

Residence Hall Regulations and Procedures

Most of the students at Pomona College live on campus. In a residential community it is essential for all students to be aware of the rights and needs of others. Cooperation with the rules and policies of residential life at Pomona is an essential condition of community living.

As members of the Pomona College residence hall community, residents may reasonably expect the following:

1. The right to reasonable quiet.
2. The right to reasonable privacy.
3. The right to a comfortable and well-maintained living environment that is reasonably safe and secure.
4. The rights to individual choice, provided that other residents' rights are not infringed upon.
5. The right to fair and equitable enforcement of residence halls rules and policies.

In all of these matters, students are responsible for the behavior of any guests, including students from the other Claremont Colleges, who are present in a building at their invitation, and penalties may be assessed on the hosts for violations committed by their guests. Furthermore, groups sponsoring events may be held responsible for violations committed by those attending their events; such violations will be referred to the appropriate disciplinary bodies for adjudication, which may result in monetary fines, restriction on future activities, or removal of official registration of the organization.

**The following regulations support
the rights of student residents at
Pomona College:**

Alcohol and Other Drugs

1. The sale, use, possession or trading of marijuana, drug paraphernalia or any other controlled or illegal substance within the residence halls is not permitted.
2. Responsible use of alcohol is expected in the residence halls. Excessive drinking, large gatherings in private rooms or hallways, and loud noise and loud music are not permitted.
3. Distilling, fermenting or brewing beer or other spirits is not permitted in the residence halls.
4. Kegs, "kegorators," pony kegs, party balls and other common containers are not allowed in the residence halls. Likewise, unregistered parties are not allowed. **Hard alcohol (vodka, bourbon, rum, etc.) is not permitted on South Campus.**
5. Students who continue to violate the policy will be referred to the Judiciary Council with a notation on their record of previous offenses.

Firearms, Explosives and Other Weapons

Some items are absolutely prohibited in the residence halls and on the Pomona Campus generally. These items include firearms of any sort (including BB guns, pellet rifles and other weapons which propel projectiles), ammunition, knives, switchblades, swords, or other bladed weapons and fireworks. These items are prohibited even if they are intended for decoration, recreation, or ceremonial use. In addition, combustibles in containers, such as gasoline cans, are never allowed in the residence halls.

Students should not bring firearms or other weapons to campus for target practice, recreational, decorative, or ceremonial use. Serious sanctions, including suspension and expulsion, may result from violation.

Gasoline powered scooters and motorcycles cannot be stored in individual rooms or elsewhere in the residence halls at any time.

Fire Safety

Proper use of fire systems and fire emergency equipment is essential for the protection of all members of the community, and abuse of such systems or equipment is not permitted.

Prompt and cooperative response to fire alarms, in accordance with college emergency procedure, is required of every resident and guest.

Any student who is responsible, alone or in concert with others, for misuse of or tampering with fire safety equipment, including smoke detectors, fire alarms, fire extinguishers, and/or fire doors is subject to a fine and/or referral to the Judiciary Council.

In addition, students will be charged the cost of reactivating the equipment. A second offense will result in withdrawal of campus housing and dining privileges for at least one full semester. A student who, through carelessness or negligence, causes a building fire alarm to sound also will be fined.

It is prohibited, negligently or intentionally, to set a fire of any size or type in or around any residence hall or campus building. Open flame devices, including incense and candles (but excluding cigarette lighters and matches) are not allowed in the residence halls. Students who violate these requirements will be referred to the Judiciary Council.

Students must evacuate the building during any fire alarm in accordance with standard emergency procedures. Any student who does not cooperate with these procedures will be fined for a first violation, and the automatic fine will be doubled for each subsequent violation. Habitual refusal to cooperate will result in referral to the Judiciary Council with a recommendation of withdrawal of campus housing and dining privileges.

In all of these matters, students are responsible for the behavior of any guests who are present in the building, including students from the other Claremont Colleges. Penalties may be assessed on the hosts for violations committed by their guests.

Groups sponsoring events may be held responsible for violations committed by those attending their events; such violations will be referred to the Judiciary Council for adjudication,

which may result in monetary fines, restrictions on future activities, or removal of official registration of the organization.

Mail Room Policy

Mail room parcels are subject to all College regulations. The College reserves the right to refuse the delivery of items that violate College policy.

Noise Policy

Student rooms are appropriate places to study and to sleep. For that reason, students should not create persistent or excessive noise audible to surrounding residents. Mutual respect is the expected standard. If someone is disturbed by noise, she or he has the right to request a decrease in the level of the noise and the student receiving the complaint is expected to respond by decreasing the volume of the offending sound. Noise should be kept to a minimum, regardless of established quiet hours.

Quiet Hours are from midnight to 8:00 AM Sunday through Friday and 2:00 AM to 10:00 AM Friday and Saturday. All other hours are courtesy hours during which the halls must be quiet enough for residents to study or sleep. In addition all residence halls will maintain quiet hours from midnight on Wednesday preceding final exam week until 8 AM on the Saturday of final exam week.

If a resident is bothered by noise, he or she should ask the individual causing the noise to reduce the volume. However, if, for any reason, the resident cannot speak with the student causing the disturbance, the student may contact the on-duty Resident Advisor for assistance. If the offender does not respond to the complainant or RA's first request by decreasing the noise and the RA or complainant must ask a second time, the offender's conduct will be documented by the RA, which will subject the offender to a fine and/or Judiciary Council action.

Students who repeatedly violate the noise policy will be referred to the Judiciary Council with a charge of disorderly conduct. If found responsible by the Judiciary Council, the student's full record of noise policy violations will

be made available to the Judiciary Council prior to the Council's determination of sanctions. The Judiciary Council or the Dean of Campus Life may remove students who create a persistent disruption from College housing.

Windows, Balconies, and Rooftops

Throwing or dropping objects from windows, balconies, or rooftops of any campus building endangers the lives and safety of students, staff, and visitors and is prohibited. **Windows and balconies may not be used as points of entrance to or egress from student rooms.** Use of balconies or rooftops for social events is prohibited. Any student found on the roof of any College building in areas other than those designated for usage will be fined \$1,000 and will also be liable for the cost of any repair to the roof. Removal of residence hall window screens is also prohibited.

Such behaviors, because they represent a danger to the safety of members of the campus community, are prohibited and may be subject to punishment by fine and/or referred to the Judiciary Council.

Pets in the Residence Halls

Under no circumstances are students permitted to have cats or dogs in the residence halls. Only completely and consistently caged, non-poisonous pets that are legal in the state of California are permitted and then only if they do not adversely affect other residents.

The Office of Campus Life must give permission and issue a permit for any animal kept in the residence halls.

The owner must maintain the pet in a well cared for and clean manner. Animals must be in their cages when left unattended. A permit is required for each animal. Animals are never allowed in the dining halls.

If another resident or a staff member objects to the presence of the pet, the owner is obligated to rectify the situation immediately, which may include the removal of the animal from the residence hall.

If a dog or cat is found in a residence hall, the owner will be fined \$100. The animal then must be removed within 24 hours. After 24 hours the

owner will be fined \$50 per day until the animal is removed. Subsequent violations of the pet policy will result in Residential Suspension for a period of time to be determined by the Dean of Campus Life.

Propping Doors

The external doors to the residence halls are locked to prevent the intrusion of unwanted and possibly dangerous individuals.

Each student is given a Student ID card that will open all card-keyed residence hall doors. Students are not allowed to prop residence halls doors open. Propping doors endangers the safety of every hall resident. Any student found propping a door will be fined. In the event of theft or loss, new ID cards may be obtained at the Office of Campus Life in Sumner Hall. Lost cards should be reported promptly so that they be deactivated, further protecting students from intrusion. An individual found tampering with, removing or altering the locking mechanism of any door will be fined. Subsequent offenses will be referred to the Judiciary Council.

Smoking

Smoking is prohibited in all South Campus residence halls (South Campus residence halls include Wig, Harwood, Lyon, Mudd-Blaisdell and Oldenborg.) Smoking is prohibited in other residential areas designated substance free or smoke free. Smoking is prohibited in any area, including outdoors, if it results in second hand smoke entering a non-smoking area. All non-residential buildings at Pomona College are smoke-free.

Otherwise, smoking is allowed only in personal residence hall rooms, and only with the approval of all residents of that room, with doors closed and without secondhand smoke entering into any non-smoking areas. All other spaces in all buildings on campus are non-smoking areas.

These non-smoking areas include, but are not limited to all public and common areas, such as hallways, social rooms, stairwells, lobbies, dining rooms, lounges, lavatories, laundry rooms, computer rooms, and offices. Students who violate the policy more than once may be required to appear before the Judiciary Council.

Sports in Hallways

The use of roller-skates, roller blades, skateboards or bicycles in any College building is prohibited.

In addition, students are not allowed to play sports (e.g. Frisbee, hockey, soccer, football) inside College buildings, including residence halls. Students who play sports in the residence halls may be referred to the Judiciary Council.

Food Fights

Any student who is identified by Food Services staff, other College staff members, or students as having instigated or taken part in a food fight may be fined and/or taken to Judiciary Board. For the purpose of this policy, participation in a "food fight" consists of throwing or otherwise misusing any food products or other items during a meal service period.

Student ID Cards and College Keys

A validated student ID card, evidence of enrollment in the current semester at Pomona, is required for admission to on-campus events, which are limited to Pomona College or Claremont Colleges students.

Any student who possesses or uses a key, which he or she is not authorized to use (including a duplicated key not issued to the student by the College), may be subject to judiciary action and/or fines. Penalties are related to the seriousness of the offense and could result in suspension or expulsion from the College for the unauthorized possession or use of master keys.

Students are urged to report and replace lost ID cards and keys because of the risk active keys and ID cards pose to the security of all students and staff of the college.

Damage to Residence Halls

It is the obligation of every student living in or visiting the residence halls to not to damage or allow their guests to damage any College property. It is the policy of the College to charge individuals responsible for damages which occur or

for items which are lost from the residence halls. Charges reflect the cost of replacement and/or repairs. Furthermore, it is the policy of the College to attempt to establish financial responsibility for damages which occur in public areas of a residence hall for which individual responsibility cannot be ascertained. **Costs for acts of unclaimed vandalism may be charged back to those residing within the smallest identifiable space where the vandalism has occurred, and residents will be held responsible for damages caused by their guests.**

Damages and Losses Within Individual Student Rooms

All losses and damages which occur within an individual student's room beyond the range of fair wear and tear are charged to the resident(s) of the room. The room condition form completed at the beginning of each resident's occupancy protects the student from being held liable for previous damages or conditions. It is assumed that when residents have checked into a room they are then responsible for all damages and/or losses which may occur during their occupancy.

The damages which occur during the first semester are noted at mid-year inspection and are billed to the student(s) when they are discovered. A notice is sent to the resident(s) indicating what the damages and/or losses are and what the costs to replace and/or repair such items are. **Costs for acts of unclaimed vandalism may be charged back to those residing within the smallest identifiable space where the vandalism has occurred.** Appeals may be made through the Office of Campus Life.

At the end of the academic year, charges are assessed for room damage and loss through year-end inspection and check-out procedures.

These charges are placed on the student's bill. For students not returning the following year, the charges are deducted from their fees or deposit, and if the charges exceed the amount of the fees or deposit, the difference is billed to the student.

Housekeeping in Common Areas

All students are expected to keep the common areas of the residence halls in a reasonable state of cleanliness. When an excessive mess is found it is the responsibility of the residents of the residence hall to clean it up. In the case of a hallway, the smallest identifiable group of residents has the responsibility of restoring the area to reasonable cleanliness.

A 24-hour period will be given to effect the clean-up. At the end of this time period, if the conditions are not up to standards, a fine will be assessed to each person responsible for the clean-up task. If no people are identified, the clean-up costs may be charged to those residing in the smallest identifiable space where the mess occurred.

It should be noted that in some cases this means that students not directly responsible for the mess will be held responsible for the cleanup if no individual or group can be identified.

Drinking Games

Games that are centered around alcohol or focus on drinking large quantities of alcohol are prohibited.

Definition of Residential Probation

Students can be placed on residential probation for behavior that is inappropriate but not limited to including substance use, or excessive noise. While on probation, students are expected to adhere to the guidelines of the College and the Office of Campus Life and to function effectively within the Pomona College community. Failure to exhibit appropriate behavior and/or continued involvement with violations of college or residence hall policies while on probation may subject the student to loss of housing privileges for a period of time determined by the Dean of Campus Life.

Fines

Misuse of Residence Halls

Student Failure to Return Room or Residence Hall keys	\$75 each
Student's failure to vacate room on time	\$25 per hour
Student failure to clear and clean room	\$50
Damage to student room and furnishings	Cost of repair
Loss of furnishings	Replacement Costs
Failure to remove door decorations	\$20
Missing furniture	Replacement Cost
Unauthorized use of room during Winter Break	\$100 a day (Winter Break)
Unauthorized painting	\$100 per wall or ceiling

Drug, Alcohol, Party Fines

(Fines will be against each of those responsible for the violations)

Marijuana use, possession or trading:	First offense \$100 Second offense \$200
Unregistered Parties:	First offense \$100 Second Offense \$200
Kegs "Kegorators," Pony Kegs Party Balls or other Common Containers:	First offense \$100 Second offense \$200
Possession of hard alcohol on South Campus by Students under 21 years of age:	First offense \$100 Second offense \$200
Falsified ID's:	Each offense \$100