

# Community Standards

## Community Standards

Our on-campus residential communities are places in which all people should feel welcome, valued, and safe. A climate of fear or intimidation is not acceptable. All community members deserve to be treated with respect.

The university believes in zero tolerance for sex discrimination and gender based violence. The Office of Title IX has the specific responsibility for providing prompt and effective responses to all complaints of sex discrimination for faculty, staff and students. For detailed information, access the website of the Office of Title IX at: <https://manoa.hawaii.edu/titleix/> [1].

For details on the community standards related to sex discrimination and gender-based violence, refer to the section: 4. Assault/Harassment/Discrimination, 4-A. Sex Discrimination and Gender-Based Violence.

In addition to these Community Standards, violations of the rules and regulations contained in the Residence Hall and Apartment Contract, the Guide to Campus Living, and specific hall regulations are prohibited.

### 1. Alcohol

All residents are expected to know and comply with all State laws and guidelines regarding the consumption of alcoholic beverages on University premises as outlined in the University policies (EP11.201 and EP11.202) and the Community Standards. University policies can be found at: <http://hawaii.edu/policy/> [2]. **The legal drinking age in the State of Hawai'i is 21 years of age.**

A. Residents and/or guests who are not of legal drinking age may not possess, be in presence of, consume, or be under the influence of alcohol. Possession of an open or empty alcohol container shall be interpreted as being consumed. If alcohol can be seen, smelled or otherwise determined to be present, it can be assumed that a policy violation has occurred.

B. Residents of legal drinking age may possess or consume alcohol within the privacy of their room or apartment, so long as ALL occupants of the room/apartment are of legal drinking age. Any guests present must also be of legal drinking age. University or Student Housing Services staff, acting in their official capacity, may request a government-issued picture identification to verify resident(s) and/or guest(s) ages.

C. Alcohol must be consumed within the confines of the resident's room/apartment. Any and all alcohol outside the room/apartment is strictly prohibited, including, but not limited to, hallways, in parking lots, courtyards, and BBQ areas. Containers of alcohol that are transported through common areas must remain unopened. If the room/apartment door is open, the room/apartment is considered a common area.

D. Misuse of or abuse of alcohol, regardless of where it is consumed, which results in disruptive or destructive behavior, is prohibited.

E. Anyone who is 21 years of age or older is prohibited from distributing alcohol to anyone below the legal drinking age. The State of Hawai'i's Social Host Liability Law makes it illegal to host underage drinking in a residence. Adults can be prosecuted for giving alcohol to minors. Resident hosts will be held responsible for distributing alcohol to anyone, resident and/or guest, under the age of 21.

F. Drinking games (such as water pong) or any activity that promotes excessive consumption, whether or not alcohol is involved, are strictly prohibited.

G. Common source containers are strictly prohibited and will be confiscated and/or disposed of. Common source containers include, but are not limited to, kegs, party balls, water jugs, and beer bongs.

H. The sale of alcohol for a form of payment, donation, or other benefit is prohibited. The advertisement of parties/gatherings where alcohol will be consumed is not allowed.

## **2. Appliances**

A. Use of cooking appliances such as sandwich makers, George Foreman grills, coffee makers, and toasters is strictly prohibited in residence hall rooms, but may be stored in residence hall rooms for use in community kitchen areas. When possible, appliances should have an "auto shut off" feature and be energy star compliant.

B. Personal appliances such as irons and hair dryers must be used for their intended purpose and never left on and unattended.

C. Microwaves must not exceed a stated FCC rating of 700 watts, and the FCC rating placard must be intact. Microwaves must also be plugged directly into a wall outlet and must be energy star compliant. For the residence halls, only one microwave is allowed per bedroom. For the apartment complexes (Hale Noelani and Hale Wainani), only one microwave is allowed per apartment.

D. Refrigerators are permitted according to the following guidelines: 1) be a maximum of 4.5 cubic feet; 2) must be Underwriter Laboratory (UL) approved, 3) must be energy star compliant, 4) must be plugged directly into a wall outlet, and 5) must be kept clean and sanitary. In addition, only one refrigerator is allowed per bedroom. For Frear Hall and the apartment complexes (Hale Noelani and Hale Wainani), no refrigerators are allowed in the common areas (except for the refrigerator in the Hale Noelani and Hale Wainani kitchens that is provided by Student Housing Services).

E. Any appliance with an open heating element not covered in these policies is prohibited for use or storage in residence hall rooms. Student Housing Services reserves the right to confiscate and/or require the removal of any appliance that exceeds wattage or space requirements, or that is otherwise deemed to be a safety hazard.

## **3. Arson/Fire Safety**

A. Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc. is strictly prohibited

B. Fire: Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner is prohibited.

C. Activating false fire alarms or other false reporting of emergencies is prohibited

D. Tampering with fire or safety equipment is prohibited. This includes hanging anything on or covering

smoke detectors and sprinkler pipes, and the tampering with fire pull stations or fire extinguishers. Residents may be charged for replacement and/or repair costs incurred as the result of such behavior.

E. Fire Evacuation: All residents must evacuate at the sound of an alarm regardless of whether they believe it to be false, and remain in the designated evacuation areas until given permission to return by Hall Staff. Residents must not block exits or access areas at any time.

F. Extension cords are not permitted for use in residence hall and apartment facilities.

G. Temporary Lighting: Temporary light installations, such as string lights or decorative holiday lighting, shall be permitted between November 15 and January 15 only. In order to be complaint with Honolulu Fire Code, temporary lighting installations are not permitted during any other time of year, and any products used must be UL approved.

H. Use of any incendiary device, such as candles, incense, or any device that utilizes an open flame is prohibited.

I. Storage of any flammable liquid, chemical, or other substance is prohibited.

J. Halogen lights/halogen lamps are prohibited.

K. Barbecue Grills: Residents must barbecue within the designated barbecue areas only. See the Community Desk for reservations and instructions concerning community barbeque grills.

#### **4. Assault/Harassment/Discrimination**

**A. Sex Discrimination and Gender-Based Violence** (Incidents such as Sexual Assault, Sexual Harassment, Gender-Based Violence, Sexual Exploitation, Stalking, Dating Violence, Domestic Violence)

Related University policies and procedures include:

- UH Manoa Student Conduct Code
- EP1.202 University Statement of Nondiscrimination and Affirmative Action
- EP1.203 Policy on Consensual Relationships
- EP1.204 Interim Policy and Procedure on Sex Discrimination and Gender-Based Violence
- EP1.210 Use and Management of Information Technology Resources
- EP2.210 Workplace Non-Violence
- A9.920 Discrimination Complaint Procedures for Students, Employees, and Applicants for Admission or Employment
- A9.360 Leaves of Absence for Pregnancy Related Disabilities

Anyone wishing to make a report relating to sex discrimination or gender-based violence may do so by reporting the concern to:

**Dee Uwono**

Director and Title IX Coordinator

Hawai'i Hall #124

2500 Campus Road

Honolulu, HI 96822

Telephone: (808) 956-2299

Email: [t9uhm@hawaii.edu](mailto:t9uhm@hawaii.edu) <sup>[3]</sup>

**Karen Blakeley**

Deputy Title IX Coordinator, SHS  
Residential Life Office, Johnson Hall A basement  
2555 Dole Street  
Honolulu, HI 96822  
Telephone: (808) 956-8300  
Email: [conduct@hawaii.edu](mailto:conduct@hawaii.edu) <sup>[4]</sup>

A-1. Sex Discrimination is any unlawful distinction, preference, or detriment to an individual as compared to others that is based on an individual's sex or gender and is sufficiently serious to unreasonably interfere with or limit: 1) participation in, access to or benefit from educational programs, services or activities; 2) access to employment or conditions and benefits of employment; 3) an authorized volunteer's ability to participate in a volunteer activity; 4) a guest's or visitor's ability to participate in, access, or benefit from the University's programs. Refer to UH Policy EP1.204 for the complete text of the policy.

A-2. Sexual Harassment is unwelcome sexual advances, requests for sexual favors, and any other verbal or physical conduct of a sexual nature when: 1) submission to or rejection of the conduct is either an explicit or implicit term or condition of an individual's employment, education or participation in a University program, activity or service; 2) submission or rejection of the conduct is used as a basis in decisions affecting that individual's employment, education, or participation in a University program, activity or service; 3) the conduct is unwelcome and is severe or pervasive and has the purpose or effect of either unreasonably interfering with the individual's work or academic performance, or which creates an intimidating, hostile, or offensive work or educational environment. Refer to UH Policy EP1.204 for the complete text of the policy.

A-3. Gender-Based Harassment is a form of sex-based harassment and refers to unwelcome conduct based on an individual's actual or perceived sex. Gender based harassment involves: 1) verbal, physical or electronic conduct based on sex, gender, sexual orientation or sex-stereotyping that creates a hostile, intimidating, or abusive environment; 2) harassment for exhibiting what is perceived as a stereotypical characteristic for one's sex or for failing to conform to stereotypical notions of masculinity and femininity, regardless of the actual or perceived sex, gender, sexual orientation, gender identity, or gender expression of the individuals involved. Refer to UH Policy EP1.204 for the complete text of the policy.

A-4. Sexual Exploitation is violating the sexual privacy of another, or taking unjust or abusive sexual advantage of another, without consent, and when such behavior does not otherwise constitute Sexual Assault. Refer to UH Policy EP1.204 for the complete text of the policy.

A-5. Sexual Assault is the act of committing unwanted physical conduct of a sexual nature, whether by an acquaintance or by a stranger. Such contact is unwanted when it occurs without consent of at least one of the individuals; or when at least one of the individuals is incapacitated or otherwise incapable of giving consent. Refer to UH Policy EP1.204 for the complete text of the policy

A-6 Domestic Violence is physical, sexual, emotional, financial, or psychological abuse or threats of abuse against another person who is a family or household member. Refer to UH Policy EP1.204 for the complete text of the policy.

A-7 Dating Violence is physical, sexual, emotional, financial, or psychological abuse or threats of abuse against another person who is or has been in a social relationship of a romantic or intimate nature with the alleged abuser; and where the existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Refer to UH Policy EP1.204 for the complete text of the

policy.

A-8 Stalking is two or more acts of unwanted and harassing behavior, directed at a specific person that is sufficiently serious to cause physical, emotional, or psychological fear or to create a hostile, intimidating or abusive environment. Stalking may occur in person or through mail, electronic mail, text messaging, instant messaging, telephone, facsimile, social websites or other Internet communications, for several days or for many years. Refer to UH Policy EP1.204 for the complete text of the policy.

A-9 Retaliation is adverse actions taken against a person because of his/her good faith participation in the following types of protected activities: 1) seeking advice or assistance about a discrimination concern or possible incident of sexual violence; 2) opposing or filing an informal or formal complaint against conduct reasonably believed to constitute discrimination or sexual violence; or 3) testifying, assisting, or participating in an investigation or other proceeding related to a complaint of discrimination or sexual violence. Refer to UH Policy EP1.204 for the complete text of the policy.

B. Harassment: Harassment is defined as repeated tormenting or irritating another individual, which interferes with the individual's performance or living environment.

C. Written/Verbal Abuse: Statements which threaten or intimidate another member of the community are not tolerated. This includes, but is not limited to, statements made in person, via telephone, on a whiteboard, and/or via any electronic medium.

D. Physical Abuse/Assault: Physical Assault is defined as the act or instance which endangers the physical safety of another individual or group.

E. Use of a Weapon or Threat of Weapon Use: Any use or threat of use of a weapon is considered a violation of this policy.

F. Discrimination: Discrimination is any conduct that is based upon race, sex, age, religion, ethnicity, national origin, ancestry, disability, marital status, arrest and court record, sexual orientation, veteran status, and/or any other aspect of identity that has the intent or effect of interfering with an individual's educational or work performance.

G. Hate Crimes/Bias Incidents: Hate crimes or bias incidents include non-threatening name calling and using degrading language, graffiti or slurs because of a belief or perception about a person's race, ethnicity, national origin, ancestry, gender, religion, religious practice, age, ability, sexual orientation or gender identity and gender expression, and/or other aspect of identity. Incidents may also include actions against persons both physical and psychological, actions against property, and actions committed verbally and electronically.

## **5. Behavioral Misconduct/Complicity**

A. Behavior that threatens, harms, or places others in danger, or conduct which is disorderly is prohibited.

B. If a resident is present during a policy violation, the resident may be held responsible for alleged policy violation(s).

## **6. Bicycles, Coasting Devices, Skates, Skateboards, Scooters, Mopeds**

A. Bicycles, scooters, or mopeds may not be brought into resident rooms and apartments, with the exception of collapsible bicycles that can be stored without blocking any exits to the room/apartment and

that do not infringe on roommates' space in the room/apartment.. Motorized equipment containing fuel may not be stored in rooms/apartments at any time.

B. Bicycles, skates, skateboards, scooters, or mopeds are not to be parked or ridden in public pedestrian areas (including hallways, walkways, and courtyards) or in any area marked as "no riding" or "no parking" zones. Student Housing Services reserves the right to immediately remove any bicycle or moped locked to poles, railings, or other places not specifically designated for bicycle or moped parking or securing. Any bicycles, skates, skateboard, scooter, or mopeds that are left or abandoned after checkouts will be disposed of at Student Housing Service's discretion.

C. Self-balancing scooters or hoverboards cannot be used or stored in on-campus housing property, including student rooms, common areas, exterior walkways and courtyards.

## **7. Cleaning Responsibilities**

A. Individual living spaces: To ensure a safe, healthy environment, a reasonable level of cleanliness is expected in individual living spaces and community areas. If the environment in an individual living space is deemed unhealthy, the resident(s) responsible for that space will be required to clean or be billed for the cost to return the space to a healthy level.

B. Common (Community) Areas: To ensure a safe, healthy environment, a reasonable level of cleanliness is expected in common areas such as community restrooms, hallways, lanais, lounges, and lobbies. While Student Housing Services provides regular cleaning services, a community that fails to keep common spaces reasonably clean may lose privileges to that space or receive a community bill for costs associated with pest treatment, repairs, and/or cleaning. Trash left in common areas may result in community billing.

## **8. Common Area Guidelines/Loitering**

Common area guidelines are those that govern any area other than a residence hall room or apartment.

A. Loitering: If at any time Student Housing Services staff or their designees, such as Department of Public Safety officers, determines that a common area needs to be cleared of residents and guests or determines that an activity does not comply with Community Standards, residents must comply with staff requests.

B. Gatherings: Student Housing Services staff reserves the right to ask resident hosts to discontinue any gathering that does not comply with Community Standards.

C. Common Area Games: The playing of outdoor type sports and games is prohibited in interior and exterior common areas (such as hallways, lanais, walkways, courtyards) in order to prevent disruption to the community and/or damage to University property.

D. Drones: Unmanned aircraft and/or recreational model aircraft cannot be flown on Student Housing Services property in order to prevent disruption to the community and/or damage to University property.

## **9. Failure to Comply**

Students must comply with a University or Student Housing Services official's request when such official is working within the performance of their duties. This policy is in place in the interior of all residential and dining facilities as well in the surrounding areas including, but not limited to, parking lots, courtyards, grounds, and walkways.

A. Students are required to carry their identification with them at all times while on campus. When

requested by a University or Student Housing Services official, residents and guests must present proper identification. Anyone who does not provide this information will be required to leave the housing premises immediately and may be banned from future visitations.

B. Providing false or misleading information about self, others or situations to a University or Student Housing Services official is prohibited.

C. Failure to follow instructions during an incident or any other action that prevents or attempts to prevent a University or Student Housing Services official from successfully completing their responsibilities is prohibited.

D. Failure to complete an assigned conduct sanction within the timeframe assigned is considered a violation of policy and will result in further conduct action.

E. Residents must comply with all University and Student Housing Services posted signs and placards (i.e., no smoking signs, restroom gender designation, etc.)

## **10. Firearms, Weapons, Explosives**

Possession of any type of firearm, weapon, explosives, or other hazardous material is not allowed in or around the on-campus housing communities. This policy also incorporates "toy" weapons, including, but not limited to, any "toy" that shoots a projectile; such as an air soft gun, paintball gun, BB gun, pellet gun, water gun or a slingshot. Knives that have blades longer than 3 inches, and/or are not intended for use as a tool, are also prohibited. Other prohibited items include, but are not limited to: bows and arrows, axes, spears, machetes, crossbows, crossbow bolts, nunchucks, kendo sticks, ammunition, and throwing stars. Student Housing Services reserves the right to confiscate or require the removal of any item deemed dangerous in a community living environment.

## **11. Furniture/Occupancy**

A. Residents must be aware that vacant spaces within a room or apartment are subject to assignment at any time. Vacant spaces must be left clear and must contain the appropriate furnishings at all times.

B. Room or Apartment Furniture: All furniture must remain in the designated locations, and may not be dismantled or altered without authorization from a housing staff member. Missing furniture will be the responsibility of the residents of that room or apartment; replacement costs will be assessed. Furniture that is moved within the room or apartment and is damaged or damages the walls, floor or other furnishings will be the responsibility of the residents of that room or apartment; damage, repair or replacement charges will be assessed. Unless an exception is approved by the Residence Director extra furniture is not permitted.

C. Common Area Furniture: Lounge and other common area furniture cannot be brought into resident's rooms or apartments. All furniture must remain in the designated locations.

## **12. Guests and Visitation Policy**

A guest is defined as a person other than the registered residents of that particular residence hall room/apartment. Residents are allowed to host guests in their rooms so long as they have the permission of their roommate(s). Violating a roommate's right of entry or hindering a roommate's ability to study and/or sleep within their room is considered a violation of guest privileges. Guests will be held responsible for following all Student Housing Services policies and any applicable Community or Roommate Agreements on file with a Student Housing Services staff member.

A. Host Responsibility: Residents must escort guests at all times while guests are on housing premises and are responsible and accountable for the behavior of their guests. All conduct matters concerning a non-resident student of the University will be forwarded to the Office of Judicial Affairs.

B. Overnight Guests: Residents are permitted to have guests in rooms overnight as long as the roommate has given permission. The maximum guest stay is 72 hours (3 consecutive nights) and a resident may have guests a maximum of ten (10) nights per semester whether or not there is a vacant bed space in the room/apartment. Resident hosts will be held accountable for any policy violations committed by guests. Student Housing Services reserves the right to require any guests who cause a community disruption to immediately leave campus.

C. Cohabitation: Cohabitation is not allowed in the residence halls and apartments. Cohabitation is defined as a person using a room or apartment as if that person were living in the room, but not actually being assigned as a resident of that room. Examples of this may include, but are not limited to, keeping clothing and other personal belongings in the room, sleeping overnight in the room on a regular basis and using the bathroom and shower facilities as if they were living in that room.

D. Subletting: per housing assignment policies and contracts, subletting is strictly prohibited.

### **13. Illegal Drugs/Controlled Substances**

All residents are expected to know and comply with all State laws and guidelines regarding illegal drugs and controlled substances on University premises as outlined in the University Policy (EP11.201) and the Community Standards. University policies can be found at: <http://hawaii.edu/policy/> [2].

A. Consumption of illegal drugs, or illegal use of controlled substances, is prohibited. If illegal drugs are seen, smelled or otherwise determined to be present, it can be assumed that a policy violation has occurred.

B. Possession of illegal drugs or improperly obtained controlled substances is prohibited.

C. Possession of drug paraphernalia is prohibited (i.e., bongs, rolling paper, etc.).

D. Disrupting the community while under the influence of illegal drugs, regardless of where it was consumed, is prohibited.

E. The possession of a medical marijuana card does not allow for the possession or consumption of marijuana within the housing premises.

F. Sale, distribution, and gift of illegal drugs or controlled substances is prohibited.

### **14. Prohibited Items**

In order to maintain a safe living environment, the following types of items are strictly prohibited:

- Tasers.
- Appliances not provided by Student Housing Services, unless otherwise specified in these policies.
- Laser Pointers
- Motor vehicle batteries and acids.
- Barbells in excess of 25 lbs each.
- Air conditioners or ceiling fans (in units where they are not already provided).



- Personal lofts or any other structure.

Student Housing Services reserves the right to require removal of any item deemed unsafe for a group living environment and residents can be assessed for any relevant usage, cleaning and/or repair costs.

## **15. Pets, Service Animals, and Assistance (Comfort) Animals**

A. Pets: Fish are allowed in residence halls and apartments. They must be housed in properly equipped aquariums, 20 gallons or smaller, limit one tank per room (one tank per bedroom in the apartments. No other pets are allowed, even for brief visitation.

B. Service Animal (Dog): A service animal is a dog that is individually trained to do work or perform tasks for a person with a disability. Examples of such work include guiding people who are blind, alerting people who are deaf, and pulling a wheelchair. Under the Americans with Disabilities Act (ADA), service animals must be harnessed, leashed, or tethered, unless these devices interfere with the service animal's work. In that case, the individual must maintain control of the animal through voice, signal or other effective controls. Residents with service animals should notify the Student Housing Services (SHS) Assignment staff in advance of their arrival to on campus housing so that it can be noted in the system and appropriate accommodations can be provided.

C. Assistance (Comfort) Animals: While assistance, comfort or emotional support animals are often used as part of a medical treatment plan as therapy animals, they are not considered to be service animals under ADA. These support animals provide companionship, relieve loneliness, and sometimes help with depression, anxiety, and certain phobias but do not have special training to perform tasks that assist people with disabilities. **Assistance animals require KOKUA Program approval prior to the presence of the animal on campus/in residence.** Residents must meet with a KOKUA Program counselor to review the steps for approval and to provide the appropriate documentation. Upon receiving approval from the KOKUA Program to have an assistance animal, the resident must meet with an SHS Assignment staff member to review and sign the "Service and Assistance Animal Agreement" form. Assistance animals cannot be brought onto SHS property until official approval is obtained and all relevant documents signed. Residents with KOKUA/SHS approved assistance animals must adhere to the terms of the Service and Assistance Animal Agreement form. For information pertaining to the approval process, please work with the KOKUA Program, 808-956-7511, [www.hawaii.edu/kokua](http://www.hawaii.edu/kokua) [5].

## **16. Posting of Signage**

A. All posters, flyers, banners and chalking to be used in any common areas must be approved by the Residence Director. Generally, postings are only allowed if they are educational in nature and/or promoting a Residential Life sponsored event. If a resident wishes to post signage for an event sponsored by a University of Hawaii affiliated office or program; and/or advertising for a commercial venture, they must do so in compliance with the Posting Policy. For a copy of the current Posting Policy, see your Residence Director and/or contact the Residential Life Office in Johnson Hall "A" basement, or call 808-956-8300.

B. Student Housing Services reserves the right to require the removal of any signage or symbols posted on the exterior of a room door or posted in a window that is disruptive to the community.

## **17. Quiet Hours, Noise, and Courtesy Hours**

A. Quiet Hours: Quiet hours (the absence of loud noise or distractions) are in effect every evening, from 9:00pm to 8:00am Sunday through Thursday and Midnight to 8:00 am on Friday and Saturday and nights before state holidays in each hall, apartment, and common area.

B. Courtesy Hours: At other times, students are expected to exercise good judgment with respect to making excessive noise that intrudes on the privacy and the needs of others to sleep and study. Noise may be deemed disruptive if it can be heard through a closed door or window. Noise which is disruptive to other residents is prohibited, both inside and outside of residence halls, and courtesy and consideration for others is expected at all times. Residents are expected to respond positively to requests to reduce noise, and to respectfully approach others with requests for noise reduction.

C. Special 24 Hour Quiet Hours: Quiet hours will be in effect during the finals period, including any associated ?Study Days? noted in the academic calendar. Flyers will be posted with specific dates.

## **18. ResNet Policy**

Student Housing Services encourages responsible computing. Responsible computing is ethical, reflects academic honesty, and shows restraint in the consumption of shared resources. It demonstrates respect for intellectual property, ownership of data, system security mechanisms, and an individual?s right to privacy and freedom from intimidation, harassment and unwarranted annoyance. The ResNet policy has been established to provide a set of rules and guidelines for the proper and responsible use of the University of Hawaii and Student Housing Services computing and network resources, effective protection of individual users, equitable access, and proper management of these resources. These guidelines are intended to supplement, not replace, existing laws, regulations, agreements, policies, and contracts, which currently apply to these services. Users of the Student Housing Services ResNet are bound by the University of Hawaii Executive Policy concerning the Management of Information Technology Resources.

The policy can be found at: [www.hawaii.edu/infotech/policies/itpolicy.html](http://www.hawaii.edu/infotech/policies/itpolicy.html) <sup>[6]</sup>

ResNet users are additionally bound by the following rules and regulations intended to preserve the integrity and accessibility of all computing resources:

A. Residents are responsible for ensuring that their computers are virus-free and secure before connecting to ResNet. Unintentional violations of ResNet policy due to a compromised computer may still result in sanctions.

B. The residential network may only be used for legal purposes and to access only those systems, software, and data for which the user is authorized. Accessing or providing access to copyrighted material including but not limited to music, movies, and software is prohibited.

C. The residential network is a shared resource. Network uses or applications that inhibit or interfere with the use of the network by others are prohibited. Examples include file sharing applications, E-mail spamming, unauthorized servers, or any other activity that consumes an excessive amount of bandwidth.

D. The residential network is provided for uses consistent with the academic mission of the institution. The network may not be used for commercial purposes or for unsolicited advertising.

E. Data jacks may not be used to provide network access to anyone other than the resident assigned to the data jack. Residents will be held responsible for all traffic passing or originating from their assigned connection. Hardware devices which extend the network such as routers must be secured and properly configured.

F. Servers of any kind are prohibited without authorization from the ResNet personnel. Examples include Web, FTP, Game, and SMTP servers. In addition, many hardware devices such as wireless routers include software components that act as servers and it is the responsibility of the resident to properly

configure any such devices before they are connected to the network.

G. The network automatically provides network address information via DHCP. Individuals may use only the IP address assigned to them by Student Housing Services. Unauthorized use of a "fixed" or "static" IP address is prohibited.

H. Any malicious or hostile activities such as port scans, spamming, DOS attacks, or attempts to gain unauthorized access via the network are prohibited.

I. Forgery or other misrepresentation of one's identity via electronic or any other form of communication is prohibited. This includes the use of an IP address not specifically assigned to the individual using it, impersonating another user with the intent to slander in public areas, and the use of a forged or false identity in E-mail communications.

J. Respecting the rights of other users is required at all times on the network. These rights include, but are not limited to, privacy, freedom of expression, and freedom from harassment.

K. Administrators of the residential network have the authority to control or refuse access to the network to anyone who violates these policies or who threatens the rights of other users. Administrators have the authority to restrict or suspend network access without notice for a user or computer that is believed to have been the source of an alleged violation pending investigation of the violation and satisfactory resolution of the complaint.

L. Student Housing Services assumes the responsibility for the maintenance of computing resources provided within Student Housing Services facilities. In the event of a loss of service, all reasonable attempts will be made to restore the connection as quickly as possible. Student Housing Services is not responsible for any damages or losses incurred due to the use of the network or from loss of service.

Use of the ResNet constitutes FULL agreement and understanding of this Acceptable Use Policy and any future modifications there to. Violations of this policy may result in termination of connection, disciplinary sanctions, as well as possible legal ramifications. Student Housing Services reserves the right to modify, change, and reformat this document, as it deems necessary without permission or consent of its network users. Copies of this policy will remain available via the ResNet web site.

## **19. Robbery/Burglary/Theft**

A. Theft of Property: Theft of personal property including computer files, programs, and data, or University property and possession of stolen property is prohibited.

B. Theft of Service: Unauthorized borrowing or unauthorized use of any service, including, but not limited to Internet, Cable TV, telephone, telephone calling cards, tampering with telephone and/or cable lines, food service cards, washing/drying machines, food vending machines, etc. is prohibited.

C. Burglary: Unlawful entry of a structure to commit a felony or a theft. This includes forcible entry, attempted forcible entry and non-forcible entry such as use of an unlocked door or window.

D. Robbery: Taking or attempting to take anything of value from the care, custody or control of a person or persons by force or threat of force or violence.

## **20. Safety and Security**

A. Locks and Doors: Use of the deadbolt to keep the door open or tampering with or damaging lock

mechanisms is prohibited. Additional locks may not be added to doors or other University property or equipment. For the security of everyone, building doors should not be propped open at any time.

B. Unauthorized Entry/Restricted Areas: No person shall enter or attempt to enter any residence hall or apartment facility (including rooms/suites/apartments) without proper authorization. Students are not permitted on residence hall roofs, ledges, on railings, or overhangs. Students are not permitted to climb in or out of residence hall windows at any level.

C. Misuse of Keys: The possession of keys by anyone other than the person they were issued to is prohibited. Residents are prohibited from lending any keys assigned to them to any other person, including their roommate(s).

D. Lock-outs and Key Replacements: Residents are responsible for carrying their key(s) at all times. Excessive lock-outs (contacting the hall staff for room/apartment entry) and/or replacement keys may result in conduct sanctions and fines.

E. If a resident student has not been seen on campus for more than 24 hours and acquaintances do not know where the student may be, please notify Department of Public Safety at 808-956-6911. Students under the age of 18 will have their parents notified if they are determined missing for more than 24 hours and law enforcement may be notified for any student missing for more than 24 hours. If a resident over 18 years of age is deemed to be missing, the University will, at its discretion, contact the Confidential Contact and/or the Emergency Contact on file. If a student has been seen in the company of an individual(s) indicating that he/she may be in danger, Department of Public Safety and/or the Honolulu Police Department (call 911), should be notified immediately.

*Confidential Contact Information:* Students residing in on-campus housing have the option to identify confidentially an individual to be contacted by UHM in the event that the resident is determined to be missing for more than 24 hours. A resident who wishes to identify a confidential contact can do so via this website: <https://www.surveymonkey.com/r/YGTGZJ8><sup>[7]</sup>. The confidential contact information will be accessed only by authorized UHM officials and law enforcement in the course of an investigation. If a resident does not identify a confidential contact, the individual's emergency contact will be informed in the event that the resident is determined to be missing for more than 24 hours.

Please see the full procedures for Student Housing Missing Student(s) at:

<https://manoa.hawaii.edu/housing/guide/services/campussafety/missing-student><sup>[8]</sup>

## **21. Smoking, Smoking Devices, Tobacco**

All residents are expected to know and comply with all State laws and guidelines regarding the possession and consumption of tobacco products and smoking devices (Hawaii Revised Statutes 328J, effective January 1, 2016).

A. Residents and/or guests under twenty-one years of age may not possess or consume any tobacco products within on-campus housing property. Tobacco products include, but are not limited to, cigarettes, cigars, and electronic smoking devices. Tobacco products also include any product made or derived from tobacco that contains nicotine or other substances and is intended for human consumption or is likely to be consumed whether smoked, heated, chewed, absorbed, dissolved, inhaled or ingested.

B. Tobacco products in any shape or form or electronic smoking devices may not be sold to or furnished to a person under twenty-one years of age.

C. All residence halls and apartments are smoke-free and the smoking of any substance via any device (including electronic cigarettes and hookahs) is prohibited. Smoking is also prohibited in: 1) interior building courtyards, breezeways, and terraces, on exterior spaces and access ramps, and outdoor dining patios, terraces, and lanais; 2) within 20 feet of building entrances, exits, air intake ducts, vents, and windows of buildings that are not air conditioned..

Information on the university smoke-free initiative can be found at: <http://manoa.hawaii.edu/smokefree> <sup>[9]</sup>

## **22. Solicitation and Sales**

Solicitation and sales are not permitted in any Student Housing Services facility by residents or non-residents except by authorization from the Director of Student Housing Services or a designee. Such authorization may be made only for items which are of service to the residents and only after a written request has been submitted and reviewed. Students may not act as agents for business firms which entail solicitations or receiving of business offers or goods on University property. University or Student Housing Services communication systems may not be used for selling or offers to sell merchandise, services, etc. Student residences may not be used for business purposes of any nature. Examples of violations include, but are not limited to: posting of materials/advertising in any format without prior approval; using the residence hall/apartment address for business purposes; using the room/apartment for storage and/or distribution of goods or collection of monies; receipt and distribution of business related materials via the community desk/mailroom; the use of University or Student Housing Services technology resources for business purposes. Residents must also comply with all University policies.

## **23. Vandalism and Damage**

Vandalism is willful or malicious behavior aimed at destroying, altering or defacing public or private property.

Residents must not damage any university property or property owned by other residents.

Students may be assessed restitution for any damages incurred. Damage assessments are based on the cost (materials and labor) to restore to the original state through repair/replacement of the damaged item or area.

Group Assessment: Group assessments may be charged for any vandalism damages to unit/common areas. In situations where the individual(s) does not come forward to claim responsibility, a group assessment may be levied. The group assessment fee (minimum \$5.00) will include the cost of repairing/replacing the damaged item(s) and the cost of labor (if applicable). When possible, residents will be notified of damage costs and possible group assessments through public notices.

## **24. Windows, Balconies/Lanais, Ledges and Building Exteriors**

A. Throwing/discarding of items of any type from windows, balconies/lanais, and ledges is strictly prohibited.

B. Windows and screens may not be removed. Residents may be assessed charges for the replacement/repair of windows and screens. Sliding screens must be closed at all times.

C. Erecting of antennas/aerials/satellite dishes or any other objects on the exterior of buildings or grounds is prohibited.

D. Placing, hanging, or storing items outside of a window or on window ledges is prohibited.

Student Housing Services is a program of the University of Hawai'i at Mānoa

(808) 956-8177 | FAX (808) 956-5995 | [uhmsh@hawaii.edu](mailto:uhmsh@hawaii.edu) | [2569 Dole Street, Frear Hall, Honolulu Hawai'i 96822-2328](#)

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**Source URL:** <http://manoa.hawaii.edu/housing/guide/reshallpolicies>

**Links:**

[1] <https://manoa.hawaii.edu/titleix/>

[2] <http://hawaii.edu/policy/>

[3] <mailto:t9uhm@hawaii.edu>

[4] <mailto:conduct@hawaii.edu>

[5] <http://www.hawaii.edu/kokua>

[6] <http://www.hawaii.edu/infotech/policies/itpolicy.html>

[7] <https://www.surveymonkey.com/r/YGTGZJ8>

[8] <https://manoa.hawaii.edu/housing/guide/services/campussafety/missing-student>

[9] <http://manoa.hawaii.edu/smokefree>