to be present. If the resident(s) of the room are not present when the inspection is to occur, Student Housing & Residential Life staff will still enter the rooms to complete the inspection.

Life safety

Fire safety is very important throughout our campus living community. Currently smoking, open flame cooking equipment, candles, or overtaxed electrical systems cause most fires in college and university on-campus housing across the U.S. Toxic gases in smoke, usually caused by burning plastic, can render a person unconscious in a few seconds. For these reasons, Student Housing & Residential Life has the following Community Standards. Of course, in the event of fire, sound the nearest fire alarm, contact a staff member or University Police(if possible), and evacuate the building.

Decoration lights: Decorative lights should be on only when a resident is present. All lights/cords must be in good condition. Each room is only allowed, "No more than 50 bulb, count 15 feet, and must be LED indoor lighting" limit of 1 strand per room.

Decorations and postings: Tapestries, flags, and burlap burn rapidly. If hung from a wall or ceiling, they can feed a fire. It is prohibited to hang such materials from the ceiling. These decorations may be affixed to the wall, and shall not exceed 50 percent of the aggregate wall areas within a room. It is recommended that such flammable items be treated with a fire retardant. Window curtains must be flame retardant, and display that they are made of such material that is flame retardant.

Due to state fire codes, all decorations must be confined to the interior of the unit door. At no time can anything be in the corridors, such as rugs, holiday decorations, or whiteboards. Nothing is permitted on the exterior/hallway door of the room/suite or apartment, unless such decorative items are approved by Student Housing and Residential Life, laminated, and compliant with other Community Standards.

Fire alarm sounds: All residents and guests must evacuate a residential facility immediately when the fire alarm sounds. Failure to evacuate or follow specific evacuation procedures and/or any reasonable request of a University Corporation at Monterey Bay, Student Housing & Residential Life, or university staff member during

an emergency or sanctioned simulation is a violation of these Community Standards and State Fire Code as it endangers the lives of safety personnel and other residents.

Fire safety equipment: Fire safety equipment (fire extinguishers, sprinkler outlets, smoke detectors, etc.) may not be utilized for any purpose other than those designated for the safety of residents. The following misuses of fire safety equipment are considered violations of these Community Standards: pulling fire alarms or fire alarm covers when no fire exists, blocking or propping fire doors, blocking stairwells, tampering with smoke detectors, setting off a fire alarm due to violating another Community Standard (i.e., smoking in a room or common area, burning candles, etc.), misuse or tampering with sprinkler system heads (including, but not limited to, hanging items from sprinkler heads), tampering with fire exit signs, and improper use of fire extinguishers/hoses.

Ceiling clearance: Storage shall be maintained 2 feet (610 mm) or more below the ceiling in non-sprinklered areas of buildings or a minimum of 18 inches (457 mm) below sprinkler head deflectors in sprinklered areas of buildings.(CFC 315.3.1).

Misuse of emergency resources: Intentional misuse of the 911 phone number, blue light, and/or fire alarm pull stations or tampering with safety equipment is prohibited and is a serious crime. Individuals and/or residential communities may be held financially responsible for charges related to non-emergency fire alarm activation and building evacuation.

Blocking entrances: Due to the necessity for residents to be able to evacuate their residential spaces in case of an emergency, doors (suite, apartment, and room) and windows must be able to be opened completely (over 90 degrees from the plane of the door) at all times. Blocking entrance and egress with any item that impedes a door and/or window from opening fully is prohibited. Residents may incur moving charges associated with the removal/moving of furniture that may impede entrance/egress to/from a room, suite, or apartment.

Littering

Littering is prohibited. As a resident in this community, it is your responsibility to dispose of personal trash in dumpsters outside residential facilities on Main Campus. For this reason, littering, and leaving trash in common areas or locations not designated for waste disposal is subject to conduct action and applicable removal/cleaning charges; this includes large items such as furniture or electronics. Charges for property or trash left behind may occur.

Living with roommates/room transfers

Our Student Housing & Residential Life staff works with students to provide a living and learning environment for everyone, and this environment begins with you. As many residents may not be used to living with others in the same room, suite, or apartment, it is critical to be open, honest, and respectful when interacting with those who live with you, just as you would expect of any other university community member or guest. If you are having challenges when interacting with your roommate(s), please seek out your RA as soon as possible, they can help you and your roommate(s) address your concerns.

Every semester, there is a Room/Apartment Transfer period, where residents may move to an available space within the campus community, pending eligibility. However, transferring residential rooms/suites/apartments is not an automatic occurrence because we feel that an important aspect of the college experience is learning to coexist with a diverse group of people. If a resident is having problems, roommate mediation with their RA is always the first option. After mediation has been conducted, if that resident is interested in transferring rooms/suites/apartments, they should speak to their RA, who will explain the transfer process and refer the resident to the Community Director.

Moving without approval: Moving into a room/suite/apartment, changing bed spaces or rooms within a suite or apartment, and changing rooms/suites/apartments without the written approval and direction of Student Housing & Residential Life is a violation of this standard that may result in conduct action and/or applicable fees.

Failure to check out: In the process of a room transfer, failure to check out of a resident's previous space in a timely manner, as directed by a Student Housing & Residential Life staff member, will result in being financially responsible for both spaces in addition to conduct action. An improper checkout fee will be charged to any resident who fails to comply with check-out procedures.

Inhospitable living environment: If residents find their current living environment unsuitable in meeting their academic and personal needs and roommate mediation has been attempted, it is that resident's responsibility to work with their RA and/or CD to initiate a room transfer process. Residents' behaviors designed to make their living environment difficult or challenging for roommate(s) in hopes roommate(s) will transfer rooms are unacceptable and will result in conduct action.

Existing spaces: If a space exists within a resident's room/suite/apartment, it must remain clean and vacant so that another resident can move into that space with limited notice (in case of emergencies) or a 24-hour notice during a room transfer process. Residents, who occupy a 'vacant' space within their unit, make their residential space (room, suite, and/or apartment) unappealing/attractive for potential roommates, and/or attempt to deter potential roommates from moving into that space are subject to conduct action.

Failure to follow roommate agreement: In the process of generating a roommate agreement with a Student Housing & Residential Life staff member, all roommates are agreeing to each item stated on the agreement. Failing to follow this agreement will result in conduct action, up to and including a required room transfer or license cancellation for one or all residents involved.

Missing student notification policy

California State University Monterey Bay students, employees, or other individuals who have reason to believe that a residential student is missing should contact the University Police Department. If a student is reported missing to Student Housing & Residential Life the Student Housing & Residential Life representative will request the reporting party to contact the University Police Department. Student Housing & Residential Life will also contact the University Police and aid in supporting their investigation. If deemed necessary a residential student's missing student contact person may be contacted based upon the discretion of the University Police and/or the Dean of Students office.

Residential Student Notification Policy

Open flames, burning embers, and flammable materials

Open flames: No open flames or burning embers are permitted within CSU Monterey Bay residence halls located along the Main Quad, North Quad, Promontory or East Campus Frederick Park Apartments. This includes, but is not limited to, candles, incense, smoking (which means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, cigarillo, pipe, hookah, or any other lighted or heated tobacco or plant product intended for inhalation, whether natural or synthetic, in any manner or in any form. "Smoke" or "Smoking" also includes the use of an electronic smoking device that creates an aerosol or vapor, in any manner or in

any form, or the use of any oral smoking device for the purpose of circumventing the prohibition of smoking) fireworks, fire pits, and the burning of any materials.

Flammable materials: Flammable materials or substances, including but not limited to Christmas trees (live or cut down), lighter fluid, gas/propane, charcoal briquettes, etc. are also not permitted within CSU Monterey Bay residence halls located along the Main Quad, North Quad, or Promontory. Within the Frederick Park Apartments, barbecues are not permitted on any upstairs balcony. Additionally, barbecues must be a minimum of 10 feet from any building.

Parking permits

Parking permits are required in all parking lots on Main Campus and East Campus. North Quad, Promontory Apartment, and East Campus parking lots require a special permit that is issued only to the resident(s) of that residential facility. Individuals who fail to properly display a parking permit are subject to possible citations. Egregious parking offenses can result in conduct action. Parking permits for all housing areas can be obtained through Parking Services. Replacement costs for a lost permit in East Campus is \$10. Students can contact University Police - Parking Division to purchase a replacement permit.

Guests

- Guests of East Campus Frederick Park Apartment license holders must also have a guest parking permit displayed between the hours of 3am to 6am.
- Driveway parking is for licensed residents and or their guests in front of or inside their garage only. You may make an agreement to share the middle space with your neighbors
- This agreement must be between all residents that share the middle space. If an agreement cannot be made, the middle space becomes unusable by all residents.
- No guests of a license holder may use the middle space. The space is used as a first come basis and all vehicles must be operational and must rotate within 72hrs.

Vehicle upkeep: All inoperable or unsightly vehicles (project cars, flat tires, broken/cracked windows, vehicles with broken or missing required parts for legal operation in the State of California, leaking fluids, over-grown with plants and spider webs, or vehicles placed on blocks) are not allowed.

Repairs: No major repairs to your vehicles are permitted on the property. Minor vehicle adjustments may be accomplished provided work areas are kept clean at all times. Fluids that are environmentally unfriendly are not to be changed in the apartment community. These fluids include but are not limited to oil, brake fluid, transmission fluid and anti-freeze. Residents are also responsible to keep their garages and driveways clean and free of oil stains.

Parking: All lawns, dirt areas, parks, driveways, sidewalks, asphalt recreational areas, wilderness areas, parking lots, and roadways are property of CSUMB and are subject to enforcement. Housing agreements do not include rental of lawns, sidewalks, and driveways. Vehicles parked in these areas are subject to all laws and regulations of the State of California and the CSU Monterey Bay campus. Paved driveways between garages are for the sole use of the residents assigned to the designated units and not general parking. Unauthorized parking in such spaces or blocking of garages can be considered a Community Standards violation.

Garage use: Use the garage space as storage for equipment, personal items, containers, vehicle parts, inoperable vehicles, or other items that would interfere with the ability to park a vehicle in the garage is prohibited. In addition, individuals will not, under any circumstances, use the garage to store flammable or toxic chemicals and/or waste. The garage will not be used for occupancy.

Pets and approved animals

Only non-poisonous fish in bowls or aquariums (up to a maximum of a ten [10] gallon tank) are permitted in the residence halls (Main Quad, North Quad, and Promontory). The only exception to this standard is an animal specially used for a sight, hearing, or mobility-impaired student, or an approved emotional support animal(s). In these cases the resident/owner of the animal must apply for an accommodation with Student Disability and Accessibility Center (SDAC), who then forwards a recommendation to Student Housing & Residential Life. If this accommodation is granted, the owner/resident assumes full responsibility for the care and upkeep, as well as any damage and/or cleaning fees of the room/suite/apartment.

Regarding registered pets in East Campus: Regardless of the amount of the deposit, Licensee shall be liable for all damages or expenses incurred by or in connection with Pet, and shall hold SH&RL harmless and indemnify SH&RL for any and all damages or costs in connection with pet. SH&RL reserves the right to off-set the cost of Pet damages to the community against Licensee's Pet deposit during the term of the Agreement and require the Licensee to re-deposit the amount of Pet Deposit specified herein. In the event of default by Licensee of any of the terms,

Licensee agrees, within three days after receiving written notice of default by SH&RL, to cure the default or vacate the premises. Licensee agrees SH&RL may revoke permission to keep said Pet on the premises by giving 3 days' notice. The pet deposit shall be refundable subject to verification of the condition of the premises and in accordance with the applicable provisions with respect to security deposits at the end of the License term. Removal of the pet will not be grounds for early disbursement of any portion of the security deposit.

Possession: Possession of an unapproved pet (anything besides fish) is prohibited and will result in conduct action including a \$100 per occurrence fine, up to the termination of the resident's License Agreement. This includes visiting or training of animals, pet-sitting, or any other activity that results in unapproved animals residing in student housing.

Roommate responsibility: Roommates (non-pet owners) may also be held responsible for violating this Community Standard. It is critical residents communicate with each other to ensure unapproved pets (aside from fish in a 10 gallon tank) are not present within student housing facilities.

Unapproved animals: If any unapproved animal is found on campus, the SPCA and UPD may be contacted and will remove the animal from campus. In addition the individual(s) who are responsible for the animal(s) are subject to the following conduct action:

- First occurrence: \$100 fine plus written warning and/or additional educational sanctions as determined by hearing officer
- Second occurrence: \$100 fine plus housing probation
- Third occurrence: Housing license termination

East Campus pet deposit: Licensee in East Campus must pay a refundable pet deposit in the amount of \$250.00 (This does not apply to assistive animals for students with disabilities.) The refundable deposit shall be subject to full inspection of the apartment upon Licensee's move out and shall be considered based upon the condition of the apartment.

Animals on campus policy: The licensee agrees to comply with all applicable ordinances, regulations, and laws governing pets. This includes Cal State Monterey Bay's [Animals on Campus Policy](#).

Reptiles/amphibians: No amphibians or reptiles are permitted within any housing facility on campus.

Live food: No live food is permitted for the purpose of feeding approved pets. This includes rodents and crickets.

“House broken”: If approved, dogs and cats are required to be "house-broken." Cats must be litter-box trained.

Commercial purposes: No pets may be kept, bred or maintained for any commercial purposes.

Offsprings: Licensee agrees that no offspring will be allowed to remain on the premises.

Leash: Licensee agrees that Pets will not be permitted outside Licensee’s unit unless restrained by a leash. Use of the grounds or premises for sanitary purposes is prohibited. Please note that landscape pesticides and chemicals are used on the grounds of the community and therefore special care should be taken when walking your pet.

Balconies: Pets are not to be tied or staked outside the unit. Licensee may not leave a pet on balconies, porches or patios for extended periods of time.

Aquatic animals: If Pet is a fish, the water container shall not be over 10 gallons and will be placed in a safe location in the apartment.

Noise disturbance: The pet will not cause any damage, discomfort, annoyance, nuisance or in any way inconvenience, or cause complaints, from any other Licensee. Licensee shall prevent any fleas or other infestation of the unit or other property of the SH&RL. Any “mess” created by Pet shall immediately be cleaned up by Licensee. If Licensee does not clean up after said pet, Licensee will be subject to conduct and assessed a fee. The Licensee will be asked to remove any pet that constantly bothers other residents, whether inside or outside, or constitutes a problem or obstruction to the agents and employees from properly performing their functions, duties and responsibilities. If Licensee fails to remove said pet following complaints from residents and requests from SH&RL, the License may be terminated.

Vaccinations: All dogs and cats shall have all required vaccinations. Pet owners may have to show proof of vaccinations if requested. It is strongly suggested that all pets carry some sort of identification tag showing current address and telephone number on their collar. Dogs are required to have a current license and an identification tag at all times.

Unspayed pets: Residents with unspayed pets will be required to supervise and securely confine female dogs and cats during their estrus cycle to prevent accidental breeding.

Miscellaneous animals: Feral cats cannot be fed or kept on the property. Dangerous, illegal or poisonous animals will not be permitted on the property. Residents are not allowed to keep endangered species. Exotic animals are not allowed on the property. Residents are not allowed to harass, feed, or take any wildlife on the property.

Pet droppings in East Campus: Patios and backyards should be kept clean of pet droppings (usually daily). Especially during hot weather, odors can be extremely offensive to neighbors. One suggestion is to buy a small plastic or metal trash can with a lid that fits tightly and line it with a plastic bag to simplify the process. Residents will not discard of fecal matter by either burying it in the yard or common areas, or by in the yard or common areas, or by throwing it into undeveloped areas. Also, please avoid leaving pet food outside for prolonged periods as it will attract pests.

Number of pets in East Campus: The number of pets is limited to two (2) per apartment. Licensee may have two small dogs, or a combination of one (1) small dog and a cat, or two (2) cats. Dogs are only allowed in downstairs units, cats are able to live in both upstairs and downstairs apartments.

Licensees with dogs exceeding 50 pounds will only be permitted to have one dog. Residents must obtain prior approval from roommates prior to having a pet in the apartment.

*Note: Pets specially used for a sight, hearing or mobility impaired student, or emotional support animal(s) may be allowed with a special accommodation recommendation supplied by Student Disability and Accessibility Center (SDAC). If this exception is granted the owner / resident assumes full responsibility for the care and upkeep, as well as any damage and / or cleaning fees of the room / suite / apartment. No pet deposit will be required for such animal.

Possession of stolen property

Theft, unauthorized removal, and/or possession of property owned by the State of California, city or town municipality, University Corporation at Monterey Bay, Student Housing & Residential Life, any community member or guest thereof, which has been stolen or reported as stolen is prohibited and will result in conduct action.

Posting/advertising

In order to promote Cal State Monterey Bay -related and non- Cal State Monterey Bay -related events and activities, Student Housing & Residential Life is responsible for distributing information to residents who live in our residential communities. The purpose of this posting/advertising Community Standard is to ensure the wise use of available space, balancing the need for effective and orderly promotion, maintenance of facilities, and prevention of littering. Signs not meeting the educational goals and mission of the University, containing false, misleading or fraudulent information or discriminating or offensive language are strictly prohibited.

Length of posting by Student Housing and Residential Life: Materials given to Student Housing & Residential Life a minimum of seven (7) days prior to the event will be distributed to Resident Advisors, who will post the information in a timely manner. All materials distributed in this fashion must include the following:

1. Event time(s), date(s), location(s);
2. Name of the sponsoring CSU Monterey Bay campus office, department, recognized student club/organization;
3. An inclusivity statement providing direction and contact information (name, phone number, and email address) in case an attendee has questions, concerns, or needs accommodations.

For example, "For questions, concerns, or accommodations, please contact *Otter Student/Staff/Faculty* at (831) 582-1234 or email: *otter@csumb.edu*."

Displaying material: Displaying any material on the exterior of the buildings, trees, light posts, or other surfaces not specifically designated and designed as a poster/advertising display area is strictly prohibited.

Chalking: Chalk as an Advertising Medium – Using chalk to advertise within or on buildings, doorways, walls, surfaces intended for seating, vertical surfaces, etc., is prohibited.

The university and Student Housing & Residential Life restricts chalking to exterior sidewalks and walkways that are exposed to natural elements and only stick chalk can be used (the use of spray paint and spray chalk is strictly prohibited). Messages not in compliance with this Posting/Advertising Community Standard may be erased.

Unattached materials: Unattached materials, handouts, and handbills are strictly prohibited. All materials not conforming to these guidelines shall be removed and all outdated material shall be removed upon its outdating.

Damages: Individuals and/or residential communities may be held financially responsible for repairing damages, painting costs, and general maintenance related to improper posting or the removal of posted materials.

Student government elections process: Working in conjunction with the Associated Students Elections Committee, spaces will be designated in available housing areas for the posting of candidate information. Unless otherwise designated by the AS Elections Committee and Student Housing & Residential Life, the following Community Standards apply:

1. Upon approval from the Elections Committee, candidates can submit up to 60 articles/flyers/posters promoting their candidacy to Student Housing & Residential Life.
2. Student Housing & Residential Life will post all materials in a timely manner, ensuring there is enough room for all candidates' materials.
3. The AS Elections Committee, candidates, and Student Housing & Residential Life staff will work collaboratively to monitor these posting areas to ensure appropriateness (no slander), fairness, and consistency during the approved election campaigning period.

Projectiles

Throwing, dropping, or projecting objects from any residence structure, including, but not limited to, self, keys, bodily fluids, and trash is strictly prohibited. In addition,

throwing objects or playing sports in community courtyards is not permitted without permission from the Community Director of that area. Individuals and/or residential communities may be held financially responsible for repairing damages, painting costs, and general maintenance related to projectiles.

Responsible Action Protocol (RAP)

Purpose of protocol

Students are encouraged to make responsible decisions in life-threatening situations that result from alcohol and/or other drug abuse and to seek medical attention for someone who is in danger because of intoxication. Students should alert University officials, University Police, or professional medical personnel when they or their friends are in danger. A student who calls for or seeks emergency assistance on behalf of a student experiencing an alcohol or other drug related emergency may not be subject to mandatory alcohol and other drug sanctions under the CSUMB Student Housing & Residential Life conduct process.

Scope of protocol

1. The RAP applies to students who seek assistance or medical treatment on their own behalf or on the behalf of another student.
2. The RAP does not apply if the student seeking help for another student purchased, supplied, or otherwise made available the alcohol or other drug to the student needing medical assistance.
3. If a representative of an organization hosting an event calls for medical assistance, this act of responsibility might mitigate potential conduct consequences that could arise against the organization, i.e., the fact that an organization sought help might be considered in potential sanctioning for housing community standard violations.
4. The protocol applies only to Student Housing & Residential Life conduct process and does not in any way prohibit law enforcement agencies within their jurisdictions from enforcing the laws enacted by the State of California.

Requirements of protocol

Students considered for the RAP are required to meet with a professional staff member from Student Housing & Residential Life, who, after evaluating the situation, may also refer the student to the Personal Growth and Counseling Center, and may be requested to complete educational sanctions that are consistent the nature of the incident.

Even if there is not a disciplinary action, the incident will remain on file which can be used as a prior record should subsequent alcohol or other drug violations occur.

If the student has any subsequent incidents, these will be handled through the regular conduct process. If a violation is found to occur, prior records, including involvement in the RAP, will be considered for sanctioning purposes.

Limitation of protocol

The RAP applies only to alcohol and other drug-related medical emergencies. It does not apply to other prohibited behavior such as disorderly conduct (including physical or verbal abuse), property damage, or distribution of illicit substances.

Failure to act

The health and safety of CSUMB students is of paramount concern. With that priority in mind, students are encouraged to take responsible action in any situation where there is doubt about a person's physical welfare. If a student is in the presence of a medical/potential medical emergency in which another and is capable to call for help but does not, then said student may be held accountable through the Student Housing & Residential Life conduct process. Being part of the CSUMB community means taking responsibility for each other. The safety of CSUMB students is the responsibility of all community members.

Residence hall access

The doors to the residence halls are secured 24-hours every day, unless approved by Student Housing & Residential Life. Entrance into the halls is only by your Otter ID Card. You agree to take responsibility for your community and not prop the doors open or let unknown individuals into the residence halls at any time. Secured doors are for the safety and security of your living environment and other community

members. Please be responsible and respectful of your community when it comes to your security.

Right to entry

Student Housing & Residential life may, alone or with others, enter the Licensed Space in the following cases, including but not limited to:

1. In case of emergency
2. For scheduled maintenance
3. Management of applicable rules and regulations
4. To conduct health and safety checks
5. Pursuant to Court Order
6. After Licensee has abandoned the Licensed Space
7. To address alleged violations of University rules, including but not limited to the License Agreement, student conduct code, or Student Housing & Residential Life Community Standards
8. Or to exhibit the Licensed Space to prospective Licensees.

Failure to allow access or hinder any Student Housing & Residential Life staff member or their agent will constitute a violation of the CSU Monterey Bay Student Housing & Residential Life Community Standards.

Title IX, discrimination, retaliation, and harassment

The California State University does not discriminate on the basis of gender, which includes sex and gender identity or expression, or sexual orientation in its education programs or activities. Title IX of the Education Amendments of 1972, and certain other federal and state laws, prohibit discrimination on the basis of gender or sexual orientation in employment, as well as in all education programs and activities operated by the University (both on and off campus). The protection against discrimination on the basis of gender or sexual orientation includes sexual harassment, sexual misconduct, and gender-based dating and domestic violence, and stalking.

Decorations: When decorating your living area (including, but not limited to, the interior and exterior of room windows, lounges, etc.), please remember that you are part of a diverse community. If community members approach Student Housing & Residential Life staff members with concerns about displaying decorations

(including, but not limited to, comic strips, videos, posters, phrases, quotes, signs and/or other forms of expression, etc.), residents may request the removal of materials in public view. While we support the rights of individuals to express thoughts and ideas, reasonable time, place, and manner of that expression will be expected of all community members so individuals can live in an environment without 'decorations' that may be pornographic, discriminatory, or which promote hate toward community members, including members of constitutionally protected categories.

Obscene behavior: Engaging in obscene behavior within or around any campus living area or any Student Housing & Residential Life related function is not permitted.

Inappropriate language: Using vulgar, discriminatory, or harassing comments or language when interacting with community members (students, faculty, staff, administrators, etc.) may be subject to conduct action. For more information, please visit the Title IX/Discrimination, Harassment & Retaliation website [Title IX, discrimination, harassment, and retaliation.](#)

Skateboards/skates/bicycles (or other wheeled vehicles)

Use of wheeled apparatus: The use of wheeled apparatus shall be used for transportation outside residential areas only. Skateboards may only be operated on campus sidewalks, walkways, and paved paths. Bicyclists shall be parked, stored, or left on the University only in areas specifically designated by the presence of racks or other devices designed for bicycle parking.

Operating wheeled vehicle: Operating any wheeled vehicle while inside any housing community and/or any common area is strictly prohibited. Skateboards is prohibited on steps, stairways, disability access ramps, benches, walls, railings, seating areas, eating areas, and streets. Bicyclists riding is prohibited inside the campus quad area and on any landscaped or lawn areas.

Performance of tricks: The performance of tricks and/or jumps in residential and surrounding areas is not permitted at any time.

Use of wheeled apparatus/quiet hours: The use of the wheeled apparatus shall at no time violate the Courtesy/Quiet Hours Policy.

Vehicle safety regulations: Relevant vehicle safety regulations must be observed when operating any wheeled vehicle.

Hours of use regarding skateboarding: Skateboards may not be operated on or around Main Campus Residence Halls, North Quad or Promontory Apartments between the hours of 10PM and 7AM, Monday – Friday.

Skateboards may not be operated in the East Campus housing areas between the hours of 10 PM and 7 AM, Monday – Friday.

Skateboards may not be operated inside any residential facility at any time.

Hoverboards: Due to recent reports by the Consumer Product Safety Commission, Student Housing & Residential Life will no longer allow the storage, possession or charging of any Hover boards, Swagways, IO Hawks, Skywalkers, and similar devices with any CSUMB Housing facility. These housing facilities include; North Quad, East Campus, Main Campus, and Promontory. Student Housing & Residential Life is concerned about the potential impact that these devices may have on your safety. Individuals found in possession of such prohibited devices may be subject to conduct action.

Smoking and tobacco products

CSUMB is a smoke and tobacco free campus. Smoking and the use of tobacco products is prohibited on all university properties.

“Smoke” or “Smoking” means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, cigarillo, pipe, hookah, or any other lighted or heated tobacco or plant product intended for inhalation, whether natural or synthetic, in any manner or in any form. “Smoke” or “Smoking” also includes the use of an electronic smoking device that creates an aerosol or vapor, in any manner or in any form, or the use of any oral smoking device for the purpose of circumventing the prohibition of smoking.

Tobacco products:

1. A product containing, made or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, and snuff.

2. An electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, pipe, or hookah.
3. Any component, part, accessory of a tobacco product, whether or not sold separately.
4. "Tobacco product" does not include a product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where the product is market and sold solely for such an approved purpose.

Tobacco free: "Tobacco Free" means the use of cigarettes, pipes, cigars, smokeless tobacco, snuffs, and other tobacco products are prohibited on all University properties.

Smoking and the use of tobacco products is prohibited in all residential areas of Main Campus (residence halls along the Main Quad, in North Quad, and in Promontory), including residence hall rooms and common areas, suite/apartment rooms and common areas, offices, atriums, breezeways, stairwells, and all exterior areas surrounding those buildings also considered University Property(Including but not limited to areas like the Divarty Quad, North Quad Sand volleyball courts and benches around North Quad, parks in East Campus) and in or around any Frederick Park Apartments. This includes balconies, backyards, stairways, garages, driveways and any other area considered University Property.

Violations of this, or acts that are consistent with the definition of "smoking" or use of a "Tobacco Product" in or around any CSUMB residential area is considered a violation of Student Housing & Residential Life Community Standards. Individuals who are found responsible for smoking within any Student Housing & Residential Life facility may be charged for the cleaning, repainting, and re-carpeting of that space, unit or area.

Policy on Systemwide Smoke and Tobacco Free Environment

Soliciting/operating a business

Selling or promoting any service or product within the residential facilities without the expressed approval of the Director of Student Housing & Residential Life or his/her designee is prohibited. This includes, but is not limited to utilizing university resources to sustain business efforts, the misuse of mail services or excessive use of mail services for implementing a business, distributing merchandise, door-to-door soliciting, and/or in-person, electronic, or paper advertising.

Subletting

Subletting is not permitted in any residential space at any time. This includes CSU Monterey Bay students who leave during summer break and wish to have an unauthorized individual live and pay rent while they are away.

Technology

WiFi wireless access points: Wi-Fi Wireless Access Points (“Rogue Servers”) on the CSU Monterey Bay network are prohibited without prior approval by the Information Technology (IT) Department. Such unauthorized devices often cause interference and reduce performance of the existing university-managed wireless network. Users should contact the IT Help Desk at 582- HELP if there is inadequate wireless coverage in their area.

Misuse of resources: Misuse of CSU Monterey Bay computers, resources, and/or the network (i.e. OtterNet) includes, but is not limited to, unauthorized computer access (personal, university, or University Corporation owned), unauthorized transfer of a file; use of another’s identification or password; violation of the CSU Monterey Bay Acceptable Use of Computing and Technology Resources policy; sending obscene, intimidating, and/or abusive messages; and use of the network that interferes with others, normal university operations, and/or violates copyright laws.

Rewiring devices: Rewiring, the placing of attachments, or attaching unauthorized devices on a telephone or computer is prohibited.

University and community information

It is required that residents attend mandatory community meetings with their Resident Advisors where students receive important information regarding their housing and campus community. Based on the university Student Email Notification Policy, it is every student’s responsibility to check university-issued email account on a consistent and frequent basis. Failure to check this university-issued email account does not negate a students’ responsibility for information.

Unmanned Aircraft Systems (UAS)

Use of UAS such as but not limited to, remote controlled airplanes, helicopters, drones, or other model aircrafts, is prohibited in or around the CSU Monterey Bay residential facilities. This includes, Main Campus Residence Hall, North Quad, Promontory Apartments, and East Campus Apartments. If an individual is found operating an Unmanned Aircraft System in or around the CSU Monterey Bay residential communities they are subject to conduct action.

If for any reason you are required to operate an Unmanned Aircraft System for a class, you will need to seek permission from your Community Director who will confirm: the class, the project purpose, length of time and use of the Unmanned Aircraft System. It is the discretion of the Community Director if approval for use is granted. If an individual receives approval for use of an Unmanned Aircraft System such system(s) may only be used 500 feet or more away from and residential facility.

Vandalism/damage

Damage to property owned or possessed by the State of California, the University Corporation at Monterey Bay, Student Housing & Residential Life, by any community member or guest thereof is prohibited. Individuals and/or residential communities may be held financially responsible for repairing damages, painting costs, and general maintenance related to vandalism. Residents of the floors or halls that are found responsible for these community damages may be required to pay a fee.

Weapons and explosives

Prohibited: Weapons are prohibited on campus premises, including, but not limited to, replicas, firearms (defined as any gun, from which a shot, readily capable of producing death or physical injury, may be discharged; rifles, pistols, or handguns designated to fire bullets, BBs, pellets, or shots, including paintballs, airsoft guns, Nerf guns, regardless of propellant used or if no propellant is used as in starter or blank guns/pistols) "Electronic dart or stun guns"; knives (including but not limited to hunting, switchblade, gravity, "Butterfly," sport, daggers, cane swords, decorative, or throwing of any size or any large blade kitchen knife displayed in public areas); bows and arrows, crossbows, slingshots, or similar devices; ammunition; noxious materials, or any unauthorized hazardous materials or chemicals; other weapons, such as batons, Billy clubs, nightsticks, kubatons, blackjacks, slapjacks, slap gloves, brass knuckles, Pilum ballistic knives, "Chuka sticks", "Kung Fu stars", or other martial arts equipment; explosives and fireworks of any sort or any other weapon described in the California State Penal Law.

Knives: Only knives specifically purchased for culinary activities are permitted, and must be kept in kitchen areas.

Failure to report: Failure to report the presence of an unlawful weapon, explosive or incendiary device, when the presence of such weapon or device is known or reasonably suspected to the University Police Department and/or Student Housing & Residential Life personnel is a violation of the rules and regulations of the University, as well as these Community Standards.

Reporting false weapon claim: Reporting the false presence of an unlawful weapon, explosive or incendiary device with the intent to mislead or deceive is prohibited.