

Residence Life Rights and Responsibilities

The Office of Residence Life at the University of Mount Union creates inclusive living-learning environments. We strive to create an environment that enhances their academic and social growth to achieve the goals of fulfilling lives, meaningful work, and responsible citizenship.

Although the University has set standards of behavior for all students, some additional guidelines are necessary for those who live in the Residence Halls and university-owned housing. Students residing in residence halls and university-owned housing are responsible for adhering to the policies outlined below and the Code of Student Conduct. Students are responsible for all violations occurring in their residence. If a violation occurs in a common space and a resident knows or should have known about the violation and has not reported to their resident assistant, they will be held accountable for that violation. Violations of University policies will be addressed by the Office of Student Conduct.

The behavior described in the following sub-sections is considered inappropriate for the residence life community. These expectations and rules apply to all students and their guests. Community members are encouraged to report to residence life staff all incidents that involve the following prohibited behaviors. Any student found to have committed or to have attempted to commit the following prohibited behaviors is subject to the educational consequences outlined in Section 8N: Educational Consequences.

Please note that some of the below policies have been changed due to the COVID-19 Responsible Restart plan. Please review the plan [here](#) to ensure you are aware of any changes made to this section regarding health, safety, guests, etc.

1. *Abandoned Property*: Failure to remove all items brought into the space by the resident or someone admitted into the space upon check out. If items are left past check out, they shall be declared abandoned and held for 7 calendar days and then discarded. The University shall not be liable for any damage to or loss of such property that occurs during the course of such removal, storage, delivery, or disposal. There is a fee for removal of and storage of abandoned items that is assessed to a student's university account. If the items are abandoned due to improper checkout, there will be an improper checkout fee assessed as well.
2. *Alcohol*: Possession or consumption of alcoholic beverages except under circumstances authorized by the Mount Union Alcohol Policy is prohibited in university-owned housing. (See Community Standards for further information);
3. *Active Sports*: Engaging in any sports activity in any university-owned housing. This includes, but is not limited to, the use of balls, frisbees, Nerf guns, water guns, and water balloons.
4. *Appliance Usage*: Use or possession of any appliance on the unapproved appliance list.
5. The unapproved appliance list includes, but is not limited to:
 - Air conditioners (installed or free standing)
 - Any appliance with an open heating element
 - Any type of fog or smoke machine
 - Bread makers
 - Ceiling fans
 - Electric frying pans or woks
 - Electric or outdoor grills
 - Halogen lamps
 - Hot dog cooker
 - Hot plates
 - Hot pots

- Hoverboards
- Microwaves more than 1,000 watts
- Oil-based popcorn poppers
- Refrigerators larger than 4.5 cubic feet and or 36 inches high
- Rice Cookers*
- Slow cookers/Crock-Pots*
- Space heaters
- Sun lamps
- Toaster ovens
- Toasters*

*Items that are allowed in the Kitchens of the Townhouses and Apartments
For additional information please see mountunion.edu/housing.

6. *Bed Requirements:* Tampering with or altering the bed provided in the residence without permission from Residence Life. All beds must remain in the room in which they are registered on a Room Condition Report. Should a student want a bed lofted or bunked, they must submit a work order to Physical Plant at portal.mountunion.edu/forms/Pages/Work-Orders.aspx. Waterbeds are not permitted in university-owned housing.
7. *Bicycles:* Storing a bicycle (for any amount of time) in an entryway, stairwell, or other public area. All bicycles must be kept either outside the buildings (on appropriate racks) or in individual student rooms. Students living in the apartments may request a key to the bicycle storage closet from the Office of Residence Life.
8. *Cleanliness:* Failure to keep residences (individual bedrooms and common spaces) clean and orderly at all times. Other residents should not be impacted by a resident's level of cleanliness or any smells associated with cleanliness. Residence life and/or physical plant staff may conduct periodic room inspections to ensure health and safety standards are adhered to. 24-hours' notice will be given in advance of inspections, unless staff deems there is an immediate concern. Additionally, inspections may be conducted prior to winter break to ensure closing procedures have been adhered to.
9. *Courtesy Hours:* Exceeding a courteous level of sound at any time.
10. *Decorations:* Permanently altering a room or use or possession of decorations on the prohibited decoration list.

The prohibited decoration list includes:

- Decorations hindering the use or restricting access to hallways, doorways, stairs, corridors, or fire related equipment;
- Cardboard, aluminum foil, flags, signs, bottles, or other items hung or displayed in windows, excluding fire-retardant cloth curtains;
- Displaying alcohol/drug signs, or other related alcohol/drug memorabilia so they are visible from outside a student residence (such as in windows or on doors);
- Attaching items to or tampering with light fixtures, ceiling tiles, fire safety equipment, or exit signs;
- Use of tape, decals, nails, double-sided foam mounting tape, etc. on walls, ceilings, doors, and floors that result in patching or repainting of the room;
- Cut/live evergreen trees, pine roping, garland, cotton batting, straw, vines, leaves, shrubbery, foam plastic, or other flammable items;

- Displaying material that is generally accepted as offensive or that is biased against any person or groups so it is visible from outside a student residence (such as in windows or on doors);
 - Decorative hangings and draperies placed over doors or entryways;
 - Street signs;
 - No more than 50% of the wall/ceiling space may be covered. No paper may be hung within 1 foot of an electrical outlet.
11. *Elevator Operations:* Sounding the elevator alarm bell without cause or interfering with the normal operation of an elevator.
 12. *Entrance to Buildings:* Propping, forcing, or attempting to force an exterior building door open. Use of a fire safety door unless authorized by an appropriate residence life or campus safety and security staff member or having appropriate card access.
 13. *Guests:* Failing to escort guests at all times while in university owned housing. A specific host must be immediately present in public areas and residences. Additionally, residents must have prior permission from their room and suite-mates to host a guest. Guests must have valid photo ID on their person. Guests may not stay more than 72 hours (3 nights) in any university-owned housing in a four-week period.
 14. *Open Flames:* Possession and/or use of candles, candles warmers, oil burners, incense, fireworks (including sparklers), or other open flame apparatus is prohibited within university-operated housing.
 15. *Guests under the age of 18:* Hosting a guest under the age of 18 without meeting the following exceptions:
 - Underage guests who are accompanied by their parent(s) or guardian(s) may visit from 11 a.m. to midnight. For emergency situations, the director of residence life may allow extended visitation.
 - In some circumstances, underage guests may stay overnight if proper authorization is given. This must occur within the parameter of the guest policy. The director of residence life must grant permission in advance of the visit. Parents/guardians must complete the University of Mount Union Release, Hold Harmless and Indemnification Agreement and submit it to the appropriate university official prior to the visit. Little Sibs weekend meets these requirements.
 - Members of a resident's immediate family who are not 18 may visit from 11a.m. to midnight. Residents wishing to have a sibling stay overnight should request from the director of residence life permission in advance of the visit. Parents/guardians must complete the University of Mount Union Release, Hold Harmless and Indemnification Agreement and submit it to the appropriate university official prior to the visit. Residents wishing to have their children visit the residence halls outside of 11a.m. to midnight should consult with the director of residence life. Consistent overnight visits are not permitted.
 - Roommate permission must be obtained for all guest visitation.
 16. *Mandatory Hall Meetings:* Failure to attend floor/building/house meetings that are designated as mandatory by Residence Life staff. Students with scheduling conflicts must make arrangements to meet with appropriate staff members prior to the scheduled meeting.
 17. *Pet Possession:* Possessing animals with the exception of fish and animals registered through the Office of Student Accessibility Services as service animals or emotional support animals (all approvals must be received and paperwork completed for the animal to be in a residence hall). Aquariums are limited to 10 gallons or less. If unregistered animals are found, they may be removed and turned over to the Stark County Humane Society or other appropriate animal rescue organization if an alternate home is not available within 24 hours.

18. *Power Strips*: Using multiple-outlet connections unless they are a power strip with a built-in circuit breaker that is clearly marked, carries an Underwriter's Laboratory (U.L.) approval, has a maximum load of 15 amps and is plugged directly into a wall electrical outlet. Plug-mounted surge protectors are allowed but must meet the same requirements as power strips. Extension cords must be heavy duty (no less than 12 gauge) extension cords and used properly. No extension cords or other electrical wire can be run under any carpet or rug.
19. *Quiet Hours*: Failure to adhere to minimum mandatory quiet hours in and around the residence halls. Quiet hours are 11:00 pm to 11:00 am, seven days a week.
20. *Quiet Hours for Finals*: Failure to adhere to 24-hour quiet hours during reading day and finals. 24-hour quiet hours begin each semester at 9:00 pm on the last day of normally scheduled classes and ending after the completion of the final University exam period. Students who violate this policy may be immediately removed from University Housing.
21. *Removal of University Property*: Moving University property from its designated position without prior approval from Residence Life. This includes, but is not limited to, removing furniture from student rooms, lounges, lobbies, or any public space and detaching furniture that is attached to the wall.
22. *Solicitation*: Soliciting in any Residence Hall or University-owned housing. If a student or recognized student organization wishes to conduct any type of door to door activity, they must receive prior permission from the director of residence life.
23. *Syringe Disposal*: Residents and guests may only have syringes for medically prescribed usage, such as using injected medication or testing blood. They may not place exposed hypodermic needles and/or lancets directly in trash containers, and must utilize approved sharps containers. Sharps containers may be obtained by placing a work order to portal.mountunion.edu/forms/Pages/Work-Orders.aspx. Once a sharps container is 2/3 full or rise to the FULL level marker, Housekeeping or Physical Plant must be contacted for proper disposal.
24. *Windows*: A screen may not be removed from its window casing. If the screen is missing from a window, students may not use the window for egress or to hang or display items. The plane of the window may not be broken.