

# Policies, Rules & Procedures Related to Living in College Houses

The residency program at Principia College is an intentional outgrowth of Mrs. Morgan's vision that, as much as possible, Principia and Principians should be a family. It also aligns with Principia's commitment to the unfoldment of character. Living in a community like ours calls on us to practice values of respect, cooperation, selflessness, patience, humility, communication, inclusivity, and grace. While these qualities cannot be enacted and regulated by a list of rules, the following document has been put together as a set of guidelines to help us live together in this community safely, harmoniously, and lovingly. This is not expected to be a comprehensive list – covering every possible situation that could arise – but what is included has grown as needed over the years and will continue to grow and adjust over time to meet the community's needs. The foundation of everything included is the Golden Rule; the residential life program here at Principia provides a perfect opportunity to practice this most fundamental aspect of Christian living.

Each house is staffed with a Residential-Coordinator, (RC) who plays an integral role in the unfoldment of character in their house. The RC's primary role is as a Christian Science-based character educator, mentoring and supporting students in a hundred ways 24/7 to learn and grow, especially as a community member – actively turning students in their house and social life to Christian Science. (As directed in policy 5).

Updated 8/24/21

# Table of Contents

Your Room .....	4
Room Set-up Guidelines: .....	4
Room Evaluation .....	4
Windows Are Not Doors .....	5
Pets (from the Principia Pet Policy) .....	5
Roommate Guidelines.....	5
Roommate Agreements.....	5
Insurance.....	6
Your House.....	6
Principia’s Standards.....	6
House Hours Policy .....	6
House Hours Enforcement Policy .....	7
House Quiet Hours.....	7
House Quiet Hours Defined .....	8
Overnights.....	8
Overnight Guests .....	9
House Dues .....	10
House Assignments .....	10
House Transfers .....	10
Non-traditional Students .....	10
Day Students .....	12
Movies/Videos .....	12
Trunk Rooms/High Security Storage .....	13
Personal Furniture Storage .....	13
Academic Underload.....	13

Withdrawals During the Term.....	13
Packing Up and Shipping Student Belongings.....	14
Safety and Security .....	14
Locking Houses.....	14
Locking Student Doors .....	14
Trampolines .....	15
Weapons (also see Campus Security webpage) .....	15
Fire Safety .....	15
Fire Alarms .....	16
Hallways, Doorways, and Stairways.....	16
Blocking Entry, Egress, or View .....	16
Beds.....	17
Appliances/Extension Cords/Multiple Outlet Adapters .....	17
Candles, Flames, and Incense .....	17
Tapestries, Lights, and Posters.....	17
Fire Detection and Suppression Equipment .....	18
You Need To Know .....	18
Guest Visitation and Cohabitation .....	18
Pranks.....	19
Vandalism, Unintentional Damage, and Other Disruptions .....	21
Water Fights and Outdoor Sports .....	22
Privacy & Searches .....	22
Hazing.....	22
Fees .....	23
Fines .....	23

## Your Room

### Room Set-up Guidelines:

Please communicate all house and/or furniture problems to the RC or house manager.

Please:

- Use grooves or moldings to hang pictures or tapestries
- Use putty type of adhesive that doesn't leave marks (available in the Book Store) for posters
- Keep all school furniture in the rooms, unless approved by RC
- Leave light switches and outlets as they are
- Use only one major appliance at a time in each wall outlet
- Leave windows, screens, and curtains as they are (do not remove)
- Leave closet doors and knob or latch mechanisms as they are
- Keep all desks and dressers on the floor (do not stack). Beds may be bunked, or height adjusted, ask RC for assistance.
- Keep all beds and box springs on bed frames (mattresses should never be on the floor and taken out of the room only with RC permission)
- Bunk the beds only in rooms with high ceiling fans or no fans
- Check Campus Security web site for Fire Safety rules on room set-up restrictions [<http://www.principiacollege.edu/current-students/college-campus-security/fire-policy>]

Do not hang anything from the ceilings, molding strips, light fixtures, fire protection systems (this includes all pipes), fire extinguishers, or sprinkler heads.

### Room Evaluation

At the beginning of each term, students will be given an evaluation form to make a record of anything in the room that is not completely intact or in good repair (ex: damaged furniture, door hardware, stains on walls, etc.) so they will not be charged for it at the end of the semester. At the end of the term, rooms are compared with the original

evaluations, and, if any repairs for damages are needed, the student will be charged for all repairs not recorded on the original form.

### Windows Are Not Doors

Room windows should never be used as entrances or exits for safety and maintenance reasons.

### Pets (from the Principia Pet Policy)

Students may not have uncaged animals in their rooms or houses at any time. Before acquiring a pet, a student 1) must get permission from the RC and roommate(s), 2) must consider the quality of life the pet will have, and 3) must be aware that only aquariums or small cages with hamsters, birds, etc. are allowed. **Students are not permitted to keep dogs or cats under any circumstances.** Small cages must be kept clean and without significant odors. Cages and supplies must be kept in the student's room at all times. RCs will review each pet situation each term. As a courtesy to other students and housekeepers, waste products should be disposed of in the dumpster and not in community wastebaskets. Any violation of any of the above will result in the withdrawal of permission for having a pet.

### Roommate Guidelines

As a rule, a student may not room with the same student two terms in a row. The exception to this is if either the two roommates were in a triple the previous term and they are going into a double or they were in a double and are adding a student and going into a triple.

All roommate requests will be based on an honor system in which students will be asked to avoid rooming with anyone they are in a relationship with, or would like to be in a relationship with. Unexpected issues that arise in this regard will be addressed on a case-by-case basis by the RC.

### Roommate Agreements

At the beginning of each term all students living in doubles, triples, or quads are expected to fill out a roommate agreement. This form helps students think through potential challenges that could come up

throughout the term so they can either be addressed ahead of time or so that there can be a plan in place for how to deal with them. The agreements will be handed out by your RC at the start of each term and are due back to the RC by the end of week 2.

## Insurance

Principia does not provide Insurance coverage for personal possessions anywhere on campus including trunk rooms and high security storage areas. Families of students should include items of value on their own home or rental insurance.

# Your House

## Principia's Standards

Our standards are in place to help support the home-like atmosphere of our houses and to create a safe, supportive, and comfortable environment for all members of the house. For this reason, any student who is found possessing, providing, or using alcohol, tobacco products, vape devices, or illicit/recreational drugs in a house or on campus, will be considered in violation of our Code of Conduct. Students who allow others to violate our community standards in their rooms are also considered in violation of our Code of Conduct.

## House Hours Policy

In order to balance the varied social and personal interests of students, each House will have at least one floor on which House Hours are enforced ("House Hours Floors" (HHF)). HHFs will be determined by the Residential Coordinator of each House and students may request a HHF room through the standard room request process. During specified "House Hours," agreed on by individual Houses, HHFs and the students living on them will be free to receive visitors. Outside of such hours, these floors will be locked, and non-residents will not be permitted in individual or common rooms, on the floor hallways, or in bathrooms. All other floors in each House will no longer have House Hours but must abide by House Quiet Hours as designated below.

House living rooms, recreation rooms, and some kitchens and computer labs not on sleeping hallways are open to visitors 24 hours a day. After-hour visitors must be accompanied by a house member. Sleeping in the 24-hour public rooms is not permitted and is a House Hours and Fire Safety violation (see House Hours Enforcement Policy below).

### House Hours Enforcement Policy

With the RC's permission, a house board may set consequences for handling violations on an informal basis for violations discovered by house members. Otherwise, violations discovered by or formally reported to the RC are subject to the following consequences:

- If up to 30 minutes after the house closes, a warning is given.
- If more than 30 minutes after the house closes, the room is closed for one week without warning - this affects the rooms of BOTH parties involved.
- If spending the night, an automatic two-week room closure (no warning will be issued in this case), and an interview with the house board is optional - this affects BOTH parties involved.
- If a student has already received a warning and breaks house hours a second time in twelve months, his/her room will be automatically closed for one week without a warning.
- If a student's room has been closed in the last twelve months for one or two weeks the next violation will go to Community Board.

NOTE: If house hours are routinely and widely disregarded then the house may be "closed" to visitors for a time by the house board, RC, Residential Director, or Dean of Students.

### House Quiet Hours

Excessive noise in House rooms, hallways, or common living spaces can interfere with students' need for sleep, study, and quiet. In the spirit of community-mindedness, it is important that students be considerate of one another and take responsibility for the part they play in maintaining a positive living and studying environment. Generally, the right to quiet supersedes the right to make noise. Students should be sensitive to the fact that roommates and neighbors may have different noise interests

and tolerances. The privilege of socializing and using audible devices ceases when it disturbs someone else. There is an expectation that students respond respectfully to any requests for quiet (regardless of the time of day) but are required to uphold the following specified House Quiet Hours.

- **Evening Quiet Hours:** All houses will observe the same quiet hours. On Weekdays (Sunday through Thursday), quiet hours will be 12:00am to 8:00am. On Weekends (Friday and Saturday), quiet hours will be 2:00am to 10:00am.
- **Spiritual Study Quiet Hour:** Monday 11:00-11:20, Tuesdays and Thursdays 10:50-11:10, Wednesday 11:00-11:50 (CSO meetings) and Friday 11:00-11:50 (Faith in Action (FIA) meetings).
- **Final Examination Period:** During finals week, residents are expected to observe 24-hour quiet hours in House rooms and hallways. Students do not have to be completely silent but should respect the needs of others.

### House Quiet Hours Defined

Quiet hours are defined as the period during which each House resident or guest shall have the responsibility of ensuring that their noise level, whether indoors or outdoors, does not disturb any other resident in the House. There should be no shouting, screaming, loud talking, or singing, loud playing of sound equipment, disruptive behavior or other noise-making activities that would distract from the quiet of the House. Social interaction is anticipated and encouraged, but each person will have the responsibility of ensuring quiet. If a music, television, gaming systems, or other audible device or socializing noise is loud to the point where it can be heard in adjoining rooms, it is, in most cases, too loud.

### Overnights

So that you can be contacted in an emergency, please let your RC know if you will be spending the night off campus, in another house, or any other location on campus.



## Overnight Guests

RCs must be informed whenever any guest visits overnight. Hosts need to tell the RC who is visiting, their age, the room they will be staying in, and call the Gate House to inform them when the guest will be arriving and departing. Guests may stay a total of three nights (this is not 3 nights per house). For any needs beyond three nights on campus, please consult your RC. Any additional nights are an automatic charge of \$10/night payable to the house (in cash to the RC). The same guest is limited to three visits per term. Due to final exam preparations, guests are not allowed Saturday – Tuesday nights during exam week. Any guests during graduation weekend of spring term must be approved by the RC.

Guests may obtain a “Guest eCard” that permits them to have access to all doors of that house which are controlled by electronic locks. The “Guest eCard” can be obtained from the RC of that house and is to be returned within three days. To add access to your assigned room you will need to coordinate with your RC at least 24 hours to your guest’s arrival. If additional time is required, arrangements must be made with the RC. If the “Guest eCard” is lost, stolen, or not returned within the approved time frame, a fine of \$25.00 will be assessed to the guest or host of the guest.

If your RC has not been informed of a guest or has not been informed of a stay beyond three nights, your guest will be charged \$25 per night. If the guest does not pay before leaving, the host(s) will be charged.

Guests may not be over 30 years of age and must be at least 16 years of age (guests not yet 18 must submit Principia’s Parental Permission Form). Parents may not stay in the house. Any student living in our houses (Including non-trad housing) who has a child under the age of 16 will need to make other arrangements for visits. In order to support the requirement to supervise minors, Student Life needs to be informed when guests from the Upper School campus will be in the house, this approval process will be completed by the Residential Director with The School’s Home Department (using the Parental Permission Form for U/S Minors).

Guests must abide by campus rules. A guest who is a minor must give their waiver/permission forms to the RC before staying the night in the house. The college reserves the right to contact the family of a guest who is a minor.

If linens are needed, Housekeeping (open 7:30 a.m. to 3:00 p.m.) can provide them for a fee.

## House Dues

House boards have the right to determine and require dues and reasonable consequences if dues are not paid. Dues are paid by each house member to the house in which a student is residing for the current term. House boards may decide to require a fee from a member who participates in house activities while living elsewhere.

## House Assignments

Freshmen are assigned to one of our houses prior to arriving on campus. Requests are not accepted. Transfers are allowed to request a house once they have been admitted and usually, they will be assigned to the requested house provided there is sufficient space available for them.

## House Transfers

To transfer from one house to another, you must complete the [transfer form](#) and submit it to Student Life by the announced deadline (week 11 of the semester) and have your current house dues paid up.

There will be a limit of one permanent transfer per student. A student is eligible to apply for a permanent transfer after having lived in their permanently assigned house for one term. Only one temporary transfer will be allowed per academic year. (Both permanent and temporary transfers will be dependent upon space available in the houses.)

## Non-traditional Students

Students may live in on-campus, non-traditional student housing, as available, if they:

- are age 25 or older, or
- are married, divorced, or single parents, or
- have completed Christian Science Nurse training, or
- have military experience or have completed a four-year college degree.

When it comes to student housing Principia aims to support and balance the following to the extent appropriate; these principles form the basis for the guidelines listed:

- A sense of community and family (mirroring, as much as possible, a family home of student residents rather than a hotel or apartment complex)
  - Equity and fairness
  - Safety, comfort, and privacy
- For students with a spouse or children who live remotely and visit occasionally there are options of where to stay when they visit including homes of local friends and family, the Guest House, or area hotels. Out of consideration for others they may not stay overnight in student housing.
  - All students living in student housing will be in a supervised setting (even if married with a remote spouse) since trained residential staff are required in any building that houses students to support safety and well-being.
  - Married students with live-in spouses may not live-in student housing but may rent an on-campus apartment or house (that is not part of student housing) if approved and available (note that there is limited availability); non-Principia affiliated spouses living on Principia property are required to have a background check.
  - Cottage RC apartments (Williams and Beeman) are reserved for the following (in the order shown) and are not available to students:
    - Abroad RCs
    - Special program RCs (e.g., sports camps)
    - Staff/PGTIs as assigned by the College Business Manager with approval from the Residential Director and Dean of Students
    - Other special needs with approval from the Residential Director and Dean of Students

- Non-RC apartments within the ten student houses are not assigned to staff or students (including non-trad students or married students whether spouses are in the area, or remote and visiting occasionally) for a variety of reasons including:
  - private gender access may be a concern for other students
  - discrepancies in age may affect house dynamics
  - non-student residents may affect house dynamicsExceptions include:
  - non-RC apartments in freshman housing may be used for groups of RAs to better perform their work.
  - non-RC apartments in all student housing may be used for special purposes as approved by the Residential Director and Dean of Students
- Principia does not provide housing for children or dependents in student housing regardless of their age or gender.

## Day Students

College students may be day students (and live off-campus) only if they are a) non-traditional students or b) live with parents in the area. A Day Student Petition Form, available from the Residential Director, must be completed and approved by the Dean of Students.

## Movies/Videos

When selecting a movie or video for group or private showing on campus, it should be one that is not in conflict with a mental atmosphere conducive to upholding and valuing our community standards. No NC-17 or pornography is to be shown or viewed on campus. Copyrighted videos may only be shown in house rec rooms or living rooms if 1) the house has a process for allowing a house member to reserve the viewing area for a private “home” showing to “a normal circle of family and social acquaintances” (Section 101 of U.S. Code Title 17), or 2) a house pays the normal licensing fee to sponsor a showing open to the campus (contact the Student Conduct and House Support Manager for this).

## Trunk Rooms/High Security Storage

Items stored anywhere on campus are not insured by Principia. Items stored in trunk rooms need to be labeled and stored in plastic containers with lids, suitcases, trunks, or duffel bags. For items that do not fit into one of these containers (e.g., floor lamps, refrigerators, etc.) they may be stored provided they are clearly labeled. Cardboard boxes and laundry baskets may not be used as storage. Stored items cannot be stacked above the red lines marked in trunk rooms. If there is no red line, stored items cannot touch or block a sprinkler head. During breaks the Residential Director will inspect all trunk rooms; items stored improperly will be donated to Goodwill. Trunk room storage space is provided as a courtesy for students and is a privilege - not a right. As such, this privilege can be revoked at any time due to improper storage or for any other reason deemed necessary. Campus Security offers a locked high security storage area for valuable items located in Anderson Hall (as with other storage locations, Principia does not provide insurance coverage).

## Personal Furniture Storage

No personal furniture is permitted in any of the student houses or house storage areas, no stuffed furniture. Only small items such as a small shelf or stand will be considered. All student-owned furniture must be stored in the area provided. Principia reserves the right to throw away furniture not stored in the designated area or that is smelly and/or attracts mice.

## Academic Underload

Students who have not registered for a full load (minimum 12 semester hours) and do not have an approved underload may not live in any student housing. If a student is not registered for a full load by the start of the semester they will not be allowed to move into their house until fully registered.

## Withdrawals During the Term

Any student who is excluded from all classes during the academic term may only remain on campus for three days. A helpful "Checklist for Leaving Campus" may be obtained from their RC or the Residential

Director. Any student who is considering withdrawing from school is advised to contact the enrollment coordinator in the Registrar's Office and their RC.

### Packing Up and Shipping Student Belongings

If students withdraw or leave Principia for any reason, they or their families are responsible for their belongings. If the students are returning the next term, they may contact the RC to see if their things may be stored in the trunk room. If there is space available in the trunk room, the students are responsible for storing their belongings. If space is not available, the students must pack their belongings, and take them home or ship them. If the students are not on campus when the decision is made to not return, then the students must either return to Principia to collect their belongings or make arrangements with a friend to pack them up and ship them. Principia does not provide that service.

If we do not hear from the student, we reserve the right to dispose of the items left on campus.

## Safety and Security

### Locking Houses

Houses and rooms are locked 24/7/365 in a manner consistent with best practices of residential colleges similar to Principia. Outside doors may not be propped open.

### Locking Student Doors

Student rooms are locked to provide safety for students and their belongings. Students will only have key card access to their rooms and approved common spaces in their own house. If they are in a suite, security will provide access to both rooms. When a student leaves their room, they must either carry their key card or open the door completely, so it stays open. Taping the door lock, propping the door open, or otherwise tampering with the functioning of the lockset is not allowed as it is a violation of our Fire Policy. The first time a student locks themselves out of their room, the RC or Security, if the RC is not

available, will provide the student one-time free access to their room. Following requests by the student to access their room will result in a \$10 fine payable to their house fund. For additional detail please see the [Student Key Card Policy](#).

## Trampolines

Trampolines are prohibited on Principia property for safety reasons (as determined by the Workplace Safety and Insurance Departments) unless specifically authorized for use in support of the Athletic program. Trampolines are not authorized for use in or around houses at any time.

## Weapons (also see [Campus Security webpage](#))

Possession of firearms on campus, including vehicles, is strictly prohibited. Other weapons – such as knives over 3 inches, bows & arrows, slingshots, water balloon launchers, decorative swords and weaponry, martial arts equipment, Tasers, as well as BB, pellet, airsoft, paintball, stun guns, ammunition, explosives, fireworks, and other potentially hazardous items are prohibited on campus. Use or possession of any such weapon will be subject to fines and/or disciplinary action. If any of these items are brought onto campus, they must immediately be delivered to Campus Security where they will be locked up until they can be safely taken off campus.

## Fire Safety

Principia's fire safety program is designed to reduce the dangers of fire to people and property. The following rules relating to fire safety on the Principia College campus are set by the Office of the Illinois State Fire Marshal. Campus Security is responsible for ensuring compliance with these rules and works closely with the Fire Marshal's office and other local authorities in their effort to ensure a safe working and living environment. It is everyone's responsibility to support these rules and report any deficiencies immediately. Because of the number of Fire Safety rules, the Campus Security Website lists Fire Policies for Principia. If a rule has changed since the previous Fire Safety Inspection or is not specifically listed on the Website, the student/tenant will receive a warning. If the student room is not up to code after a warning has been

issued, there may be a \$25 per day fine until compliance. Repeat non-compliance will result in increased fines and may result in discipline.

Please direct any questions to Campus Security at 618-374-5470.

## Fire Alarms

At the sound of a fire alarm, it is mandatory to evacuate the building immediately via the safest fire exit. If in a house, gather outside in your designated assembly area. Do not reenter the building until the alarm is shut off and authorized by the Fire Department or Campus Security official. Throughout the academic year, fire drills are conducted in student housing and are to be responded to as bona fide fire alarms. Failure to comply will result in a fine.

When cooking in a house kitchen, close the kitchen door where possible and engage ventilation (kitchen fan, open window) to avoid setting off the alarm. If your cooking sets off the alarm, there will be fines assessed. See the Fines and Fees section on the last page for the specific amounts.

## Hallways, Doorways, and Stairways

All hallways and stairways must remain lit 24 hours a day. Notify your RC, if lights are not working.

To reduce the risk of fire and smoke spreading in a building, hallway, and stairway doors (including student room doors) equipped with automatic door closers must not be blocked open or their automatic closing and latching feature be compromised in any way.

All exit routes shall be free from any kind of obstruction or impediment at all times.

## Blocking Entry, Egress, or View

Egress must be free of all obstructions or impediment to full instant use (and view) in the case of fire or other emergency. No furnishings, decorations, or other objects shall obstruct (the view or use of) exits. It



should take no more than 3 seconds to determine if someone is in a room.

## Beds

The side of the bed nearest the door should be clear of obstructions and clutter. Only beds supplied by the college may be used in student residences.

## Appliances/Extension Cords/Multiple Outlet Adapters

The following electrical appliances may be used in student rooms as long as they are 1100 watts or less: televisions, stereos, lamps, fans, microwaves, hot pots, coffee makers, and hot air popcorn poppers. All other cooking should take place in the house kitchens. The following are examples of electrical appliances that may not be used in student rooms: air conditioners, toasters, rice cookers, crock pots, hot plates, warming trays, air fryers, and popcorn poppers that use oil.

Electrical appliances should be directly plugged into wall outlets. If extensions or multiple outlets are necessary, they have to be UL-listed for 1875 watts or greater with a fuse. Extension cords may not be connected to each other. Curling and clothing irons must always be unplugged when not in use.

Flammable liquids and gases, space heaters, and halogen torchiere lamps are not permitted.

## Candles, Flames, and Incense

Use of incense, candles, lighters, matches, or other objects which utilize an open flame is prohibited. Exceptions for house activities need Workplace Safety approval.

## Tapestries, Lights, and Posters

Tapestries are very flammable and not recommended, but if you choose to use one it must:

- be certified as “fire resistant treated.”

- be at least 18 inches from the floor, lamps, electrical outlets, built-in heaters, or electrical appliances.
- not cover windows, doors, bulletin boards, an entire wall, or other non-wall surfaces.

Unframed posters must not cover more than 35% of a single wall and must not be attached to ceilings.

Tapestries, Indian blankets, posters, sheets, etc., are not to be used as a canopy or attached to the ceilings in rooms or be placed over or obscure exits in any way, and they are not to be used as room dividers. This aids in preventing fire from spreading across a room or falling on occupants. Lights or strings of lights are not to be hung touching curtains or any fabrics or hung from the ceiling or over a door or over thresholds.

## Fire Detection and Suppression Equipment

Tampering with fire protection equipment including “pull and runs,” automatic door closing devices and fire suppression equipment (sprinkler systems, portable extinguishers, any firehouse equipment, including emergency vehicles) is prohibited and will result in an automatic fine. Do not attempt to hang anything from sprinkler heads, cages, or pipes.

## You Need To Know

### Guest Visitation and Cohabitation

Visitation is defined as periodic visits by a student in a House room to which that student is not assigned and does not include cohabitation.

Visitation within student rooms, including hours when visitation is permitted, is determined by mutual agreement among roommates at the beginning of the year through the roommate agreement and whenever occupancy of the room changes. Visitation on assigned “House Hours Floors” is further limited by the visitation hours determined collectively for those floors by the House. Roommates always have the right to refuse a guest in their room (for safety or any other reasons). Guests are permitted in House halls and rooms only at

the request of residents, who then become responsible for the conduct of their visitors.

Cohabitation in any room is prohibited. Cohabitation exists when a person who is not assigned to a particular room uses that room as if they were living there. The resident's roommate's comfort level supersedes all guest privileges. When a guest's continual presence hinders a roommate's ability to study, sleep, and/or occupy their room, this will be considered a violation of the cohabitation policy. Examples include, but are not limited to:

- Using the room while the assigned occupants are not present
- Utilizing a key card to enter a room assigned to another person
- Keeping clothing and personal belongings in another person's room
- Sleeping overnight

If a student has a non-sleeping guest in their room for social or academic activity during overnight hours, they must have their roommate's consent and should notify either their Resident Counselor or their House President.

## Pranks

### Definitions:

Prank: a mischievous act or practical joke

Mischievous:

- a. causing or tending to cause annoyance or minor harm or damage
- b. showing a playful desire to cause trouble
- c. intended to harm someone or someone's reputation

Vandalism: the act of deliberately destroying or damaging property (see the next section on vandalism)

Unintentional damage: damage done unintentionally (duh)

## Pranks

Since the words “prank” and “practical joke” are sometimes used interchangeably, for purposes of this policy we will simply use the word prank to encompass both.

At Principia we distinguish between good and bad pranks. At no time is a prank involving any overt sexual nature and/or sexual undertones acceptable. Pranks of a sexual nature may be subject to investigation as sexual harassment under the Principia Sexual Violence and Misconduct policy.

Good pranks meet five criteria:

1. The recipient of the prank feels the motive was to show friendly attention
2. The identity and motive of the person(s) involved were quickly evident
3. No damage occurred (including potential damage during cleanup) nor was anything taken without permission
4. If any clean-up was necessary, those involved were immediately available to help clean and the clean-up in no way added extra work or hindered the ability of the housekeeping staff to do their jobs.
5. If a prank involves a house or hall of the opposite gender after house hours, prior permission must be granted by the RC of the house.

Bad pranks may include any or all of the following:

- There is damage to:
  - a person’s feeling or well-being
  - a person’s reputation
  - property
  - the environment
  - any living creature (animals, birds, etc.)
- A mess has been left
- Student rooms of a different gender are entered after house hours
- The identity of the prankster is unknown
- The prankster has worn a mask or face covering

- The recipient of the joke has been handled roughly or is an unwilling party

### **Consequences:**

- A bad prank, even though it was intended to be a good one may result in disciplinary hearings, fines, community service requirements, a warning, probation, suspension, or other sanctions.
- In certain situations, even if there is a willingness to clean up after a prank, a fine may still be assessed (for example, if clean-up puts students in danger or could cause further damage to school property).

## **Vandalism, Unintentional Damage, and Other Disruptions**

### **Definitions:**

Vandalism: the act of deliberately destroying or damaging property (see the next section on vandalism)

Unintentional damage: damage done unintentionally

Other disruptions: can include a wide range of concerns including:

- making messes (maliciously, ignorantly, or unintentionally)
- food fights
- water fights
- dropping things out of windows
- inappropriate or unauthorized use of school-owned property
- tampering with fire alarms or breakers

In most cases, vandalism results in a fine plus all costs of repairs, replacement, and labor, and could involve disciplinary hearings, community service, warning, probation, suspension.

When vandalism, unintentional damage or other disruptions have occurred, they should be reported to the RC of the house where they occurred or to the RC of the students involved.

A good-faith effort to identify the responsible house or individual(s) will be made. Fines and costs will be charged to the responsible house or individual(s). If the responsible party can't be identified, then costs are passed along to the Student Government budget.

## Water Fights and Outdoor Sports

Water fights and/or use of water for a prank of any sort are not to occur inside houses or other campus buildings, including in or out of windows. Due to damage caused to carpet, furniture, electronic equipment, etc.; misuse of water is fineable and damage chargeable. Outdoor sports may not be played inside houses or other buildings other than approved use of Crafton and Hayfield House.

## Privacy & Searches

Principia respects and balances both individual privacy and community welfare. Accordingly, upon reasonable concern about conditions or conduct that may be unsafe, illegal, or in violation of the Code of Conduct, college staff or police may enter, inspect, or search student rooms, belongings, or public Internet postings. Anything found in the process of a search that is not in compliance with the policies or standards may be confiscated and/or grounds for discipline and/or arrest (if involving illegal activity).

## Hazing

Hazing is inconsistent with the Purpose and Policies of Principia (see Policies 8, 12, 19, 22), and is illegal in the State of Illinois. State Statute #720 ILCS 120/10 defines hazing as a Class A misdemeanor, except hazing that results in death or great bodily harm, which is a Class 4 felony.

Hazing is defined as any activity that endangers the physical safety of a student, causes fright, humiliation, ridicule, or degrades the individual. Students are not to be subjected to any treatment that debases their status or robs them of a sense of self-dignity. This includes specifically any activity which intentionally or unintentionally places a student in physical danger, places emotional stress upon the individual, interferes

with normal classroom or athletic field procedure or atmosphere, or prevents a student from adequate opportunity for classroom preparation. Furthermore, Principia prohibits students from allowing themselves to be hazed. See Principia’s full Student Complaint and Grievance Process and Policy pertaining to hazing on the [Student Right to Know](#) page.

## Fees

Guest with permission beyond three nights . . . . . \$10/night

## Fines

Vandalism (including water fights and inappropriate use of other’s property) . . . . . \$25 - \$100 + cost of repairs, replacement, labor  
Access request to room (locked out) . . . . . \$10  
Bikes, skateboards, or scooters inside a building or building entrance . . . . . \$10  
Non-compliance with fire safety codes . . . . . \$25/day  
Lighting incense, candles or other objects which utilize a flame . . . . \$50  
Setting off smoke alarm due to cooking, including: . . . . . \$50- \$100  
    If student didn’t vent area . . . . . \$50  
    If student left the kitchen while cooking . . . . . \$100  
    Any residential program that cooks for itself and sets off the heat/smoke alarm . . . . . \$100  
Tampering with or ignoring fire alarms; damaging firefighting equipment . . . . . \$25 - \$100  
Preventing egress from a student room, hallway, or building . . . . . \$100  
Propping open fire and security doors . . . . . \$25  
Guest without RC permission . . . . . \$25/day