

UC DAVIS CONFERENCE HOUSING UNIVERSITY & RESIDENCE HALL REGULATIONS FOR CONFERENCE HOUSING GUESTS

UC Davis Conference Housing Services . One Shields Avenue . University of CA . Davis, CA, 95616

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We are pleased that you are going to be staying with Conference Housing at the University of California, Davis. Conference Housing is committed to asking how we can best serve our guests, students, our department, and the university as a whole. We acknowledge a commitment to the [Student Housing Statement of Ethics](#) and the university's [Principles of Community](#), which states, "We promote open expression of our individuality and our diversity within the bounds of courtesy, sensitivity, and respect."

To make your stay an enjoyable one we want to make you aware of the following regulations and guidelines. These regulations deal with the conduct of guests and visitors and the use of residence hall and dining facilities.

In addition to providing facilities and services to conference groups, Conference Housing Services is particularly interested in assuring that each guest has a safe and enjoyable stay on the UC Davis campus. These regulations have been established with that goal in mind.

RESIDENCE HALL & DINING ROOM POLICIES

ALCOHOLIC BEVERAGES

Guests/residents under 21 may not possess, consume, distribute, manufacture, or otherwise use alcohol in violation of State Law or University Policy. Possession and/or use of alcoholic beverages in or around the residence halls is not allowed, except by residents who are of legal drinking age, in their assigned room/suite or that of another resident who is of legal drinking age, with the door closed, or at authorized special events that adhere to Campus Regulations on Alcoholic Beverages. Quantities that could not reasonably be consumed in a single sitting by the individual are prohibited. **Guests/residents may not consume alcoholic beverages in non-suite style residence halls with underage youth on site or be intoxicated in or around any Student Housing building.**

BICYCLES/MOTORIZED VEHICLES/SKATES

Bicycle parking is restricted to designated bicycle parking areas where bike pods or stands have been placed. Illegally parked bicycles are subject to a fine and/or impounding. Bikes may be placed in residence hall rooms, with the consent of all roommates, but not in lounges, hallways, or bathrooms. Bikes should be securely locked at all times. They may not be parked or ridden in areas not typically designated for bikes including, but not limited to walkways, breezeways, hallways, courtyards, stairwells, or other public spaces (damage/excess mess fees may apply). Repairs and maintenance may not be performed inside residence halls. Bicycles must be removed from Student Housing areas at the end of your stay. Skateboards, roller skates, inline skates, and similar items with wheels may not be worn or used in hallways, walkways, breezeways, stairwells, courtyards, dining commons, or other shared spaces where such use is not typical. This includes benches, curbs, stairs, handrails, tables, or similar surfaces. Residents may not store or repair motorized vehicles in rooms, suites, or apartments. Motorized vehicles may only be ridden or driven on approved University locations. Hoverboards (self-balancing 2-wheel scooters), electric scooters, electric skateboards, and electric bicycles are considered motorized vehicles and may not be used, charged, or stored in rooms, suites, or apartments, or any common area of any Student Housing and Dining Services owned, operated, or affiliated space. The batteries in certain hoverboards may catch fire while charging and therefore present a significant safety risk. Skateboards, roller skates, inline skates, and similar items with wheels may not be worn or used in hallways, walkways, breezeways, stairwells, courtyards, dining commons, or other shared spaces where such use is not typical. This includes benches, curbs, stairs, handrails, tables, or similar surfaces.

BUILDING ACCESS/KEY CARDS

Specific building access is limited to registered guests or pre-approved group representative. Guests may not allow others to use their key/card to gain access. Tampering with door locking mechanisms to allow access to a building is prohibited. University key/card access may only be used by the person to whom the card is issued and guests may not knowingly use another person's key/card.

CLEANLINESS

Guest/residents are required to keep rooms clean and regularly dispose of trash only in designated locations. Guests may not create excessive messes in any area. Residents should promptly report any facility issue or damage to a staff member at the Conference Housing Service Desk. Guests residing in Cuarto suite-style accommodations are responsible for maintaining their own suite and bathroom areas. NOTE: Cleaning supplies can be checked out at the Conference Housing service desk. Fees will be charged for excess mess.

CURFEW

All youth conferences must establish a curfew time for participants in the group. This curfew may differentiate between a time for guests to be "in the residence hall or room" and a time to have "lights out". A curfew of 11pm will be imposed for those groups that choose not to identify a particular curfew to comply with housing Quiet Hours. Our office will request notification of the curfew, including any planned deviations. When completing a nightly check of exterior residence hall areas, staff will ask guests to return to their assigned residence halls if outside after curfew time.

DINING COMMONS

Guests are expected to maintain courtesy in the dining facilities. No running or cutting in the lines. Chaperones are required to dine with youth and are responsible for managing guidelines (chaperone ratio 1:10 youth). Dishes are to be cleared and returned to dish room at end of meal. Shirts and shoes are required at all times in the dining room. Food may not be removed from the dining room with the exception of an ice cream cone, one bakery item, or piece of fruit. Food fights and use of food in an unintended manner are prohibited. Guests are advised to leave backpacks or large carry items in their room. Use of refillable containers is not permitted during summer conference programs.

DISRUPTIVE BEHAVIOR

We expect every member of the university community to behave at the highest standard of civility and decency towards all. We will not tolerate harassment or denigration of another human being on the basis of race, gender, sexual orientation, national origin, disability or other characteristic. Guests/residents may not engage in behavior that is disruptive or otherwise incompatible with a community living environment. The University and Conference Housing Services representatives reserves the right to remove from the premises any person or persons acting in an unlawful or disorderly manner. Disruptive behavior includes, but is not limited to:

- **ATHLETIC GAMES, WATER FIGHTS** – Athletic games, water fights, water play, and or similar activities, such as those involving throwing or kicking objects, wrestling, or running, are prohibited in Student Housing buildings, courtyards, and areas between or immediately adjacent to buildings. These activities are permitted on green spaces in Segundo and Tercero, but participation must be consensual, the activities must not prevent others from being able to enjoy or use the space, and activities cannot damage the space.
- **PRANKS, PRACTICAL JOKES** – Pranks, practical jokes are prohibited.
- **ODOR** – Odors, such as that from cigarettes or marijuana are prohibited.
- **EXCESSIVE NOISE** – Excessive noise, destructive behavior, or rudeness to staff are prohibited.

DRUGS

Unlawful possession, use, manufacture, or distribution of any controlled substance is prohibited. Possession of a medical marijuana card does not permit possession or use of marijuana. Disruption, including smelling of marijuana, as a result of drug use is prohibited, as is being under the influence of any drug. The UC Davis Police Department will be contacted in the event an incident is reported to authorities.

ELEVATORS

Guests and visitors may not tamper with, exceed the posted maximum occupancy of, or otherwise misuse elevators. Misuse includes tampering with switches, causing false alarms, and improperly using telephones. Charges will be assessed for damages or personnel response fees resulting from misuse.

EXPLOSIVES/FIREWORKS/CHEMICALS

Fireworks, ammunition, explosives, and flammable materials are prohibited in and around the residence halls. Explosives, chemicals, or highly combustible materials that are potentially dangerous or damaging to buildings or their occupants are prohibited. These include, but are not limited to, fireworks, ammunition, gasoline, unauthorized pesticides, pyrotechnics, and flammable materials.

FIRE SAFETY

Fire safety is taken very seriously on campus, and you are expected to adhere to the following regulations. For reasons of safety, the fire department has imposed restrictions on furnishings and some electrical equipment. Hallways and walkways, as well as building entrance and exit areas, need to be clear at all times. No items should be stored in these areas at any time. This includes, but is not limited to, bicycles and trash. Below is a breakdown of further fire safety regulations.

- **COOKING/WARMING APPLIANCES** - Small appliances and hot air popcorn poppers may be used in community and apartment kitchens.
- **RESIDENCE HALLS:** These items may not be used in rooms or suites with the exception of coffee pots, Keurigs and microwaves. Appliances in rooms often activate the sensitive fire alarm system.
- **ELECTRICAL SAFETY** – Modifications to or changes in electrical wiring are prohibited as are splices, octopuses, or modification devices used to add plugs. Only UL approved, grounded power strips with fuses may be used.
- **EVACUATION** – Residents must evacuate the building when a fire alarm has sounded.
- **FALSE ALARM** – Residents may not intentionally or recklessly activate an alarm in a non-emergency situation.
- **FIRE** – Causing, attempting to cause, or contributing to the continuation of a fire is prohibited.
- **FIREWORKS** – Fireworks of any type are prohibited.
- **FLAMMABLE LIQUIDS** – Flammable liquids and other hazardous materials may not be stored or used in Student Housing and Dining Services buildings. This includes, but is not limited to, gasoline and lighter fluid.
- **MOTORIZED VEHICLES** – All items defined in the motorized vehicle section of this document are prohibited in buildings.

- **OPEN FLAMES** - Students are not permitted to use anything that produces an open flame, such as candles, cigarettes, hookahs, and incense, in their rooms, suites, or apartments.
- **ROOM and APARTMENT DECORATIONS** – Large wall hangings must be treated with a flame retardant. Exterior room doors may not be covered. Paper or plastic may not be used to cover any light or light fixture. Lighting fixtures, including holiday lights, may not be hung on any surface outside rooms or suites including windows and doors.
- **TAMPERING** – Tampering with fire suppression/safety equipment, including but not limited to fire extinguishers, smoke detectors, fire alarm pull stations, automatic door closers, and sprinklers, is prohibited. Tampering includes covering smoke detectors, hanging items from sprinklers or sprinkler pipes, damaging fire exit signs, or otherwise disabling fire suppression equipment.

FIREARMS/WEAPONS

Campus regulations prohibit the possession of firearms or other weapons by any person on University grounds, except with permission by campus authorities. Weapons, including but not limited to firearms, bb-guns, air rifles, knives, switchblades, swords, brass knuckles, Nunchaku, and similar items are prohibited. (Properly stored kitchen knives are excluded.) Replica weapons, including toys that resemble weapons, are also prohibited. Archery equipment may not be stored in rooms or suites. Any item used to harm, threaten, or intimidate a person may be considered a weapon. This includes items such as laser pointers and sports equipment.

NOISE/QUIET/COURTESY HOURS

- **NOISE** – Guests and visitors must be considerate of noise 24 hours a day, seven days a week. Noise, including but not limited to voices, amplified music, televisions, musical instruments, alarm clocks, and radios, must be maintained at a level that does not disturb other guests.
- **QUIET/COURTESY HOURS** - Due to the large number of conference guests and summer residents staying in the residence halls, and the diversity of conference schedules, we request that all guests observe Quiet Hours between 11pm and 7am. During Quiet Hours, noise that can be heard outside a room or building is prohibited. All other hours are “courtesy hours”, during which a reasonable amount of quiet is expected. To report a disturbance, please contact the Conference Housing service desk in your area or after hours call 530-752-2900. If you are planning an activity that may conflict with courtesy hours (dances, parties, etc.) please contact **Conference & Event Services** at 530-754-0672 to arrange for your activity to be held in a location outside the residence halls. Loud music, practicing of routines and excessive noise will not be allowed in the residence hall area. Conference Housing reserves the right to adjust these hours due to construction or special programming and will notify residents of changes.

PETS/ANIMALS

Unauthorized pets and animals are prohibited in the residence hall and Student Housing buildings. This prohibition includes hosting visiting pets or “pet-sitting” for others. Residents requiring assistance animals must have advance approval by contacting Conference Housing for a registered service or assistance animal. Residence may not directly harm or engage in behavior that is harmful to animals.

POSTING

Only Student Housing department staff may post information in Student Housing buildings. Posting of fliers and other materials on walls, windows, bulletin boards, or doors is prohibited. Guests may not destroy or damage bulletin boards created by Student Housing staff members.

RESIDENCE HALL FACILITIES/USE OF SPACE

The assigned building, lounges, and shared spaces are intended for community social, recreational, and study use. Use of space may not exceed occupancy limits. Lounge furniture is available for use by all guests in the residence hall and may not be taken to guest rooms or outside onto patios/balconies. Guests/residents may not engage in behavior that affects the ability of other guests/residents to use lounges and shared spaces. Building lounge and study space may not be reserved by an exclusive group, if in a shared community. Residence hall room furniture is configured at single, double, and triple room occupancy (triple room occupancy is not offered during the summer).

- **ROOM FURNITURE** – Furniture and furnishings must not be removed from any room/suite. Residents may not make repairs, modifications, or alterations, including the removal of closet doors to any Student Housing property or furniture. Charges will be assessed if furniture must be rearranged back to original state by the Conference Housing staff following group departure.
- **BUNKED/LOFTED BEDS** – Room furniture is set at a standard bed configuration according to room type, and size (must meet fire safety codes). Bed lowering will be considered for medical or physical limitations with advance notice (triple room configuration may require moving guest to another room type). Children under the age of 18 years old are not permitted to use the upper bunked or lofted beds (children must use lower bed only). NOTE: Consumer Product Safety Commission, Office of Compliance, require bunked or lofted beds with a mattress height higher than 30 inches above the floor, to be equipped with guardrails on both sides of the bed **if** used by children. [UC Davis does not have equipment available to meet these requirements, thus children **must** use lower bed only.]
- **WINDOWS/SCREENS/LEDGES** - Window screens are not to be removed, and as a safety measure, guests are

prohibited from climbing on sunscreens and ledges. Guests may not throw, drop, or otherwise dispose of anything from elevated locations.

- **POSTERS/ SIGNS/ DECORATIONS** – Due to fire safety regulations, posters and signs may only be hung in designated areas available including blackboards, bulletin, and corkboards. This does not include walls, doors, or window surfaces. Temporary decorations may be allowed to personalize your space in accordance with regulations (use of glitter, confetti, or temporary spray/chalk is prohibited). It is the responsibility of the conference guests and group coordinators to assure that all residence hall rooms and public areas (lounge, kitchenette, library, and bathrooms) are clean and in their original condition prior to group departure.

SECURITY

All residence hall entrances will remain locked 24 hours a day. For security purposes, participants should be instructed to lock their room doors at all times and carry their keys/key cards with them. Outside entrance doors should not be propped open. Conference Housing staff members will provide a nightly check of exterior residence hall areas. All security concerns should be reported to the Conference Housing Desk. In an emergency, please call 911.

SMOKING

UC Davis is a smoke and tobacco free campus. Smoking, vaping and tobacco use are not permitted on University property or in any Student Housing building or dining facility. Smoking means inhaling, exhaling, burning, or carrying of any lighted or heated tobacco product, as well as smoking substances that are not tobacco, and operating electronic smoking devices and other smoking instruments. Tobacco use includes vaping, inhaling, smoking, chewing, dipping, or any other assimilation of tobacco products. Smoking or tobacco use within 25 feet of any building entry, courtyard, stairway, passageway, pool area, patio, balcony, or operable window is considered a violation of Student Housing policy. Additional information and specifics can be found at the U C Davis [Smoking and Tobacco Free Policy](#).

STATE LAWS

All laws of the State of California apply to the Davis campus and are enforced by the University. Any violations concerning illegal drugs/substances are reported to UC Davis Police Department.

THEFT/VIOLENCE/ASSAULT

Unauthorized possession or use of University property or the personal property of another is prohibited. Perpetration of, or threats of, physical aggression or violence, or conduct that threatens the health and safety of a person is prohibited in any Student Housing building or on campus.

VIDEOTAPING/CAMERA USE

No person may tape, audio record, take photographs of, capture images of, or otherwise view any person in a private location without the knowledge and express consent of the subject or all parties. No person may distribute or share photos or recordings of sexual activity or nudity in a private place without the knowledge and express consent of the subject or all parties. Private locations include, but are not limited to, residence hall rooms and common areas, bathrooms, lounges, and other areas where residents have a reasonable expectation of privacy.

VISITATION

Non-registered (non-paying) visitors are not allowed in or overnight in the residence halls due to other guest/resident privacy and safety reasons, with exception of approved medical aid, pre-approved group representative, or authorized to assist with guest move in/out. Hosts are responsible for the actions of their visitors and expected to remain with them at all times. Visitors cannot be in the building or room unaccompanied by registered guest. Conference participants are not permitted to enter the residence hall(s) of any group other than their own. Guests may not allow others to use their key/card to gain unauthorized access to buildings or rooms.

Guests choosing to violate residence hall policies or state laws will be subject to withdrawal of residence hall and dining room services and may warrant an appropriate charge to the conference group. Criminal activities will also be reported to the UC Davis Police Department.