

Failure to Complete Sanction:

Students who fail to complete any part of their sanction (e.g., community service hours, fine, alcohol assessment) by the prescribed date may be subject to either one or a combination of the following options:

- Student Development hold flag will be placed on their records. This hold does not allow a student to register for classes or graduate. It may also affect their opportunity to have priority in the housing process.
- Community service hours will be doubled.
- A fine will be placed on their account.
- Additional charges of failing to comply with the request of a college official could be filed.

Withhold College Services:

All services, including wages, registration, charging, reserving rooms or transportation, and any other services will be withheld until the student complies with the sanction.

Student Behavior and Policies

Questions about this policy may be directed to Dr. John Jobson, Associate Dean of Students and Director of Residential Life and Housing or Dee Campanella, Associate Director of Residential Life and Housing, 395-7800

Philosophy

The Policies at Hope are agreements among the members of the College community. The Campus Life Board, composed of students, faculty, and staff, has the responsibility of making recommendations concerning standards that govern student behavior. Hope's policies are designed to enhance the campus environment and are provided in a spirit of consideration for others. The college will strive to support students as persons and affirm their self-worth and dignity in matters of policy enforcement. Our goal is to help all students grow and mature socially as well as academically and spiritually.

Although some of these standards are more strict than found in society as a whole, campus residences accommodate many more people in close quarters than other living environments in society. Thus, some regulations have been established to assist in providing an atmosphere that is conducive to learning and offers restrictions designed to enhance the quality of campus life.

General Information

Either individual students or a student organization can be charged with violating policies. For the sake of clarity only individuals are typically referred to in the policies, but all policies do apply to student organizations as well. Charges against an individual for a particular event do not preclude charges being filed against an organization for the same event.

Students charged with violating any college regulation will have the opportunity to present their version of events through the campus judicial system.

Students are also responsible for their guest's actions; all guests are expected to abide by college policies. Students are subject to disciplinary action (including payment of damages) if their guest violates college policies.

Students may also be responsible for violating a regulation if they attempt to commit or are accessory to any act which will violate college regulations.

1.0 Alcoholic Beverages

Hope College upholds state and local laws regarding the possession and consumption of alcoholic beverages. The concepts listed below are for your consideration:

- a) Michigan's drinking age is 21; therefore, most college students cannot drink alcohol legally.
- b) Alcohol use inhibits individuals from functioning at full capacity.

- c) Alcohol abuse has a negative impact upon the learning environment of the college.
- d) Peer pressure may intimidate and compel persons to change their behavior to go along with the crowd.
- e) Alcohol use has the potential for leading to alcohol abuse.
- f) There is a high correlation between alcohol use and sexual assault.

While the college affirms that the decision to drink or not drink is a matter of individual choice, it has established the following regulations regarding the use of alcoholic beverages in order to maintain an atmosphere supportive of its educational purpose:

- 1.1 The possession and/or consumption of alcoholic beverages on college property, in college housing units , at college events, or in college vehicles are prohibited. Any alcohol, which is found on-campus or in campus residence facilities, will be confiscated and disposed of by the Residential Life Staff or Campus Safety.
- 1.2 The use of college or organizational monies to purchase alcoholic beverages is prohibited.
- 1.3 Alcoholic beverages may not be used to promote an event.
- 1.4 The possession of alcoholic beverage containers is prohibited in campus housing units; this includes collectable empty or full alcohol containers and dispensing paraphernalia.

2.0 Assault and/or Harassment

Hope College encourages and aspires to be a Christian community in which all its members feel welcome and respected. In order to affirm and inspire this idea, the following policies are in place. (In the event of an alleged sexual harassment see page 38 or alleged discriminatory behavior, see page 43 of the Student Handbook).

- 2.1 No person shall harass, haze, abuse, or assault any member of the faculty, staff, or member of the student body. Any action or situation, regardless of intention, whether on or off college premises, which results or has the potential of resulting in physical, psychological, or emotional harm, discomfort, or distress to a member of the Hope College community may be regarded as such.
- 2.2 No person shall perform any action demonstrating lack of respect for the dignity of another person.
- 2.3 No person shall abuse, threaten, harass, or exhibit behavior which intimidates any complainant, respondent, counsel, witness, or judiciary member prior to, during, or after a judicial hearing.

3.0 Computer Usage

No individual or group shall interfere with the normal process of the central computing system. This includes, but is not limited to, illegal activities and/or violation of policies agreed upon when creating an account with the Computing and Information Technology Office (CIT).

Hope College does not condone the infringement of copyright or the violation of any intellectual property rights. No equipment or facilities of the college are to be used for the infringement of any copyright or other proprietary right or to facilitate any such violation. No such use is authorized by the college. Any person determined to have engaged in the violation of intellectual property rights using the equipment or facilities of the college will be subject to disciplinary proceedings.

4.0 Disorderly Assembly

No person or group shall assemble on campus for the purpose of creating a riot or destructive diversion which interferes with the normal operation of the College, the free movement of other persons around the campus, or the use of College facilities. This regulation, however, by no means denies the right to assemble peacefully.

5.0 Disorderly Conduct

- 5.1 Failing to comply with the policy, or request of a college official or residential life staff member when he or she is performing the functions of his/her position is prohibited.

- 5.2 Entering or attempting to enter any athletic contest, dance, social gathering, or other such event without the proper credentials for attendance (ticket, I.D., or invitation) or in violation of the reasonable qualifications for attendance as established by the sponsor is prohibited.
- 5.3 No student shall engage in inappropriate behavior in any area where food is being served (i.e., throwing of food or utensils, leaving the eating area in disarray).
- 5.4 No student shall attempt to use an I.D. other than his/her own to gain entrance to the dining area. Students are also not allowed to transfer their I.D. to someone else.

6.0 Drugs

Hope College upholds state and municipal laws regarding illegal drugs. The Hope College policy relating to medical marijuana can be found on page 16.

- 6.1 Hope College prohibits the use, possession, sale, manufacture, production, administering, dispensing, and prescribing of any illegal drug, or the misuses of prescribed drugs.
- 6.2 Possession of drug paraphernalia is prohibited. Drug paraphernalia generally refers to any items used in connection with controlled substances. A full definition of what constitutes drug paraphernalia can be found in sec.333.7451 of the Michigan Penal Code.

7.0 False Testimony or Dishonesty

- 7.1 Lying, misrepresentation, giving false testimony, and/or failing to present proper identification to any College official or at any College proceeding is prohibited.
- 7.2 Dishonesty is including, but not limited to the following:
- a) Cheating, fabrication, falsification, forgery, multiple submission, plagiarism, complicity, or other forms of dishonesty personally.
 - b) Furnishing false information to any college official, faculty member, or office.
 - c) Acting as an agent of the college without authorization.
- 7.3 The unauthorized use of another person's credit card, charge card, debit card, secured card smart card, or any other instrument of credit.

8.0 Fire Safety

Hope abides by all city and state fire safety laws. The smoking policy can be found on page 38. Hazardous conditions not anticipated by specific reference in the Fire Safety Policy are prohibited. If such conditions are identified, opportunity will be provided to correct them before any disciplinary action is taken. To reduce the potential danger of fire, the following actions are strictly prohibited:

- 8.1 Activating a fire alarm when there is not a fire emergency. This may endanger the lives of emergency personnel who must respond to the scene.
- 8.2 Tampering with, moving or discharging fire extinguishers unless there is a true fire emergency.
- 8.3 Using open flames, including kerosene lamps, candles, incense, charcoal or gas grills, or other similar items, in or around college housing units. In addition, candles (lit or unlit) and smoking any items such as pipes, cigarettes, or cigars is prohibited in college housing units. Gas grills may be used outside if reserved and approved through Creative Dining Services.
- 8.35 No person shall use or possess electrical appliances in college residential units that are prohibited in the Housing Terms and Conditions. This does not apply to approved electrical appliances for kitchen areas.
- 8.4 Covering or blocking smoke detectors.

- 8.5 Failing to promptly leave a campus building when a fire alarm sounds.
- 8.6 Storing flammable or combustible liquids such as gasoline, oil, kerosene, charcoal starter fluid, turpentine, or oil based paints in College housing units.
- 8.7 Tampering with fire safety equipment, setting off false alarms or engaging in other activities that may endanger the lives of others or threatens damage to college property. This also includes tampering with or attaching items to any component of the smoke detection or alarm system.
- 8.8 Propping open or disabling a fire door or any door with a closing mechanism.
- 8.9 Blocking, even partially, any means of egress, or affixing anything to an egress door or window
- 8.10 Failing to actively and continually monitor any food that is being cooked or reheated.

9.0 Firearms, Weapons or Fireworks

- 9.1 No person shall possess and/or use fireworks or explosives on campus. Fireworks are defined as substances which are prepared for the purpose of creating visual or audible effects by combustion, explosion, or detonation.
- 9.2 No person shall possess or discharge any firearm, air rifle, bow and arrow, paint ball gun, or other dangerous weapon expelling a projectile.
- 9.3 No person shall possess any dagger, dirk, saber, stiletto, nun-chuks, and knife having a blade over three inches in length, brass knuckles, blackjack, sap, sling shot, or any other dangerous weapon.
- 9.4 No person shall possess a portable devise or weapon (Stun Gun) designed to incapacitate temporarily, injure, or kill. This includes all devices from which an electrical current, impulse, wave or beam may be directed.
- 9.5 No person shall possess an altered or replicated dangerous weapon, which, in the manner used or displayed, may create fear.

10.0 Gambling and other Illegal Financial Activities

Hope College prohibits unlicensed gambling and other financial activities of an illegal nature.

11.0 Visitation Hours

Visitation hours govern the visiting privileges of members of the opposite gender in the living units. These hours exist to help create a safe, private and quiet atmosphere in which students live.

Visitation hours are as follows:

Sunday – Thursday 10:00am – 12:00am

Friday – Saturday 10:00am – 2:00am

When the academic calendar includes scheduled breaks that fall on weekdays not preceding academic school days, the Friday and Saturday visitation hours will apply.

No person shall be in a living unit with someone of the opposite gender outside of the visiting hours listed above. These hours are in effect for the entire year, including scheduled breaks in the academic year. The only areas that are not included are the following areas: residence hall basement common areas, lobbies and stairwells; and cottage and apartment common areas such as living rooms and kitchens. However these areas may not be used as sleeping areas outside of the above cited hours.

Young children who may be visiting a student of the opposite gender may stay with the resident unless the child is ten-years old or older. In that situation the student will need to make housing arrangements for the child with someone of the same gender as the child.

12.0 Health Service/Insurance

No student shall ignore, avoid, delay, or otherwise disobey a request for treatment or other medical procedure from the Health Clinic. The request will be based on the Health Clinic's judgment and/or guidelines from the Public Health Agency. Failure to comply with the above guidelines will result in withholding all services including wages, registration, charging, room reservation or transportation and other services until the student complies with the request of procedure.

13.0 Individual Responsibilities and Community Rights

Being a residential college, Hope seeks to build a community of respect for all individuals. In order to ensure that all students achieve their goals while at Hope College, the following individual responsibilities and community rights must be upheld by all members of the community. The residents of the primary community have access to their environment. Other community members are welcome to join, as long as they are respectful of the community standards, which have been developed in each residential facility. The following standards support the residential community.

13.1 No person shall cause or otherwise contribute to unreasonable noise within, or in areas immediately surrounding, residence facilities. There are twenty four hours consideration hours (noise should be kept at a minimal level) in the residential facilities. The general policy for all residential facility quiet hours is a minimum of 11:00pm – 10:00am. Each community may set additional quiet hours for their community within these guidelines. This is to eliminate persons interfering with the attempts of others to study or sleep during these posted quiet hours. During exam periods, quiet hours are in effect 24 hours a day.

13.15 Hope College students are responsible for the actions of their guests.

13.2 No person shall infringe upon the rights of the primary residents of the residential area. This is to preserve the residential college philosophy by having an inclusive environment, but also considerate of the privacy and safety of the residents of a particular facility. If it is determined that a person is infringing upon the primary rights of the residents, the person may be asked to leave by a college official.

13.3 Solicitation in campus facilities, such as DeWitt Cultural Center, is not allowed without prior permission obtained through Student Development. Solicitation permission will not be granted inside or outside of residential facilities.

13.4 No person shall interfere with the free access of another to and from his/her own room, suite, apartment, work area, or office in a residence facility.

13.5 No person(s) shall play any athletic games or similar recreational program in a common area of a residence hall or academic building not designated for this purpose without proper authorization."

13.6 No persons shall engage in action which endangers themselves or others. This includes interfering with the safe and/or clean environment of others.

13.7 No person shall allow an animal, bird, or other pet to reside in a residential facility. (Fish and service animals with proper medical documentation and approval, are exceptions.)

13.9 No person shall be in the presence of a person(s) violating a policy or regulation. If a person(s) is in such a situation, he/she must: 1) immediately leave the situation, or 2) confront the situation and inform an appropriate residence life staff member.

13.95 Students must adhere to parking regulations and policies as set forth in the Campus Safety Parking brochure.

14.0 Misuse of College Keys, Punch Codes, or Card Access

Punch code refers to the code system on the individual room doors. Access codes and pin numbers refer to the code system for residential units as a whole.

14.1 No unauthorized student shall have possession and/or knowledge of college keys, punch codes, or card access. This includes master keys/cards/access codes, or the possession and/or knowledge of an other person's key/card/ or access code.

14.2 No student or staff shall use college keys/access cards/punch codes outside of the responsibilities of their position. See Acknowledgments of Access Capabilities form for guidelines.

14.3 No student may make known his/her punch code or access numbers to residential facilities nor shall a student allow other people to use access cards and/or pin numbers to enter residential facilities.

15.0 Property

15.1 Malicious or unwarranted destruction or damage to property belonging to Hope College or to a member of the Hope College Community is prohibited (e.g., buildings, equipment, grounds, personal belongings, and computer files).

15.2 No objects can be displayed outside of college residences without the prior permission of the Dean of Students. This includes posting material in the areas immediately surrounding residences, handing items, outside of windows, or in any way placing items on residences.

16.0 Theft

Taking or selling property of Hope College or other students, faculty, or staff without permission of the owner is prohibited (including unauthorized use of another's telephone access code and tampering with parking permits).

17.0 Unauthorized Entry

17.1 The unauthorized entry into, or use of, college facilities or property under its administration or control is prohibited (e.g. building, computer files). This includes the roof of any building (including Kollen Hall decks), in order to prevent accidents and leaks. In addition to other disciplinary action, a \$50 fine will be assessed to anyone who gains access to a roof.

17.2 Unauthorized entry into or use of college premises or property, or remaining in any area on college premises, which is officially closed or restricted.

18.0 Violations of the Law

Students must understand that their actions in the surrounding community also affect the Hope College community. The College is committed to being a positive contributor to the surrounding community, and behavior by students on and off-campus can affect the positive relationship that is sought. Hope College has high standard for members of the student body, and violating local, state or federal laws does not meet those standards. Further, the College regards off-campus activities, including but not limited to, College-sponsored events, as an integral part of a student's academic, personal, spiritual, and professional growth.

Court proceedings are distinctly separate from the College's judicial process. Decisions made by civil and criminal courts regarding the alleged misconduct of students will have no bearing on the College's judicial proceedings. Civil, state, and/or federal legal process and the college judicial process may simultaneously address acts of student misconduct. The College reserves the right to impose sanctions in addition to those that are the result of civil, state, and/or federal processes. The College does not provide legal advice nor retain legal counsel on behalf of a student. The College will cooperate fully with law enforcement agencies when they are investigating alleged criminal activities, and the College will not interfere with the adjudication of any possible charges. The College does not provide legal advice nor retain legal counsel on behalf of a student, but it stands ready to serve in a supportive role to students in difficulty.

Student conduct that occurs on-campus that may be in violation of local, state, and/or federal law may be referred to the appropriate law enforcement agency for possible action. Such referrals ordinarily will take place in serious circumstances including but not limited to: a pattern of repeated criminal conduct has been established, a victim demands prosecution, significant damage to college property has occurred, the offense involves driving a vehicle under the influence of alcohol or drugs, or the offense involves a felony. The College will follow a policy of equity and equal treatment for all students subject to policy decisions or rule enforcement.

18.1 Violations of local, state, and/or federal laws and statutes by any student will be considered violations of all-campus policies, whether the incident occurs on or off the campus.

18.2 The College may discipline a student for acts of misconduct that are not committed on College property if the acts arise from College-related activities that are being conducted off the campus; or if the acts undermine the security and/or safety of the College or surrounding community, the integrity of the educational process, or pose a serious threat to self or others.

The judicial process for handling alleged violations cited by a Hope College employee or other law enforcement agencies is the same process outlined in the “Judicial Procedure for the Hope College Judicial System”.

The court’s decision will have no bearing in such a situation. It is important for the student to understand that the criminal case and College judicial process are two separate processes.

Summary Suspension

Summary Suspension is when the college asks a student to leave the campus community immediately for behavior or conduct that is unacceptable. The authority to place a student on Summary Suspension is vested in the President. The President has authorized the Dean of Students or the Dean of Student’s designee to utilize this authority.

a) Conduct-based Summary Suspension may be instituted for students whose conduct is seriously endangering the safety, health, or morals of the student or persons within the college community. Summary suspension also may be instituted when the student’s behavior or conduct impairs the proper functioning of the college. A judicial allegation must be part of the conduct-based summary suspension and the suspension will remain in effect until an outcome had been reached through the college judicial process. In certain cases where the behavior is extremely flagrant, an assessment of the individual may be requested.

b) Health-Based Summary Suspension may be instituted for students who: Are dangerous to themselves or others, cannot satisfactorily attend to their needs, or whose presence on campus exacerbates their condition. The college may require medical, psychological, or other types of assessments as a condition of remaining at the college. The health-based summary suspension will remain in place until the circumstances are effectively addressed, and documentation from appropriate medical/mental health professionals has been received by the Dean of Students and reviewed by the Assistant Dean for Health and Counseling; Director of Counseling and Psychological Services.

Summary Suspension decisions may be made in consultation with the student, appropriate college faculty/staff, and the student’s parent or guardian. Students will be notified of summary suspension decisions in a timely manner and, when appropriate, both in-person and in writing.