

University Housing Policies

Alcohol. Alcoholic beverages are prohibited in residence halls. This regulation pertains to any person, regardless of age, student status, or position within or outside of the university setting. To avoid any possible misunderstanding, alcoholic beverage containers or other alcohol paraphernalia (such as beer bong) are not allowed in residence halls. Discovery of an alcoholic beverage container or other alcohol paraphernalia will require immediate discarding of the container and contents, if any, in the presence of a staff member. All who are present in the room when the alcohol policy is violated will be subject to disciplinary action regardless of participation level.

Alterations to Rooms. Residents shall not install or attach any of the following in their rooms: a) air-conditioning or heating units, b) locks, c) decals or transfer pictures, d) outside antenna, e) additional electrical wiring, f) shades, blinds, awnings, or window guards, g) flat screen TVs to walls, h) painting of any surfaces.

Animals. For health reasons, animals are not permitted in the halls or on the premises. The only exceptions to this policy are: (1) fish in aquariums of 10 gallons or less; (2) service animals; and (3) emotional support animals that have been approved by the Office of Student Disability Services as a reasonable accommodation for a student's disability.

Bicycles. Racks are provided for non-motorized bikes in front of each hall. Off- street parking is provided for motorized bikes in designated areas. Motorized bikes are not allowed inside residence halls. Although non-motorized bikes may be kept in residents' rooms, they are not to be left unattended, ridden, or chained in common areas of the hall including, but not limited to, hallways, stairwells, lobbies, and study rooms. Bikes found in such areas will be confiscated by University Police.

Bunk Beds and Lofts. Unapproved bunk beds and lofts are prohibited. The construction of bunk beds and lofts must be authorized in advance by the Hall Director who will inspect and approve or reject the completed units.

Commercial Activity. A resident shall not use any facility or areas of the residence halls, including the room, suite, or apartment assigned to the resident for any commercial purpose or activity. No one is permitted to place materials on, a or under resident room, suite, or apartment doors unless for official University/University Housing business or communication between known acquaintances. At no time and under no circumstances will door to door solicitation be permitted within University of Tennessee residence halls.

Cooking and Appliances. With the exception of provided microwaves, cooking is prohibited in any community or suite style bedroom units. Prohibited appliances in **all** residence halls include, but are not limited to:

- Deep Fryers
- Electric woks and electric griddles
- Any gas cooking appliance such as camp stoves
- Hot plates
- Induction cooktops
- Press Cookers such as George Foreman Grills, Sandwich Makers, Tortilla Makers
- Coffee Makers with glass carafe pot (Keurig or similar brand units are allowed.)

The following items may be stored, but not used, within community or suite style bedrooms. These items must be used within community kitchenettes or the apartment style units with provide kitchens in Laurel Hall, Volunteer Hall, Geier Hall, Dogwood Hall, and Vol Condos.

- Air Fryers
- Crock Pots and Rice Cookers
- Toasters and Toaster Ovens

Kitchen or laundry appliances other than those provided by the university are prohibited. These include Microfridge, refrigerator/freezers, microwaves, washers, dryers, and dishwashers.

Decorations and Displays. Holes shall not be made in the walls. Use self-sticking, removable poster mounts (i.e. Command hooks). Do not place any stickers, contact paper, wallpaper, or similar decor on any University-owned surface.

Hanging or suspending any material or items from the ceiling, overhead lights, smoke detector, fire alarm device, any pipes, or sprinkler heads is prohibited. Signs, flags, banners, posters, letters, window paint, or any other display or decoration are prohibited from hanging or being displayed on or in the window.

Candle/oil warmers, potpourri pots, paraffin baths, incense and any open flame are prohibited in the residence halls. Battery operated candle products are permitted as well as essential oil diffusers when placed at least 4' away from smoke detectors.

Halogen bulbs, sun lamps, lava lamps, or other similar heat producing bulbs or decorative items are prohibited.

LED lights that are UL approved are permitted.

- Lights cannot be hung from ceilings, pipes, sprinkler heads, or run through or under door frames or windows.

- Unless battery powered, lights must be plugged into a UL approved electrical power strip.

Natural holiday trees, wreaths, cornstalks, hay, or other dried plants are prohibited. Flame retardant trees are permitted in residence hall rooms.

Decorations or postings of materials of any kind on hallway-facing doors is prohibited. If applicable, all decorations or postings outside of a residence hall room should be on the University Housing provided tackboards next to the door. Room numbers must never be covered.

Drugs and Drug Paraphernalia. Using, manufacturing, possessing, distributing, selling, dispensing, or being under the influence of drugs, if prohibited by federal, state, or local law; using, manufacturing, possessing, distributing or selling drug paraphernalia, if prohibited by federal, state or local law; using or possessing a prescription drug if the prescription was not issued to the student, or distributing or selling a prescription drug to a person to whom the prescription was not originally issued; is prohibited in University Housing facilities. All who are present in the room when the drug policy is violated will be subject to disciplinary action regardless of participation level.

Electrical. Tampering with existing wiring such as removing or replacing a light fixture or electrical outlet is prohibited. Students may not wire any appliance or equipment directly into the university wiring. When additional electrical outlets are needed, students must use Underwriter's Laboratory (UL) approved electrical power strips with integrated circuit breakers for overload protection. Power strips cannot be plugged into another (daisy chaining). Multiple plug adapters, power taps, or standard power strips without the circuit breaker feature are prohibited.

Microfridge units, standard refrigerators, microwaves and other large appliances should only be plugged directly into the wall outlet.

Elevators. Tampering, vandalism to, or other misuse of elevator equipment in the university residence halls is prohibited. This includes but is not limited to holding elevator doors open, jumping in elevator cars, or engaging in other activities that damage or interfere with the operation or safety of the elevators.

Fire Safety. Fire evacuation plans are posted in each residence hall room/apartment. Tampering with, vandalizing, or misuse of fire safety equipment is prohibited. Fire safety equipment includes, but is not limited to, alarms, extinguishers, smoke detectors, door closures, alarmed doors, and sprinklers. A safety exit drill is conducted regularly in each residence hall in accordance with state law. Students are required to leave their residence hall when a fire alarm is activated.

To ensure the safety of all students, the following are prohibited:

- Hanging any objects from sprinkler heads, pipes or tampering with any component of the sprinkler system.
- Sports related activities in residence hall rooms or common areas.

Blocking exit paths is prohibited. Doorways, corridors, and stairs must be kept free of obstacles. No storage is allowed in public areas, hallways, or stairwells that could impede egress.

Flammable/Combustible and Other Items. The following items are prohibited in the residence halls:

- All flammable liquids (gasoline, kerosene, diesel fuels, lighter fluids, charcoal, propane, etc.)
- All items powered by combustible fuels (gas motorized bicycles, motorcycles, etc.)
- All fireworks, firecrackers, sparklers, explosives, etc.
- Space heaters or portable air conditioning units.
- Smoke/Fog/Haze machines.

These items may be permitted with restrictions:

- Heating Pads/Blankets must be UL approved and have an automatic shut off.
- Dehumidifiers must be UL approved.
- Air Purifiers must be UL approved.
- Personal Furniture must be fire rated and not impede free and clear egress.
- Rugs/Carpets must be flame retardant.
- Iron/Ironing Boards must have automatic shutoff mechanism, unplugged when not in use, and boards must be covered with fire-resistant cover.

Furniture and Fixtures. No furniture is permitted to be removed from the rooms. Water beds are not permitted in residents' rooms. Lobby furniture is not to be taken to student rooms, suites, or apartments.

Health and Safety. Residents are expected to maintain a healthy, safe, and clean environment at all times. Trash and recycling must be removed in a timely manner. Residents are responsible for maintaining a reasonable living space that does not affect the entry or exit of the room, and allows for university officials, including maintenance and custodial staff, proper access throughout the unit. Residential spaces with common spaces or private or semi-private baths should maintain these spaces in accordance with this policy.

Keys and ID Cards. Possessing, using, or duplicating University keys, University access cards or University identification cards without authorization from the University or unauthorized entry into or use of University facilities is prohibited. Keys are to remain in the possession of the person to whom they are issued. Lost keys will result in a lock change and associated costs. A lockout key may be

obtained at the residence hall front desk. For safety and security reasons, students are required to show a photo ID to receive a lockout key. The lockout key must be returned within 24 hours. If the key is not returned in the 24-hour period, the lock will be changed and the associated charges will be assessed to the student's account. Students are allowed to check out a lockout key four times per academic year without penalty. On the fifth and successive times thereafter, a service charge of \$25 per lockout will be assessed to the student's account. Summer mini-term and summer sessions function as a combined separate time period.

Motorized Vehicles. Motorized vehicles (including but not limited to motorcycles, mopeds, hoverboards, etc.) shall not be used, possessed, stored or charged inside any residence hall.

Musical Instruments. May not be played in an individual's room, apartment or residence hall common area.

Quiet Hours and Courtesy Hours. Quiet hours must be observed from 9 p.m. to 9 a.m. seven days a week except during final examination periods. During each final examination period a 24-hour quiet hours policy is in effect. Any excessive noise may be addressed by the hall staff at any time. Courtesy hours are in effect at all times; 24 hours a day, 7 days a week, every day of the year.

During courtesy hours, students are expected to refrain from excessive noise which is a disturbance to another member of the community. A general guideline to follow: if noise can be heard outside your room/suite/apartment, it is probably too loud.

Room and Hall Changes. Unauthorized room and hall changes are prohibited. All room and hall changes must be authorized by University Housing staff.

Smoking Policy. The University of Tennessee is designated as a smoke-free campus. Smoking devices, including, but not limited to, pipes, bong, electronic cigarettes, vapor devices, and hookahs, are not permitted in residence hall buildings.

Soliciting. Commercial and non-commercial solicitation are prohibited in University Housing facilities. This includes, but is not limited to, distribution of fliers and door-to-door canvassing without permission from University Housing. Building staff should be notified if a solicitor is in the building.

Sports Activities. Athletic events are prohibited in the residence halls, including courtyard areas, unless there is a court specified for such play, such as a designated basketball or volleyball court. Propelling objects including, but not limited to, footballs, softballs, baseballs, and snowballs in or around residence halls, including courtyard areas, is prohibited.

Standards of Conduct. All students are responsible for complying with the University's Standards of Conduct, a copy of which can be found in the student handbook, *Hilltopics*.

Stairwells. Dropping objects down stairwells is not permitted. Persons involved in such actions are subject to eviction from university residence halls in accordance with the terms and conditions of the housing contract.

Unauthorized Entry or Use of University Facilities. Students are not permitted to enter rooms to which they are neither assigned, escorted, nor invited. Students shall not assist other students in entering areas off limits to students. In community-style residence halls (Hess Hall and Massey Hall), all students and guests must adhere to the specified gender assignments of community bathrooms on residential floors.

Any student or guest found in a community bathroom of the opposite gender may be subject to disciplinary action by the Hall Director.

Vandalism. Vandalism, including, but not limited to, damaging, defacing, tampering with, unauthorized removal or alteration of University Housing property, furniture or decorations is prohibited. This includes any bulletin boards, posters, or university property. Residents will be held responsible for any damages, intentional or reckless.

Visitation and Escort Policy. Residents are held responsible for the behavior of their guests and any activity which originates within or from their rooms. Guests must be escorted by the hosting resident at all times. Residents are responsible for ensuring that guests comply with all residence hall policies, rules, and regulations and are held accountable for the behavior of their guests. In situations where the guest is in violation of University regulations, disciplinary action may be brought against the host. The maximum length of any visit is three consecutive nights. The roommate's right to privacy, sleep, and study takes precedence over the privilege of a host to have a guest. The host must have approval from the roommate to have guests.

Weapons. Possession of any explosive compound or weapon in any residential spaces is prohibited. University students or others not authorized under state law TCA 39-17-1309 are not allowed to have firearms of any kind in residential spaces. Toy guns or weapons, including but not limited to airsoft, BB, and paintball guns, are also prohibited.

Windows and Screens. Unfastening or removing a window or screen is prohibited. Windows are not to be opened when A/C is operating. Residents shall not verbally communicate from their windows. Under no circumstances will the throwing of objects from any windows in the residence halls be permitted. Residents assigned to a room from which an object is thrown or dropped will be subject to

administrative eviction from the University residence halls in accordance with the terms and conditions of the housing contract. Nothing may be placed between windows and screens or outside of windows at any time.

The University of Tennessee reserves the right to implement other policies from time to time as deemed necessary and appropriate for the safety, security and cleanliness of the premises, and for securing the comfort and convenience of all residents.

University Housing Procedures

Abandoned Items. Residents are responsible for their own personal property at all times. When residents have not vacated assigned space as scheduled (internal transfers as well as at the end of the contract period) and have not removed personal property, housing staff will make a reasonable attempt to contact the residents. Forty-eight (48) hours after this attempt to contact, the personal property will be removed and stored at the resident's expense. Residents will be billed a minimum labor charge of \$50 plus \$20/hour per employee involved in the removal and/or storage of abandoned personal property. Personal property removed by housing staff will be stored for 30 days. After 30 days, the items will be turned over to the Surplus Property office on campus. The Department of University Housing is not liable for damage to or loss of property that might occur during the course of removal or disposal. Residents will be billed for all costs incurred in removing personal property and restoration of the unit to usable space.

Computer Use. Students are expected to adhere to all University technology guidelines. Please refer to the OIT home page concerning technology use at the University

Inspection and Search Policy. (1) Entry by University authorities into occupied rooms in residence halls on University-controlled property will be divided into three (3) categories: inspection, search, and emergency. Inspection is defined as the entry into an occupied room by University authorities in order to ascertain the health and safety conditions in the room, to check the physical condition of the room, to make repairs on facilities, or to perform cleaning and janitorial operations. Search is defined as the entry into an occupied room by on-campus authorities for the purpose of investigating suspected violations of campus regulations. An emergency situation exists when the delay necessary to obtain a search authorization constitutes an apparent danger to person, property, or the building itself.

(a) Inspection: Scheduled inspections by on-campus authorities with the exception of daily janitorial operations shall be preceded, if possible, by twenty-four (24)

hours' notice to the residents. University Housing conducts two fire drills each semester. An unannounced fire drill and an announced key in fire drill in accordance with state recommendations. During the inspection there will be no search of drawers, closets, or personal belongings.

(b) Search: On-campus authorities will not enter a room for purposes of search without permission from the resident(s) or prior permission from the Vice Chancellor for Student Life, or a designee, unless in compliance with federal or state law.

(c) Procedure for Search in Residence Hall Rooms: A request for permission to search may be made by the Hall Director, Assistant Hall Director, or their superiors when reasonable cause exists to suspect that a violation is occurring or has occurred. If permission to search is verbally authorized, it must be verified in writing to the occupant(s) of the facility searched by the hall staff members requesting the search. A copy of the authorization form is presented to the occupant(s) or left in the room if the occupant(s) is absent. The authorization form shall contain the following: 1. Description of the place to be searched; 2. Name of the person authorizing the search; 3. Description of the item(s) sought; and 4. Name of the person requesting the search authorization.

(d) Resident Complaint: Should a resident believe that a University staff member has misused or abused their authority to inspect the resident's room, the resident should file a complaint. The resident may prepare a written statement for review by the Office of Student Conduct and Community Standards, or the resident may state their complaint to an Assistant Director in University Housing or to a staff member of the Office of Student Conduct and Community Standards. The complaint will then be investigated, appropriate action will be taken, and the resident will be informed in writing of the results of the investigation.