EQB: The Guide for Living in Community 2023-2024

SEWANEE

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Governing Ideas

University Purpose

The University of the South is an institution of the Episcopal Church dedicated to the pursuit of knowledge, understanding, and wisdom in close community and in full freedom of hearing, and enlightened by Christian faith in the Anglican tradition, welcoming individuals from all backgrounds, to the end that students be prepared to search for truth, seek justice, p liberty under law, and serve God and humanity.

The College of Arts and Sciences is committed to the development of the whole person through a liberal arts education of the highest quality. Outstanding students work closely with distinguished and diverse faculty in a demanding course of humane and scientific study that prepares them for lives of achievement and service. Providing rich opportunities for leadership and intellectual and spiritual growth, while grounding its community on a pledge of hon Sewanee enables students to live with grace, integrity, and a reverent concern for the world.

A Community of Honor

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University Values

I. Introduction

The University of the South (T V S R O L F L H V D Ulrgeneral philosophy of University life defined by our motto Ecce Quam Bonum (ECQB) meaning Behold how good and pleasant it is when kindred live together in unity. Our motto comes from Psalm 133 and embodies the principle that, as members of the Sewanee community, we have a responsibility to live

the Office of Community Standards which is responsible for resolving cases as outlined in the Code of Conduct.

D. Complainant: A person who alleges violation(s) of the Code of Conduct.
E. Educational Conference: An Educational

P. Student Organization Activity. An activity organized, supported, or sponsored by a Student Organization. The following 2 792 p52213.70 612 792 regu following 2 792 p52213.707 (o

VI. Prohibited Conduct

7KH IROORZLQJ FRQGXFW LV SURKLELWHG DV LW YLRODWHV shared commitments and values of the institution

A. Alcohol

1. Common Source – Providing access to or serving alcoholic beverages from common sources is prohibited. This includes possession, storage, or use of any container where alcohol may be stored, mixed, or served from including, but not limited to, kegs of any size, shared coolers, commercial dispensers, or punch bowls or any container that serves as a common source of access to alcoholic beverages to multiple persons.
2. Drinking/Possession – The University prohibits the unlawful use, possession, and distribution of alcoholic beverages. Under Tennessee law, it is unlawful for any person under the age of 21 to buy, possess, transport, or consume alcoholic beverages, including beer and wine.
3. Driving Under the Influence – In addition to being a violation of Tennessee law, driving under the influence of alcohol or drugs is prohibited by the University.
4. Glass Bottles – Glass bottles or glass containers of alcohol are prohibited.
5. Providing to Underage – It is unlawful under Tennessee law and prohibited by the University for a person to buy, furnish and/or make available alcoholic beverages for anyone under the age of 21.
6. Public Intoxication – Alcohol: Public intoxication, being under the influence of alcohol WR WKH H[WHQW RI OVLQJ FRQWURO disorderly RQH¶V IDFX conduct in public or private locations (including student housing), or endangering oneself or others, is prohibited.
7. Rapid Consumption – The possession of paraphernalia such as beer funnels, beer pong games, and drinking games with or without the express purpose of encouraging or facilitating the rapid consumption of alcohol is prohibited.

B. Drugs

1. Illegal Drugs – The University prohibits the unlawful possession, use, manufacture, and/or distribution of marijuana, narcotics, hallucinogens, and other dangerous drugs.
2. Illegal Use of Prescription Drugs – Misuse of prescription drugs including using without a prescription or in manners inconsistent with prescribed use is prohibited.
3. Paraphernalia – Drug-related paraphernalia is prohibited even if the paraphernalia is being used for an alternate purpose. Drug paraphernalia most commonly refers to any equipment used to produce, conceal, and consume illicit drugs. It includes, but is not limited to, items such as smoking devices, bongs, roach clips, one-hitters, spoons, homemade bongs, scales, cigarette papers, needles, and various types of pipes.
4. Public Intoxication – Drugs: Public intoxication, being under the influence of drugs to WKH H[WHQW RI OVLQJ FRQWURO RI RQH¶V IDFXOWL conduct in public or private locations (including student housing), or endangering oneself or others, is prohibited.
5. Selling, Distributing, or Providing Drugs – Students may not sell, distribute, or provide illegal drugs or violate federal or Tennessee state laws related to sales, distribution, or provision of drugs to anyone on or off campus. 3URYLVLRQ LQFOXGHV ³VKDU

Updated

G. Other Policy or Laws
   1. Other Policy or Law Violation: Students are expected to comply with all University policies, as well as local, state, and federal laws. Violation of a University policy, or policies governing academic or administrative units, including Athletics, are a violation of the Code of Conduct. Additional policies may be found by using University credentials on the 3 U R Y R V W ¶ V and the EQS Guide

VII. Procedure
A. Standard of Evidence: The University uses a preponderance of the evidence standard to determine responsibility, which means that if it is more likely than not that the student violated a policy, the student will be found responsible.
B. Release of Information: The University does not release certain information related to the conduct process.
   1. Information collected via a report or during the fact-finding phase is usually not shared with the Respondent or Complainant until an official notice has been given to the Respondent(s) of an Educational Conference or Hearing.
   2. & R Q G X F W U H F R U G V D U H D S D U W R I D V W X G H Q W ¶ V H G accordance with the Family Educational Rights and Privacy Act (FERPA).
   3. Outcomes from a RSO resolution process may be shared by the University once the Right 2 0 1 33(proc)-14(e)7(s)-6(s)-MCID 7/Lang y onc 0U4.670 G [()7(e W*t.(proc)-14(e

- Fact-finding includes readily available information (e.g., room assignment, registered

1. Agree to fulfill the outcomes as discussed and waive appeal rights; or
2. Disagree with the proposed outcomes and request a hearing for determination of appropriate outcomes.

C. If the Respondent and Resolution Facilitator do not reach a mutual decision during the Educational Conference, the case will be referred for a hearing.

iv.

notes and photos), instructions related to the resolution process, and relevant policy(ies).
   i. The University reserves the right to redact information when it poses a risk to the safety of an individual or individuals or is required by FERPA.
   ii. Should the Respondent or Complainant wish to have additional time to review the incident report or to collect information that would be helpful in the case outcome, the Hearing can be rescheduled for a later date not to exceed five (5) business days from the originally scheduled date.
   iii. The Complainant(s) or Respondent(s) may request a meeting to review the Hearing materials with the Resolution Facilitator or another member of the Dean of Students staff.

b. The Complainant(s) and Respondent(s) may request permission to bring additional information to the Hearing including a person or persons who have information related to the incident to the Hearing to serve as witnesses.
   i. The name of any person appearing as a witness should be emailed to communitystandards@sewanee.edu no less than one (1) business day prior to the Hearing and include why the witness is relevant to the case.
      A. Complainant(s) and Respondent(s) are responsible for ensuring their witness(es) are present at the Hearing.
   ii. Additional information should be provided to the Office of Community Standards at communitystandards@sewanee.edu no less than one (1) business day prior to the Hearing and include why the information is relevant to the case. This information will be added to the Hearing materials for all parties, including the hearing board panelists.

c. A Hearing is a closed meeting involving only those who have information regarding what happened, an optional Support Person for each party, and those responsible for the resolution process.
   i. A support person cannot speak directly to any other party during a hearing or speak on behalf of the Respondent.
   ii. The hearing may not be recorded by anyone other than the Hearing Board Chair, and the recording is the property of the University for the specific purposes of any potential appeal.

d. During a Hearing, the Complainant and Respondent will have the opportunity to challenge or clarify information related to the incident and present their own information related to the incident.

e. The Chair of the Hearing will determine whether the information shared by any party including witnesses is relevant to what happened during an incident and may limit information if it is determined to be irrelevant.

f. At the conclusion of the Hearing, the Hearing Board will deliberate in private to determine responsibility using the preponderance of the evidence standard. If a student is found responsible for a violation(s), the Hearing Board will assign outcomes.

g. A [illegible] record will be considered only during the determination of outcomes phase of the Hearing and will not be considered during the deliberation regarding responsibility for the alleged violation(s).

4. Outcome Letters: Decisions regarding responsibility and outcomes, if any, will be delivered to the student or RSO leadership including advisor or coach in writing through the V W X G University e-mail address within seven (7) business days of the Educational Conference or hearing.

H. Appeals: Students and RSOs may submit appeals of the outcome of a resolution process in the following circumstances and observing the procedures outlined below. All appellate responses are final.
   1. Cases Eligible for Appeal: Cases heard by the Student Conduct Board or Community Hearing Board are eligible for appeal. Outcomes related to suspension, revocation of RSO recognition, expulsion, and removal from student housing will not take effect until the appellate process is complete, except in the case of Interim Measures.
   2. Grounds for Appeal: The decisions made by the Student Conduct Board or the Community Hearing Board related to responsibility or outcomes can be appealed, provided that one or more of the reasons for appeal is relevant to the case:
      a. Procedural error, which had a bearing on the original decision.
      b. New information that was not available at the time of the hearing that may affect the original decision.
      c. Disproportionate nature of the assigned outcome to the violation.
   3. Appellate Officers: All appeals may be heard by the Appeals Board.
      a. The Appeals Board has three members: one faculty member as chair, one staff member, and one student. Two faculty members or two staff members may serve along with one student if needed.
      b. The students serving on the Appeals Board shall be appointed from the pool of trained hearing panelists for either the Student Conduct Board or Community Hearing Board and will not have participated in the original hearing of the case.
      c. The faculty or staff members shall be appointed by the Dean of Students, or designee, annually and include[(H)-6(e)-13(a)7(ri)7(ng Boa)7

filing timeline. This determination will be made within seven (7) business days of the appeal submission.

i. If the Respondent(s) do(es) not meet the established criteria for appeal or the appeal is not submitted within the allotted time frame, the original decision of the Hearing Board will be the final decision of the University.

ii. If the appeal meets the established criteria and timeline, the case will be referred to the Appeals Board.

iii. The Respondent(s) will be notified in writing of the appeal request determination sent via email to the University email address of the Respondent(s) within seven (7) business days of the referral from the Chair.

d. If the appeal is referred, the Appeals Board shall have access to the case file [illegible]

5. Appeal Outcomes: The Appeals Board has the option of:

a. affirming the original decision(s) regarding responsibility and outcomes;

b. affirming the original decision(s) regarding responsibility and modifying the outcomes;

c. sending the matter back for a rehearing by a new panel of the Student Conduct Board or Community Hearing Board, whichever heard the original case according to the procedures of the respective Hearing Board, if a procedural error is found to have impacted the original outcome; or

d. reversing the original decisions regarding responsibility and eliminating the outcomes

6. Notification: Appellate outcomes are communicated in writing and sent to the [illegible] business days of referral to the appellate body or determination the appeal did not meet the criteria.

a. The case is considered complete once the appeal outcome is sent or the appeal window closes without a submission

I. Overlapping Jurisdiction: In cases where conduct may violate policies included in the Code of Conduct and another policy governed by the Honor Council or Title IX, the following procedures will be observed.

1. Cases with potential violations of Title IX policies

VIII. Outcomes

The University uses a progressive outcome model for addressing repeated violations of 8QLYHUVLW\ SROLFLHV WKURXJKRXW D VWXGHQW¶V HQUROODGGUHVV WKH VSHFLILF EHKDYLRUV SUHVHQW LQ WKH LQFLGHQW history of violations. The goal of outcomes is to impact future decision-making and initiate appropriate behavior change. Educational outcomes including trainings and reflective activities are used more frequently to fulfill this goal. Multiple violations, even minor ones, will see the implementation of more restrictive outcomes as these educational outcomes fail to result in changed behavior. For example, a common outcome for a first-time underage possession of alcohol violation could include an educational course about alcohol, the opportunity to complete Conduct Forgiveness, and a reflection paper.

The following outcomes may be used for students and RSOs as a means to address the harm caused by the behaviors and resolve violations of this Code of Conduct. More than one outcome may be applied for any single violation.

1. Administrative Referral: Students will be required to meet with another University office or department for a particular need or behavior. For example, a student may be referred to meet with a Student Success and Career Readiness coach for academic support.
2. Conduct Forgiveness: Conduct forgiveness gives students a one-time opportunity to restore any loss of privileges associated with a violation. A student will complete assigned community service hours to restore harm in the community and complete a reflection paper to earn Conduct Forgiveness. If a student never has any other incidents in which the student is found responsible, the initial incident will not be reported on a conduct check. If further violations occur, Conduct Forgiveness will be UHYRNHG LQFOXGLQJ EHLQJ OLVWHG LQ D VWXGHQW¶V assignment of future outcomes.
3. Drug Testing: Students will have 24 hours to complete and submit a drug test at a local facility. Any failed, missed, late, or diluted tests will constitute a failed test and subject the student to further sanctioning. These tests are random, and students required to take a drug test will be contacted via University email and phone.
4. Educational Programs: There are several in-person and online educational seminars and workshops students may be assigned to attend specifically designed to address the issue or behavior. On occasion, students may be asked to pay for these classes or services as applicable.
5. Expulsion: Separation of an individual student from the University without the possibility of readmission. A student will lose all tuition, fees, coursework, and other privileges of an enrolled student, regardless of the time in the semester when the status is imposed.
6. Housing Probation: Students placed on housing probation are permitted to remain as a campus resident, provided they abide by the rules and regulations outlined in the Code of Conduct, Residential Life Policies, and for campus residents. Violations of any campus policies while placed on housing probation will result in immediate removal from campus housing.

7. Housing Relocation – The University reserves the right to relocate students as appropriate to ensure safety and a productive learning environment for all students.
8. Institutional Probation – A period of time during which any further violation of University policy may result in suspension. A student or RSO on Institutional Probation will be considered to not be in good standing, which may affect the VWXGHQW¶V DELOLW\ WR SDUWLFLSDWH LQ FHUWDLQ UROHV DQG VWXG\ DEURDG RSSRUWXQLWLHV RU UHVW privileges.
9. Letters of Apology – Students may be assigned to provide a reflective letter of apology.
10. Loss of Privileges – Specific privileges to be involved in the University community and represent the University may be limited or lost as a result of violating University policy, including but not limited to the privilege to move out of student housing, membership in RSOs, which may include the ability to participate in recruitment for Greek organizations, and/or remaining in student housing beyond finals.
11. No-Contact Order – Individuals may be issued mutual-no-contact orders which may also limit access to certain areas of campus in the effort to provide safety and productive learning environments. Contact between these persons is not permitted even through third parties and social media. No-contact orders may also be issued outside of the resolution process in an effort to preserve the educational environment for both parties.
12. No-Trespass Order – The University may limit any person from coming to the Domain or campus as appropriate. This order is typically issued by the Sewanee Police Department in consultation with the Dean of Students.
13. Other Educational Outcome – A student may be assigned an educational outcome not listed here that is tailored to their specific need and circumstances of violation.
14. Parental Notification – The University reserves the right to notify parents/guardians of dependent students regarding any health or safety risk, change in student status, or conduct situation, particularly alcohol and other drug violations. The University may also notify parents/guardians of non-dependent students who are under age 21 of

19. Social Restriction: Restriction from participation in or hosting of specified University-sponsored activities, events, or use of specified University facilities. Social restriction may be tailored to each student or RSO based on the nature of the violation.
20. Substance Use Assessment: Students may be required to complete a substance use assessment with a qualified counselor to assess if further treatment is needed, and to provide verification that the assessment has been completed. Counselors may only report to verify completion; however, should there be

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b. The Director, or their designee, will send a meeting notification letter to schedule a meeting with the Respondent within seven (7) business days from the date of the Resolution Meeting.
c. The Director, or their designee, will review the information from the report as well as the Resolution Meeting and will make a decision regarding responsibility and any assigned outcomes.

3. Outcome Review decisions are final and cannot be appealed.

Policies

The following policies outline the expectations of Residential Life and standards within the 8 Q L Y H U V L W \ ¶ V U H V L G H Q W L D O F R P P X Q L W \

1) Abandoned Property
   a) Upon checking out of any University owned student housing, any belongings or items left by the resident or organization are considered abandoned property. Items will be discarded. The University does not store student belongings.
2) Alcohol and Other Drugs
   a) Students under the age of twenty-one (21) are not permitted to possess, consume, store, or have alcoholic beverages.
   b) Students over the age of twenty-one (21) are permitted to have alcohol only in their assigned rooms or their Theme or Language House.
   c) Alcoholic beverages are not permitted in the common areas of Residence Halls, regardless of the resident Q W ¶ V D J H 7 K L V L Q F O X G H V E X W L V Q R laundry rooms, outside patios, breezeways, courtyards, hallways, and other areas readily accessible to others.
   d) Alcohol beverages in glass containers or bottles are not permitted.
   e) The possession of paraphernalia items such as beer funnels, beer pong games, and drinking games with or without the expressed purpose of the rapid consumption of alcohol is not permitted.
   f) No student over the age of 21 may buy, furnish, and/or make available alcoholic beverages for anyone under the age of 21.
   g) Being intoxicated in the common areas of Residence Halls is not permitted.
   h) Events with alcohol must be registered and approved through the Office of Campus Activities for alcoholic beverages to be consumed in public areas of Theme or Language House. Residence Halls are not permitted to have events with alcohol.
   i) Students must abide by the University Drug policy in the Conduct of Conduct that covers illegal drugs, misuse of prescription, selling/distribution, public intoxication, and paraphernalia.

j) Smoking and the use of tobacco products are prohibited in all student housing balconies, in all academic buildings, and within 50 feet of campus buildings, or in any other ways violating Tennessee state laws. Prohibited tobacco products include, but are not limited to, cigarettes, cigars, cigarillos, pipes, hookahs, all smokeless tobacco, and vapor devices.

3) Animals
   a) Only approved animals are permitted in University-owned buildings, including the Residential Halls. Students living in housing managed by Residential Life may not own pets or have animals visit them in halls. For more information, please visit the Student Accessibility Services website.
   b) Students will be charged restitution for all cleaning related to the pet's presence, including carpet cleaning, pest control, and HVAC cleaning.
   c) Intentionally misrepresenting the status of an animal to a University staff member, including Residential Life student employees (i.e., Proctors), will result in additional conduct sanctions.
   d) Livestock such as chickens or other outdoor animals are not permitted at any university owned student housing building or house.
4) Appliances and Kitchen Guidelines
   a) Residents in Residence Halls are permitted to have one microwave per room with a max wattage of 800 watts.
   b) Residents Theme and Language Houses are provided a microwave in their kitchen and are not permitted any other microwaves.
   c) Mini-Fridges can be no larger than 4.4 cubic feet.
      i) Residents in Residence Halls are limited to one mini fridge per bedroom for double occupancy rooms or two mini-fridges for triple rooms.
      ii) Residents in Theme and Language Houses are permitted to have one personal mini-fridge no larger than 4.4 cubic feet per bedroom. Note: It is recommended that a plastic drop cloth or other covering be placed underneath any refrigerator to prevent damage to floors and carpets.
   d) The following appliances are permitted to be used ONLY in the Residence Hall common kitchen: Rice cookers, waffle makers, griddles, and air fryers.
   e) The following appliances are not permitted in any room in the Residence Halls: Slow cookers, crockpots, pressure cookers, Instant Pots, hot plates, toaster ovens, deep fat fryers, air fryers, George Foreman grills, electric grills/skillets, bread makers, stand-alone freezers, personal outdoor grills (gas or charcoal), coffee pots without an auto-shut-off feature, and multi-cookers.
   f) The following appliances are NOT permitted in Language Houses and Theme House communities: Deep fat fryers, stand-alone freezers, hot plates, pressure cookers, toaster ovens, and propane outdoor grills.
   g) Policies for Residence Hall common kitchen use:

i) Residents are responsible for cleaning up after themselves, including personal dishes, bowls, cups, pans, or utensils, as well as the surface areas and equipment they use.

ii) Students must label their individual items in the refrigerator and dispose of them on or before expiration dates.

(1) All perishable items kept in the refrigerator must be either unopened or properly stored. All perishable items not stored properly may be disposed of.

(2) The University is not liable for any food or items left in the kitchen.

iii) Residents are responsible for reviewing and following any posted policies and/or procedures in their individual kitchens.

iv) Abuse of common kitchen spaces may result in losing access to the kitchen and group charges related to cleaning or repair.

h) Policies for Kitchens within Theme and Language Houses:

i) Residents are responsible for cleaning up after themselves, including personal dishes, bowls, cups, pans, or utensils, as well as the surface areas and equipment they use.

ii) The University is not responsible for any items such as utensils, appliances, or food items.

5) Bicycles and Other Recreational Equipment

a) Bicycles and Scooters:

i) Should be:

(1) Adequately secured in bicycle rooms within the Residence Halls or bike racks closest to the Residence Halls, Theme Houses, or Language Houses, or;

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c) If the responsible party cannot be identified, the cost will be split among the residents that live in that community. This includes but is not limited to furnishings, bulletin boards, equipment, games, supplies, other students' belongings, marketing materials, flyers, etc.

8) Decorations and Displays
   a) Candles, Incense, and Oil Diffusers:
      i) Candles are not permitted within any University owned student housing buildings.
      ii) Incense with the intent to burn are not permitted within any University owned student housing buildings.
      iii) Wax warmers such as Scentsy items are not permitted in University owned student housing buildings.
      iv) Candle warmers are not permitted in University owned buildings.
      v) While oil diffusers are permitted, they may not be left unattended when in use.
         (1) If an oil diffuser sets off the fire alarm and requires the fire department to respond, the diffuser will be confiscated. The student responsible will be charged $200.00 for the cost of the call.
   b) Decorations
      i) Decorative Lights
         (1) Only LED decorative electric lights are permitted or battery powered.
         (2) Electric decorative light sets should not be anchored or allowed to touch metal items, including, but not limited to, metal windows or metal door frames.
         (3) Cords may not be run through doorways, under doors, or across hallways.
      ii) Decorating Materials
         (1) Only sticky tack is to be used when hanging decorations.
         (2) Nails, screws, or other devices that insert into the walls are strictly prohibited.
      iii) Door Decorating
         (1) When decorating room doors, Residents are not permitted to cover the room number or prevent access to the locking mechanism and door knob.
         (2) Residential Life staff may remove door decorations that do not F R P S O \ Z L W K W K H 8 Q L Y H U V L W \ ¶ V P L V V L R Q V
      iv) Combustible Decorations

(1)

i) Residents may not alter or repair any electrical equipment or fixtures provided by the University.
ii) If more than two appliances or two appliances with a cumulative wattage of more than 1500 watts are plugged into a single wall outlet, a UL approved power strip with a built-in circuit breaker must be used.
iii) Only one power strip is permitted per outlet.

b) Antennas
i) Exterior antennas or satellite dishes are not permitted.
ii) Indoor antennas that mount to the wall are not permitted.

c) Extension cords
i) Three-prong extension cords are permitted to be used in rooms. They must be UL Certified and be a max of six (6) feet. Two-prong extension cords are not permitted.
ii) Extension cords must not be used in succession or in conjunction with power strips.
iii) Extension cords shall not be used as a substitute for permanent wiring.

d) Heating and Cooling Equipment
i) Space heaters, window units/portable air conditioners, ceiling fans, electric heaters, kerosene heaters, and similar items not issued by Facilities Management or Residential Life Staff are not permitted.

e) Lighting
i) Light bulbs must be 75 watts or less.
ii) Lava lamps are not permitted.

f) Power and Manual Tools
i) All power tools, such as but not limited to rotary and oscillating tools, saws, drills, hammers, laser engravers, soldering irons, three-dimensional (3-D) printers, sanders, and related items, are prohibited.

g) Recording Devices
i) Ring/Nest or other smart doorbells, personal exterior cameras, or any other recording device may not be used or installed in on campus housing buildings and houses.

h) Network/Internet Devices
i) Routers, splitters, and other similar devices are prohibited within the Residence Halls and houses.

10) Elevators
a) Residents or students who tamper with, abuse, or improperly use any Residence Hall elevator equipment or controls or who create an unsafe environment for themselves or others i

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vii) A water/garden hose must be present, connected to a sufficient water supply, and capable of reaching the fire.

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ii) The resident will be charged a fee if a key is lost or not returned when occupancy has ended.
iii) All keys remain the property of the University and may not be duplicated
iv) Students will be charged $100.00 for a lost key.
v) Students may not possess keys to any room other than the room assigned to them.

b) ID Cards
i) Students are provided electronic access to their assigned building through their ID Card.
ii) Students are not permitted to give their ID Cards to other students.
iii) Students may not possess key cards belonging to other students.

18) Lockouts and Locks
a) Lockouts
i) Students will be charged a lockout fee of $20.00 each time they contact Residential Life for a lockout to be performed to their bedroom, house, or building.
ii)

ii) Returning students can select desired roommates during the room selection process.

iii) If a returning student does not participate in the room selection process, or if they cannot identify a roommate, they will be placed with another student identified by Residential Life Staff.

d) Room Changes

i) Students can request a room change starting two weeks after the first day of classes for a term.

ii) Students are not permitted to change rooms without prior approval from the Office of Residential Life Staff.

iii) Students with a half open room have seven (7) days to find a roommate that matches their needs.

(1) If the student is unable to identify a roommate, Residential Life Staff will pick and assign a student to that space.

(2) In the case of moving into a half open space, a roommate agreement will need to be completed before this move, except in case of an emergency.

iv) Students can swap rooms with other students if both students involved show the desire to swap.

e) Emergency Room Changes

i) If an emergency arises where a student must move, Residential Life staff

students to vacate the dwelling and remove all furniture, clothing temporarily, and personal belongings for pest control services to be performed, if needed.

d) If students do not comply with the preparation of the affected area as required by the pest control professional or the treatment is unsuccessful because of a lack of cooperation, students will also be responsible for the cost of subsequent treatments to the affected areas and for any treatment to adjoining units that are infested with pests.

e) If a student is required to pay for any pest control services, it will be clearly communicated to them through email. The charge is added to their account.

f) The University, its employees, and vendors shall not be responsible for any student losses, damages, or expenses, including special, consequential, or punitive, arising from a pest infestation, inspection, or treatment. Students' failure to promptly report pests, failure to comply with treatment instructions, or any other violation of any other policy will go through the conduct process. The student will remain liable for any costs and damages incurred.

21) Quiet and Courtesy Hours

a) Students shall observe and respect the rights of others occupying University owned student housing. Students will avoid excessive noise levels and observe quiet hours studying in each community. At all times, residents need to be considerate of others' needs and respect the rights of others by being aware of the noise level in each community.

i) Noise that can be heard beyond two doors down from a room is likely excessive and potentially disruptive to other residents in the building.

b) Courtesy hours require all student housing occupants to keep noise levels in all residential areas to a minimum at all times.

c) Quiet Hours require all student housing occupants to keep noise levels low enough not to disturb anyone's sleep or rest.

(1) Residence Hall Quiet Hours:

- Sunday–Thursday are 11 p.m. to 8 a.m.
- Friday and Saturday, 1:00 a.m. to 8 a.m. Sunday.

(2) Exam Hours:

- 24-hour quiet hours are in effect from the beginning, 24 hours before the first exam (Mid-

a) The roofs, ledges, balconies, basements, attics, unassigned rooms, and

7 K H 8 Q L Y H U V L W \ R I 6 H Title IX Sex Discrimination Policy also includes amnesty for alcohol and other

Missing Students Policy

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University has reasonable belief that the unusual circumstances may have caused the absence.
Such circumstances may include, but not be limited to, a report or suspicion that the student may be a victim of foul play; the student has expressed suicidal thoughts, may be drug dependent or in a life-threatening situation; or if the student is overdue returning to campus and is not heard from after giving a specific return time to friends or family.

If a member of the university community has reason to believe that a student is missing, whether or not the student resides on campus, that individual should contact the Sewanee Police Department (SPD). SPD will collaborate with the Dean of Students Office to make an effort to locate the student and determine their state of health and well

Communications about Missing Students

The Office of the Associate Vice President for Marketing and Communications will be part of WKH 8QLYHUVLW\¶V DGPLQLVWUDWLYH UHVSRQVH WHDP DQG media inquiries concerning a missing student and to elicit public assistance in the search for a missing student.

The Vice President for Public Safety will be consulted by the Office of the Associate Vice President for Marketing and Communications prior to any information release from the University so as not to jeopardize any investigation.

Resources and General Information for Students

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Library and Information Technology Services

Services & Resources at the Jessie Ball duPont Library

The best place to start is the web page library.sewanee.edu. This site includes information about all of the research services and links to research databases, the online library catalog, and journal articles. Take a look at the student services section: library.sewanee.edu/students

Research Help

The Research Help Center, on the ground floor of duPont Library, is available for all research paper, project, and presentation needs. The librarians can help with each stage in the research process, including developing a research question, finding information, interpreting academic sources, integrating research into student papers or presentations, and avoiding plagiarism. Make an appointment at library.sewanee.edu/researchhelp. Walk-ins are also welcome!

Course Books on Reserve

The library purchases at least one copy of each book that is required or recommended for each course. Those items are on Reserve at the Circulation Desk on the main floor of the library for three-hour checkouts. The library also purchases ebook versions for all titles that are available for student use. Students can search for titles at catalog.sewanee.edu/search/p.

Ebook, Audiobook, and Streaming Media Resources

The library has access to many ebook and audiobook titles through Tigersearch, the online library catalog, as well as streaming videos. Some popular services offered are Overdrive, Hoopla, and Kanopy. Find out more about these and other platforms here: library.sewanee.edu/ebooks and library.sewanee.edu/streamingvideo.

Interlibrary Loan

Students can order materials needed for your research that are not available in the library for free through Interlibrary Loan. The library can order physical materials or scanned journal articles. library.sewanee.edu/ILL.

William Ralston Listening Library and Archive

The William Ralston Listening Library and Archive is located on the second floor of duPont Library. The state-of-the-art facility offers an unparalleled teaching and learning resource and Z D V F U H D W H G L Q P H P R U \ R I E H O R Y H G 6 H Z D Q H H S U R I H V V R U Library houses his world-class collection of recordings inside what many reviewers and audiophiles consider to be the best publicly available sound playback system in the world. The Ralston Library hosts music listening events, live-streamed performances of the Metropolitan Opera, and class sessions.

William R. Laurie University Archives and Special Collections

Located in the building next to duPont Library, the William R. Laurie University Archives and Special Collections collects, preserves, and provides access to manuscript collections, university records, rare books, maps, photographs, and more. The archives welcome researchers, genealogists, historians, authors, and University of the South faculty and students. More information on how to discover, access, and cite our materials both digitally and in person can be found at library.sewanee.edu/archives.

Account Access and Technical Support

Technology support is available by submitting a helpdesk request at helpdesk@sewanee.edu. Student loaner laptops are available for checkout for up to 7 days with a 48-hour turnaround once checked back in. Also, check out the student computers on the first and ground floor of the library for additional access. Printing is accessible from any first or ground-floor computers. Students may also send print requests to duprint@sewanee.edu to print out in the ATC area on the ground floor of duPont.

SEWANEE

Student Accessibility Services
Information for Students

Student Accessibility Services

Emotional Support Animals (ESAs) are one version of a reasonable housing accommodation for some students. Students must make a formal request through SAS to be approved for an ESA on campus. The policies and procedures for ESAs are available here.

Medical Withdrawal

SAS works collaboratively with Student Success and the Dean of the College's Office to support students who need to medically withdraw from the University. Medical withdrawals must be submitted via the report form, including appropriate documentation, prior to the last day of class for each semester.

Temporary Accommodations

Students may need accommodations for a designated time period because of an accident, illness, hospitalization/surgery, or other situations not considered a disability under ADA. SAS works with these students to support academic or other adjustments. Temporary accommodations require the same intake process and meeting with the Assistant Director of Student Accessibility Services to identify the best support services.

Learn More about SAS

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The Office of Student Involvement provides programs, events, and connections for students to encourage them to be involved on campus. Check out the information below about how students can get involved at Sewanee.

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Student Success and Career Readiness

Information for Students

The Center for Student Success and Flourishing empowers you to build your own success, so you may flourish, become your best self on campus, and be ready to pursue a life of meaning and purpose. We do this in partnership with you as we:

- Guide you to discover your strengths and design a four-year experience that serves you during your college years and beyond
- Provide academic success support and connection with other individuals and resources across campus and beyond Sewanee
- Help you learn career readiness skills and explore potential majors, careers, internships and jobs
- Provide financial resources to pursue internships, research opportunities, and other career readiness opportunities.

Located in suite 115 on the first floor of Carnegie Hall, you can make an appointment to meet with one of our coaches in your student success portal or just drop by our office with your question.

Student Success Resources

Individual Coaching ± Student success coaches help you to develop all the skills you need to thrive, whether you are struggling academically or just want a partner in thinking through your FROOHJH SODQ :H¶OO ZRUN ZLWK \RX WR WDON DERXW \RX as well as what barriers you may be facing with your academic success. We can also do strengths assessments, values exploration, and think together about how to make your Sewanee experience meaningful. Make an appointment with a coach at any time in your student success portal.

Student Success Brightspace Course ± All students are enrolled in the Student Success course within Brightspace where you will find resources for topics such as time management, motivation, test taking, and studying that you can access on your own time. You will also find helpful links to essential resources around campus.

Career Readiness Resources

Sewanee is an Episcopal School, So What?

The Episcopal Church is an open, generous, and thoughtful expression of the Christian tradition that is grounded in common prayer. So, we take religious and spiritual life seriously; we want you to have what you need to connect the life of the mind to the life of the spirit. At the same time, we G R Q ¶ W I H H O W K H Q H H G W R G L F W D W H Z K D W \ R X R U D Q

The Wellness Center

Information for Students

The Wellness Center at Sewanee includes the departments of Community Health, FitWell, University Health Service (UHS) and Counseling and Psychological Services (CAPS).

University Health Service (UHS)

University Health Service (UHS) provides health care which is patient-centered, integrated, and delivered in a culture of inclusivity and respect. UHS services include treatment for acute illness RU LQMXU\ SK\VLFDO ³ZHOO´ H[DPV LPPXQL]DWLRQ DQG W consultation, and contraceptive management. UHS also helps students obtain specialized treatment through referral to local providers.

For more information:

- Call the front desk at 931.598.1270
- Visit the office in the lower level of the Wellness Commons
- Visit the patient portal

Counseling & Psychological Services (CAPS)

Counseling and Psychological Services (CAPS) offers short-term individual and group therapy, crisis services, and psychiatric medication management at no cost to students. CAPS is located on the lower level of the Wellness Commons in the University Wellness Center.

For more information or to schedule an appointment:

- Call the front desk at 931.598.1325
- Email us at caps@sewanee.edu

FitWell and Community Health

Move with FitWell! Exercise is a vital part of the college journey; it improves mood, sleep, attention, focus, and more. FitWell is located on the upper level of the Wellness Commons and includes a fitness center with a strength floor and yoga and spin rooms. FitWell also has student led fitness classes and special outreach events.

For more information:

- Contact us at fitwell@sewanee.edu
- Download the Sewanee FitWell app