The Ranger Guide (Student Handbook) applies to all students of Regis University regardless of College or program affiliation. This publication of the Ranger Guide contains the most current information available as of the date of publication. This publication supersedes all previous editions of the Regis University Student Handbook. The University reserves the right to modify the policies of this Handbook at any time. Those policies become effective immediately upon the publication date.

Last Revised November 2021
AVP/DOS Romero-Aldaz
Issued November 22, 2021
Principle #1

We believe in the goodness of creation and the sacred dignity of all individuals, each made in the image of God, called to grow with others into the freedom of love. We will not tolerate any speech or action that violates the dignity of any human person, and we will defend those targeted by the forces of bigotry and hate in our society and on our campus. The principle of free speech and the free exchange of ideas, an essential good and critical to the life of the University, must never be used as a front for hateful speech, symbolism, or violence, which have no place at a Jesuit, Catholic university.

Principle #2

We believe that we belong to each other, and that each person shares responsibility for the long, hard work of shaping an inclusive community where all can flourish. As a Jesuit, Catholic university, we embrace the discomfort of examining our own presumptions, failures, and shortcomings, and, in our engagements with one another, we prepare ourselves to be challenged, strengthened, and transformed.

Principle #3

We believe the University serves not only itself and its students but is called to be a force for justice and peace in society, above all, in defense of the poor and marginalized. For us, to seek the “greater glory of God” is to bear responsibility for the most pressing issues of our time. This means exploring not only the dynamics of race, ethnicity, nationality, religion, gender, sexuality, and culture, but also the social and structural implications of privilege, power, and social political order in America and the wider world.
SECTION I: PREAMBLE

Introduction
Everyone at Regis University is focused on ensuring your college career is challenging and rewarding. As a University dedicated to the Jesuit tradition, we want to make sure that you develop your mind, body, and spirit. We hope you will leave Regis prepared to live as an engaged community member, dedicated to helping others.

This is the spirit of the guidelines, rules, and policies in this handbook. They express our commitment to educate students in the Judeo-Christian tradition of responsible freedom and interdependence. They also express our commitment to provide an atmosphere for study, for personal exploration and development, and the chance to serve others. Finally, the guidelines, rules, and policies are designed to ensure that your life at Regis University can develop in an atmosphere most conducive to intellectual, individual, and communal growth.

University Mission
As a Jesuit Catholic university, Regis seeks to build a more just and humane world through transformative education at the frontiers of faith, reason and culture.

Elements of the Mission
As a university, Regis draws from wellsprings of ancient wisdom and explores new horizons of thought and imagination to pursue truth, strive for justice and cultivate beauty. In everything, Regis shepherds the development of the whole person in relation to the common good, asking, "How ought we to live?"

As Catholics, part of a global community of faith called to celebrate and embody God’s love in the world, Regis educates diverse students for lives of service and meaning.

Regis equips them with knowledge and skills to be discerning persons in solidarity with others, especially all who are poor or whose dignity has been violated, and empowers them to care for the Earth, our common home.

As Jesuits, rooted in an Ignatian spirituality of Christian discipleship and open to the sacred in all human cultures, Regis aspires to be a community of learners who labor for a transformed world and renewed ecosystem, and who journey as companions responsible to each other.

Behavioral Goals with Respect to “Living the Mission”
At Regis University we practice what we teach by being committed to building and sustaining a culture that values the dignity, diversity, and contributions of all its members. With mutual respect and justice, the Regis community seeks to live the Jesuit mission by:

• Maintaining the highest ethical relationships within the Regis community as well as with partners, suppliers and other business entities, the Catholic Church, other religious traditions, and educational institutions.
• Fulfilling our obligation to society by supporting Individuals in the Jesuit tradition to be leaders in their families, communities, and vocations.
• Achieving a unique student experience by providing values centered education with rigorous academic programs, a focus on lifelong learning and service to others that prepares students to contribute to the transformation of society.
• Reviewing and strengthening the continuing health and financial viability of the University with strategies and resources that are responsive to the Mission.
• Acknowledging and affirming exceptional contributions, seeking fair and equitable rewards, and providing opportunities for self-expression and growth in the Regis community.
• Regis University thrives when all members of the community act to promote a culture that is congruent with the Mission.
Educational Goals
Based on hope in the goodness of human life and responding in solidarity with Jesus Christ, “Who came to serve, not be served,” we seek to:

- Provide our students with an excellent education in which they develop the ability to think critically, perceive comprehensively, and perform competently.
- Offer a liberal education in the arts and sciences that develops talent and abilities, promotes awareness of career alternatives, and provides the practical skills necessary to pursue such careers. We believe that recognizing the continuum between conceptual rigor and practical application enables our students to adapt to new situations throughout life.
- Examine the dominant values that constitute society. We provide our students with the experience and understanding necessary for establishing their own framework of values within which they can make moral judgments and personal choices. In this way, we help empower students to make a positive impact on a changing society.
- Investigate the theories, methods and data of academic disciplines, as well as their underlying assumptions and values.
- Promote an atmosphere of personal concern for each student. This includes conscientious advising, substantial interaction between faculty and students, and close attention to each individual’s personal intellectual growth.
- Concentrate our limited resources as a private and independent institution on select areas and extend these resources by forming partnerships with other organizations. In this way, the University attempts to be innovative, both educationally and technologically.
- Motivate students, faculty, and staff to put their wisdom, skills, and knowledge at the service of humanity.
- Expand the presence and influence of the Jesuit vision and values, which are derived from the Ignatian, Catholic, and United States traditions of education.

Undergraduate Core Educational Experience
From its origins in the Renaissance and Reformation, Jesuit education has provided leadership in bringing the traditions of Christianity and classical learning in fruitful engagement with new developments in thought and culture. This task remains central at Regis University, where the core educational experience seeks to provide all undergraduate students with Jesuit liberal arts education. The core educational experience challenges students to reflect on tradition, continuity, and change, and to explore the question “How ought we to live?” in terms of the development of Western thought from classical to contemporary.

Inspired by Catholic tradition and Ignatian spirituality, the core educational experience at Regis celebrates the essential goodness of the world and the joy of learning. This education is grounded in the belief that faith and reason are complementary; it emphasizes the basic values of human dignity, diversity, freedom, and justice; and it promotes the formation of conscience and character through imaginative and critical discernment. The core educational experience aims to develop the whole person. It seeks not only to enable students to meet the challenges and goals of their personal and professional lives, but also to cultivate their leadership in service to others and in work for the common good.

The Regis University core educational experience engages students in an academic environment that both models and nurtures the beliefs, commitments, and goals that are central to Jesuit liberal arts education. The mentoring relationship between faculty, staff, and students is central to this experience. While required core courses are essential to the core educational experience, core goals and themes inform all academic majors and professional programs, as well as campus and community activities.
Characteristics of the Core Educational Experience

The specific structure of the core educational experience varies within each of the University’s three colleges because of the different student populations and instructional formats in Regis College, the Anderson College of Business and Computing, and the Rueckert-Hartman College for Health Professions. Nonetheless, the core educational experience in all five schools is characterized by:

**Development of the Whole Person** - The core educational experience is designed to nurture the whole person: head, heart, and hands, intellect, sensibility, and skills. The whole person, however, is not understood in terms of an isolated self. Rather, Regis seeks to develop leaders whose compassion and concern for others inspires them to contribute to the common good.

**Academic Challenge** - Regis University is committed to academic excellence: the disciplined search for knowledge and the joy of discovery and understanding. The core educational experience is designed to strengthen students’ skills in critical reading and thinking, speaking and writing, research and scholarship, and the use of information technologies. Students are encouraged to become partners in a collaborative process of learning and discovery.

**Liberal Arts Foundation** - The core educational experience promotes literacy in the major academic disciplines the arts, the humanities, the natural sciences, and the social sciences. By giving students an opportunity to explore the questions, methods, and understandings of different disciplines, the core educational experience establishes a broad foundation for more specialized studies.

**Integration** - The core educational experience challenges students to integrate new learning with prior knowledge and personal experiences. It seeks to strengthen habits and skills of integration, thereby encouraging students to become life-long learners and to achieve more comprehensive understandings of truth.

**Ethical Inquiry and Reflection** - By challenging students to examine the ethical dimensions present in all of their studies, the core educational experience seeks to cultivate the habit of critical reflection on values. Students are encouraged to reflect upon crucial human concerns and to strengthen values that lead to sound decisions and just actions.

**Spirituality and Religion** - Rooted in the Roman Catholic tradition, Regis University is committed to integrating faith with learning. The core educational experience fosters a critical appreciation of religious questions and spiritual experience. While special attention is given to Catholic philosophical and theological tradition, the core educational experience also involves exposure to other philosophical and religious traditions. It encourages mutual respect and genuine dialogue in the context of a shared search for meaning.

**Concern for Social Justice** - The core educational experience seeks to nurture a life of service for the common good and a commitment to work toward a more just and peaceful world. By challenging students to develop the analytical skills necessary to understand relationships of power and privilege in contemporary society, the core educational experience strives to cultivate respect for human diversity and a special concern for the poor and the oppressed.

**Global Awareness** - While contemporary individuals operate in many different social contexts, the Jesuit tradition has always been global in its horizons and outreach. Thus, the core educational experience furthers students’ appreciation of the diversity of persons and cultures, the complexity of relationships in the new and evolving international order, and the impact of humans on the natural environment.

**Leadership** - Regis University is committed to developing leaders in the service of others. Recognizing that there are many forms of leadership, the core educational experience challenges students to strengthen their personal leadership skills through academic courses, service-learning experiences, and other campus and community activities. Special attention is focused on refining students’ abilities to listen and to engage in dialogue in diverse settings.
Graduate Educational Experience

Graduate degree programs at Regis University emanate from and embody the University mission of educating men and women to take leadership roles and to make a positive impact in a changing society. These programs provide a rigorous, focused, value-centered professional education rooted in the Jesuit Catholic tradition. Graduate education at Regis University is learner-centered. Learners and faculty are full partners in an educational relationship that emphasizes academic excellence, active and collegial participation in the educational process, practical application of theory, ethical processes and decisions, and a commitment to lifelong learning. Regis University’s graduate programs infuse professional education with Jesuit ethos and values, develop the whole person, and foster professional competence.

**Regis University graduate programs are characterized by:**

- **Openness** – a respect for others and their perspectives;
- **Optimism** – an affirmation of the goodness of the world and of the human dignity of all people in it;
- **Other-centeredness** – a conscious move beyond self to an appreciation of the interconnectedness of human beings and their actions.

**Regis University graduate programs purposefully emphasize:**

- **Academic Excellence** - Regis University graduate programs are committed to academic excellence: the disciplined search for knowledge and the joy of discovery and understanding. Regis University expects each graduate student to achieve mastery in a discipline, including the ability to integrate and extend knowledge to contexts outside the classroom and to effectively translate theory into practice. Graduate learners are also encouraged to be active partners with faculty in the collaborative process of learning and discovery and to become lifelong learners.

- **Leadership** - Regis University graduate programs develop leaders in the service of others. In this context, leaders are communicators with vision who analyze problems, find and implement solutions, and structure and facilitate processes to make a positive impact on society.

- **Ethics** - Ethical decision-making and behavior are fundamental components of Regis University graduate programs. Ethics in Regis University graduate education guides individuals to make a conscious effort to apply ethical principles to decisions; to integrate and broaden the considerations surrounding the decisions; and to examine carefully the consequences and implications beyond personal and organizational self-interests.

- **Social Justice** - Graduate programs at Regis University strive to nurture a life of service for the common good, to cultivate respect for human diversity, and to strengthen a special concern for the poor, the marginalized, and the oppressed. By emphasizing a concern for social justice, Regis University graduate programs reinforce an individual’s commitment to be an active and productive member in society and to work for structural change to protect the disenfranchised.

- **Global Awareness** - Regis University graduate programs are committed to preparing learners to live, work, and lead in an increasingly interconnected global society. Graduate programs strive to create a learning environment that celebrates diversity, values the uniqueness of the individual, and instills a passion for justice for all people.
SECTION II: EMERGENCY INFORMATION & PROCEDURES

Safety & Emergency Contact Information

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency – Off-campus dispatched services</td>
<td>9-911</td>
</tr>
<tr>
<td>Campus Safety (available 24 hours/day)</td>
<td>303.458.4122</td>
</tr>
<tr>
<td>Equal Opportunity &amp; Title IX Compliance</td>
<td>303.964.6435</td>
</tr>
<tr>
<td>Victim Advocacy &amp; Violence Prevention</td>
<td>303.458.4029</td>
</tr>
<tr>
<td>Counseling &amp; Personal Development</td>
<td>303.458.3507</td>
</tr>
<tr>
<td>Student Health Services</td>
<td>303.458.3558</td>
</tr>
<tr>
<td>Regis Switchboard</td>
<td>303.458.4100</td>
</tr>
<tr>
<td>DeSmet Hall Staff-on-Duty</td>
<td>303.964.6000</td>
</tr>
<tr>
<td>Boryla Apartments Staff-on-Duty</td>
<td>720.921.4264</td>
</tr>
<tr>
<td>Ignatian Village Staff-on-Duty</td>
<td>303.964.6170</td>
</tr>
<tr>
<td>O’Connell Hall Staff-on-Duty</td>
<td>303.964.6001</td>
</tr>
<tr>
<td>Residence Village Staff-on-Duty</td>
<td>303.964.6170</td>
</tr>
<tr>
<td>West Hall Staff-on-Duty</td>
<td>303.964.6002</td>
</tr>
</tbody>
</table>

NOTICE: For calls within the University from a university phone, dial only the last 4 digits. For calls external to the University (including 911) from a university phone, dial “9” then the entire number.

Evacuation Instructions

1. Leave the room immediately upon the need to evacuate the building. Students with mobility issues are to report to Designated Areas of Rescue for assistance. Students with mobility impairments are requested to stay in these areas until help arrives.
2. Leave the building as soon as possible. Staff should contact Campus Safety as needed. Residence Life Staff, including but not limited to Resident Assistants, Community Assistants, and Assistant Director(s), are to usher students out of the building to the Designated Congregation area as quickly as possible.
3. Wait for instructions from appropriate staff.
4. Once the all-clear signal is received by Residence Life staff, the staff will assist students returning to the building by unlocking doors and assessing any damages.

Students who do not evacuate as directed will be documented and subject to the community standards review. Note: students with mobility impairments who go to an Area of Rescue Assistance and are found waiting there are exempt from community standards review.

Emergency Situations

In case of alarms or emergency sirens

1. Assume all alarms to be real emergencies. Residents who do not observe emergency procedures will be subject to community standards outcomes.
2. Never open a door that feels warm to the touch. Close windows, turn on lights, close doors and carry a towel in case of smoke.

In case of medical emergency

1. Assess the situation and call Campus Safety. In the Residence halls, RAs will assess the situation and call Campus Safety and the Professional Staff on duty. RAs will obtain the student’s emergency card and share information with Campus Safety and Professional Staff.
2. Campus Safety will assess the situation and determine if an ambulance is needed. If paramedics are
called, Professional Staff will help with crowd control while Campus Safety works with paramedics.

3. After situation is contained, emergency crews will determine which hospital the student will be sent to, and the residence life professional staff will contact the student’s emergency contact.

In case of fire
1. At the first sign of an obvious fire, the Residence Life staff will either use a fire extinguisher (if possible) or trigger the alarm at a pull station.
2. When a fire alarm sounds, everyone is to leave the building immediately. Exit quickly and orderly through the nearest exit. Students with mobility issues are to report to Designated Areas of Rescue for assistance. Students with mobility impairments are requested to stay in these areas until help arrives.
3. Move 150 feet from the building once outside. Be aware of arriving emergency equipment.
4. Residence Life staff will respond appropriately to ensure the safety of Residents, as well as directing appropriate emergency personnel. If it becomes dangerous to do these things, Residence Life staff will evacuate with the rest of the students.
5. Residence Life staff will assist Campus Safety in securing the building, if possible.
6. Residence Life Professional staff will respond if it is believed that the fire alarm was set deliberately. They will help Campus Safety with the investigation and the questioning of witnesses

In case of bomb threat
1. Obtain as much information as possible from the caller.
2. Do not touch any suspicious item or pull the fire alarm.
3. Residents are to contact their Residence Life Assistant Director or Campus Safety immediately. If in doubt as to the severity of the threat, Residence Life Staff shall evacuate the building (see Evacuation Procedures above).
4. Do not use cell phones or radios. Do not pull fire alarm.

Restricted Areas
Restricted areas include but are not limited to roofs, attics, canopies, overhangs, external fire escape stairs of University facilities (absent an emergency), and construction areas. Areas that are restricted are off-limits to students’ absent authorization, which requires accompaniment by or specific written permission from a University official.

Liability for Personal Goods
Regis University is not liable for the loss of personal goods stored or used in University facilities. Students are encouraged to take precautionary measures against theft such as locking their doors properly, identifying personal belongings, and carrying private property insurance. Students are also encouraged to take their valuable belongings home during breaks.

University Security Rights and Authority

Searches
The University reserves the right to search the person or property of any student, including residence hall facilities, at any time if the University, or one of its duly authorized officers, believes, in the exercise of reasonable judgment, that the student is engaged in conduct that violates the law or the policies of the University, or has in his/her possession or under his/her control tangible items, the possession or control of which are illegal or violate University policy. The University may confiscate items which are illegal or violate University policy. The University will not return confiscated items to students or their families which are deemed to be illegal or violate University policy. The University also reserves the right, including, without limitation, to restrict entry to and continuing presence at events or on property without a search or relinquishment of certain personal property, such as handbags, backpacks, bags, containers and apparel. Each student, as a condition of enrollment at the University, submits to the authority reserved to the University under this policy.
**Drug and/or alcohol searches**
If a Campus Safety Officer has reason to believe that a Regis student, on property owned and/or operated by the University, is intoxicated or under the influence of drugs, the Campus Safety Officer is authorized to use a Campus Safety breathalyzer to test that community member’s blood alcohol concentration (BAC). This test may be used in conjunction with a series of field sobriety tests and/or searches of the person or personal property in accordance with Campus Safety’s standard operating procedures.

**Right to Detain**
The University, through its duly authorized officials, reserves the right to detain or physically restrain students or other individuals who are present in or on Property owned and/or operated by the University, including the right to use appropriate physical restraint or impediment of motion, if the student or other individual has committed, or is in the process of committing acts that constitute a violation of law, or is engaged in, or has clearly evidenced a clear intent to engage in acts that would create an imminent risk of material harm to others or to the property of the University, its students, employees, or guests.
SECTION III: COMMUNITY STANDARDS

University Community Standards
Within the traditions of its mission and Jesuit, Catholic heritage, Regis University expects each community member and event participant to abide by the following standards:

- Respect the rights and human dignity of others.
- Ensure that your actions maintain an atmosphere conducive to learning and personal development.
- Respect the University's traditions of academic freedom, including honesty, freedom of expression, and open inquiry.
- Respect the different backgrounds, religious traditions, and identities of others.
- Cultivate a community in which assistance is offered to others in need of support, guidance, or friendship.
- Obey federal, state, and local laws and ordinances.
- Abide by the directives of University authorities and adhere to University policies, procedures and regulations.

Statement of Student Rights and Responsibilities
Regis University is a place where the free exchange of ideas, in an atmosphere of respect and care, is valued both for the good of the individual and for the entire community. The Regis University community is committed to fostering a campus environment that is conducive to academic inquiry, a productive campus life, and thoughtful study and discourse. To support the educational mission of the university, to create an environment where all students have the same opportunity to succeed academically and personally, and to promote health and safety, Regis University has established policies that set expectations for student behavior. As an institution of higher education modeled in the Jesuit tradition, Regis University encourages students to rise above the standards and expectations, to live and learn together in an atmosphere that is characterized by personal intellectual growth, fruitful group interaction, mutual respect, ethical leadership, and to the good of each individual and entire community.

The Community Standards & Care (CSS) program within the Dean of Students Office is committed to an educational and developmental process that aim to advocate for students as it balances the interests of individual students with those of the university community.

The Regis community is committed to a set of shared values, and community standards. Each member of the community is expected to uphold and abide by standards of behavior that provide the foundation of the Student Code of Conduct. The Regis University Student Code of Conduct has been developed to reflect the nature of a student community and the situations inherent in it. Every member of the University community is provided rights and benefits in accordance with the expectation that each student has maturity, intelligence, and concern for the rights of others. Only when a person demonstrates a lack of cooperation and consideration with the established expectations does the University take some type of action. Behavior judged to be disruptive to the community atmosphere, whether attempted or committed, will be addressed in order to assert and uphold the Student Code of Conduct. Fundamental to this commitment is the expectation of the university that the individual members of the community will:

- Be honest.
- Demonstrate respect for self. Demonstrate respect for others.
- Demonstrate respect for the law and university policies, their administration, and the process for changing those laws, policies, and regulations.

The Community standards and Care program is not intended to punish students; rather, it exists to safeguard and preserve the university community and to challenge those who behavior is not congruent with our policies. Community Standards Outcomes are designed to address unwanted behavior, restore whatever harm was caused, and support students’ growth and development by challenging their moral and ethical decision making as members of the university community. When a student’s behavior is unable to abide by our community expectations, the community standards process is in place to determine if the student should no longer have the privilege of participating in the Regis Community.
Students should take note that the community standards process is educational in nature and is quite different from criminal and civil court proceedings. Procedures and rights in community standards procedures are conducted with fairness in mind, but do not include the same protections afforded by the courts. No student will be found in violation of university policy without information showing that it more likely than not (preponderance of evidence) that a policy violation has occurred. Community Standards Outcomes will be proportionate severity of the violation and the cumulative conduct history of the student.

The concept of rights and freedoms carries with it, corresponding responsibilities for which students are accountable. It is the responsibility of all students to know and abide by the regulations and policies which govern their conduct as members of the Regis University community. Behaviors that violate the Student Code of Conduct are addressed through the University Community Standards system.

Rights of Students in the Community Standards Process

Rights of the Respondent(s):
1. You will be given the opportunity to review all information to be presented as part of the community standards processes regarding the circumstances and allegations of the case.
2. You will have an opportunity to give your response to the report(s) and other information presented, including testimony from witnesses, and to offer any additional information that might be helpful in resolving the case.
3. You have the right not to answer any question(s) that may be asked during any proceeding and the assurance that a choice to not answer any question(s) will not be treated as an admission of responsibility.
4. You have the right to hear any testimony related to the case presented at the hearing against you and to ask questions of the persons giving such testimony.
5. You have the right to present witnesses on your behalf to substantiate circumstances related to the case. You must inform the Dean of Students Office of the names of your witnesses, in writing, at least forty-eight (48) hours prior to the commencement of the hearing.
6. You have the right to have a student, faculty, or staff member from the University community appear with you as an advisor for support as you discuss your case with University Officials or you give testimony during a hearing. It is the student’s responsibility to select an advisor and make the advisor available for the scheduled hearing. (Note: In cases of Non-discrimination & Sexual Misconduct proceedings, Advisor definition and scope will differ as required by regulation.)
7. You will receive written notification of the results of the hearing within five (5) business days after the hearing concludes, unless extended by the Hearing Officer for reasonable cause.
8. You have the right to request an appeal of the decision rendered in your case based on the criteria outlined in the Student Code of Conduct. (See section on Formal Hearing Appeals later in this Code.)
9. You have the right to confidentiality in the student conduct process and record keeping by University Officials, consistent with applicable laws and regulations, including the Family Educational Rights and Privacy Act. (See the Disciplinary Records section later in this Code for further information.)
10. The University reserves the right to modify these rights and adjust the disciplinary process as it determines necessary in order to assure fairness, order, and the physical and emotional security of individuals.

Rights of the Complainant(s):
1. You have the right to have University officials inform you of your options in the student conduct process and to inform you whether a hearing will be scheduled based on the available evidence.
2. You have the right to have your report reviewed, evaluated, and acted upon in a manner consistent with this Code of Conduct.
3. You have the right to withdraw from participating in the student conduct process.
4. You have the right to have a student, faculty, or staff member from the University community appear with you as an advisor for support as you discuss your case with University Officials or you...
It is the student’s responsibility to select an advisor and make the advisor available for the scheduled hearing. (Note: In cases of Non-discrimination & Sexual Misconduct proceedings, Advisor definition and scope will differ as required by regulation.)

5. You have the right to confidentiality in the student conduct process and record keeping by University officials, consistent with applicable laws and regulations, including the Family Educational Rights and Privacy Act. (See the Disciplinary Records section later in this Code for further information.)

6. You have the right to offer the testimony of witnesses of your own who have personal knowledge of the relevant facts in the case. You must inform the board or person hearing your case of the names of your witnesses, in writing, at least forty-eight (48) hours prior to the commencement of the hearing.

7. You have the right to hear the testimony of Respondent and Respondent’s witnesses, and to ask questions of them. If you are the complainant in a violation that includes violence or abusive conduct, you have the right to be notified in writing of the final results of the University’s student conduct process.

8. In certain circumstances, you have the right to request an appeal of the hearing results to a designated university appellate officer. See the Formal Hearing Appeals section later in this Code for further information.

9. You have the right to receive counseling support from Counseling and Personal Development service providers when you are eligible to receive such services.

10. You may request that the University prohibit the Respondent from contacting you based on the Respondent’s alleged misconduct. If the University determines, in its sole but reasonable discretion, that the circumstances warrant such action, it will accommodate the request to the extent feasible.

11. You may request to receive a change in course assignment or housing assignment based on the Respondent’s alleged misconduct. If the University determines, in its sole but reasonable discretion, that the circumstances warrant such action, it will accommodate the request to the extent such changes can be reasonably accommodated.

**Authority, Scope, and Interpretation**

**Authority**
The Vice President for Student Affairs (VPSA) is vested with the authority over community standards by the University President. The VPSA appoints the Associate Vice President & Dean of Students (AVP/DOS) to administer the community standards program through the Assistant Dean for Community Standards and Care (designee) who is responsible for oversight and management of community standards processes and procedures. The AVP/DOS, or their designee, may appoint community standards hearing officers and appellate officers as deemed necessary to efficiently and effectively supervise the community standards process.

The AVP/DOS, or their designee, will assume responsibility for the investigation of an allegation of misconduct, including requiring incident reports to be re-written or otherwise edited such that they allow a determination regarding the complaints merit.

**Scope and Interpretation**
The policies and procedures outlined in this handbook are published annually and contain current information about the university and regulations that apply to all students and student organizations. These policies include the Student Code of Conduct, which outlines and defines behavioral expectations for all students and organizations, and the University Policies for Student Life (UPSL), which are general university policies that serve as a guide for student behavior.

Violations of these policies are adjudicated through the University Community Standards System and/or the appropriate responsible department. They are applicable to students studying on the Denver Northwest campus, as well as those students at branch campuses, other university owned or leased properties, or as outlined in the jurisdiction statement in this document.
Community Standards & Care (CSC) will develop procedural rules for the administration of the Community Standards System that are consistent with the provisions of this Student Code of Conduct. Material deviation from these rules will, generally, only be made as necessary and will include reasonable advance notice to all parties involved, either by posting online and/or in the form of written communication. CSC may vary procedures with notice upon determining that changes to law or regulation require policy or procedural alterations not reflected in this Code. CSC may make minor modifications to procedures that do not materially jeopardize the fairness owed to any party. Any question of interpretation of the Student Code of Conduct will be referred to the Associate Vice President/Dean of Students whose interpretation is final.

The university reserves the right to change these policies during the academic year and notification is hereby given of that possibility. Substantive changes to the Student Code of Conduct or the University Policies for Student Life will be published electronically on the university webpage and will appear in this document. Students are expected to keep themselves informed on all policies affecting them. Students may obtain written clarification of any policy in this document by writing to the Associate Vice President/Dean of Students, or their designee.

Policies and Procedures for Violations of the Discrimination, Sexual Misconduct, and Retaliation Policy

Incidents that involve a possible violation of the University’s Discrimination, Sexual Misconduct, and Retaliation Policy are subject to the rights and procedures outlined under the Policy found in the Regis University Student Handbook. Incidents not rising to the level of investigation and/or subsequent resolution/adjudication under the University’s Discrimination, Sexual Misconduct, and Retaliation Policy may be subject to formal processing through the Community Standards and Care System.

Additional Community-Specific Guidelines

In addition to the Student Code of Conduct and the University Policies for Student Life, students should be aware of additional student-life policies that may pertain to their involvement in particular communities and/or use of certain services, including, but not limited to the following:

- The Regis University Housing and Residence Life Policies, which specific additional and/or different policies governing the University Residence Halls and Housing.
- The Regis University Student-Athlete Handbook and other official directives, which specifies additional, and/or different policies governing student athlete behavior.
- Dining Services specific additional and/or different policies for dining plans.
- Academic Program and or College Handbooks

Revision Process

The Office of the Dean of Students reviews the contents of this document for accuracy on an annual basis. Recommendations, additions, deletions, and corrections on the material contained in University Policies for Student Life and the Student Code of Conduct should be forwarded to the AVP/DOS.

This Code of Conduct will be updated as needed to reflect changing institutional policy, law, or regulation and under the direction of the AVP/DOS, will be reviewed and updated by university committee every 2-3 years.

Final authority for policy changes to this document rests with the Vice President of Student Affairs who also retains the authority to issue administrative policy changes for this document. Directors and department heads may issue procedures consistent with these policies.

Jurisdiction

The Student Code of Conduct and the community standards process apply to the conduct of all individual students, both undergraduate and graduate, including graduate students in professional programs such as pharmacy, physical therapy, etc., and all University-affiliated student organizations. In addition to the
Student Code of Conduct, students are also expected to adhere to the standards and policies outlined by their respective college, school, or program handbook, and/or university department, if applicable. For the purposes of community standards processes, the University considers an individual to be a student when an offer of admission has been extended and accepted, and thereafter as long as the student is eligible to enroll in classes without reapplying to the University, and continues until such time as the student graduates or otherwise completes the relevant program, formally and permanently withdraws, or is expelled.

The University retains jurisdiction over students who choose to take a leave of absence, withdraw, or have graduated, for any misconduct that occurred prior to the leave, withdrawal, or graduation. In the event of serious misconduct committed while still enrolled but reported after the accused student has graduated, the University may invoke these procedures, and should the former student be found responsible; the University may revoke that student’s degree.

The Student Code of Conduct applies to behaviors that take place on property owned and/or operated by the University, at University-sponsored events, at University-sponsored study abroad programs, and may also apply off-campus when determined that the off-campus conduct affects a substantial University interest. A substantial University interest is defined to include:

- Any situation where it appears that the student’s conduct may present a danger or threat to the health or safety of the student or others; and/or
- Any situation that significantly and adversely affects the rights, property or achievements of the student or others or significantly breaches the peace and/or causes social disorder; and/or
- Any situation that is detrimental to the educational mission and/or interests of the University;

The Student Code of Conduct may be applied to behavior conducted online, via email, or another electronic medium. Students should also be aware that online postings such as blogs, web postings, chats and social networking sites are in the public sphere and are not private. These postings can subject a student to allegations of community standards violations if evidence of policy violations is posted online. The University does not regularly search for this information but may act if and/or when such information is brought to the attention of University Officials.

The Student Code of Conduct applies to guests of students, such that hosts of guests may be held accountable for the misconduct of their guests. Visitors to and guests of the University may seek resolution of violations of the Student Code of Conduct committed against them by students.

There is no time limit on reporting violations of the Student Code of Conduct; however, the longer someone waits to report an offense, the harder it becomes for University Officials to obtain information and witness statements and to make determinations regarding alleged violations.

Though anonymous complaints are permitted, doing so may limit the University’s ability to investigate and respond to a complaint. Those who are aware of misconduct are encouraged to report it as quickly as possible to officials in the Office of Student Affairs, Office of Residential Life and Housing, or Campus Safety.

University email is the University’s primary means of communication with students. Students are responsible for all communication delivered to their University email address.

**Violations of the Law**

Alleged violations of federal, state, and local laws may be investigated and addressed under this Student Code of Conduct at the discretion of the University. When an offense occurs over which the University has jurisdiction, the community standards process will proceed notwithstanding any criminal complaint that may arise from the same incident.

The University reserves the right to exercise its authority of interim suspension upon notification that a student is facing criminal investigation and/or complaint (additional grounds for interim suspension are outlined on page 40). Interim suspensions are imposed until a hearing can be held.

Students accused of crimes may request to take a leave of absence from the University until the criminal charges are resolved. In such situations, the university procedure for voluntary leaves of absence is
subject to the following conditions:
1. The responding student must comply with all campus investigative efforts that will not prejudice their defense in a criminal trial; and
2. The responding student must comply with all interim actions and/or restrictions imposed during the leave of absence; and
3. The responding student must agree that, in order to be reinstated to active student status, they must first be subject to, and fully cooperate with the community standards process and must comply with all community standards outcomes that are imposed.

**Designated Authority for the Community Standards System**

**Investigation**
Community Standards and Care shall have the authority and responsibility for the initial investigation of any alleged misconduct to determine if the complaint has merit. Upon determination of merit, the case will be assigned to the appropriate party for further investigation and subsequent resolution/adjudication consistent with the process outlined herein.

**Gatekeeping**
No complaint will be forwarded for a hearing unless there is reasonable cause to believe a policy has been violated. Reasonable cause is defined as some credible information to support elements of the offense, even if that information is merely a credible witness, or victim’s statement. A complaint wholly unsupported by any credible information will not be forwarded.

**Resolution Options**
The Community Standards and Care has the discretion to refer a complaint for mediation or other forms of appropriate conflict resolution. All parties must agree to conflict resolution and to be bound by the decision with no review/appeal. Any unsuccessful conflict resolutions can be forwarded for formal processing and hearing; however, at no time will complaints of physical, sexual misconduct, or violence, be mediated as the sole university response.

Community Standards & Care may also suggest that complaints that do not involve a violation of the Student Code of Conduct be referred for mediation or other appropriate conflict resolution.

**Community Standards Hearing Officers**
Community Standards Hearing Officers, hereafter referred to as Hearing Officers, are chosen from a pool of annually trained administrators or staff selected by CSC. Hearing Officers shall have the authority to adjudicate cases assigned to them in accordance with this Handbook.

**Appellate Officers**
For the purposes of this Code of Conduct, appellate authority lies with the Associate Vice President of Student Affairs and Dean of Students who will appoint and train a pool of appellate officers comprised of senior university administrators. Appellate Officers shall have the authority to review appeals assigned to them and render final University decision on the matter being appealed.

**Community Standards Procedures**

**Overview of the Community Standards Process (Steps)**
The Regis University Community Standards process can take on different forms depending on the situation and how a student interacts with the process. In general, the following steps will be utilized as appropriate to the situation.

**STEP 1: Report of Incident**
Incident reports or other written complaints alleging violations of the Community Standards
Prohibited Conduct section outlined in the Student Code of Conduct will be referred to Community Standards & Care, or designee, who will conduct a preliminary review of the facts of the case to determine whether sufficient evidence exists to warrant moving the case forward in the community standards process. Depending on the alleged violations, in accordance with University practice, Community Standards & Care will determine whether the matter will be referred for Initial Review or to a Community Standards Hearing. In certain instances where there is not sufficient evidence to warrant a community standard proceeding, or where by the alleged violations can best be addressed by Adaptable Conflict Resolution (ACR), CSC, may refer the matter to be resolved by ACR provide appropriate conditions are met.

**STEP 2a: Initial Review**

As a part of this initial review, the Respondent(s) involved in the case will be provided an opportunity to participate in an Initial Review meeting with a Hearing Officer to discuss the allegations and respond to them. Each Respondent will receive a letter notifying them of the alleged violation(s) and the date of their Initial Review meeting. During the Initial Review meeting, the Respondent will have the opportunity to resolve the case through Agreed Resolution by accepting responsibility for the violation(s) and agreeing to the identified Community Standards Outcomes. The Respondent will be asked to complete an Agreed Resolution form and cannot appeal the case resolution.

If an Agreed Resolution cannot be reached, either because the student does not accept responsibility for all charges or does not agree to the identified Community Standards Outcomes (matters involving restitution excepted) through the Initial Review, the matter will be referred to a Community Standards Hearing.

Failure to appear at the scheduled Initial Review, without prior notice and good cause, will result in the matter being referred to a Community Standards Hearing.

**STEP 2b: Community Standards Hearing**

Cases will be referred to a Community Standards Hearing in the following instances:
- If Agreed Resolution cannot be reached between the Respondent and the Hearing Officer; or
- Respondent failed to appear for previously scheduled Initial Review meeting without prior notice or good cause; or
- CSC has determined based on alleged violations, referral to a Community Standards Hearing is the appropriate response.

Students provided notice of a scheduled Community Standards Hearing are expected to appear as scheduled. Failure to appear, without prior notice and good cause, will result in the hearing being held in abstentia.

Community Standards Hearings will be conducted in a manner consistent with the Statement of Student Rights. Hearings will be closed to the public. Admission to the hearing of persons other than the parties directly involved will be at the discretion of the Hearing Officer. Additionally, formal rules of evidence are not observed, and pertinent records, exhibits, and written statements will be accepted at the discretion of the Hearing Officer as information for consideration. The university will create a single audio or video recording record for all hearings, no other recording is allowed. Deliberations will not be recorded. The recording will be the property of the University and maintained as described in the University’s Records Retention Policy.

**STEP 4: Appeals**

Following the hearing and decision of the Hearing Officer, the Complainant or Respondent has the right to request an appeal of the findings or results of the hearing to the Associate Vice President/Dean of Student, or their designee. Such appeal requests must be filed in writing no later than Five (5) business days after the written results of the hearing are sent to the student.

Submission of a request does not guarantee that an appeal will be granted. For information on
grounds for appeal please see Community Standards Hearing Appeals in this handbook. If an appeal is granted, the decision of the Appellate Officer is the final decision of the University on the matter in question.

Reviewing Misconduct by Student Organizations
A student organization may be referred to the community standards process for alleged violations of the Student Code of Conduct, and the organization may be held responsible if any violations by those associated with the organization received the implied or overt consent or encouragement of the organization’s members or its officers. This authority does not preclude or prohibit any student involved in any such violation from also being referred to the community standards process individually for any such violation.

With regard to student organization behavior, student organizations may be considered for community standards action if any of the two of the following characteristics are present:
- The faculty advisor (if applicable) or any executive officer of the organization is aware of the incident sufficiently in advance of its occurrence to prohibit it from taking place and takes no action to prohibit it.
- The faculty advisor (if applicable) or any executive officer of the organization knows the identity of the members involved in the incident and refuses to divulge that information to the appropriate university authorities or the police.
- The incident takes place in any area associated with organization activities.
- The incident involves the expenditure of any organizational funds.
- The incident involves or is actively or passively endorsed by a majority of the members of the organization.
- The incident involves 4 or more members of the organization.

Special Administrative Evaluation
The University reserves the right to deny admission, continued enrollment, re-enrollment, or re-employment to any applicant or student who is charged with a criminal offense, is a registered sex offender in any state, or whose personal history indicates that the student’s presence at the University would endanger the health, safety, welfare, or property of the members of the University community, prevent the student from continuing in their chosen field of study, or interfere with the orderly and effective performance of the University’s functions.

In some cases, a student may be subject to special requirements or outcomes, including suspension or expulsion from the University, for actions not otherwise covered in the Student Code of Conduct, if it is determined from the student’s behavior that they:
- Lack the capacity to understand the nature of the allegation against oneself, or to respond and participate in the community standards process;
- Poses a danger to self or others; and/or
- Has become gravely disabled (that is, lacks the ability to care for oneself).

In such instances, the case will be referred to the Vice President for Student Affairs, or their designee, who will schedule an evaluation of the student by appropriate medical or mental health care professionals on or off-campus. All students consent to such evaluation as a condition of their enrollment or continued matriculation. Any student who refuses to participate in any such evaluation will be dismissed or suspended as determined appropriate by the Vice President for Student Affairs, or their designee. The student may also elect to seek an independent medical or psychological evaluation for purposes of this review.

Following completion of the required evaluation, The Vice President for Student Affairs, or their designee, will then convene a Special Evaluation Team to review the case and make appropriate recommendations. The Special Evaluation Team will normally consist of:
- A member of the University’s Office of Counseling and Personal Development staff;
• The student’s Academic Advisor, or appropriate Associate Dean;
• The Associate Vice President/Dean of Students, or their designee;
• An additional faculty member or administrator designated by the Vice President for Student Affairs, or designee.

The Special Evaluation Team will review all issues and information relevant to the student’s condition and the student’s ability to continue at the University. In conducting their evaluation, the Special Evaluation Team will:
• Have access to all records concerning the student, including the results of the professional medical or psychological assessment.
• Have the right to call in and consult with any person who can supply information relevant to their analysis.
• Conduct all of their proceedings in strict confidence and in compliance with applicable state and federal nondiscrimination laws.

The student will have the right to appear before the Special Evaluation Team to present information in support of the student’s continued enrollment. The student may also be assisted in making this presentation by an advisor drawn from the University community or the student’s immediate family. The student also has the right to be informed of any information to be covered by the Special Evaluation Team.

All information presented to the Special Evaluation Team will be given due consideration in the decision-making process. Following review of all relevant information, the Special Evaluation Team will report its findings along with recommendations on the continuing enrollment status of the student to the Vice President for Student Affairs, or designee. The Vice President for Student Affairs, or designee, will then make the final determination as to whether the student should remain at the University, and if so, under what conditions. In the event a student is suspended, the Vice President for Student Affairs, or designee, may also elect to impose conditions for the student’s reinstatement.

Any student who fails to cooperate with either the evaluation process or with conditions set for the student to continue at the University may be suspended on a summary basis pending completion of this review process.

Similarly, in cases where it is believed that a student’s behavior or threatened behavior poses a danger of causing imminent harm to oneself himself/herself or others, the student may be summarily suspended from the University immediately. Typically, in such cases, appropriate medical and law enforcement agencies, as well as family members will be notified. The evaluation procedures would then take place following the student’s suspension and removal from campus.

**Operational Considerations for the Community Standards Process**

**Auxiliary Aids and Services**
Students may request reasonable accommodations pursuant to section 504 of the Rehabilitation Act and the American’s with Disabilities Act. The student must be registered with Student Disability Services and notify the Hearing Officer at least three (3) business days prior to a meeting or Community Standards Hearing.

**Advisors**
Students participating in the community standards process have the right to the assistance of an advisor in both the Initial Review and in a Community Standards Hearing. The advisor must be a current member of the University community, including other students, faculty, or staff. Obtaining an advisor is the student’s responsibility. An Initial Review or Community Standards Hearing will generally not be rescheduled to accommodate the schedule of an advisor. Furthermore, the student’s advisor may not be a licensed attorney*. The University cannot guarantee the availability of an advisor, nor warrants the competency or conduct of any University employee or student chosen to act as an advisor. Additionally, because of the potential of a conflict of interest, Community Standards & Care, or designee, must
approve any Student Affairs staff (including Resident Assistants) serving as an advisor* to a student prior to the Student Affairs staff member’s involvement in the student conduct process. Advisors are used to support the student during the community standards process. They may not present evidence, substitute for the student's role in offering evidence or questions, or otherwise participate in the hearing*. The University reserves the right to bar individuals from participating as advisors who have failed to observe the Student Code of Conduct, who have failed to assist and advise students properly on the process, or who have otherwise disrupted the community standards process. Community Standards & Care, or designee, shall have discretion for making such determination.

*Note Under the Discrimination, Sexual Misconduct, and Retaliation Policy Advisor definition and scope is different as required by regulation.

Conflicts of Interest
In the event that a Community Standards Hearing Officer has a significant past relationship or conflict involving a participant in a hearing, the Hearing Officer should excuse themselves from further involvement in that case. The Respondent or Complainant may challenge the inclusion of a member presiding over a Community Standards Hearing based on potential bias by submitting a written statement to Community Standards and Care at least forty-eight (48) hours before the scheduled hearing date and time. The determination of whether removal from the hearing panel is appropriate will be made by the AVP/DOS, or their designee. Standards and Care, or their designee, may also suspend or remove any Hearing Officer role for actions detrimental to the proper functioning of the Community Standards Process, including, but not limited to, violations of University Policy and/or actions deemed to be detrimental to the University.

Testimony
The Hearing Officer will have the right to require the presence and testimony of witnesses relevant to the case. As a condition of their enrollment at the University, students are required to appear as witnesses and give testimony, unless excused by a legally justifiable privilege. Witnesses who decline to appear may be referred to the community standards process for violations of the Student Code of Conduct. Should the Hearing Officer decide additional evidence or testimony is required to resolve the case, a continuance of the hearing will be scheduled with the student to review this information. Character testimony and other character-related evidence is not allowed in the hearing, but may be presented for consideration in sanctioning, if applicable.

Deliberation
The Hearing Officer will determine whether or not the student is responsible for the alleged violation(s), and if so, what Community Standards Outcomes should be applied. In deliberating the outcomes, the Hearing Officer will make their decisions on facts presented based on a preponderance of evidence available for their review, including, but not limited to, all testimony from witnesses, written statements, and other relevant information. In evaluating conflicting testimony or statements, the Hearing Officer will determine as they see fit which versions of events are more credible.

Case Resolution Approaches
Adaptable Conflict Resolution (Community Restoration)
Adaptable conflict resolution (ACR) processes allow individuals involved in a conflict to have significant influence over the resolution process and the outcome. If (1) all identified parties impacted by the conflict agree to attempt resolution through one of these processes, and (2) Community Standards & Care believes that the process is an appropriate form of resolution, then arrangements will be made for resolution via ACR. The nature of some complaints, especially those involving abusive conduct and identity-based violence, may render ACR inappropriate.

Participation in an ACR process is voluntary and may or may not result in an agreement or resolution.
When a mutually satisfactory resolution is reached by the parties, the matter is resolved. By resolving the matter through ACR, the student or organization agrees to fulfill any outcomes that are developed during the meeting. Resolutions reached through ACR may not be appealed. If a resolution is not achieved through an attempt at ACR or there is a failure to complete the agreed upon outcomes and the matter involved a potential Student Code of Conduct violation, Community Standards & Care, or designee, will determine if the complaint will be resolved through an agreed resolution or a formal hearing.

**Agreed Resolution**
The student or organization will meet with a hearing officer to discuss the specific incident in question. The hearing officer will provide a copy of the complaint and ask the student or organization to make a statement regarding their involvement in the reported incident. If the student or organization accepts responsibility for the alleged violation(s), the student or organization has the option of resolving the case through an agreed resolution. By resolving the case through an agreed resolution, the student or organization accepts responsibility for the alleged violation(s) and agrees to fulfill any Community Standards Outcomes that are developed during the meeting. By entering into an agreed resolution, the student or organization waives the right to a Community Standards Hearing and the outcome is final, without option for appeal. If the student or organization rejects the agreed resolution, the case will be referred to a Community Standards Hearing. Community Standards & Care reserves the right to refer cases to a Community Standards Hearing without the opportunity to handle the case through an agreed resolution.

**Bias-related Case Resolution**
When a complaint alleging a bias-related incident is received, the involved parties will be contacted for a meeting with a Student Conduct designee and the Equal Opportunity, Title IX Compliance Coordinator to discuss the incident, the options for conduct resolution, and to determine next steps. The pathway to resolve the case will be determined by the nature of the complaint, whether a potential policy violation exists, and the requests of all parties involved, including the university. Some incidents may not be suitable for adaptable conflict resolution or an agreed resolution.

**Repeated or Aggravated Case Resolutions**
Repeated or aggravated violations of any section of the Student Code of Conduct will likely result in greater than usual community standards outcomes, particularly if the violations occurred during a Formal Warning, University Probation, or Deferred Outcome status period.

**Community Standards Hearing Procedures**

**Scheduling**
Student Affairs will make a good-faith effort to schedule Community Standards Hearings around academic class schedules considering the availability of individuals involved in the hearing proceedings and the normal operations of Student Affairs.

**Hearing Notice**
The respondent(s) will receive written notice no less than seven (7) business days prior to the date of the Community Standards Hearing. The written notice will include date, time, and location of the hearing, as well as the specific charges of Prohibited Conduct of the Code, a brief description of the allegation(s), names of witnesses to be called by the University, a list of information to be presented in the hearing, an outline of the Formal Hearing proceeding, and the name of the Hearing Officer. A complainant, as applicable, will receive similar written notice.

** Witnesses and Relevant Information**
The respondent(s) and as applicable, the complainant, can request the participation of additional witness to provide relevant information during a Formal Hearing. The respondent(s) and as applicable, the complainant, must provide the names of additional witnesses at least three (3) business days prior to
the hearing to the Hearing Officer. Acceptance or denial of additional witnesses is at the discretion of the Hearing Officer. Character witnesses or witnesses who cannot provide information regarding the specific incident will not be permitted to participate in the hearing. The respondent(s) and as applicable, the complainant(s), are responsible for contacting and notifying additional witnesses they request to participate in the hearing. The Community Standards Hearing shall not be delayed due to a scheduling conflict of the witness.

In the event a witness is unable to participate in the scheduled Community Standards Hearing, the witness may submit a written statement at least one (1) day prior to the hearing to the Hearing Officer for consideration. A late witness statement submission will not be considered. The respondent(s) and as applicable, the complainant(s), must be provided an opportunity to respond to the written witness statement. The inability of the charged respondent(s) and as applicable, the complainant, to question a witness who has provided a written statement is not a violation of their due process rights. The respondent(s) and as applicable, the complainant(s), have the opportunity to review and respond to the written statement and may offer information to rebut the witness statement and other information presented at the Community Standards Hearing. If a witness fails to attend the hearing, their written statement, should one exist, will be considered by the Hearing Officer.

All parties have the opportunity to review all available relevant information to be used in the hearing supporting the charges of Prohibited Conduct of the Code at least one (1) business days prior to the hearing. In order for that review to happen all relevant records, exhibits, and written statements may be submitted by the respondent(s) and as applicable, the complainant, for review and acceptance to the Hearing Officer at least three (3) business days prior to the hearing. Acceptance or denial of information is at the discretion of the Hearing Officer.

Challenging Impartiality in a Formal Hearing
The respondent(s) may challenge the impartiality of the Hearing Officer. The challenge must be submitted in writing to Community Standards & Care and must detail an actual bias (such as conflict of interest) that would significantly impact their right to a fair and impartial hearing. The challenge must be submitted at least three (3) days prior to the Community Standards Hearing. The AVP/DOS, or their designee, will review the challenge and make a final decision that is not appealable.

Postponements
Any request to postpone a Community Standards Hearing must be submitted in writing to Community Standards & Care as least three (3) days prior to the hearing. The request must state the reason(s) for the postponement. The Assistant Dean, or their designee, will review the request and make a final decision. The University is not required to postpone the Community Standards Process pending the outcome of any civil or criminal case.

Failure to Attend
If a respondent(s) or complainant, in specific cases, fails to attend a scheduled Community Standards Hearing, the hearing will occur, and an outcome will be made in abstentia.

General Principles of Formal Hearings
The following general principles apply to all Community Standards Hearings regardless of hearing forum. The respondent(s) and complainant(s), in specific cases, will receive information that outlines the Community Standards Hearing proceedings prior to the hearing.

1. Community Standards Hearings are private and will be closed to spectators, unless otherwise specified (e.g. advisor(s), witness(es)).
2. The burden of proof in a Community Standards Hearing is on the University. The standard of proof is the preponderance of the evidence (more likely than not). The finding of responsible or not responsible on the charges is solely based on the information presented at a Community Standards Hearing.
3. Community Standards Hearings, excluding deliberations, will be recorded by audio or video. The hearing may only be recorded by the University and the recording will be the property of the University.

4. Community Standards Hearings are not subject to the formal rules of evidence and procedures governing criminal and civil court proceedings.

5. A respondent(s) and complainant(s), in specific cases, have the opportunity to present relevant information.

6. No irrelevant information, including character statements, should be discussed or considered in the hearing.

7. The Hearing Officer has the discretion to limit the number of witnesses whose testimony maybe redundant or not in dispute.

8. The Hearing Officer may limit the length of testimony and may provide advice regarding the scope, direction or tone of questioning.

9. Prior student conduct may only be considered in determining appropriate community standards outcomes.

10. In cases involving multiple charged students, information presented at a Community Standards Hearing maybe used in a related case as long as all Community Standards Hearing procedures contained within the Code are satisfied.

11. The respondent(s) and complainant, in specific cases, will receive written notice of the formal hearing outcome within five (5) business days of the Community Standards Hearing. The hearing outcome will include the determination regarding responsibility for prohibited conduct violations and applicable outcomes.

**Sexual Misconduct Hearing Procedures**

**Pre-Hearing**

At least 15 days and no less than 11 days prior to a scheduled hearing, each party and their respective advisors will be allowed to review the investigation report.

A minimum of ten (10) days prior to a scheduled hearing all parties, including respective advisors, will engage in a pre-hearing meeting with Student Affairs and Equal Opportunity & Title IX Compliance to review hearing protocol, deadlines for submission of witness lists or other materials, answer questions, and receive investigation report and associated case materials.

**Scheduling**

Student Affairs will make a good-faith effort to schedule Sexual Misconduct Hearings around academic class schedules considering the availability of individuals involved in the hearing proceedings, including respective advisors, and the normal operations of Student Affairs. As necessary, in cases of scheduling conflicts, Student Affairs may provide an excused absence notification to faculty to advance proceeding.

**Hearing Notice**

All parties (respondent and complainant) will receive written notice no less than ten (10) days prior to the date of the Sexual Misconduct Hearing. The written notice will include date, time, and location of the hearing, as well as the specific charges, rationale, names of witnesses to be called, a list of information to be presented in the hearing, an outline of the Hearing proceeding, and the names of the Hearing Officers.

**Hearing Officers**

For Sexual Misconduct Hearings three (3) hearing officers will preside over the hearing and will serve as deciding parties. One (1) of the hearing officers will be appointed as Chair of the hearing process and will lead the hearing proceedings. All three (3) hearing officers, collectively, will have the responsibility to determine relevance of questions posed in questioning, to render decision, and to assign outcomes as appropriate.
Hearing Moderator
The Asst. Dean for Community Standards and Care, or their designee, will serve in all cases as the hearing moderator to ensure procedural consistency and decorum.

Advisors
All parties are able to select an advisor, of their choosing, to support them in all parts of the process. If either party is unable to secure an advisor, the university will provide one for them. In addition to supporting their respective parties, advisors will participate in questioning opposing party and any witnesses during questioning.

Witnesses and Relevant Information
All parties can request the participation of witnesses to provide relevant information during a Sexual Misconduct Hearing. Names of additional witnesses must be provided to the hearing moderator at least five (5) business days prior to the hearing. Character witnesses or witnesses who cannot provide information regarding the specific incident will not be permitted to participate in the hearing.

In Sexual Misconduct hearings, involved parties have the right to question all witnesses. As such, only testimony presented in the hearing that can be questioned by all parties is eligible for consideration by the hearing officers in deliberation and final decision.

All parties have the opportunity to review all available relevant information to be presented in the hearing in order that they may fully prepare their case. In order for that review to happen, all relevant records and exhibits must be submitted to the hearing moderator at least five (5) business days prior to the hearing.

Questions
During the hearing, questions will be asked by the hearing officers, and the advisors of both parties. Questions may be directed at all parties and witnesses. Questions must be relevant, meaning they must be appropriate for consideration and determination of whether it is more like than not, or less likely than so the alleged behaviors and acts took place. Questions that are deemed to be irrelevant by the hearing officers will not be permitted to move forward for response. Questions may be considered irrelevant if they are related to unrelated history of behavior or sexual predisposition.

In order that the hearing officers may review anticipated questions to determine relevance, all parties are encouraged, but not compelled, to submit anticipated question at least three (3) business days in advance of the hearing. Submission of question will in no way prohibit additional questions or follow up questions from being posed during the actual hearing. All questions not submitted in advance and posed during the hearing will be subject to relevance review by the hearing officers.

Conflicts of Interest and Bias
Sexual Misconduct Process Personnel should be free of conflict of interest and/or bias. If a party feels that any personnel are influenced by a conflict of interest or bias at any time throughout the investigation, hearing, or appeal process, that party should notify the Title IX Coordinator immediately so that a review can take place. The Title IX Coordinator may determine that there is no conflict or bias present, or that conflict or bias is present, and a change in personnel may occur.

Challenging Impartiality in a Sexual Misconduct Hearing
Any party may challenge the impartiality of any hearing officer. The challenge must be submitted in writing to the hearing moderator and must detail an actual bias (such as conflict of interest) that would significantly impact their right to a fair and impartial hearing. The challenge must be submitted at least five (5) days prior to the Sexual Misconduct Hearing. The hearing moderator, or their designee, will review the challenge and make a final decision that is not appealable.
Postponements & Absent Parties
Any request to postpone a Sexual Misconduct Hearing must be submitted in writing to the hearing moderator as least three (3) days prior to the hearing. The request must state the reason(s) for the postponement. The hearing moderator, or their designee, will review the request and make a final decision. The University is not required to postpone the Sexual Misconduct Hearing pending the outcome of any civil or criminal case. If a party fails to attend or participate in a scheduled Sexual Misconduct Hearing, the hearing may occur. A party’s respective advisor may attend and ask questions in their absence.

Failure to Attend
Like witness testimony, only testimony presented in the hearing that can be questioned by all parties is eligible for consideration by the hearing officers in deliberation and final decision. Hearing officers cannot draw inference of responsibility based solely on any party’s failure to attend or participate in the hearing or questioning process.

General Principles of Sexual Misconduct Hearings
The following general principles apply to all Sexual Misconduct Hearings. All parties, and their respective advisors, will receive information that outlines the Sexual Misconduct Hearing proceedings prior to the hearing.

1. Sexual Misconduct Hearings are private and will be closed to spectators.
2. The standard of proof is the preponderance of the evidence (more likely than not). The finding of responsible or not responsible on the charges is solely based on the information presented and questioned by all parties in a Sexual Misconduct Hearing.
3. Sexual Misconduct hearing in all parts, including questioning of all parties and witnesses must be conducted directly, orally, and in real time. Hearing proceedings may be conducted in person, via closed circuit television system, via zoom, or other similar platform. Regardless of how proceedings are conducted, whichever technology used will enable all participants to simultaneously hear and see each other.
4. Questioning will be performed by each respective party’s advisor and never by either party themselves.
5. Sexual Misconduct Hearings, excluding deliberations, will be recorded by audio or video. The hearing may only be recorded by the University and the recording will be the property of the University. Recording or transcript will be made available to either party at their request for inspection and review.
6. Community Standards Hearings are not subject to the formal rules of evidence and procedures governing criminal and civil court proceedings.
7. All parties have the opportunity to present relevant information including witnesses of their choosing.
8. No irrelevant information, including character statements, will be discussed or considered in the hearing.
9. Questions and evidence about the complainant’s sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant’s prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant’s prior sexual behavior with respect to the respondent and are offered to prove consent.
10. The hearing officers have the discretion to limit the number of witnesses whose testimony may be redundant or not in dispute.
11. The hearing officers may limit the length of testimony and may provide advice regarding the scope, direction or tone of questioning.
12. Prior student conduct may only be considered in determining appropriate outcomes.
13. Parties will receive written notice of the formal hearing outcome within five (5) business days of the Sexual Misconduct Hearing. The hearing outcome will include the determination regarding
Administrative Fee for Formal Hearings
The administration of the Community Standards process is time intensive and involves the reallocation of community resources to address alleged misconduct. As a measure of community restoration, respondents who are found responsible for violating university policies outlined in this Handbook as a result of a Community Standards Hearing will be assessed an Administrative Hearing Fee of $50.00. Proceeds from the administrative hearing fee will be utilized to advance the student community through education and programming.

Appeals
Following the hearing and decision of the Hearing Officer, the Complainant or Respondent has the right to request an appeal of the findings or results of the hearing to the Associate Vice President/Dean of Student, or their designee. Such appeal requests must be filed in writing no later than Five (5) business days after the written results of the hearing are sent to the student.

A Complainant or Respondent may request to appeal the decision in the following circumstances:
1. When community standards outcomes of university probation, suspension, expulsion, denial of privileges, removal from housing, or termination are imposed; or
2. When decisions include finding(s) of no violation/not responsible.

A request for appeal may be based only on the following grounds:
1. A procedural error occurred that significantly impacted the outcome of the hearing, such as substantiated bias, conflict of interest, or a material deviation from established procedures; or
2. The outcomes imposed are grossly disproportionate to the offense (including any consideration of the student’s prior offenses); or
3. New information not presented during the hearing exists:
   a. The Appeal Officer may consider new evidence, but only if that evidence was unavailable during the original hearing and if it could substantially impact the original decision or sanction; and
   b. A summary of this new evidence and its potential impact must be included in the appeal and submitted by the appeal deadline indicated previously.

The Associate Vice President/Dean of Students, or their designee, will review the request for appeal to determine if the appeal request has merit.

- If no merit exists, the Associate Vice President/Dean of Students will communicate the decision to the appealing party.
- If it is determined that the request has merit, the Associate Vice President/Dean of Students, or their designee, will assign an Appellate Officer to review the appeal.

The assigned Appellate Officer will only review the written appeal request, the case file, including the audio recording of the hearing, and written findings of the Hearing Officer. Under normal circumstances, imposition of outcomes will be held in abeyance pending the review of the appeal request. However, the Associate Vice President/Dean of Students, or their designee, may impose the outcomes immediately while considering the appeal if there is a substantial safety risk to members of the University community.

The assigned Appellate Officer may elect to uphold the decision, void the decision, alter the outcomes (either to lessen or to increase), or return the case for a new hearing. Except in extraordinary circumstances as permitted by the Associate Vice President/Dean of Students, or their designee, appeals will be resolved within ten (10) business days following receipt of the request for appeal. The decision of the Appellate Officer in all appeal reviews will be final.

Disciplinary Records Maintenance and Retention
Responsibility for the maintenance, storage, and release of student records related to disciplinary proceedings rests with the Vice President for Student Affairs, or their designee, in accordance with the
University’s Family Educational Rights and Privacy Act Policy and Records Retention Policy. In certain situations, University staff or faculty may be informed of disciplinary activity as it relates to the educational process of a particular student. The appropriateness of notifying athletic coaches, parents, faculty, staff, and advisor(s) will be determined by the Vice President for Student Affairs, or their designee.

Furthermore, since an important part of the discipline process involves emphasizing a student’s responsibility for their behavior, student disciplinary records will remain on file for the entire length of the student’s enrollment at the University. Some records may remain on file longer than a student’s enrollment to comply with Federal, state, and local laws. Disciplinary records that involve community standards outcomes of suspension or expulsion will remain on file indefinitely.

**Maintenance**
1. Student and student organization community standards records are maintained in the Office of Student Affairs.
2. All community standards records resulting in formal charges will be kept in compliance with university policy, but not for less than seven (7) years from the date of the last incident that the charged student or student organization was involved in that resulted in community standards charges.
3. If a student is suspended or expelled, a record of a violation of University regulations and/or policies will be permanently maintained in the student’s or student organization’s conduct file in the Office of Student Affairs and a record of separation may be maintained in the Office of Academic Records & Registration.
4. Student Affairs maintains all student conduct records in accordance with the Family Education Rights and Privacy Act (FERPA). Student Affairs will abide by all laws requiring privacy with regard to the Community Standards Process. In addition, as FERPA does not protect the names of students found responsible for crimes of violence, including forcible sex offenses, or an alleged perpetrator of a non-forcible sex offense when the allegations support a finding that a student has committed a violation of the University’s rules or policies, the University may be required to release that information as required by law.
5. A student may choose to sign a release form granting Student Affairs staff permission to discuss/release information related to the Student’s disciplinary file with any individual that the student designates. This form is available in Student Affairs or can be obtained by emailing studaffairs@regis.edu. Although this form may provide access to information to a third party, the student remains the primary responsible party for compliance.
6. Any agency (educational or otherwise) requesting conduct information about a current or former University student is required to submit the request in writing. Those requests must include the signature of the student granting the release of information related to the student’s community standards record.
7. Transcripts of recorded hearings will not be prepared or provided by the University. In cases of external legal review that may require a transcript of a recorded hearing, the student or advisor may contact the Office of the General Counsel to arrange for the preparation of the written transcript by a court reporting service on the student’s behalf and at the expense of the requestor. The court reporting service will provide the transcript to the Office of the General Counsel, which will perform a confidentiality review of the transcript and redact any confidential or exempt information pursuant to state or federal law. The requestor will be responsible for the cost of the transcript preparation and confidentiality review.

**Retention**
1. Records resulting in an educational sanction of expulsion or suspension from the University will be permanently maintained in the Office of Student Affairs.
2. No personally identifiable record(s) will be kept after a record has been designated for destruction. Statistical data will be maintained but all information that would identify an individual is removed.

**Disciplinary Record Expungement**
Record expungement allows a student conduct record on file with Student Affairs to be sealed. After a period of time, this includes all information related to the student’s documentation, investigation, hearing, and disposition. In general, when completing background check inquiries, expunged records will not be reported as an incident when the student was found responsible. The student will not need to report the record based on the language/definitions of the requesting institution or agency in a background check that the incident ever occurred. The record will still be used for federal, state, and local University reporting requirements but will not be associated with the student name or student ID.

**Eligibility:**
A request for expungement will be available for consideration if:
1. One year from the date of graduation has passed,
2. All assigned outcomes have been successfully completed,
3. An expungement has not been previously granted, and
4. The conduct violation(s) did not:
   a. Cause personal injury.
   b. Cause significant property damage.
   c. Include a drug violation that could qualify as a felony charge in the legal system.
   d. Disrupt the orderly operation of the University.
   e. Violate the weapons or hazardous materials policies of the University.
   f. Violate the Sexual Misconduct and Non-discrimination Policy.
   g. Violate the Abusive Conduct Policy.
   h. Result in Suspension or expulsion.

**Expungement Petition Requirements**
A student meeting the eligibility requirements must submit their petition to the Associate Vice President/Dean of Students, or their designee. The student must submit a signed statement explaining the justification for the request, a description of what occurred in the conduct incident, and what they learned from the incident. The statement must also include:
1. Student’s name
2. University identification number
3. E-mail address
4. Phone number
5. Date of incident

**Process**
The Associate Vice President/Dean of Students, or their designee, will review the statement, the conduct record, and any other pertinent information they choose to request and/or consider. The decision is at the sole discretion of the Associate Vice President/Dean of Students, or their designee. The student will receive written notice regarding their petition within ten (10) business days of receipt of petition. The decision of the Associate Vice President/Dean of Students, or their designee, regarding the expungement of the conduct record is final and not appealable.

**Good Samaritan/Amnesty Policy**
In the spirit of “cura personalis”, the University strives to create an atmosphere that supports the holistic development of its students. Students at the University may be reluctant to seek assistance for others in instances of alcohol or drug impairment, out of fear that the reporting and/or impaired person would face disciplinary action from the University. The University seeks to remove this barrier, which may prevent students from seeking the medical attention that might be needed, by creating a Good Samaritan/Amnesty Policy. In order to promote an ethic of shared responsibility, bystander intervention, and community support, the University encourages students to support others by calling for assistance in instances of excessive alcohol and/or drug use.

In a situation involving imminent danger to the health and safety of a student needing help/impaired student, any reporting student is required to take the following steps:
1. Contact Campus Safety (303-458-4122), the Residence Hall Front Desk, or 911/9-911 to report the incident and to seek assistance.
2. Remain with the student needing help/impaired student requiring emergency treatment and cooperate with emergency officials as long as it is safe to do so.

**The Reporting Student/Good Samaritan:**
- This policy means that no disciplinary action will be applied to the reporting student for their conduct during the incident in which they reported a student needing help/impaired student who was in imminent danger as the result of alcohol/drug intoxication.
- The reporting student will be required to meet with Community Standards & Care to provide appropriate University documentation about the incident.

**The Student Needing Help/Impaired Student:**
- The student needing help/impaired student will be required to meet with Community Standards & Care to provide the appropriate University documentation about the incident.
- Under this policy the disciplinary action normally taken for the incident’s offense will be deferred. However, if the same impaired individual is held accountable for a repeat violation of the alcohol or drug policy, prior to the completion of the substance use psychoeducational intervention, the deferred disciplinary action may be reinstated and added on to the appropriate outcome. For example, if a student receives the benefits of this Amnesty policy for intoxication and the following weekend is found in violation of the alcohol policy again, this student may receive disciplinary action from both incidents.
- While the student needing help/impaired student may be granted a deferment from formal University disciplinary action, the student will be required to meet with either the University’s Office of Counseling & Personal Development, its Center for Counseling and Family Therapy, or an approved off-campus counseling provider to participate in a substance use workshop and/or individual follow-up sessions and to comply with any therapeutic and/or educational recommendations (i.e., counseling, outpatient/inpatient care). If the student fails to complete this psychoeducational intervention, further disciplinary action can be taken by the University.
- The University continues to reserve the right to notify parents as per the Parental Notification policy included earlier in this Code.

This Good Samaritan/Amnesty policy applies only to those students who seek medical attention for a drug or alcohol impairment and does not apply to individuals experiencing an alcohol or drug related impairment that is found by a University Official.

The Good Samaritan/Amnesty Policy does not excuse or protect students who repeatedly violate the University’s Student Code of Conduct, in which case the University reserves the right to take disciplinary action on a case-by-case basis. Good Samaritans are also encouraged to take positive action by notifying University Officials regarding other behaviors observed, including but not limited to, interpersonal violence, vandalism or other violations of the Student Code of Conduct.

Regardless of help-seeking behavior, students will be held accountable for prohibited conduct accompanying or incidental to the use and/or abuse of alcohol or other substances. For example, violations related to disorderly behavior, harm to self, property damage, or distribution of controlled substances will be treated as disciplinary violations and responds to accordingly.

The University provides amnesty to victims of certain Code of Conduct violations who may be hesitant to report to University officials because they fear that they themselves may be accused of minor policy violations, such as underage drinking, at the time of the incident. It is in the best interests of this community that as many victims as possible choose to report to University officials. Accordingly, to encourage reporting the University reserves the right to offer victims of significant violations of this Code of Conduct, such as acts of violence, incidents causing physical harm, or theft of another’s property, amnesty from minor policy violations related to the incident. Educational options will be explored, but no official conduct process will
result.

**Community Standards Prohibited Conduct**
The following actions or any attempt to engage in such actions constitute misconduct for which students/organizations may be referred to the student conduct process:

1.0  **Abuse of or Interference with the Community Standards Process**: Abuse or interference with, or failure to comply with University processes in the community standards process, including, but not limited to:
   A. Falsification, distortion, or misrepresentation of information;
   B. Failure to provide, destroying, or concealing information during an investigation of an alleged Student Conduct Code violation;
   C. Attempting to discourage an individual’s proper participation in, or use of, the community standards process;
   D. Harassment (verbal or physical) and/or intimidation of a member of a community standard process prior to, during, and/or following a student conduct proceeding;
   E. Influencing, or attempting to influence, another person to commit an abuse of the community standards process.
   F. Failure to appear at University community standards proceedings when required, unless excused by Community Standards & Care, or designee.

1.1  **Involvement in a University Violation**: Presence during any violation of the Student Code of Conduct and/or the University Policies for Student Life in such a way as to condone, support, or encourage that violation. (Note: Students who anticipate or observe a violation of university policy are expected to remove themselves from participation and are encouraged to report the violation.)

2.0  **Abusive Conduct**: Any use of words or acts that cause physical injury, harass, threaten, intimidate, or coerce any individual, or interfere with any individual’s rightful actions, including but not limited to the following:

2.1  **Assault**: Words or actions that would cause an individual to fear for their immediate safety. Words can constitute assault when they are accompanied by the ability to inflict immediate harm.

2.2  **Injurious Behavior**: Intentional touching or striking of an individual(s) against their will, or any action causing or attempting to cause potential damage, injury, or harm. This includes, but is not limited to, punching, slapping, scratching, or striking with one’s body or with any object.

2.3  **Reckless Injurious Behavior**: Unintentional touching or striking of an individual(s) against their will, or any action causing or attempting to cause potential damage, injury, or harm that is with conscious disregard for consequences.

2.4  **Harm to Self**: Behavior that threatens or causes harm to the health, well-being, or safety of the individual student or that evidences an inability to function safely and independently within the University community.

2.5  **Health and/or Safety Hazards**: Creating health and/or safety hazards, including, but not limited to, dangerous horseplay or pranks, throwing any object out a window, hanging out of or climbing from/on/in windows, balconies, roofs, etc.

2.6  **Threats of Violence**: A threat by word or action to do violence to an individual or group of individuals.

2.7  **Harassment**: Conduct not of a sexual nature (including but not limited to physical, verbal, graphic, written, or electronic) that is sufficiently severe, pervasive, or
persistent so as to threaten an individual or limit the ability of an individual to work, study, or participate in the activities of the university.

2.8 **Hazing:** Any action or situation that recklessly or intentionally endangers the mental or physical health or safety of an individual or group of individuals for purposes of initiation and/or admission into, or association with and/or the perpetuation or furtherance of a tradition or ritual of any university affiliated student organization/team or non-affiliated organization. The consent or permission of the individual(s) involved, notwithstanding.

A. Hazing includes, but is not limited to pressuring or coercing an individual(s) into violating state or federal laws; any brutality of a physical nature, such as whipping, beating, branding, exposure to the elements, forced consumption of any food, liquor, drug, or other substance, or other forced physical activity that could adversely affect the physical health or safety of an individual(s); or any activity that would subject an individual(s) to extreme mental stress, such as sleep deprivation, exclusion from social contact, conduct that could result in extreme embarrassment, or other forced activity that could adversely affect the mental health or dignity of an individual(s). Additionally, any hazing that results in permanent and/or serious bodily injury or death.

B. Soliciting an individual(s) to commit or is actively involved in the planning of any act of hazing.

2.9 **Bullying and Cyberbullying:** Repeated and/or severe aggressive behaviors that intimidate or intentionally harm or control another person physically or emotionally and are not protected by freedom of expression.

2.10 **Recording and/or Distribution of Audio/Visual Material Without Consent:** Making, attempting to make, sharing, or distributing an audio or video, or photographic recording of any person(s) without the knowledge and consent of all participants subject to such recordings, in locations where there is a reasonable expectation of privacy, and when the action is likely to cause injury, distress, embarrass, harass, or damage to one's reputation.

2.11 **Retaliation:** Words or action(s) taken against an individual because of the individual's participation in a protected activity that would discourage a reasonable person from engaging in a protected activity. Retaliation may include intimidation, threats, coercion, physical harm and/or adverse employment or educational actions. Protected activity includes an individual's participation in the reporting, investigation, and/or resolution of an alleged violation of the Student Code of Conduct. Additionally, protected activity includes an individual’s opposition to policies, practices and/or actions that the individual reasonably believes are in violation of the Student Code of Conduct. Retaliation may be found even when an underlying report made in good faith was not substantiated.

2.12 **Stalking:** Repeatedly contacting another person when the contact is unwanted. Additionally, the conduct may cause the other person reasonable apprehension of imminent physical harm or cause substantial impairment of the other person’s ability to perform the activities of daily life. Contact includes but is not limited to communicating with (either in person, by phone, or by computer) or remaining in the physical presence of the other person.

2.13 **Sex and/or Gender-based Abusive Conduct:** In order that the university can advance its commitment to providing a work and learning environment free from discrimination, misconduct related to sex and/or gender, or retaliation, it prohibits any conduct including but not limited to, sexual harassment, nonconsensual sexual
contact, nonconsensual sexual penetration, sexual exploitation, intimate partner
violence, dating violence, stalking, or retaliation. Violations of this policy may be
pursued as a matter of community standards if, and/or when, the conduct occurs
off-campus, outside of the United States, or is otherwise is not subject to the
University’s Nondiscrimination, Sexual Misconduct, and Retaliation Policy.

2.14 Bias-Motivated Abusive Conduct: Engaging in bias-motivated behavior toward
other University community members. A bias-motivated act or behavior is one that
that:
A. Intimidates, demeans, mocks, degrades, marginalizes or threatens an individual
   or group; and/or
B. Is reasonably believed to be motivated by prejudice or bias against actual or
   perceived race, ethnicity, color, creed, religion, age, sex, gender identity or
   expression, sexual orientation, national origin, citizenship status, veteran status,
   marital or parental status, pregnancy, disability, actual or perceived race, color,
   national origin, sex, disability, age, religion, veteran status, marital status,
   pregnancy, parental status, gender identity, sexual orientation, genetic
   information or any classification protected by law or Regis University policy.
C. A bias-motivated incident may or may not meet the definition of a crime,
   harassment or discrimination or otherwise violate University policy.

2.15 Violation of Speech and Expression Policy: Engaging in any form of speech,
expression, event or activity that violates the law, constitutes and immediate
threat, limits the freedom of others; incites violence; provokes hatred; damages or
defaces University property; impedes the student body, faculty and staff in the per-
formance of their work, education or scheduled activities, or otherwise conflicts
with the University’s mission or Catholic character.

3.0 Misuse of Alcohol: Each student is expected to comply with the alcohol regulations of the
State of Colorado and the University. Members of the university community are accounta-
ble for their decisions regarding the use of alcohol as well as behavior that occurs as a result
of these decisions. All state and international laws apply to Regis University students. Please
refer to the complete University Alcohol and Drugs Policy, also found in this handbook, for
additional information.

3.1 Intoxication by alcohol: Any alcohol related behavior that threatens or causes harm
to the health, well-being, or safety of the student or that evidences an inability to
function safely and independently within the University community (even if the
student is of legal drinking age in the State of Colorado).

3.2 Sale or Intent to Sell: Unlawful sale or intent to sell, distribute, or manufacturing of
alcohol.

3.3 Providing to Person not of Legal Age: Hosting an event or gathering at which
underage consumption of alcohol may or has occurred or otherwise providing
alcoholic beverages to underage person(s).

3.4 Possession and/or Consumption: Unauthorized possession, use of alcoholic
beverages regardless of age. Underage possession or use of alcoholic beverages at
any time.

3.5 Possession of Large Quantity and/or Common Source Alcohol: Use and/or
possession of devices with the intent to use for rapid, excessive, or common source
(greater than is reasonable for an individual) consumption of alcohol, including but
not limited to funnels, ice luges, beer bongs, kegs, party balls, coolers, and/or other
common source containers.
3.6 **Operation of Motor Vehicle:** Control or operation of any mode of transportation while impaired by alcohol.

3.7 **Public Consumption/Intoxication:** Public consumption and/or intoxication of alcohol contrary to university policy or local ordinance.

3.8 **Knowing Presence:** Being knowingly present in an area of a University building or other University Property where alcohol is being illegitimately used or is present without authorization of the University. This includes presence of an alcoholic beverage container, whether empty, full, or partially full, in any University Property unless otherwise authorized.

3.9 **Attending a class, organizational, or University event while under the influence of Alcohol.**

3.10 **Violation of other University alcohol policies, as outlined in the Handbook.**

4.0 **Misuse of Controlled Substances and/or Illegal Drugs:** The illegal use or possession of any controlled substance is strictly prohibited by the university. The illegal use of controlled substances is incompatible with the goals of the academic community. Illegally possessing, using, manufacturing, possessing with intent to manufacture, selling, dispensing, or distributing any substance controlled under state or federal law is prohibited. Possession of used or unused drug paraphernalia is also prohibited. Additionally, misusing and abusing medications or prescribed medications (controlled under state or federal law) is prohibited. Community Standards Outcomes may be increased based on type of drug (s) addressed in violation based on severity, as outlined by the federal schedule of Illegal and Controlled Substances, and students may be suspended or dismissed from the university for a first offense. Students who are also university employees are also subject to employee discipline. Please refer to the complete University Alcohol and Drugs Policy, also found in this handbook, for additional information.

4.1 **Misuse or illegal possession of a regulated or controlled substance:** Unauthorized possession and/or use of any illegal or controlled substances. This includes medical marijuana, edibles, concentrates, and synthetic cannabinoids.

4.2 **Manufacturing, distributing, selling, or attempting to obtain any controlled substance:** Actual or intended sale or intent to sell, distribute, or manufacture, or obtain any illegal or controlled substances as prohibited by Federal and State law. This includes use of mail or other similar post for purposes of distribution for sale or for gift.

4.3 **Un-prescribed use, possession, distribution, selling, or attempting to obtain any prescription drug:** Actual or intended sale or intent to sell, distribute, or manufacture, use or obtain any illegal, controlled, or prescription drug (one’s own or another’s) prohibited by Federal and State law.

4.4 **Possession of Paraphernalia:** Possession of paraphernalia used for the consumption and/or use of drugs that may include, but not limited to, bongs, hookahs, rolling papers, torches, baggies, scales, grinders, vaporizers, and pipes.

4.5 **Knowingly inhaling or ingesting a substance (e.g. nitrous oxide, glue, paint, etc.) that may alter one’s mental state.**

4.6 **Operation of Motor Vehicle:** Control or operation of any mode of transportation while under the influence of illegal and/or controlled substances.

4.7 **Knowing Presence:** Being knowingly present in an area of a University building or
other University Property where such controlled substances and/or illegal drugs are being illegitimately used or are present.

4.8 **Attending a class, organizational, or University event while under the influence of controlled substances and/or illegal drugs.**

4.9 **Violation of other University Drug policies, as outlined in the Handbook.**

5.0 **Smoking:** Smoking, or use of any smoke-producing products, in University buildings, or within twenty-five (25) feet of all University residential building entrances, exits, air intakes, and operable windows. This includes cigarettes, e-cigarettes, cigars, pipes, hookahs, vaporizers, bongs, etc.

6.0 **Damage or Destruction:** Damage and/or destruction of University property or property owned by another person/organization. Littering or dumping Trash on University grounds or common areas.

7.0 **Disorderly or Disruptive Conduct:** Engaging in conduct that results in the substantial disruption of University operations, including without limitation, blocking of entrances and egresses, obstruction of teaching, research, administration, or other University activities, and/or other authorized non-University activities which occur on campus.

8.0 **Failure to Comply:** Failure to comply with the reasonable directives of University officials, including, but not limited to, Resident Assistants, Residence Life Assistant Directors, Campus Safety Officers, or law enforcement officers during the performance of their duties. Failure to identify oneself to these persons when requested to do so, failure to keep or attend a required meeting, failure to leave an area when requested to do so by a university official. Verbally threatening, abusing or harassing any of the above persons while in the performance of their duties. Upon the request of the questioned student, university officials must identify themselves and state the source of their authority.

9.0 **Failure to Observe Rules & Regulations:** Failure to observe rules and regulations issued by the university, including all publications and notices pertaining to student life and student services.

10.0 **Fire & Life Safety:** Violation of University, local, state, and federal fire and life safety policies.

10.1 **Misuse of Fire Equipment:** Misuse of firefighting equipment, including tampering, removing, or discharging a fire extinguisher or any other fire emergency equipment except when there is a real need for such equipment.

10.2 **Unauthorized Burning:** Unauthorized burning of any material in any university building or on university property, including arson.

10.3 **Disregard of Fire Alarm Signals:** The disregard of a fire alarm signal or refusal to evacuate a building or a section of a building when a fire alarm is sounding.

10.4 **Tampering with Fire Safety Equipment:** Tampering with detection or suppression equipment, including deliberately initiating false alarm or creating conditions that result in a false alarm, or any tampering that would cause a malfunction or non-function. Such action may result in a local fine in addition to Community Standards action.

10.5 **Intentionally or Recklessly causing a Fire:** Intentionally or recklessly causing a fire which damages University Property or the property of others, or which causes
personal injury.

10.6 **Intentionally initiating or causing a false report:** Intentionally initiating or causing any false report, warning, or threat of fire, explosion, or other emergency.

10.7 **Intentionally or Recklessly misusing or damaging Fire & Life Safety equipment:** Intentionally or recklessly misusing or damaging fire or life safety equipment including, but not limited to, security cameras, telephone lines, safety signs, automatic emergency defibrillators (AEDs). This includes hanging any item on sprinkler heads, covering or otherwise tampering with smoke detection devices, etc.

10.8 **Propping, blocking, or misuse of entrance or exit doors:** Propping, blocking, or misuse of entrance or exit doors while on University Property.

10.9 **Possession and/or use of unauthorized combustible devices and/or Hazardous Materials:** Unauthorized possession or use of fireworks, explosives, torches, or other hazardous materials including those that could pose a health risk. This includes chemicals that when combined with other substances could be hazardous or present a danger to others.

11.0 **Possessing/Providing False and/or Misleading Information**

11.1 **Furnishing False Information:** Furnishing false information to University Officials or law enforcement officers acting within the scope of their job duties.

11.2 **Forgery:** Forgery, alteration, or misuse of University documents and/or records.

11.3 **Fraud:** Any attempts to obtain any item of value under false pretenses or falsifications.

11.4 **Possession, Use, and/or Attempted Use of False Identification:** The Unauthorized possession, use, or attempted use of another’s University identification, government issue identification or other identification documents.

11.5 **Manufacture, Distribution, and Sale of False Identification:** Manufacture, distribution, or sale of false identification to include University identification, Government Issue identification, or other identification documents, etc.

11.6 **Transferring, lending, borrowing, unauthorized use, and or altering of University Identification:** Use of University identification by any person other than the intended user in order to gain access, purchase goods, provide identification, etc.

11.7 **Providing false testimony/evidence in a University Community Standards proceeding:** Giving false testimony or other false evidence as part of a university community standards investigation or adjudication proceeding.

11.8 **Intentional False Reporting of a University Violation:** Intentionally filing and/or reporting a violation of university policy to create an adverse experience for another member of the university community, or that unnecessarily uses university resources designed to ensure community safety and security.

12.0 **Lewd Behavior**

12.1 **Lewd Acts:** Engaging in lewd, indecent, or obscene behavior and/or speech.

12.2 **Public Urination/Nudity:** Any act or attempted act of public nudity, including but not limited to streaking, mooning, topless exposure, and urinating in public regardless of gender.
13.0 **Misuse of University Property**

13.1 **Tampering with University Equipment**: Tampering with university equipment, including but not limited to any elevator, wiring, plumbing, doors, locking mechanisms, or other university equipment without prior authority from the appropriate university official. Tampering with equipment so as to endanger oneself or others may result in serious disciplinary action for a first offense.

13.2 **Unauthorized Entry**: Misuse of access privileges to University Property or unauthorized entry to or use of University buildings or other property, including trespassing, propping or unauthorized use of alarmed doors for entry into or exit from a University building.

14.0 **Improper use of Technology**: Improper use of technology hardware or software including but not limited to computers, e-mail, cell phones, video cameras, and drones.

15.0 **Theft**: Intentional and unauthorized taking of University Property or the personal property of another, including goods, services, and other valuables. Attempting to take University property or the personal property of another. Knowingly taking or maintaining possession of stolen property or taking University property out of its designated area without proper authorization.

16.0 **Visitation/Guests**: Students or organizations will be held responsible for the conduct of their guests. Students or organizations who invite guests to campus and the residence halls are expected to inform them of all university rules and regulations. Refer to the housing contract and Housing and Dining Community Policies for additional information regarding residence hall visitation rules and regulations.

17.0 **Violation of Residence Hall Policies**: Actions which annoy, disturb, or otherwise prevent the orderly conduct of the residence halls and residence hall living, including, but not limited to, violations of Residence Hall policies and procedures pertaining to quiet hours, cohabitation, smoking, guests, personal trash, and fire safety.

18.0 **Violation of University Policies**: Violations of University regulations or policies or University agreements.

19.0 **Violation of the Law**: Evidence of violation of local, state or federal laws, when substantiated through the University’s community standards process.

20.0 **Violation of Community Standards Outcomes**: Knowingly violating the terms of any Community Standards Outcome imposed in accordance with the Student Code of Conduct or failing to fulfill all conditions that are imposed as part of an assigned outcome.

21.0 **Weapons**: Possession and/or use of items that inflict harm, or are perceived to be able to inflict harm, firearms, explosives, fireworks, or other objects designed and/or used to inflict injury or damage (collectively “Weapon”) is prohibited in or on University Property or at University-sponsored activities without the express permission of the University. This includes dangerous objects, including, but not limited to, arrows, axes, machetes, nun chucks, throwing stars, or knives with a blade of longer than three and one-half inches. Also prohibited is the storage of any item that falls within the category of a weapon in a vehicle parked on University Property. See the University Weapons on Campus Policy in this Handbook for more information.
Community Standards Outcomes

The community standards process at the University is intended to be a developmental process by which students can simultaneously learn and be held accountable for their choices; it exists to protect the interests of the community and to challenge those whose behavior is not in accordance with University policies. Community Standards Outcomes are intended to challenge students’ moral and ethical decision-making and to help them bring their behavior into accord with our community expectations. When a student is unable to conform their behavior to community expectations, the community standards process may determine that the student should no longer share in the privilege of participating in this community.

Authority for determining and imposing Community Standards Outcomes, requirements, or conditions ultimately rests with the Vice President for Student Affairs, or their designee(s) carrying out the Community Standards Process. In using the established guidelines, the Hearing Officer should give primary consideration to the seriousness of the offense and the prior disciplinary record of the student which will only be viewed after a determination of responsibility is made.

Community Standards Outcomes may affect a student’s employment with the University.

One or more of the following Community Standards Outcomes may be imposed upon any student for a finding or admission of responsibility of any single violation of the Student Code of Conduct.

Formal Warning:
An official notice that the student’s actions have violated University policies and are, therefore inappropriate. Further violations may result in more severe conduct action should the student be involved in other violations while a student at the University.

University Probation:
An official notice that further violations of University policies occur during a specified probationary period of time will result in the student bring considered for suspension or expulsion from the university. Regular probationary meetings may also be imposed at the discretion of the university.

Deferred Outcome:
In some cases, a sanction of suspension, expulsion, or denial of privilege may be held in abeyance for a specified period of time. This means that, if the student is found responsible for any violation during that period, they will be subject to the sanction previously deferred without further review in addition to the community standards action appropriate to the new violation. For students involved in serious misconduct, the conferring of academic degree may be deferred during the duration of the sanction.

Suspension:
Separation from the University for a specified minimum period of time, after which the student is eligible to return after clearance from the AVP/Dean of Students, or their designee. Eligibility for return may be contingent upon satisfaction of specific conditions noted at the time of suspension. Upon suspension, the student is required to vacate the campus within 24 hours of notification, though this deadline may be extended upon application to, and at the discretion of, the AVP/Dean of Students or their designee. During the suspension period, the student is banned from University Property, functions, events, and activities without prior written approval from the AVP/Dean of Students or their designee.

Expulsion:
Permanent separation from the University. Upon being expelled, the student is required to vacate the campus immediately upon notification, though this deadline may be extended upon application to, and at the discretion of, the AVP/Dean of Students, or their designee. The student is banned from University Property and the student’s presence at any University-sponsored activity or event is prohibited. If the decision to expel a student is made, imposition of the expulsion may be delayed until the following semester at the discretion of the university. An example of this would be if the decision occurs very late in the semester. Expulsions effective for the subsequent semester will be effective immediately following the conclusion of the current semester. However, if the hearing officer feels that the health and safety of the student or the university community is at risk, the expulsion may be effective...
immediately.

**Removal from Housing:**
Removal from University housing for a specified period of time, after which the student may be eligible to return. Conditions for re-admission to University housing may be specified by the hearing office in conjunction with the Assistant Dean for Housing, Engagement & Student Life. Under this sanction, a student is required to vacate University housing within 24 hours of notification of the action, though this deadline may be extended upon application to, and at the discretion of, the Assistant Dean for Housing Engagement & Student Life. This sanction may include restrictions on visitation to specified University housing buildings or all University housing during the suspension. Furthermore, students removed from housing under this sanction are not entitled to a refund of their housing or meal plan charges nor does it absolve them from the first- and second-year living requirement financially.

**Loss of Privileges or Associations:**
The student will be denied specified privileges for a designated period of time, including, but not limited to, restrictions on accessing certain university facilities, participation in campus activities/athletic events, participation in campus organizations and/or sport teams, campus presence, residence hall visitation, revocation parking privileges, or contact with individuals or groups on campus.

**No Contact Directive:**
Official directive requesting a student refrain from contacting another individual or group of individuals. Contact may include communication by telephone, in writing, electronically, by third party, or in person both on and off campus.

**Behavioral Requirement:**
This includes required activities, including, but not limited to, obtaining academic counseling, substance abuse assessment, behavioral assessment, mandated counseling, etc.

**Educational Requirement:**
Requirement to attend, complete, present, and/or participate in a program or assignment that is educational, developmental, and/or reflective in nature. It may also be a requirement to sponsor or assist with a program for others on campus to aid them in learning about a specific topic or issue related to the violation for which the student or organization was found responsible.

**Restitution:**
Compensation for damage caused to the University’s or any other person’s property. This could include, among other things, situations such as failure to return a reserved space to its original, proper condition. Restitution also may be imposed for situations in which student behavior leads to the university being held financially responsible for failure to comply with orders and ordinances from authorities.

**Fines:**
Established and published fines may be imposed in response to a student failing to comply with a policy in which fines are communicated as a method of enforcement.

**Additional Items Related to Outcomes**

**Bias-Motivated Incidents and Outcomes**
If in the commission of a violation of the *Student Code of Conduct*, the complainant or a group is intentionally selected because of the actual or perceived race, gender, religion, sexual orientation, gender identity, citizenship, ethnicity, or disability of the victim or group, then the Hearing Officer will treat the behavior as an aggravated offense and impose a more elevated outcome than would be imposed in the absence of such motivation. This sanction enhancement will not apply in cases in which protected classes are specifically addressed within the language of the policy, such as gender-based
violence or stalking.

**Interim Action**
Under the *Student Code of Conduct*, the Associate Vice President/Dean of Students, or their designee, may impose restrictions and/or separate a student from the community pending the completion of an investigation and the scheduling of a hearing on alleged violation(s) of the *Student Code of Conduct* when a student represents a threat of serious harm to self or others, is facing allegations of serious criminal activity, to preserve the integrity of an investigation, to preserve University property and/or to prevent disruption of, or interference with, the normal operations of the University. Interim actions can include separation from the University or restrictions on participation in the community, pending the completion of an investigation and the scheduling of a hearing on alleged violation(s) of the *Student Code of Conduct*.

A student who receives an interim suspension may request a meeting with the Associate Vice President/Dean of Students to demonstrate why an interim suspension is not merited. The Associate Vice President/Dean of Students shall determine whether such a meeting will be conducted, and if so, may elect to have a designee conduct such a meeting and render a decision. Regardless of the outcome of this meeting, the University may still proceed with the scheduling of a campus hearing.

During an interim suspension, a student may be denied access to University Housing and/or the University campus/facilities/events. As determined appropriate by the Associate Vice President/Dean of Students, or their designee, this restriction may include classes and/or all other University activities or privileges for which the student might otherwise be eligible. At the discretion of the Associate Vice President/Dean of Students, or their designee, and with the approval of, and in collaboration with, the appropriate Academic Dean(s), alternative coursework options may be pursued to ensure as minimal an impact as possible on the Respondent.

**Summary Sanctions**
Suspension of a student and exclusion from University property may be imposed without the hearing procedure outlined in the *Student Code of Conduct*. The Associate Vice President/Dean of Students, or their designee, may take this action if satisfied that serious misconduct has occurred and/or that the student’s continued presence on the campus presents unreasonable risk of danger to self-and/or to the University community. A student so sanctioned must leave the campus immediately. Students may have other sanctions imposed on a summary basis if the Associate Vice President/Dean of Students, or their designee, is satisfied that misconduct has occurred and/or that the student’s continued presence on University Property or participation in University activities may be disruptive to the University community. Such sanctions may include, but are not limited to, suspension from a campus position, a prohibition against participating in a University activity, a prohibition against being present in a residence hall, or a restriction against contacting, communicating, or otherwise interfering with the activities or privacy of another member or members of the University community. Following the imposition of any summary sanction, a hearing will be conducted within a reasonable time after a summary sanction is imposed to determine whether the student should be reinstated, and the summary sanction(s) removed, using the general guidelines for hearings set forth in the *Student Code of Conduct*.

**Parental/Family Notification**
The University reserves the right to notify the parents/guardians of dependent students regarding any conduct situation, particularly alcohol and other drug violations. The University may also notify parents/guardians of non-dependent students who are under the age of 21 of alcohol and/or other drug violations. Parental notification may also be utilized discretionarily by administrators when permitted by FERPA or with consent of the student.

**Record Flag**
Students who have failed to participate in the community standards process as required by the *Student
Code of Conduct, including not completing the assigned sanction, may have a record flag placed on their student record, preventing them from class registration. The flag will be removed once the student completes the requirements of the community standards process.

Students who have been sanctioned to suspension will have a record flag, preventing them from class registration, placed on their student record until the period of suspension is completed and all requirements have been completed.

In special circumstances, the Vice President for Student Affairs, or designee, has the discretion to request a special record flag that prevents the student from registering for classes or receiving copies of transcripts.

Review of Expulsion Sanction
In any case where the Hearing Officer renders a decision that includes the sanction of expulsion from the University and the Respondent fails to appeal the decision as allowed under the Appeals section of this Handbook, the Vice President for Student Affairs has the right, but not the obligation, to review the decision within five (5) business days after the expiration of the Respondent’s time for appeal. Such a review will be performed by the Vice President for Student Affairs in the same manner as if the decision had been appealed by the Respondent, using the procedure and criteria in the Appeals section of this Handbook.

Eligibility for Graduation
Students are not eligible for graduation or release of transcripts until the completion of the community standards process and the performance of sanctions. A flag preventing graduation or the release of transcripts will be placed on the student’s record until the community standards process is completed (including satisfactory completion of sanctions).
SECTION IV: UNIVERSITY POLICIES FOR STUDENT LIFE

Beginning in the Fall of 2020, the University will begin migrating all university policies to a central Policy database located on our website. This process is anticipated to take a bit of time but you may visit https://www.regis.edu/policies/ for a complete list with links to the most current version of the policy. Included below is a list of select policies that are directly related to student life.

**Academic Integrity Policy**
Please refer to: [https://www.regis.edu/policies/academic-integrity](https://www.regis.edu/policies/academic-integrity) for the complete policy.

**Alcohol and Drugs Policy**
Policy is in process of being posted on the University Website. If you need to access before it is posted, please contact the Dean of Students Office.

**Bias Incident Response Protocol**
Policy is in process of being posted on the University Website. If you need to access before it is posted, please contact the Dean of Students Office.

** Discrimination, Sexual Misconduct, and Retaliation Policy**
Please refer to: [https://www.regis.edu/policies/discrimination-sexual-misconduct-retaliation](https://www.regis.edu/policies/discrimination-sexual-misconduct-retaliation) for the complete policy.

**Family Educational Rights and Privacy Act (FERPA) Policy**
Please refer to: [https://www.regis.edu/policies/ferpa](https://www.regis.edu/policies/ferpa) for the complete policy.

**Financial Aid Fraud**
Policy is in process of being posted on the University Website. If you need to access before it is posted, please contact the Dean of Students Office.

**HIPAA Privacy and Security**
Please refer to: [https://www.regis.edu/policies/hipaa](https://www.regis.edu/policies/hipaa) for the complete policy.

**On-Campus Residency & Dining Requirement**
Policy is in process of being posted on the University Website. If you need to access before it is posted, please contact the Dean of Students Office.

**Parental/Family Notification**
Policy is in process of being posted on the University Website. If you need to access before it is posted, please contact the Dean of Students Office.

**Posting /Publicity Policy**
Policy is in process of being posted on the University Website. If you need to access before it is posted, please contact the Dean of Students Office.

**Responsible Use of University Technology Resources**
Policy is in process of being posted on the University Website. If you need to access before it is posted, please contact the Dean of Students Office.

**Speech and Expression**
Policy is in process of being posted on the University Website. If you need to access before it is posted, please contact the Dean of Students Office.

**Student Grievance/Complaint**
Please refer to: [https://www.regis.edu/policies/student-complaints](https://www.regis.edu/policies/student-complaints) for the complete policy.

**Additional University Policies Affecting Student Life**

**Absence Excuse/Authorization & Verification**
Policy is in process of being posted on the University Website. If you need to access before it is posted, please contact the Dean of Students Office.
Admissions Prior Conduct Review
Policy is in process of being posted on the University Website. If you need to access before it is posted, please contact the Dean of Students Office.

Policies Regarding Facilities & Campus Property

Littering
Students are expected to refrain from throwing trash and other objects onto the campus grounds. Students in residence halls may not throw trash or other objects out of windows.

Non-Motorized Vehicle
Regis University permits the use of non-motorized vehicles, including but not limited to skateboards, roller skates, rollerblades, scooters, bicycles, coaters, in-line skates, toy vehicles, as well as skis and snowboards on campus provided that appropriate precautions are taken to protect the safety of other persons and property. This policy is established to address safety concerns posed using non-motorized vehicles and to minimize potential damage to University property from the use of these vehicles. This policy does not apply to the use of wheelchairs on campus.

Applicability: This policy applies to all persons on the campus premises.

Policy: The use of non-motorized vehicles is prohibited in the following locations:
- Inside University buildings.
- On loading docks, stairs, banisters, railings, landings, ramps, walls, sculptures, dedicated plazas and other seating areas.
- On athletic or recreational playing venues.
- Anywhere such activities are prohibited by sign.

Enforcement: Students, faculty and staff found in violation of this policy will be subject to disciplinary action in accordance with applicable University policies and procedures. Visitors and other persons present in or on University Property with or without sponsor shall be subject to arrest and prosecution by the Denver Police Department for offenses of trespass and destruction of property.

Open Fire Pit
The burning of wood or any products other than propane, natural gas, or charcoal briquettes in outdoor fireplaces or fire pits is prohibited in the City and County of Denver (including the Regis University Northwest Denver Campus) without the approval of the Environmental Services Division and Fire Prevention and Investigation Division.

A University employee who has agreed to be responsible for oversight of a fire pit event on the Northwest Denver Campus must submit a written request to the Associate Vice President for Physical Plant and Capital Projects a minimum of 45 days prior to the date of the event to allow sufficient time for the City to process the required permits. The AVP for Physical Plant or designee will submit the permit request to the appropriate City and County divisions. The City and County require that the permits be posted on the site and that fire code requirements are met.

Smoking
Smoking, and use of any smoke-producing products, is not permitted in University buildings. Smoking is permitted in areas outside of University buildings but is prohibited within twenty-five feet of all University residential building entrances, exits, air intakes, and operable windows. Smoking, as used in this policy, means smoking any combustible substance, including but not limited to tobacco, cloves or marijuana (note that any use of marijuana in or on University Property or at any University-sponsored activity is prohibited—see the University’s policy on alcohol and drugs for more information). Smoking products include but are not limited to all cigarette products (cigarettes, bidis, kreteks, e-cigarettes, vapor pens, etc.) and all other smoke-producing products (cigars, pipes, hookahs, vaporizers, etc.) Improper disposal of smoking products presents a fire
hazard and violators can be subject to disciplinary action and/or restitution/fines.

**Policies Regarding Parking & Transportation**

**Parking**
All students who park on the Northwest Denver Campus are required to pay for parking. University Parking Policies and regulations, including fee and fine schedules, parking permits, appeals processes, etc., can be found at [www.regis.edu/parking](http://www.regis.edu/parking).

**Policies Regarding Safety & Security**

**Access to Campus**
Any person who engages in unlawful or disruptive conduct or violates university policy may be asked by an authorized university official to leave campus. The Director of Campus Safety and the AVP/Dean of Students, or their designees have the authority to ban a person from campus. Failure to comply with such requests and failure to abide by regulations governing the use of university facilities constitute trespassing and may lead to disciplinary action and/or arrest if local authorities are involved.

Access to certain university facilities may be limited to currently enrolled students. Students should be prepared to present their university identification cards in order to access a facility or service. Students who misuse identification cards in order to access university facilities or services may be referred to Community Standards and Care for appropriate action.

**Duty to Report Arrests & Convictions to the University**
Students have a continuing duty to promptly report to the Dean of Students Office any arrests or convictions for violation of federal, state or local laws, or laws of other countries, excluding minor traffic violations that do not include injury to others. This duty applies regardless of where the arrest occurred (inside or outside the State of Colorado), and regardless of whether the university is in session at the time of the arrest or conviction.

Students must notify the Dean of Students Office in writing within 10 business days of the incident that led to their arrest or within five business days of the incident that led to their conviction.

Failure to comply with this continuing duty will result in the immediate referral of a student to Community Standards and Care and may also result in imposition of an interim suspension by the Associate Vice President/Dean of Students, or their designee.

**Missing Person’s Policy**
If a member of the university community has reason to believe that a student who resides in on-campus housing is missing, they should immediately notify the Department of Campus Safety at 303.458.4122. Campus Safety will generate a missing person report and initiate an inquiry.

After inquiring about the missing person report, should Campus Safety determine that the student is missing and has been missing for more than 24 hours, Campus Safety will notify appropriate authorities and work with the university to notify the student’s emergency contact, no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, Campus Safety will work with the university to notify the student’s parent or legal guardian immediately after it has been determined that the student has been missing for more than 24 hours.

**Solicitation**
Any individual or group wishing to sell or distribute a product or service, or to solicit for religious, political or commercial purposes, is strictly prohibited from doing so anywhere on campus without written approval from the Dean of Students. Under no circumstances can door-to-door solicitation
occur. Anyone encountering a solicitor without written authorization is asked to report this to Campus Safety.

**Weapons Prohibition**
Regis University is committed to providing a safe working and learning environment. Therefore the possession and use of weapons, firearms, explosives, fireworks, or other objects designed and/or used to inflict injury or damage (collectively “Weapon”) is prohibited in or on University Property or at University sponsored activities without the express permission of the University. It is a violation of University policy to possess any Weapon in or on University Property or at University sponsored activities, even if the bearer possesses a valid concealed weapons permit. However, certified law enforcement personnel may carry their department issued handgun on campus if required by their responsibilities as a law enforcement officer.

This policy includes, but is not limited to, items that simulate Weapons. The possession of non-lethal self-defense instruments (for example, pepper spray) is permitted; however, the reckless use of such devices may be considered a violation of this policy.

Any plausible statement or evidence that a community member possesses a Weapon may be responded to as an actual threat, whether evidence of a Weapon exists or not.

**Policies Regarding Student Services**

**Career Services**

**On-Campus Interviewing No-show Cancellation Policy**
The Center for Career and Professional Development provides opportunities throughout the year for students/alumni to engage in on-campus interviewing with a wide range of employers. In order to maintain the integrity of the on-campus interviewing program, it is necessary that these guidelines be followed by all students/alumni in the case of a cancellation or no-show.

Students/alumni who must cancel an interview must contact the Center for Career and Professional Development at 303-458-3508 or email careers@regis.edu at least 24 hours prior to the interview time. Students/alumni that “no-show” must submit the following two items in order to participate in future on-campus interviewing:

1. A letter of apology to the recruiter with whom you were to interview; and
2. A copy of the letter of apology and/or explanation to the Center for Career and Professional Development at careers@regis.edu.

A student/alum who does not show more than once for on-campus interviews must meet with the Director of the Center for Career and Professional Development for the purpose of determining the eligibility of the candidate to participate in future on-campus interviews.

**On-Campus Employer Recruiting Guidelines**
The Center for Career and Professional Development has adopted the following guidelines to determine the eligibility of an employing organization or individual to do on-campus recruiting or utilize any other employer services:

- Must conduct recruiting activities to fill current or near-term job opportunities for students, recent college graduates, and/or more experienced alumni, or to present to such person’s employment related information about the company/organization in anticipation of future hiring needs.
- Cannot charge placement fees to applicants.
- Must comply with all applicable federal and state employment laws and regulations, including, without limitation, the federal Equal Employment Opportunity Act, and with the employer recruiting guidelines of the National Association of Colleges and Employers and the Collegiate Career Services Association of Colorado and Wyoming.
• Cannot recruit for “commission only” jobs, unless a paid training period is provided.
• The Center for Career and Professional Development reserves the right to approve/disapprove any employer’s access to employer services.

Counseling & Health

Communicable Disease
A variety of communicable diseases exist on a college campus that vary in degree of transmission to others and in severity of potential health risks to individuals. These diseases generate differing levels of concern among faculty, staff and students.

Regis University has established clear, consistent and nondiscriminatory policies and procedures to deal with communicable diseases while concurrently acknowledging the privacy of individuals. These policy and procedure statements are routinely updated based upon the recommendations of the Centers for Disease Control (CDC) and state and local health departments.

A full description of the communicable disease policy is available in the Student Health Services office or the Office of Student Affairs.

Health Insurance Requirement
As a condition of enrollment, all full-time Regis College, fulltime students in the DPT in Physical Therapy, D.Pharm in Pharmacy, Bachelor of Science in Nursing Accelerated and traditional Nursing programs must maintain health insurance coverage. This requirement can be met in one of two ways:

1. Purchasing the University-sponsored Student Health Insurance plan; or
2. Waiving the University plan and presenting proof of coverage by an alternative health insurance plan of the student’s choosing.

Immunization (pre-matriculation)
Policy is in process of being posted on the University Website. If you need to access before it is posted, please contact the Dean of Students Office.

Disability Accommodations & Services

Student Disability Services
Policy is in process of being posted on the University Website. If you need to access before it is posted, please contact the Dean of Students Office.

Service Animal & Emotional Support Animal Policy
Policy is in process of being posted on the University Website. If you need to access before it is posted, please contact the Dean of Students Office.

University Ministry

Policies for Religiously Affiliated Groups/Organizations at Regis
As a Jesuit Catholic University, Regis seeks to build a more just and humane world through transformative education at the frontiers of faith, reason and culture. We celebrate and embrace our identity as a Jesuit, Catholic institution of higher education.

Our tradition compels us to welcome and celebrate the many different expressions and practices of faith and spirituality on campus. We believe that spiritual diversity enriches our community, and we strive to cultivate respectful dialogue that will help all of us to learn more about one another and build an inclusive community at Regis where all students feel at home.
The Office of University Ministry has been empowered by the University to serve the spiritual needs of all Regis students - of any or no faith tradition. Because we take seriously this role, University Ministry:

- Makes the physical, emotional and spiritual safety of our students our highest priority.
- Empowers students to assess an organization’s practices and discern their involvement in any program or opportunity that has a religious or spiritual component.
- Expects transparency and cooperation from all partner organizations that engage Regis students.
- Refrains from any attempt to proselytize students through our programs, sponsored activities, or approved partner organizations.

Proselytization is understood as any effort to influence people’s faith convictions, choices, or commitments in ways that de-personalize or deprive them of their inherent value as persons. This includes the use of any exploitive techniques or manipulative appeals which bypass a person’s critical faculties; play on psychological or other weaknesses; use physical coercion, moral compulsion, psychological pressure, inducements for conversion, or exploit a lack of education.

- Additional activities that might be indicators of proselytizing include, but are not limited to:
  - Making unjust or uncharitable references to others’ beliefs and practices;
  - Comparing faith traditions by emphasizing only the achievements and ideals of one, and the weaknesses and practical problems of the other;
  - Using advertising or promotional techniques that might bring undue pressure on persons;
  - Ignoring the religious realities and identities of other faith traditions or their particular approaches to pastoral practice.

For all the above reasons, we enact this policy for all Religiously Affiliated Student Groups. It is our expectation that any religiously or spiritually affiliated groups will adhere to these parameters and that Regis students will familiarize themselves with the policy objectives.

**Becoming an Approved Religiously Affiliated Student Group:**

There are three types of Religiously Affiliated Student Groups (RASG):

1. Student: Those with no organizational affiliation, no outside adult relationship, and led entirely by Regis students (with a Regis faculty or staff advisor).
2. Internal: Those sponsored or affiliated with a local, regional, or national organization, and **actively led and staffed** by a member of the Regis staff or faculty community.
3. External: Those sponsored or affiliated with a local, regional, or national organization and staffed in any capacity by an adult, non-student member (s) of said organization (with a designated Regis faculty or staff advisor who will have regular contact with the External RASG).

To be recognized as a student group on campus, Student RASG’s and Internal RASG’s must apply via the regular avenue to become a student club with Student Engagement and Leadership. They must agree to refrain from any form of proselytization. In addition, both Student RASG’s and Internal RASG’s must schedule a meeting with representative (s) of the University Ministry professional staff to initiate collaboration and relationship. This meeting must be held towards the beginning of each year that the RASG is a chartered organization at Regis.
If your group is an External Religiously Affiliated Student Group, the following also applies:

- A covenant agreement to work within the bounds of the Mission of Regis University and the Jesuit Values that guide our community
- Credentials of the adult leader (resume, CV)
- Job Description / Job Contract (including any fundraising expectations)
- Name (s) of supervisor (s) and board
- Description of accountability processes with affiliate organization
- Work Schedule for Adult leader (activities, events, days, times on campus)
- Officially Adopted Statement of Purpose and Mission by affiliate group
- Credentials for completed or engagement in boundary training, Title IX, sexual misconduct, etc.
- A written statement about how this ministry supports and honors Jesuit values and the Mission of Regis University.
- Documentation regarding any policies or practices regarding sexual orientation (LGBTQI) or gender identity/expression.
- A scheduled conversation with member (s) of the University Ministry Professional Staff to initiate collaboration and relationship.
- A scheduled conversation with member (s) of the Student Life Staff review university policies for student organizations.

Policies Regarding University Technology

**Responsible Use of University Technology**
Policy is in process of being posted on the University Website. If you need to access before it is posted, please contact the Dean of Students Office.

**Email**
Policy is in process of being posted on the University Website. If you need to access before it is posted, please contact the Dean of Students Office.

**Online Privacy**
Policy is in process of being posted on the University Website. If you need to access before it is posted, please contact the Dean of Students Office.

**Professional Standards**
Many students at the University are members of academic units with professional standards of conduct that go beyond the University standards that govern all Regis students. Because these professional programs must ensure suitable standards of conduct, the designated academic officer of such a program may assume full authority and responsibility to handle incidents involving professional misconduct as a related academic matter. Therefore, the standards of conduct, policies and procedures for handling professional misbehavior observed by the individual academic units may take precedence over the policies set forth in the University Handbook. A student may also be examined and sanctioned for violating both the University Student Code of Conduct and the professional standards of the academic unit of which the student is a member based on the same facts, circumstances and actions.

**Use of University Name for Solicitation of Funds**
There is to be no solicitation by anyone of advertisements, patrons, donations or any other type of financial support for any Regis University activity. The only exceptions are those approved by the Vice President for University Relations.
Withdrawal from the University
Policy is in process of being posted on the University Website. If you need to access before it is posted, please contact the Dean of Students Office.
SECTION V: HOUSING & DINING COMMUNITY POLICIES

Dining Policies & Procedures
Regis University community members that have a dining plan are required to know and to comply with Dining policies and terms. Violations of policy can be adjudicated by Auxiliary Services and/or Student Conduct, when appropriate.

Required Dining Plans
All students living on campus at Regis are required to purchase a meal plan for each semester they reside in university operated housing. The lowest required meal plan (Meal Plan B for freshmen and sophomores, Meal Plan E (Apartment Plan) for all other residents) will be automatically added to each residential student’s account. You may always opt in for a higher meal plan by filling out the form on the Dining website.

Dining Plan Change Window
The deadline to make meal plan changes 5pm on the first Friday of classes of each semester. Contact Auxiliary Services at auxservice@regis.edu for more information.

After these deadlines, no reductions or cancellations are permitted; however, declining additional flex dollars may be added at any time by emailing Auxiliary Services at auxservices@regis.edu.

Students are welcome to upgrade their meal plan at any time during a semester.

Dining Plan Expectations
Dining plans are to be purchased by individuals, for individuals. You may, on occasion, take a guest to join you for a meal; however, buying a dining plan to be used collectively by more than one individual, or used to pay for another individual’s meals on a recurring basis, is a conduct violation and will be addressed with accordingly.

Removing any items from a dining center without purchase is considered theft and will be reported as appropriate. This includes but is not limited to food, utensils, hardware, and furnishings.

Clear water cups are for water use only. Using a clear water cup for anything other than water is considered theft.

Individual Dining Plans are non-transferable.

Sick Meal Accommodation
Students who are sick or unable to visit a dining facility due to a temporary physical disability (e.g. broken leg or back injury) can make special arrangement for meals. To authorize a friend to pick up a meal, call the management staff of the dining center in advance to arrange for the service and provide the following information:

- Name of the person who will pick up the meal
- Meal preference
- Time when the meal will be picked up
- Telephone number where the student can be reached
- Regis ID number of the person requesting the meal

Give your Regis ID and the name of the manager you spoke with to the person picking up meal. Your friend or roommate will purchase the sick meal by charging it to your card and then have his or her card checked for verification purposes (No charge will be billed to the friend’s account.)

You must call for each sick meal needed. If the illness or temporary disability lasts more than two days, a doctor’s note detailing the condition must be presented to a manager.
**Roll-over and Expiration of Declining Balances**
Declining balance dollars will roll over from Fall to Spring semester. The rollover does not take the place of the required meal plan for the Spring semester but will be added to it. Any Declining Balance Dollars remaining at the end of the academic year will expire and no refunds will be issued for remaining flex.

**Housing & Residence Life Policies**
The purpose of the Residential Community Standards is to add specific details about on-campus living, as an addition to the Student Code, in order to provide a safe and inclusive living community. As a member of the Regis residential community, each student is responsible for understanding and following all standards, policies, and procedures in the Ranger Guide Student Handbook, the Ranger Front Porch, and the Housing contract. Students are expected to engage in responsible and appropriate conduct that reflects the University’s mission.

As a member of the residential community, you are expected to abide by all of the standards of Responsibility and behavior outlined in this publication as well as the terms and conditions of your housing/dining contract. Each student who resides on campus is required to sign a housing contract prior to assignment. You are responsible for familiarizing yourself with the terms and conditions of the contract. When the contract is signed and returned, it becomes a binding agreement – a legal contract – between you and the university.

**Abandoned Items**
Any personal property left in the residence hall room, common area, or in any storage area after termination of the housing contract occupancy period is considered abandoned. Any personal property left in any unassigned space at any time is also considered abandoned.

Abandoned items deemed to have value are tagged with the date and location of discovery and stored in a temporary holding area by the Housing Engagement Staff. If the item can be identified as belonging to a specific occupant or room, an email will be sent to the resident's university email address. If the item remains unclaimed at the end of one week (seven days) after such notification, the Housing Engagement staff, at its sole discretion, may discard the item directly.

An unclaimed item must be retrieved by its owner within one week (seven days) of being found, or it will be discarded as stated above.

The university assumes no liability for damage or loss of any abandoned property on its premises.

**Alcohol and Other Drugs**
All items pertaining to alcohol/other drugs, including beer cans/bottles/cap displays (full or empty) or alcohol/drug-related items (i.e. shot glasses, signs, posters, flags, etc.) may not be displayed in any university residence hall.

Residents may possess prescription drugs (except medical marijuana) that are prescribed to them by a licensed health professional but are prohibited from distribution and/or sale to others. Alcohol and other drug related games (“water pong,” “root beer pong,” “flip cup,” etc.) are not allowed in the residence halls.

If any resident or guest of a room is under the legal age of consumption (21 years), then alcohol is not allowed in the space regardless of the age of any other resident or guest.

**Bikes and Scooters**
Bicycles are to be secured using the bicycle racks provided. It is prohibited to lock a bicycle to any railings or to have in the individual residence hall rooms.
**Contract Cancellation and/or Release**

As specified in the Housing/Dining Contract, the contract shall be terminated if the student completes requirements for graduation, or for any other reason is not enrolled in the university. (If the student subsequently returns to the university during the contract period, the contract shall be reactivated upon the student's re-enrollment.) The university reserves the right to terminate the contract in the interest of order, health, maximum utilization of facilities, or disaster after due notice to the student.

Release from the contract for considerations other than those listed above will be considered by the Assistant Dean for Housing, Engagement & Student Life, or their designee. A request for termination/release does not automatically break the contract. The Assistant Dean will consider extenuating circumstances with regard to the impact upon both the student and the university.

**COVID-19 Special Addendum**

All residents will be required to sign an addendum to their housing contract that must be completed before move-in. All considerations in this addendum should be followed in order to maintain status as a resident student.

**Damage Billing**

Students may be billed for damage, vandalism, stolen/missing furniture, or housekeeping charges identified for their assigned rooms. Students may also be billed for damage, vandalism, stolen/missing furniture, or housekeeping charges in a common area when the responsible individuals cannot be determined. The group billed may include one of the following: suitemates, a portion of the floor, all the residents of a floor, or some or all residents of the building. The location of the damage and the nature of the circumstances surrounding the damage incident will determine the group billed.

When a common area damage situation is discovered, a Common Area Damage Alert will be posted in the area in which the damage took place after the cost of cleanup, repair or replacement has been determined. In addition to this posting, hall staff will make every effort possible to inform the residents who may be charged for the damage and cost. For a listing of common damage charges, contact the Housing Engagement Office at 303.458.4991.

If the responsible individual (s) is not determined, the group will be billed approximately one month after the repair is complete. Common area damage billings are not subject to appeal.

**NOTE:** A group billing will typically not be pursued if the cost of the damage is less than $5 per resident. However, if an accumulation of damage charges exceeds the minimum for the semester, a billing may be done. Student Affairs reserves the right to bill for lower amounts at their discretion.

**Early Arrival and Late Stay Process & Fees**

With prior approval from Housing Engagement, residents may be allowed to move in early or remain in the Residence hall later than the originally posted schedule. If allowed to stay arrive early or stay late, the resident will be charged a per night fee. For more information on fees, please contact Housing Engagement.

**Emergency & Life Safety**

Residents are required to respond to a fire/emergency alarm by immediately exiting the premises. Reentry to the premises is permitted only on the signal of authorized Housing Engagement, Campus Safety or fire department personnel.

Tampering with or misuse of any emergency device (such as emergency exit door, fire rated door, etc.) is strictly prohibited and is a violation of Federal law. Residents should submit a work order to Housing Engagement in the event there is a concern with the function of an emergency device (i.e.: periodic beeps, etc.).
Fire hazards, including but not limited to, incense, candles, halogen lamps, exposed heating elements, hot plates, personal barbecues, torches, and flammable liquids and solvents (gasoline, kerosene, lighter fluid, propane, butane, etc.) are strictly prohibited in the residence halls.

Doors that open into exit corridors are fire rated and may not be propped open.

All lights, lamps, cords, and appliances must be UL approved.

Nothing may be hung from, block, or other was obstruct or interfere with sprinkler pipes, sprinkler heads, or any part of the fire sprinkler system.

Storage or use of any materials requiring the use of ventilation hoods, eye wash stations, or safety showers (i.e.: photograph development supplies) is prohibited.

Personal possessions or university property may not be stored or left in any area where they may become a fire hazard or impede access and/or egress (i.e.: plants or furniture in a doorway or hallway).

Possession and/or use of explosive materials (i.e., firecrackers of all types, dynamite or any other similar item) are absolutely prohibited.

Exterior doors should always be closed properly, and propping of exterior doors is not allowed.

**Food Deliveries on Campus**
Residents may arrange for food deliveries to be made to their assigned residence hall provided they meet the delivery person at the door. Persons who are hired to deliver food or other goods to a residence hall are not permitted to deliver directly to the residence hall rooms.

**Furniture, Appliances, and Amenities**
Window screens shall not be removed for any reason (minimum fine of $150 being assessed per violation). Damaged screens in the residence halls are removed and replaced or repaired at the expense of the residents of the residential unit and based on the discretion of Housing personnel. Residents should proactively complete workorder with Housing Engagement if a window screen is faulty. University personal continually assess residence hall window screens.

No waterbeds, unauthorized lofts, or similar furnishings are permitted in housing areas.

Residents are not allowed to disassemble any furniture in the room (including beds, desks, dressers, etc.) without authorization from their Assistant Director of Housing Engagement.

Where appropriate, beds are to be properly bunked using the bunking pegs provided by Housing Engagement. Beds cannot be bunked on desks, dressers or any other surface. Residents may request a bed be bunked or un-bunked by submitting a workorder to Housing Engagement.

Removal of community furniture to a private room or use of common area item for personal use is prohibited. Removal of community furniture to a private room will be subject to a $25 fine plus any associated damages per instance.

Removal and/or relocation of any University furniture is prohibited from the residence hall rooms to lounges, walkways, bridges, outdoors, or storage companies. A $25 fine will be assessed for each piece of furniture outside of the residence hall room per 24-hour period, plus any additional charges for lost or damaged furniture.

No furniture designed for interior use of any kind is permitted to be outside unless approved by Housing Engagement staff.

Removal/unhinging of doors (bathroom doors, closet doors etc.) is prohibited.

Only University-leased micro-fridges are allowed in the residence halls, and only one unit per room...
is allowed. Personal microwaves or refrigerator units are prohibited.

No personal items (including but not limited to television antennas or dishes, clothing, towels, flags, signs, and posters) may be displayed or attached in such a manner that they are visible outside the resident rooms.

Posters, signs, or other personal decorations except name tag provided by Housing Engagement Staff are not allowed on the outside of the door (facing the hallway corridor) or on the walls adjacent the doors.

Trampolines, hot tubs, window air-conditioners, personal clothing washers and dryers, or other items deemed as inappropriate by the Housing Engagement staff are prohibited in the residence halls.

Power strips with surge protection are required to be used when additional electrical outlets are needed. Extension cords shall not be used as a substitute for permanent wiring. Extension cords shall only be used when servicing grounded portable appliances. The ampacity of the extension cords shall not be less than the rated capacity of the portable appliance supplied by the cord. Multiple outlet octopus plugs are not permitted. All extension cords and power strips must be UL approved.

Appliances with exposed heating elements are not permitted and can be removed at the discretion of Housing Engagement staff.

All residents are required to complete and sign the electronic Room Condition Form (eRCF) within 10 days of move in as directed. The resident forfeits the ability to edit the report and accepts responsibility for the condition of the room in the event the eRCF is not completed during the time provided.

All non-university furniture must meet local, state, and Federal flammability standards. The standard is in place for the safety of the community.

Health, Fire and Life Safety Inspections
Student rooms, common areas, storage, and mechanical areas are subject to regular inspection by the State Fire Marshal’s office officials, Physical Plant personnel and Student Affairs staff. You are advised to be knowledgeable of the policies prior to moving into a residence hall.

Health, fire & life safety inspections will occur at least once per semester. As possible, 48-hour prior notice will be given to residents.

Housekeeping
Housekeeping staff care for the public areas of the buildings during the academic year, including bathrooms, hallways, and lounges. While Housekeeping staff members work to maintain a high level of care for the safety and cleanliness of community common spaces, students residing within the residence halls are held accountable for keeping shared residential areas clean and safe. Students are required to clean their own rooms and shared suite areas, including suite bathrooms.

Housing Accommodation for Students with Disabilities
Housing Engagement works with the Student Disability Services (SDS) office to ensure that students with disabilities receive equal access to education and opportunities within the academic community. SDS has primary responsibility in reviewing accommodation requests and determining reasonable and appropriate accommodations.

Disability accommodations relating to on-campus housing and dining follow mandates required by the Americans with Disabilities Act (ADA) and other applicable federal and state laws. Students with a documented disability desiring assistance or accommodation should notify SDS to begin the review and accommodation process. Reasonable accommodations are considered for qualified individuals with disabilities who provide required documentation from medical professionals.
ID, Keys, and Lockouts
Students should not use any student ID card or hard key other than that which is assigned to them. Loaning out, using, or borrowing any student ID card or hard key belonging to another is strictly prohibited. All students are responsible for the use of their ID card or hard key by another person. Possession/use of an illegally duplicated residence hall key/card is prohibited. Students found abusing their ID card and/or hard key will be subject to the Community Standards process.

After 2 lockouts per semester, residents will be charged $25 for each subsequent key-in or when a temp card is issued. Failure to return a temporary card with a 24-hour period and/or the timeline directed by Housing Engagement will result in a $50 charge per day thereafter. These charges will be billed directly to student accounts. The purpose of this community standard is always to encourage students to responsibly carry their room card.

Installation of an unauthorized personal lock on or tampering with any door or window locking mechanism is prohibited.

Maintenance & Work Orders
If a room, suite, or common space requires repair, students are expected to submit a work order to their RA or AD. Work orders for common spaces are generally written by hall staff. Please include full contact information when submitting work orders. There is no charge for repairs or maintenance to rooms resulting from normal use. However, repairs needed because of vandalism, misuse, or abuse will result in bills for the repair. It is important to understand that residence hall sinks are not intended to have solid food waste disposed in them. Clogged drains caused by disposal of food items, may be billable to the individual residents or the community.

Maintenance emergencies, including but not limited to flooding, interruption of electrical power, broken windows, and locks or other issues that affect the health and safety of the residents should be reported promptly to hall staff. During the normal weekday business hours, you can also contact the Housing Engagement Office at 303.458.4991. During evenings and overnight, hall staff can contact on-call personnel to address emergencies.

Maintenance conducts routine preventative maintenance in all buildings. Preventative maintenance may be performed in rooms during break periods.

Opening and Closing of Residence Halls
Residence halls are at a low-occupancy status during all breaks. Students are required to sign up for housing during breaks and to follow all instructions for preparing rooms for vacant periods. Dining plans are not active during academic breaks.

At the end of each semester, you are expected to check out within 24 hours of completing your last exam. Students found in the building after closing or before opening are subject to trespassing charges and immediate removal. Late departure and early arrival requests are reviewed by Housing Engagement.

Prohibited Items
The following items are prohibited from Student Housing. This list is not all-inclusive. Housing Engagement reserves the right to prohibit items and practices which may not appear in this section, but which are deemed hazardous or unsanitary. Prohibited items will be confiscated and not returned.

Appliances
Residence hall rooms are not designed for and are not safe for cooking. Electrical appliances such as electric stoves, George Foreman-type grills, toaster ovens, toasters, air conditioners, space heaters, hot plates, and other open-coiled appliances are not permitted for usage in residence hall rooms. Additionally, the following appliances and or electrical devices are
prohibited: Personal wireless routers, Extension cords, Adapters, Multi Plug or Plug extensions that are not part of a surge protector.

**Bicycles, Motorcycles, and Other Vehicles**
Motorized vehicles, hover boards, and fuel are prohibited in all areas of the residence halls. Bike racks are provided around campus so you should not chain your bike to telephone poles, stair rails, etc. Bikes or other devices (skate boards, hoverboards, etc.) may not be ridden inside residence halls. They also may not be placed in stairwells, lounges, corridors, bathrooms, or any other public areas in the residence halls. During Break periods, we do recommend that you place your bike in your room or take it home to prevent theft.

**Firearms, Weapons, and Ammunition**
By university policy, students are prohibited from possessing or storing weapons and/or ammunition on campus this includes in their vehicles which is considered an extension of their home.

**Flammable Items**
Flammable items, such as fuel (propane, lamp oil, solvents, gasoline, etc.), may not be stored in rooms or around residence halls. Items that require an open flame, operate on fuel or produce heat, such as Bunsen burners, grills, torches of any kind, lighted candles, incense, and alcohol burners are prohibited. Candles, incense, and other items producing an open flame may not be burned in the residence halls, except as part of a regulated religious ceremony approved in advance by the appropriate University Department.

**Pets or Other Animals**
Pets or other animals other than those provided for in the animal policy are prohibited. If an unauthorized animal is found student will be expected to relocate the animal or an appropriate shelter or rescue will be called to permanently remove the pet.

**Quiet & Community Hours**
Residents should always show courtesy for one another. A student’s right to sleep and study takes precedence over someone else’s desire to generate noise heard in another unit. Residents and their guests are always expected to be courteous of others by monitoring their noise level and by responding politely when asked to be quiet. Courtesy hours are in effect 24 hours a day.

Quiet hours are designated for study and sleep time from 10:00 p.m. to 7:00 a.m., (Sunday – Thursday) and 12:00 a.m. to 7:00 a.m. (Friday and Saturday). Note: Quiet hours may be modified during reading days and final exams at the discretion of Housing Engagement staff.

No television set, radio, stereo (including the bass), or other noise-producing instrument may be operated at any time at a volume that is unreasonably loud in the judgment of Housing Personnel. In general, if noise emanating from a room can be heard from 3 doors away, it will be considered in violation of this policy. This includes shouting or screaming in a residence hall room, hallway, building, or courtyard.

Electric and percussion musical instruments may be stored in the residence areas. Use of such instruments must be confined to a university provided practice facility with approval of Housing Engagement Staff.

A $25 fee may be assessed to residents creating noise during university reading days and university designed final exam periods.

**Renter’s Insurance**
The university does not accept responsibility for loss of or damage to student property. Residents are encouraged to have adequate insurance to cover all belongings. If a homeowner's policy does not cover belongings while in the residence hall, the student is strongly recommended and encouraged
to have a written rider for this purpose or purchase separate renter's insurance.

**Residence Hall Check-out, Resignations/Withdrawals**
Residents must check out of the residence halls 24 hours after their last final or within 48 hours from the time of a student’s official withdrawal or suspension from the university. Check-out includes completing the Room Condition Form and returning any issued keys to a staff member or using the express check-out option.

Failure to properly Check out will result in a $150 improper check-out fee in addition to any charges assessed for damage, key loss, re-key, etc.

Possible refunds for early cancellation, resignation, or withdrawal will be calculated based on the day of check out and will be managed in accordance with the housing fee/adjustment schedule. Residents called to active U.S. military duty are provided a full refund after following the university guidelines for military resignations.

All refunds will be calculated from the official room check-out date, which may not necessarily be the last day you attend class or officially resign from the university. No refund will be granted for a retroactive resignation that occurred in a previous fiscal year.

**Residency Requirement**
Subject to the availability of space, all full-time, first-year and second-year, degree-seeking students at Regis University are required to live in the residence halls for the entire academic year (fall and spring semesters) totaling four (4) academic semesters. Limited exceptions may be granted on a case-by-case basis, according to a waiver process that will be fairly and consistently enforced.

**Possible Criteria for Exceptions:**
Students who meet one or more of the following criteria may request an exception to the residency requirement as provided below. The exception categories may include, but are not limited to, the following:

- Student is married or part of a civil union.
- Student is the parent or legal guardian of a child (ren) that resides with them.
- Age 21 years or older prior to the first day of classes for the first or 3rd semester of attendance at Regis; Transferring from another post-secondary institution where they lived on-campus for at least two semesters. If the student is transferring from another institution and did not complete at least two semesters at their last institution, they will be required to abide by the residence requirements set forth by Regis.
- Student is living at home with their parent/guardian(s) at their parent/guardians’ permanent residence within twenty (20) miles from campus and commuting to campus daily.
- Student is a member of the United States military who has served for one (1) year or more; or Other circumstances approved following appropriate review.

Students required to reside in the residence halls may submit a first-year and second-year residency exemption form to Housing, Engagement & Student Life via the Front Porch portal to request a review of their individual situation.

**Room/Common Space Cleanliness and Damage Standards**
Decorative stickers may not be applied to the walls, doors, windows, furniture or ceiling of any residence hall room.

Nails, screws, tacks, staples and hooks may not be utilized in the residence hall. Holes left in the wall may be subject to repair charges. Only gummy adhesive is permitted but any residue left
behind may be subject to cleaning and repair charges including, as needed, painting. All room repairs (including spackling of holes) must be completed by University Maintenance staff and is subject to damage billing.

Residents are responsible for all burns, stains, or any other physical damage to floors, floor covering, furniture, window coverings or any other surfaces or fixtures in the housing area.

It is expected that residents maintain their rooms in a clean and orderly fashion, agreeable to a reasonable expectation and standard. Residents are expected to quickly adhere to any and all direction provided by University staff during Health and Safety Inspections or at any other time.

In consideration of others living in the residential community, a resident is expected to maintain a reasonably high standard of personal care and cleanliness.

It is expected that residents submit workorders to Housing Engagement in a timely fashion and may be responsible for damage due to lack of notification of problems.

**Room Conduct**

Unauthorized entry/exit through windows or emergency exits is strictly prohibited.

Climbing, throwing items or other activity on the facade, roofs, windows, balcony, ledges or adjacent building extensions is strictly prohibited.

It is prohibited for any student to sell, purchase, print, view or display obscene, offensive, or erotic material in a common/public area of a Regis residence hall area including doors and windows.

Respect for roommates, potential roommates, suitemates, other residents, and University officials is always expected. Residents are expected to always engage one another in a respectful manner despite any differences.

If a space is available in a room or apartment, residents are expected to keep the area move-in ready and provide a welcoming environment for potential new roommates. Any open bed space (s) (which includes the desk, dresser, and bed) must remain clear of any belongings. Failure to abide by the protocol impacts other members of the community negatively and may result in a fine or having any personal items removed under the discretion of a university administrator.

**Room Decorations, Renovations, and Alterations**

Room personalization and holiday decorations must comply with regulations governing fire and electrical safety in the residence halls and may not be visible outside of the residence hall room. The hallway side of the room or suite door may not be decorated other than a single nametag placed by Housing Engagement Staff. Consult hall staff with any questions. Decorations that do not meet regulations must be removed.

You must not move a bed in front of or near a window in such a manner that it would be possible to roll out of bed and through an opened window or obstruct a possible escape route in the event of a fire.

**Room Entry & Search**

A University staff member may enter an individual room, suite or apartment under the following guidelines:

- Belief that a policy violation may be occurring
- Belief that someone may be in danger
- Facility or maintenance needs
- Safety or health inspections
- To address behavior that is impacting the hall environment

In addition, the university reserves the right to enter into any residence hall space for the purposes of inspection, improvement, repair, to control the rooms in the event of an epidemic or emergency,
or for any other purpose in accordance with the University Policies for Student Life, including unannounced inspections by the State Fire Marshall.

University staff will attempt to perform these functions with minimal inconvenience to residents. Maintenance inspections are not undertaken in order to discover prohibited conduct. However, if illegal substances or other policy violations are found in plain view during maintenance or housekeeping work, residents of the area may be subject to Community Standards Action.

Any person charged with the enforcement of the Student Code of Conduct, University Policies for Student Life, and residence hall policies and regulations may enter a room upon reasonable belief that a violation is occurring. Such entry does not constitute a search.

Room Searches by Campus Safety Staff and/or Police authorities are conducted under the applicable provisions of the law. If a search is conducted when you are not present, you will be notified in writing that a search has been conducted.

The University reserves the right to remove any object or material from a student room that violates a University regulation. Disciplinary action may be taken with any student(s) found in possession of such items.

**Room & Roommate Changes**

All residents are required to complete an electronic Roommate Agreement. The Roommate Agreements will be kept on file with their Assistant Director.

Residents are encouraged to talk to their roommate(s) first to resolve conflicts. In cases where the residents cannot reach resolution on their own, they should consult with their Resident Assistant(s). The Resident Assistant(s) will provide options to resolve the situation. If the residents and Resident Assistant(s) cannot resolve the situation, the students will be referred to the Assistant Director. The Community Director will mediate and resolve the situation.

**Sex Offender Restriction**

Any individual who must register as a sex offender is prohibited from living on-campus in a university residence hall.

**Smoking & Vaping**

Residence halls are smoke-free facilities. Smoking is prohibited in all areas of the residence halls, including student rooms. Smokers should not crowd or congregate by doorways. The perimeter of residence halls, within 25 feet of the building, is a smoke-free zone.

Please note that smoking is the lighting or burning of any pipe, cigar, or cigarette, or other tobacco product, or the use of any electronic cigarette or vaping device. Violations of this policy in the residence halls will result in a referral to Community Standards.

**Storage**

On-campus storage for student belongings is not available. Personal items excluding bikes must be stored within the student room. Bike racks are available outside for bike storage.

**Trash & Waste**

Students are responsible for removing trash and recycling from their rooms in a timely manner. Accumulated garbage attracts pests and is detrimental to the comprehensive pest management strategy of Physical Plant. Students who fail to practice good housekeeping could be responsible for associated charges for pest management.

**Unauthorized Animals**

For both resident students and guests, animals are not permitted in the residence halls or in
classrooms. The only exceptions are (1) animal for students with documented disabilities that have been approved through Student Disability Services (SDS) Office, and (2) fish contained in one aquarium, not to exceed 10 gallons, per room.

**Visitation and Guest Policy**

The University's policies on guests and visitation are based on a concern for residence hall security, the privacy rights of roommates and the community, and the maintenance of an atmosphere conducive to academic achievement. Housing Engagement relies on the integrity of the community to help staff uphold this policy.

Guests are welcome in all Regis University residential communities. Hosting guests is a privilege, not a right. Violations of the guest policy will result in student conduct sanctions including, but not limited to, suspension of guest privileges, probation, or removal from University housing.

**Cohabitation:**

Cohabitation is not permitted in University residential community.

**Over-Night Guests:**

Over-night guests are only permitted to stay in their host’s residence with prior approval of their roommate and/or apartment mate and in alignment with Residence Hall Overnight Guest procedures. Residents are limited to hosting over-night guests, with prior approval, for two nights in a 30 day period.

Over-night guests must be of the same sex and/or gender as their resident hosts (unless the guest is a member of the host’s family) and may not be in an amorous relationship with the resident host.

When hosting minors overnight, the minor guest must be a member of the host’s immediate family and prior approval must be obtained from the roommate or apartment mate in addition to approval, in writing, from the Assistant Dean for Housing, Engagement & Student Life.

All members of the residential community share the responsibility of helping to secure their community’s welfare by communicating to guests the expectations established through these regulations:

**Occupancy in the residence halls is limited to:**

- Not exceeding capacity allowed in any particular space.
- Resident hosts must be present to check-in and be with their guest(s).
- Resident hosts are responsible for the actions of their guest(s) for the duration of their visit and will be held responsible for policy violations of their guests.
- Guest must always be escorted by their host; guest found to be unaccompanied by their host will be asked to leave the halls.
- Guests must check out at the front desk every time they leave the building and will need to sign back in with their host present if/when they return.
- Guests may be asked to leave the building at any time by residence hall or Campus Safety staff.
- All guests, including non-resident guests, are expected to abide by the terms of all housing policies.
- Guests are required to show a photo ID at the front desk. Regis University student IDs, driver's licenses, passports, and other forms of valid government issued IDs are suitable.
*NOTE: Due to COVID-19 Restrictions – non-Regis community Guests will be allowed to enter the residence halls but will be required to present proof of identification AND proof of full COVID-19 vaccination in order to remain in the building. Guests who fail to provide documentation along with a government issued ID for verification will not be allowed to remain in the Residence halls.
## SECTION VI: UNIVERSITY RESOURCES & DEPARTMENTS

<table>
<thead>
<tr>
<th>Service/Department</th>
<th>Phone Number</th>
<th>Email</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address Change</td>
<td>303-458-4126</td>
<td><a href="mailto:enrolsvc@regis.edu">enrolsvc@regis.edu</a></td>
<td><a href="http://www.regisrangers.com">www.regisrangers.com</a></td>
</tr>
<tr>
<td>Athletics</td>
<td>303-458-4070</td>
<td><a href="mailto:bookstor@regis.edu">bookstor@regis.edu</a></td>
<td><a href="http://regisuniversity.bkstr.com">regisuniversity.bkstr.com</a></td>
</tr>
<tr>
<td>Bookstore</td>
<td>303-458-4150</td>
<td><a href="mailto:safety@regis.edu">safety@regis.edu</a></td>
<td><a href="http://www.regis.edu/safety">www.regis.edu/safety</a></td>
</tr>
<tr>
<td>Campus Safety</td>
<td>303-458-4122</td>
<td><a href="mailto:Careers@regis.edu">Careers@regis.edu</a></td>
<td><a href="http://www.regis.edu/ccpd">www.regis.edu/ccpd</a></td>
</tr>
<tr>
<td>Center of Career RD</td>
<td>303-458-3508</td>
<td><a href="mailto:CPC@regis.edu">CPC@regis.edu</a></td>
<td></td>
</tr>
<tr>
<td>Copy Center</td>
<td>303-458-4380</td>
<td><a href="mailto:CPC@regis.edu">CPC@regis.edu</a></td>
<td></td>
</tr>
<tr>
<td>Mail</td>
<td>303-458-4380</td>
<td><a href="mailto:CPC@regis.edu">CPC@regis.edu</a></td>
<td></td>
</tr>
<tr>
<td>Counseling</td>
<td>303-458-3507</td>
<td><a href="mailto:Diversity@regis.edu">Diversity@regis.edu</a></td>
<td><a href="http://www.regis.edu/ccpd">www.regis.edu/ccpd</a></td>
</tr>
<tr>
<td>Bon Appetit</td>
<td>303-458-4196</td>
<td><a href="mailto:mjakubcin@regis.edu">mjakubcin@regis.edu</a></td>
<td><a href="http://www.regis.bonappetit.com">www.regis.bonappetit.com</a></td>
</tr>
<tr>
<td>ID cards</td>
<td>303-458-4991</td>
<td><a href="mailto:reslife@regis.edu">reslife@regis.edu</a></td>
<td><a href="http://www.regis.edu/library">www.regis.edu/library</a></td>
</tr>
<tr>
<td>Jobs</td>
<td>303-458-3508</td>
<td><a href="mailto:Careers@regis.edu">Careers@regis.edu</a></td>
<td>regis.edu/careers</td>
</tr>
<tr>
<td>Learning Commons</td>
<td>303-964-6591</td>
<td><a href="mailto:tlc@regis.edu">tlc@regis.edu</a></td>
<td><a href="http://www.regis.edu/tlc">www.regis.edu/tlc</a></td>
</tr>
<tr>
<td>Library</td>
<td>303-458-4031</td>
<td><a href="mailto:library@regis.edu">library@regis.edu</a></td>
<td><a href="http://www.regis.edu/library">www.regis.edu/library</a></td>
</tr>
<tr>
<td>Lost and Found</td>
<td>303-458-4122</td>
<td><a href="mailto:safety@regis.edu">safety@regis.edu</a></td>
<td><a href="http://www.regis.edu/safety">www.regis.edu/safety</a></td>
</tr>
<tr>
<td>Military and Vet Services</td>
<td>303-964-5354</td>
<td><a href="mailto:milvetservices@regis.edu">milvetservices@regis.edu</a></td>
<td></td>
</tr>
<tr>
<td>Housing Engagement</td>
<td>303-458-4991</td>
<td><a href="mailto:reslife@regis.edu">reslife@regis.edu</a></td>
<td><a href="http://www.regis.edu/housing">www.regis.edu/housing</a></td>
</tr>
<tr>
<td>Student Life</td>
<td>303-458-3505</td>
<td><a href="mailto:studact@regis.edu">studact@regis.edu</a></td>
<td></td>
</tr>
<tr>
<td>Disability Services</td>
<td>303-458-4941</td>
<td><a href="mailto:Disability@regis.edu">Disability@regis.edu</a></td>
<td></td>
</tr>
<tr>
<td>Student Health Services</td>
<td>303-458-3558</td>
<td><a href="mailto:rushes@regis.edu">rushes@regis.edu</a></td>
<td><a href="http://www.regis.edu/shs">www.regis.edu/shs</a></td>
</tr>
<tr>
<td>Student Affairs</td>
<td>303-458-4086</td>
<td><a href="mailto:Studentaffairs@regis.edu">Studentaffairs@regis.edu</a></td>
<td></td>
</tr>
<tr>
<td>University Ministry</td>
<td>303-458-4153</td>
<td><a href="mailto:umin@regis.edu">umin@regis.edu</a></td>
<td><a href="http://www.regis.edu/minster">www.regis.edu/minster</a></td>
</tr>
<tr>
<td>Wellness and Recreation</td>
<td>303-458-3559</td>
<td><a href="mailto:fitness@regis.edu">fitness@regis.edu</a></td>
<td><a href="http://www.regis.edu/wellness">www.regis.edu/wellness</a></td>
</tr>
</tbody>
</table>
SECTION VII: DEFINITIONS

Bias Motivated Behavior: Bias motivated behavior is defined as any offense or act that manifests evidence of prejudice based in whole or in part, on one’s actual or perceived race, color, religion, ancestry, national origin, disability, gender, socioeconomic status or sexual orientation. Bias motivated behavior includes any action that discriminates against, ridicules, humiliates or otherwise creates a hostile environment for an individual or group. A person commits a bias act when he or she commits a specified offense and either:

- intentionally selects the person against whom the offense is committed or intended to be committed or;
- intentionally commits the act or acts constituting the offense because of a belief or perception regarding the race, color, national origin, ancestry, gender, religion, religious practice, age, disability or sexual orientation of a person, regardless of whether that belief or perception is correct.

Business Day: Any calendar day other than a Saturday, Sunday, or any day the University is officially closed for business.

Complainant: Any person who submits a report to the university that alleges that a student has violated the Student Code of Conduct.

Community Standards Board: A group of University faculty, staff, and students, who have completed a rigorous training program to preside in a community standard hearing and make findings as to whether a student has violated the Student Code of Conduct.

Community Standards Hearing: A formal proceeding held to determine whether a student has violated the Student Code of Conduct and to impose sanctions when it is determined that a violation of this Code has been committed.

Community Standards Hearing Officer: A University staff member designated to coordinate the student conduct process, which includes, but is not limited to, holding an Initial Review, reaching an Agreed Resolution with a respondent, and explaining the community standards process to complainants and respondents. Additionally they may preside in a community standards hearing and make findings as to whether a student has violated the Student Code of Conduct.

Consent: Consent is defined as clear, knowing, voluntary, freely given, mutually understandable words or actions which indicate a willingness to participate in a mutually agreed upon, specific, act.

Initial Review: A Respondent’s initial meeting with a Community Standards Officer to discuss the alleged Code of Conduct violation (s), Respondent’s response, and a possible informal resolution.

Institution or University: Regis University, including all of its campuses and online programs.

Organization: A group of persons who have complied with University requirements for registration or recognition.

Possession: Possession is control without regard to ownership. For example, a student will be considered to be in possession of an item if it is found inside a student’s room, unit, house, car, desk, backpack, etc., or if the student is physically holding the item, regardless of whether or not the student owns that item.

Preponderance of the Evidence: The standard of proof used to determine the findings of a community standards case. Such evidence as, when weighed with that opposed to it, has more convincing force and greater probability of truth. Preponderance of the evidence means that the statements and information presented in the case must indicate to a reasonable person that it is more likely than not that the Respondent committed a violation.

Reckless: Conduct which one should reasonably be expected to know would create a substantial risk of harm to persons or property or which would otherwise be likely to result in interference with University business or University sponsored activities.
**Respondent:** Any student who has been accused of violating the *Student Code of Conduct.*

**Student:** For purposes of this Code of Conduct, any person who accepts admission to Regis University and is eligible to enroll in classes without reapplying to the University. Such student status begins at the time of acceptance of admission and continues until such time as the student graduates or otherwise completes the relevant program, formally and permanently withdraws, or is expelled. This includes, but is not limited to, new students at orientation, persons not currently enrolled but who are still pursuing a degree or other program from Regis University, students on a leave of absence, persons currently under suspension, and any other person enrolled in a course offered by Regis University, whether or not for credit. In the event of serious misconduct committed while enrolled, but reported after the respondent has graduated, the University may invoke these procedures, and should the former student be found responsible, the University may revoke that student’s degree.

**University Community:** All persons associated with the University as students, employees, agents, trustees, volunteers, contractors (including employees or agents of contractors), members of an affiliated religious order, or members of the public lawfully in attendance at a University sponsored activity or present in or on University Property.

**University Property:** All land, buildings, facilities, and other property, including, without limitation, personal property, in the possession of, or owned, used, or controlled by the University.

**University Sponsored Activity/Activities:** Any activity, whether or not conducted in or on University Property, sponsored, authorized, administered, and/or coordinated by or through the University or any of its colleges, schools, departments or approved organizations and related to any University academic or co-curricular program, including but not limited to, off-campus excursions and events, service learning activities, clinical learning experiences, study abroad, academic internships and externships, athletic events, social and recreational activities, religious services and events, and leadership functions.

**University Official:** Any person employed by the University, performing assigned administrative or professional responsibilities.

**Weapon:** Any object or substance designed and/or used inflict injury or damage. This includes, but is not limited to, firearms, explosives, fireworks and items that simulate weapons.
For Inquiries regarding this Handbook, Please Contact:
Associate Vice President & Dean of Students
Office of the Vice President of Student Affairs
215 Student Center
3333 Regis Boulevard, J08
303.458.4086
Studentaffairs@regis.edu