



**NEBRASKA COLLEGE OF
TECHNICAL AGRICULTURE**

**Rights and
Responsibilities as a
Resident**

2018-19

NCTA Rights and Responsibilities as a Resident

As with any community, there are policies that must be followed so that all residents can live together cooperatively and maintain a positive living- learning environment. The residence halls allow students a great deal of independence, responsibility and freedom.

This living space requires that students possess the life skills that are needed to live in an independent living environment. Residents are expected to exhibit mature and responsible behavior. We expect you to [read this information](#) because you are held accountable for your behavior and the choices you make. When large groups of people live together, there is a need for community standards so everyone has the same opportunities and everyone is treated with respect.

NCTA Housing reserves the right to deny or cancel a housing application or contract if NCTA Housing, in its reasonable discretion, determines that a student's past/current behavior or a student's criminal convictions indicate a possible risk to the safety, health or life of any person, or a possible risk to the safety and security of any property, or presents a serious disruption to the NCTA Housing community or living-learning environment.

CONSEQUENCES OF INAPPROPRIATE BEHAVIOR

As a member of a residence hall community, it is your responsibility to let others know if you think they are violating your rights, just as someone may let you know if you violate their rights. Staff members will also address inappropriate behavior.

We view discipline as another part of the learning process. Students who choose to violate NCTA or Housing policy will be referred to the Residence Life Manager or to the Office of the Associate Dean.

Possible sanctions include:

- Verbal warning
- Behavior requirement
- Contract relocation
- Expulsion
- Contract termination (regular cancellation fees will apply)
- NCTA probation or warning
- Educational requirement
- Suspension
- Restitution

While we hope you will not find yourself involved in such a hearing, should you need more information refer to the Student Code of Conduct (<https://ncta.unl.edu/student-handbook>) found in the Student Handbook, which addresses sanctions and the appeal process.

SERIOUS VIOLATIONS

Certain regulations have been developed to assist in protecting your rights and the rights of other community members. Many policies are a matter of courtesy. Inappropriate behavior or unlawful activities may result in immediate termination of your residence hall contract (regular cancellation fees will apply), your relocation to another hall and/or referral to the Associate Dean's Office or the appropriate law enforcement body. Such violations include, but are not limited to the following:

- Possessing, using, or selling drugs (including alcohol, marijuana, narcotics, or prescription drugs intended for use by another individual)
- Arson or tampering with fire equipment (i.e. fire extinguishers, alarms, exit signs, smoke detectors, sprinkler systems, speaker system, strobe lights, etc.)
- Abuse (physical or verbal) and/or battery of a resident or staff member
- Possession of firearms or weapons, possession of explosives

ACCIDENTS/LOSSES

Residents are required to immediately report any fires, accidents, injuries, and property damage occurring in the unit. This enables us to promptly assist you, and in some cases, minimize the extent of damages.

(including fireworks). Throwing or dropping objects out of windows

- Trespassing in residence hall rooms or opposite sex bathrooms
- Possession of stolen property
- Tampering with the mail or mailboxes
- Other inappropriate behavior deemed so by Housing personnel

ABANDONED PROPERTY

Any personal property with an estimated value of \$250 or more that is abandoned on the premises of NCTA Housing will be subject to the following:

- A notice will be mailed to the student at the student's most recent address on record. A Housing staff member will also attempt to contact the student on their cell phone.
- The notice will be sent within one week of the end of the contract between the individual and NCTA Housing.
- The notice will describe the abandoned property, a contact person and phone number, the location where the property can be claimed, and date by which the property must be claimed. This date will be no later than 14 days from the postmark date of the notice.
- If the property has not been claimed, by the specified date, the property will become the property of NCTA and will be subject to NCTA's policy on surplus property.

Notice is not required to be mailed to the student for abandoned property with an estimated value of less than \$250. If the property is determined to have an estimated value of less than \$250, a 14-day waiting period will ensue at the end of which ownership shall immediately transfer to NCTA, and will be subject to NCTA's policy on surplus property.

ALCOHOL POLICY

State law and NCTA regulations state that the possession or consumption of alcohol in any NCTA residence hall is prohibited, regardless of the student's age. In addition, it is a NCTA policy violation to be in a room where alcohol is present.

- Possession or display of containers with residues that held or were intended to hold alcoholic beverages is also not permitted.
- Alcohol-related conduct that infringes upon the rights of others to a quiet, orderly living environment or that poses danger to self or others is not acceptable under any circumstances.
- NCTA residence hall staff reserve the right to dispose of alcohol.
- Residents in violation of this policy are subject to:
 - Mandatory attendance in an alcohol education class as well as conduct probation, discretionary sanctions, alcohol evaluation, relocation, contract cancellation (should such an action occur, full cancellation fees will apply), suspension, expulsion, arrest and/or prosecution.
- NCTA Housing staff reserve the right to contact parents/guardians about any resident who is transported to detox or the hospital for acute alcohol intoxication.
- Your guests are subject to this policy; residents will be held similarly accountable for the actions of their guests.
- Additionally, individuals responsible for secondary hosting of a gathering at which alcohol is present are also in violation of NCTA policy. Secondary hosting is defined as awareness or knowledge of such a gathering in one's own room with the resident taking no steps to discourage its occurrence.

NCTA Rights and Responsibilities as a Resident

CANDLES

For safety reasons, candles, incense and other flame-emitting articles are prohibited for use in NCTA Housing properties. Only candle warmers or potpourri burners with an enclosed heating element and an automatic shut off are allowed.

APPLIANCES IN RESIDENCE LIFE DORM ROOMS

Only items with enclosed heating or lighting elements are permitted. Both the appliance and any cord used in connection with it must have a UL (Underwriters Laboratories) approved label. Examples of items not permitted for safety reasons include but are not limited to: *toaster ovens, toasters, "George Foreman" -style grills, electric skillets, electric grills, halogen lamps, microwave ovens, and convection ovens.*

Refrigerators are not to exceed 4.5 cubic feet. No modification of room switches, lights or electrical outlets is allowed, including the installation of dimmer switches, ceiling fans, etc.

Please note that the electrical system in NCTA Housing has finite abilities. Overloading these systems can present fire and safety hazards. Surge protectors, heavy duty power strips, and heavy duty extension cords are recommended.

EXTENSION CORDS

All extension cords must be UL approved. Multiple outlet plugs must be in good working order and contain a circuit breaker or surge protector.

CARS, BICYCLES, ETC.

Parking permits for many areas of campus can be obtained by contacting NCTA Parking Services, located in Ag Hall, or by calling 308-367-5277. If you apply by the Parking Services deadline, you may receive the permit at the time you check in at your hall. Street Bicycle racks are located outside each hall. You may also store your bike in your room or in other designated indoor areas. You will need to bring a lock for your bicycle. Mopeds, motorcycles and electric/gasoline-powered scooters may not be stored in rooms/buildings.

COMMUNICATIONS

Housing staff may contact you by phone, mail or email about a variety of issues such as your maintenance request, plans for holiday breaks, safety issues, etc. Help us provide you with quality service by responding in a timely manner.

You are responsible for checking your mailbox frequently. Any notices to a resident shall be deemed received by residents on the date delivered to the resident's unit or mailbox.

COMPUTER/NETWORK

The Nebraska College of Technical Agriculture is committed to providing the best network and service connections possible to all residence hall students. Students connecting their personal computer to the University network are responsible for following all of the guidelines and regulations of the University Computer Use Policies.

Personally-owned wireless routers are not permitted in the residence halls. If a student is found to be in violation of any University Computer Use Policies, or fails to provide reasonable security precautions, updated anti-virus protection, or required system patches, his/her room computer port may be deactivated. Information Services staff (308-367-

5210) are available to provide assistance by answering technical questions and making recommendations for personal computer maintenance.

DRUG POLICY

State law, University and NCTA regulations prohibit possession, use, and/or distribution of illegal drugs, drug paraphernalia and/or controlled substances (including marijuana, narcotics, or prescription drugs intended for use by another individual) in any NCTA residence hall. In addition, it is a NCTA Housing policy violation to be in a room where drugs are present or being used.

NCTA conduct hearing officers will use preponderance of evidence as the basis for their conduct decision. Any of the following evidence could provide a preponderance of evidence, indicating that the student charged with the drug violation more than likely engaged in the alleged misconduct.

Examples of preponderance of evidence include, but are not limited to:

- Identification of the smell of marijuana or other illegal drugs by law enforcement personnel or other credible person
- Concealment activities such as, but not limited to: covering the room smoke detector or otherwise interfering with the operation of the smoke detector; fan in the window blowing air out of the room; open window when temperatures are very cold or very hot; rug or similar barrier under the room door; smell of air freshener/perfume/cologne; burning incense or candles; use of dryer sheets, etc.
- Comments overheard from the parties in the room related to possession or use of marijuana or other illegal drugs and/or the concealment of its possession or use
- Presence of drug paraphernalia: glass pipes, bong, tobacco pipe, toilet paper/paper towel rolls with dryer sheets, rolling papers
- Signed incident reports from third parties such as roommates or floor mates

Residents in violation of this policy are subject to:

- Mandatory attendance in a drug education class as well as conduct probation, discretionary sanctions, drug use evaluation, relocation, full contract cancellation (should such an action occur, full cancellation fees will apply), suspension, expulsion, arrest, and/or prosecution.
- NCTA Housing staff reserves the right to contact parents/guardians about any resident who is in violation of this policy or is transported to detox or the hospital for drug use health concerns.

Your guests are likewise subject to this policy, and residents will be held similarly accountable for the actions of their guests.

See the chart on "Step by Step Process of the Behavioral, Alcohol, and Drug Intervention Plan."

EMAIL, PHONE, MAIL OR CAMPUS MAIL

Housing staff may contact you by phone, mail or email. NCTA Housing has established email as an official and primary means of communication to all of its residents.

We will use the email address indicated on your current contract to send you announcements and important Housing information.

Students are responsible for reading all information sent to them via this email account. Electronic communications sent by NCTA Housing will be deemed received on the next business day after the day the email was sent. NCTA Housing is not responsible for email communications blocked due to spam filters or blacklist restrictions imposed by the recipient's mail service.

NCTA RESIDENCE LIFE

800.3-CURTISI308-367-5247

Fax: 308-367-5203 | www.ncta.unl.edu | e-mail: earambula@unl.edu

NCTA Residence Life; 404 E. 7th Curtis, NE 68025

NCTA Rights and Responsibilities as a Resident

Students are expected to check their residence hall mailbox daily. Any notices to a student shall be deemed received by residents on the date delivered to the resident's room/unit or mailbox.

FACILITY MISUSE/CLEANLINESS

You and your roommate are responsible for the condition of your room and its contents and will be charged for any damages beyond normal wear and tear. The condition of the common areas (lounges, bathrooms, hallways, elevators) is also the responsibility of the floor residents.

Students who damage or misuse any hall facility will be responsible for the cost of repairs and may be subject to disciplinary action. Floor residents may also be held accountable for damages to the common areas should those responsible not come forward. In addition, cleanliness and sanitation are a necessity of community living. We provide clean common areas and restrooms. You will be expected to clean your room and dispose of trash properly and on a regular basis. If you are responsible for unsanitary conditions that have an effect on your room or others, you may be assessed a cleaning fee and sanctions may result from your disrupting the community. Contact Facilities in your assigned hall if you require a "Sharps" container for proper disposal.

FIREARMS/WEAPONS

Firearms, ammunition, martial arts weapons, knives, explosives, and other weapons are not allowed in the halls. A locked storage area is provided in the Frontier Co. Sheriff's Office.

GAMBLING

Gambling, involving any exchange of money or anything of value, is not permitted.

GUEST/HOST RESPONSIBILITY

These regulations apply to the residents of all residence halls, regardless of room type. Guests are defined as family members, friends, or other persons related to or affiliated in any way with the resident.

In every residence hall/living unit, you are responsible for informing your guests of residence hall policies, and for the behavior and actions of your guest(s), up to and including being charged for policies that your guests violate.

ESCORTING GUESTS: All guests must have an escort, which means the resident host is responsible for escorting and being with the guest to and from the room, as well as any other areas in the building at all times.

Guests may visit your room at any time. After the fall term commences, any floor may vote to create a "no visitation" time block each day if two-thirds of the occupants of that floor agree. Bathroom facilities in residence halls are designated either for men or women. Persons may only use bathrooms in the residence halls that are designated for their gender identity. Under no circumstances is any person permitted to enter the bathroom of the opposite gender. There are public restrooms located in the lobby of most residence halls.

OVERNIGHT GUESTS: Residents may have same-gender overnight guests in their room subject to the limitations listed below:

- Overnight guests are only allowed with the consent of other roommates. Visitation or overnight guests of one roommate should not infringe on the rights or access of other roommates.

- The stay of the overnight guest(s) may not exceed four days (96 hours) in one month and such guests may not disturb roommates or other residents.
- University staff reserves the right to require a guest to leave if University policies and/or residence hall policies are violated or if complaints are received from members of the floor/hall community.
- Violation of any of these policies may lead to the limitation of guests visiting the resident(s) involved, nonresidents being charged with trespassing and residents (both guest and host) having their housing contract status reviewed.
- The privilege of having guests may be revoked if the privilege is abused or residence hall or University policy violations occur involving the guests.
- No opposite-gender guests are permitted to sleep in a room overnight.

TRESPASS RESTRICTIONS: Residents are not permitted to host guests who have any active trespass restrictions.

HALL SPORTS

The residence halls are not designed for athletic events or horseplay. It is important to keep hallways intact and maintain safety and minimize disruption of the sleep/study atmosphere, because of the risk of injuries, accidents and potential property damage. Sporting activities, including, but not limited to, roping, skateboarding, scooters, bicycle riding, soccer, playing Frisbee, golf, hockey, rollerblading, throwing or bouncing balls, etc., in the hallways or public areas of the residence halls are prohibited. Violations can result in confiscation of equipment, as well as disciplinary sanctions and/or restitution for damages.

HARASSMENT

The Housing staff is committed to creating an environment in which each student feels safe living in the residence halls and is free from harm and unreasonable interference. Therefore, students who engage in acts or communications that are intended to threaten, intimidate, or harass a particular student, and to cause that student to fear for his or her safety, are in violation of the harassment policy and will be subject to severe disciplinary action.

HOLIDAY DECORATIONS

Combustible decorations present a fire hazard in a residence hall room, therefore, prudent use of such decorations is strongly encouraged. Cut greenery, trees or branches are NOT permitted in rooms, and light strings are not allowed in hallways.

HOVERBOARDS & ELECTRIC PROPULSION DEVICES

The use of hoverboards and other electric propulsion devices are not permitted in any University residence hall, dining facility or apartment building. Electric propulsion devices may be stored in your room/suite/unit but must be UL2272 approved. Any device deemed unsafe or being used inside University Housing buildings is subject to removal or confiscation.

LAUNDRY FACILITIES

Laundry facilities are for hall residents only. Residents are solely responsible for unattended laundry. Most laundry facilities are operated with coinless laundry machines. The front load washing machines

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require HE (high efficiency) soap in order to minimize sudsing which can damage a machine.

MEAL PLANS

NCTA meals with the meal plan are provided in the NCTA cafeteria. The number of meals provided depends on the plan purchased.

The cafeteria will be open daily from:

Monday-Friday

Breakfast: Cold breakfast 6:00 AM-9:30 AM

Hot breakfast 6:30 AM-9:30 AM

Lunch is served from: 11:30 AM- 1:30 PM

Supper is served from: 5:00- 8:00 PM

If you miss a regular meal, the salad/sandwich bar is open from 11:00 AM-8:00 PM

Weekends

Brunch: 9:30 AM-1:30 PM

Supper: 5:00-8:00 PM

MEAL INGREDIENTS

NCTA takes pride in meeting vegetarian, allergy-sensitive and other dietary needs. If you have a special dietary need, please contact the Manager or Floor Supervisor of NCTA Dining Services.

We make every effort to label the menu items being served. At times, however, the ingredients of menu items will not be posted, and the possibility also exists that the ingredients and/or nutritional content may vary from what is posted. Manufacturers may change the formulation of the food without our knowledge and accurate nutritional information for certain product(s) may not be available. Any customers concerned about food ingredients should be aware of these risks and be proactive about their food choices. It is ultimately the responsibility of the customer to decide whether to eat certain foods. NCTA will not assume any liability for adverse reactions to foods consumed or to items one may come into contact with while eating at a NCTA establishment. For questions regarding the ingredients of the menu items or any other questions about food contents, please consult a member of the dining center's management team at any time. If you believe you may have disability-related food allergies or other dietary needs related to a disability, please contact Kevin Martin, ADA Coordinator, 308-367-5217.

NOISE

Residents are expected to use discretion where noise is concerned both in and around the residential areas. Therefore, excessive noise is prohibited at all times. Courtesy hours are always in effect, and students are asked to be considerate of others' rights to study and sleep, see section on Quiet Hours.

If stereos or other electronics are played out of windows, or are a problem in any area around the residence halls, owners risk removal of the equipment from the residence hall and may be held accountable for the expense of having their equipment boxed and shipped off campus. Due to the nature of these musical instruments, drums and amplified guitars cannot be played in any on-campus housing.

If a resident has a problem with noise, the first step is to talk to the resident(s) creating the noise. If the noise continues after a resident has

discussed the situation with the other resident, your Resident Assistant (RA) should be contacted. If that RA is not available, contact the RA on duty for that building/area. **During final examinations each semester, 24-hour quiet hours will be enforced.**

PERSONAL PROPERTY REMAINING IN THE ROOM

Any personal property remaining in the room after the resident vacates the premises shall be considered abandoned. Housing will bill the resident an improper checkout fee and any costs associated with removal and disposal of belongings left behind

PETS

Animals are generally not permitted in the residence hall unless approved as a service animal by the NCTA 504/ADA Coordinator. No cats, dogs, gerbils, snakes, birds, turtles, frogs, spiders, etc. are allowed. If an animal is found in the residence hall, a fine of up to \$250/animal/occurrence may be billed to your myNCTA .

Non-dangerous fish and Hermit crabs are allowed in the residence halls. Aquariums may be no larger than 10 gallons. Aquarium gravel must not be disposed in toilets or drains. Please see the NCTA Privately Owned Animal Policy for information and responsibilities for Assistance animals.

PRANKS

Practical jokes and pranks may damage property, injure other students, and can also increase the noise level and disturb noninvolved residents. Students who engage in practical jokes and pranks will be held responsible for damages and disciplinary action may be taken. Because of the danger to others, dropping or throwing any object out of, or into the residence halls is strictly prohibited. Violators will be referred for disciplinary action.

QUIET HOURS

Residents of your hall floor establish study hours that are monitored by the residents with staff assistance. Since everyone has the right to sleep and study, it is expected that everyone be considerate and keep noise to a minimum. Stereos, TVs, etc., can be a source of enjoyment to the listener; however, if played too loudly, they can also disrupt others' activities.

You share the responsibility with staff members to ask others to be quiet, turn down stereos, turn off alarm clocks, etc., if you are being disturbed. At the same time, you will be expected to use your own stereo and other electronics in such a way that no one will be disturbed.

Each semester, during finals week, quiet hours are in effect 24 hours each day.

ROOM ENTRY, INSPECTION AND MAINTENANCE

The right to privacy, guaranteed by federal and state laws, applies to your residence hall room. Entry to student rooms is limited to emergency or repair circumstances as deemed necessary by complex staff, or as may be legally required.

In order to maintain its property and a safe environment for students, NCTA Housing reserves the right to have authorized personnel enter and inspect residence hall rooms at reasonable times, as deemed necessary. NCTA personnel may enter a room after first knocking on the room door and announcing a request to enter. Reasonable time will be given for occupants to respond before entry occurs. If residents are not in the room, a room entry report will be left to notify residents of such an entrance.

Staff may enter a residence hall room for reasons including, but not limited to, the following:

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- In order to protect and preserve NCTA property and enforce NCTA Housing policies;
- At invitation or agreement by an occupant;
- To respond to a complaint of a disturbance, which includes hearing unreasonably loud or continuing sound from a room with the occupants failing to respond;
- To complete repairs to previously reported damaged items;
- Whenever someone moves out of a room, for check-out purposes;
- To respond to health and safety issues, to ensure the safety of people and facilities, and for any emergency reason (e.g. spray for insects, fire or broken pipes, etc.)

ROOM FURNITURE

All furniture must remain in the room at all times.

SALES/SOLICITATION/BUSINESS

Canvassing or solicitation of funds, votes, memberships, literature, signatures, sales or subscriptions, or operating a business, is not permitted in the residence halls. All non-student groups, agencies, and on-campus organizations, need to ask the Residence Life Manager for approval of solicitations. If you have a solicitor at your door, contact the RA or RD. United States census staff conducting the American Community Survey (ACS) have permission to be in the residence halls. If you have census questions, see your Resident Assistant (RA).

SELF-DESTRUCTIVE BEHAVIOR POLICY

NCTA has a clear and distinct interest in maintaining a safe and educational environment in the residence halls. Residential communities and individual residents are seriously disrupted by self-destructive behavior. Among the most disruptive forms of misconduct are intentional attempts or threats to seriously injure oneself, and reckless behavior which puts oneself or others in physical danger. Students who become incapacitated as a result of their own actions, and students who deliberately injure themselves, are subject to NCTA action.

In light of the impact of self-destructive behavior upon the residential community, affected individuals are encouraged to utilize counseling resources provided to students free of charge. Residents interested in learning more about referral resources available in NCTA Housing or on campus are welcome to call the Residence Life Office (367-5247). All inquiries are confidential.

Based upon the offense, residents who engage in self-destructive behavior must accept responsibility for their actions and are subject to disciplinary sanctions under residence hall disciplinary policy and the Nebraska College of Technical Agriculture Code of Student Conduct. In the event a resident with a recognized mental disorder engages in self-destructive behavior, before determining a response, NCTA will take into consideration the resident's medical diagnosis, the gravity of the injury, the impact of the behavior upon fellow residents, the appropriateness of reasonable accommodations, and other pertinent factors. When a severe act of self-destructive behavior or an apparent threat of serious harm occurs NCTA Housing reserves the right to notify the resident's parent or guardian.

SPACE RESERVATIONS

Recognized, non-residential student organizations, including campus religious groups, may reserve space on a week-to-week basis in multipurpose space in the halls for organization activities. Contact the Welcome Center to reserve space.

THEFT/PROPERTY LOSS

NCTA assumes no responsibility for students' personal belongings. Coverage through home-owners' insurance or from an independent insurance agent is strongly recommended. Keeping your room door locked at all times is highly encouraged.

Responsible living requires you to take reasonable action in the security of your possessions. Help protect your property by making a list of serial numbers, by locking your door when you leave the room, and not leaving items in public areas. The NCTA does not provide personal property insurance. Your family's household insurance may cover your property while you live in the hall. Discuss this with your family's insurance carrier.

TOBACCO POLICY

All NCTA residence hall common areas are tobacco-free. Smoking and the use of tobacco products (including cigarettes, cigars, pipes, smokeless tobacco, and other tobacco products), as well as the use of electronic cigarettes, are prohibited at all times. The use of smokeless tobacco is allowed in your room.

Smoking areas are located outside each residence hall. Residents and their guests must dispose of tobacco materials in the receptacles provided. Smoking is not permitted within 10 feet of building perimeters, including entrances.

WINDOWS AND DOORS

For safety reasons, windows and doorways may not be obstructed. Screens may not be removed by residents. No reflective film or other materials are to be applied to windows.

Do not leave windows or doors open during inclement weather.

DAMAGES

Residents will be liable for storage of dangerous materials, chemicals, gas, poisons and to damage the unit, including paint, walls, cabinets, carpets, floors, furniture, and appliances resulting from failure to exercise reasonable care..

STEP-BY-STEP PROCESS OF THE BEHAVIORAL, ALCOHOL AND DRUG PLAN

Discretionary responses will be applied according to displayed attitude, cooperation level and severity of violation. Failure to comply with the sanctions will result in a hold being placed on your future registration and may result in termination of your Housing Contract. Any deviations from the sanctions must have prior approval from the Associate Dean. Initial response by NCTA includes an administrative hearing with a conduct officer. Documentation regarding all sanctions will be recorded in the Nebraska College of Technical Agriculture Associate Dean office or with the Office of Residence Life.

We expect you to read this information because you are held accountable for your behavior and the choices you make. When there are large groups of people living together, there is a need for community standards so everyone has the same opportunities and everyone is treated with respect. NCTA Housing reserves the right to alter your room assignment or cancel your contract if, in NCTA's opinion, you are unable to adjust to the community standards necessary for a group living environment. (See chart next page)

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Discretionary responses will be applied according to displayed attitude, cooperation level and severity of violation. Failure to comply with the sanctions will result in a hold being placed on your future registration and may result in termination of your Housing Contract. Any deviations from the sanctions must have prior approval from the Dean or Associate Dean. Initial response by NCTA includes an administrative hearing with a conduct officer. Documentation regarding all sanctions will be recorded in the Associate Dean's office.

VIOLATION	CONSEQUENCES		
In the Presence of Alcohol/Marijuana •Noise violation associated with being in the presence of alcohol/marijuana •Disruption to the community due to being in the presence of alcohol/marijuana.	Minimum Response •Interpersonal training session with Associate Dean or other personnel as approved by the Dean •University Warning; •Acknowledgment/Statement of Understanding.	Discretionary Response •Administrative Fee (\$100);*	<u>Additional Consequence</u> •Extension of Probation; •Housing Relocation.
Minor in Possession (MIP)	Minimum Response •Interpersonal training session with Associate Dean or other personnel as approved by the Dean • Probation;	Discretionary Response •Administrative Fee (\$100);* • Educational Requirement: Mandatory participation in Alcohol or Drug program approved by the Dean or Associate Dean; follow up with Associate Dean •Parental Notification (call & letter); •Educational Requirement: Additional Interpersonal training	<u>Additional Consequence</u> •Substance Abuse Evaluation; •Suspension - Removal from NCTA Housing; •Extension Probation through duration of enrollment; •Sheriff notified; appropriate legal charges may be filed, e.g., Minor in Possession (MIP), procuring for a minor
Public Intoxication •Noise violation associated with alcohol •Disruption to the community due to alcohol use.	Minimum Response •Interpersonal training session with Associate Dean or other personnel as approved by the Dean •Acknowledgment/Statement of Understanding; • Probation;	Discretionary Response •Administrative Fee (\$100);* • Educational Requirement: Mandatory participation in Alcohol or Drug program approved by the Dean or Associate Dean; follow up with Associate Dean if not assessed on first offense; •Extension of Probation; •Educational Requirement: Additional Interpersonal training •Housing relocation.	<u>Additional Consequence</u> •Suspension - Removal from NCTA Housing; •Substance Abuse Evaluation; •Sheriff notified; appropriate legal charges may be filed, e.g., Minor in Possession (MIP), procuring for a minor, Minor in Consumption (MIPC).**
Unauthorized Possession of Alcohol •Possession of alcohol on University property; •Disruption to the community due to alcohol possession.	Minimum Response •Interpersonal training session with Associate Dean or other personnel as approved by the Dean • Probation; •Acknowledgement/Statement of Understanding.	Discretionary Response •Administrative Fee (\$100);* •Extension of Probation; •Behavioral Requirement: Additional Interpersonal training	<u>Additional Consequence</u> •Further extension of Probation; •Relocation, Suspension or Expulsion from NCTA Housing OR Community Service; •Sheriff notified; appropriate legal charges may be filed, e.g., Possession on University property, procuring for a minor.
Possession of Marijuana and/or Paraphernalia •Possession or in the presence of marijuana •Possession or in the presence of drug paraphernalia •Disruption to the community due to drug possession or use.	Minimum Response •Interpersonal training session with Associate Dean or other personnel as approved by the Dean •Probation; •Parental notification (call & letter); •Acknowledgment/Statement of Understanding.	Discretionary Response •Administrative Fee (\$100);* • Educational Requirement: Mandatory participation in Alcohol or Drug program approved by the Dean or Associate Dean; follow up with Associate Dean •Extension of Probation; •Housing relocation.	<u>Additional Consequence</u> •Suspension - Removal from NCTA Housing; •Extension of Probation through duration of enrollment; •Sheriff notified; appropriate legal charges may be filed, e.g., possession of a controlled substance.**
Possession of other Drugs and/or Paraphernalia •Possession or in the presence of other drugs •Possession or in the presence of drug paraphernalia •Disruption to the community due to drug possession or use.	Minimum Response •Interpersonal training session with Associate Dean or other personnel as approved by the Dean •Educational Requirement: Mandatory participation in Alcohol or Drug program approved by the Dean or Associate Dean; follow up with Associate Dean •Probation; •Parental notification (call & letter);	Discretionary Response •Administrative Fee (\$100);* •Suspension; •Extension of Probation through duration of enrollment; •Housing relocation.	<u>Additional Consequence</u> •Expulsion; •Sheriff notified; appropriate legal charges may be filed, e.g., possession of a controlled substance.**
Theft or Damage/Vandalism	Minimum Response •Interpersonal training session with Associate Dean or other personnel as approved by the Dean •Restitution – full replacement value of item OR full cost of repair (materials + labor); •Probation •Apology	Discretionary Response •Administrative Fee (\$100);* •Restitution – full replacement value of an item OR full cost of repair (materials + labor); •Extension of Probation; •Housing relocation.	<u>Additional Consequence</u> •Suspension; •Removal from NCTA Housing; •Extension of University Probation for duration of enrollment; •University Police (UNLPD) notified; appropriate legal charges may be filed by UNLPD.

*An administrative fee of \$100.00 is assessed to all NCTA Housing students who have been found responsible for a second Student Code of Conduct violation. **Controlled substances include the use of prescription drugs without the appropriate prescription.

Questions? If you have questions concerning any of your rights or responsibilities as a residence hall student or the conduct of other residents, we strongly encourage you to contact your Resident Life Manager or Resident Assistant

NCTA Rights and Responsibilities as a Resident

Emergency Procedures



[Empty rounded rectangular box for Tornado procedure text]



Fire/ Smoke Alarm

Pull the nearest first alarm
Use the nearest exit (Do Not Use Elevators)
Move to a safe distance
Only re-enter area once directed



Chemical Hazard

Evacuate the area
Notify a Resident Assistant or the Residence Life Manager
Nebraska Hazardous Incident Team: 1-800-525-5555



Active Threat

Run-If you know where the danger is and it is safe to go
Hide- if unsafe to escape, hide in a secure place
Fight- if hiding is not an option, fight



Medical Emergency

Notify a Resident Assistant or the Residence Life Manager
Contact Emergency Personnel
Frontier County Sheriff: 308-367-4411 or 911



Domestic Violence/Abuse

Speak with a Resident Assistant or the Residence Life Manager
Or, contact the number below:
Domestic Abuse/ Sexual Assault Services (DASAS): 308-345-1612