

RHODE
ISLAND
COLLEGE

STUDENT HANDBOOK





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ISLAND
COLLEGE**

Student Handbook

Revised January 2023



Dear Students,

We welcome you to Rhode Island College and are thrilled that you have chosen to be part of the RIC community. I am confident your upcoming year at RIC will be fulfilling and rewarding. This Student Handbook provides information about policies, procedures, regulations, and activities at the College that each RIC student should be familiar with. It serves as a resource for you in the following ways: articulating issues and policies related to student life; assessing student needs; recommending and implementing new programs to meet those needs; suggesting changes in institutional policy and structure to meet the educational goals of the College; promoting institutional priorities and enforcing College regulations. We strive to maintain an environment that is consistent with mission and respectful of the rights of all individuals within the community.

Rhode Island College is a proudly diverse campus that values difference, equity, inclusion, and justice. It is these values and a holistic approach to education that prepares students to become citizens of the world with a commitment to the welfare of others.

Campus culture is vibrant and there are lots of opportunity for engagement on campus through programming, athletics, living on campus, attending events, serving your community, and engaging in the many clubs and organizations offered. We highly encourage you to join and/or continue to engage in at least one co-curricular activity this year. With so many opportunities, if you want to be involved here, you can be.

As a new or returning student you are on an amazing journey and the faculty, staff, and administration at the College are here to help you along your pathway. You have the world at your fingertips with the opportunity to grow intellectually, emotionally, culturally, and socially in a supportive environment enlivened by the mission, vision, and values of RIC. We encourage you to take full advantage of all that campus has to offer and to **Be Bold!**

Thank you and once again welcome to RIC.

Sincerely,

Ted Zito
Assistant Vice President for Student Success and Dean of Students

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SECTION I: STUDENT CODE OF CONDUCT AND CONDUCT REVIEW PROCESS

As an academic community, Rhode Island College (the “College”) is dedicated to providing safe and vibrant learning and working environments for all of its members. The purpose of the Student Code of Conduct (the “Code”) and Conduct Review Process is to promote student growth and development, and to preserve the atmosphere of learning necessary to the well-being of all students.

All members of the campus community share a responsibility for maintaining and enhancing an environment guided by mutual respect, high standards of integrity, and reason. To that end, the College has established the Code, which outlines standards of behavior that promote safety and welfare on behalf of the College community.

The College expects all students and student organizations to abide by all policies implemented by the College, including the Code and related Conduct Review Process, as well as all state, local, and federal laws. In the case that a student is charged with, pleads guilty or nolo contendere to, or is convicted of a felony at any point during their enrollment at the College, the student must immediately notify the College. If necessary, to protect the health and safety of the campus community or its members, the College may place a student who has been charged with a felony on an interim suspension until the student’s charges have been dismissed or until there is a judgment of conviction or acquittal. If a student is convicted of a felony while enrolled at the College, the College may expel the student.

Jurisdiction

The Code and Conduct Review Process shall apply to all students and all student organizations. Any student who is found responsible for violating the Code is subject to disciplinary sanctions and could be subject to criminal charges. It is the expectation of the College that all students shall be responsible for their conduct from the time of admission through graduation, including while participating in any student organization. (Separate and apart from the student admissions review process, if an individual who has been accepted to the College violates the Code prior to their enrollment in academic courses, the College reserves, in its sole discretion, the right to revoke that individual’s acceptance to attend the College). The Code shall apply to prohibited conduct by a student whether the conduct occurs on or off campus.

If a student withdraws from the College while a conduct matter is pending, the College will place a hold notification in the student’s education records and in the relevant College database system, and the student will not be permitted to re-enroll in the College until after the conduct matter has been adjudicated and/or resolved.

Relevant Definitions

The terms referenced herein should be interpreted to have the following meanings:

- **College Community Members:** Persons who are affiliated with the College, including members of the College administration, faculty, staff, student body, alumni, visitors, volunteers, vendors, invitees, and contractors.
- **Enrolled Student (“student”):** An individual who is attending the College as a student, full-time or part-time, and is registered in academic courses.
- **Preponderance of the Evidence:** An evidentiary standard that is met if the greater weight of the evidence demonstrates that it is ‘more likely than not’ that a violation of the Code has occurred.
- **Respondent:** Any student or student organization accused of violating the Code.
- **Student Organization:** An organization comprised of student members that is officially recognized by the College. A student organization or members of a student organization may be held collectively or individually responsible for violations of the Code. The president of the student organization will serve as the student organization’s representative during the Conduct Review Process. If the president is unable to serve, any member of the executive board of the student organization may serve. If the student organization does not have an executive board, the student organization must appoint one student to represent the student organization during the Conduct Review Process. Failure to do so will result in the College proceeding with the Conduct Review Process without a representative of the student organization present.

PROHIBITED CONDUCT

I. Conduct Affecting the College Community

- a) Engaging in conduct that interferes with student learning or the mission of the College is prohibited.
- b) Engaging in commercial sales or solicitation of members of the College community without proper authorization is prohibited. Any person desiring to sell any products or services on campus must have written permission from a member of the College’s leadership team or designee.
- c) Engaging in disorderly conduct or conduct that threatens the health or safety of any individual is prohibited.
- d) Failing to adhere to College policies, officially promulgated College rules or regulations is prohibited.
- e) Failing to comply with reasonable directions from College employees and/or representatives acting in the performance of their official duties is prohibited.

- f) Failing to present a student ID when requested to do so by a College employee and/or representative is prohibited. The expectation of the College is that students will carry their student ID with them at all times while on campus.
- g) Obstructing or interfering with the Conduct Review Process or any other institutional disciplinary or adjudicatory process is prohibited.
- h) Intentionally initiating or causing a false report to be made is prohibited.
- i) Possessing weapons on campus is prohibited. (See [Weapons on Campus Policy](#) for definition of weapons.) Items found in violation of this provision will be confiscated and disposed of. Weapon-like items such as airsoft, pellet and paintball are also prohibited.
- j) Possessing fireworks, including dangerous chemicals or other explosives, except when appropriately used with permission from a member of the College leadership team or designee and in connection with a College-sponsored activity, is prohibited. Items found in violation of this provision will be confiscated and disposed of.
- k) Candles, incense, candle warmers and related paraphernalia on campus that have not been specifically approved by a member of the College leadership team or designee are prohibited. Items found in violation of this provision will be confiscated and disposed of.
- l) Smoking or using any type of electronic delivery smoking device or atomizer in any College building, vehicle, or other facility and within 50 feet of any entrance or exit thereto is prohibited. Items found in violation of this provision will be confiscated and disposed of.
- m) The possession of any items designated as restricted items in the residence halls is prohibited. Items found in violation of this provision will be confiscated and disposed of. (In limited instances, confiscated items may be returned to the student at the end of the semester, in the sole discretion of the College).
- n) Causing or contributing to campus community risk is prohibited. This includes, but is not limited to, violating College regulations or local, state, or federal orders in place to ensure the health and safety of the College community such as orders related to national pandemics or natural disasters, or failing to abide by College policies, procedures, and any other requirements in place to help reduce the risk of contracting or spreading infectious diseases.
- o) Engaging in academic disruption conduct is prohibited. Violations involving academic disruptions will be adjudicated in accordance with the Academic Standards set forth in the [Manual of Academic Policies and Procedures](#), not the Conduct Review Process.

II. Conduct Affecting Others

- a) Endangering or attempting to endanger the health or safety of others is prohibited. This includes both intentional and negligent conduct that endangers the health and safety of another individual.
- b) Illegal gambling of any kind is prohibited.
- c) Engaging in intimidation is prohibited. This includes intent to place another individual in fear of bodily harm, injury, or death.
- d) Engaging in intrusion of privacy is prohibited. This includes filming, recording, photographing, or by other means secretly viewing another individual or their private information without that individual's consent in a location in which the individual has a reasonable expectation of privacy or in a manner that violates a reasonable expectation of privacy.
- e) Engaging in hazing or attempted hazing against others is prohibited. Hazing includes any conduct or method of initiation into any student organization, whether College-recognized or not, that willfully or recklessly endangers the physical or mental health of any person, or which destroys or removes public or private property.
- f) Engaging in or attempting to engage in threatening behavior is prohibited. Threatening behavior includes intent to commit violence against another individual or causing that individual to reasonably fear for their own health or safety.
- g) Fighting or engaging in violence is prohibited.
- h) Violating the Council on Postsecondary Education's Nondiscrimination Policy and Complaint Procedures is prohibited. Violations of the policy will be adjudicated in accordance with the [Council on Postsecondary Education's Nondiscrimination Policy and Complaint Procedures](#), not the Conduct Review Process.
- i) Violating the Council on Postsecondary Education's Title IX Sexual Harassment Policy is prohibited. Violations of the policy will be adjudicated in accordance with the [Council on Postsecondary Education's Title IX Sexual Harassment Policy and Procedures](#), not the Conduct Review Process.

III. Conduct Affecting Property

- a) Intentionally or negligently vandalizing or damaging or attempting to vandalize or damage College property or the property of others is prohibited.
- b) Possessing the property of others without consent from the owner is prohibited.
- c) Failing to return College property within the prescribed time period is prohibited.
- d) Tampering with fire safety or other emergency equipment is prohibited.
- e) Failure to follow fire safety or other emergency rules and procedures is prohibited.
- f) Engaging in unauthorized occupancy, trespass, or use of College property is prohibited.
- g) Engaging in unauthorized use of the College's name, logo, or seal is prohibited.

IV. Dishonest Conduct

- a) Engaging in academic dishonesty is prohibited. This includes cheating, plagiarism, or other forms of academic dishonesty. Violations of this policy will be adjudicated in accordance with the Academic Standards set forth in the [Manual of Academic Policies and Procedures](#), not the Conduct Review Process.
- b) Deliberately setting off a false fire alarm or attempting to set off a false fire alarm is prohibited.
- c) Knowingly making a false report of a crime or emergency is prohibited.
- d) Deliberately deceiving any College employee and/or representative by knowingly providing false information in connection with the discharge of the College's official duties is prohibited.
- e) Engaging in forgery of any document, record, or form of identification is prohibited.

V. Drug and Alcohol Policy Violations

- a) The possession, consumption or use of illegal drugs is prohibited. Marijuana, including marijuana used for medical or recreational purposes, is never permitted on the College's campus, and possession on campus is a violation of federal law. Any illegal drugs found in violation of this provision will be confiscated and disposed of in accordance with law and law enforcement may be notified.
- b) The possession of drug paraphernalia on campus is prohibited.

- c) The possession or consumption of alcohol in any residence hall or anywhere on campus without the consent of a member of the College's leadership team or designee is prohibited. This includes the possession of empty alcohol beverage containers that have not been specifically approved by a College employee for use in an academic curriculum. Any alcohol or containers found in violation of this provision will be confiscated and disposed of.
- d) The possession of common source alcohol containers on campus, including kegs, beer balls, etc. is prohibited.
- e) Providing, supplying, or distributing illegal drugs to another individual is not only prohibited.
- f) Providing, supplying, or distributing prescription medications to a person other than the person who the medication is prescribed to is prohibited.
- g) Providing, supplying, or distributing alcohol to individuals under the age of 21 is not only prohibited.
- h) Failing to adhere to the standards of conduct outlined in the College's [Drug and Alcohol Policy](#) is prohibited.

**Please take note of the amnesty policies set forth below in Section II*

VI. Technology and Computer Use

- a) Violating the [Responsible Computing Policy](#) is prohibited.
- b) Engaging in any abuse of College computers or other College electronic resources or technology is not only prohibited.
- c) Uploading, downloading, posting, publishing, transmitting, retaining, reproducing, sharing, or distributing in any way information, software, movies, music, books, articles, or any other material which is protected by copyright or other proprietary right, without obtaining permission of the owner, is prohibited. Students are advised that unauthorized distribution of copyrighted material, including unauthorized peer-to-peer file sharing, may subject students to civil and criminal liabilities.

VII. Retaliation

- a) Retaliating against any College Community Member who reports or intends to report a violation of the Code or other College policy or participates in the Conduct Review Process is prohibited. College Community Members who believe they have been subject to retaliation should promptly report the conduct to the Dean of Students or designee.

Reporting Code Violations

Any individual who is witness to or becomes aware of an alleged violation of the Code should promptly report the conduct to the Dean of Students or designee. Reports may be submitted verbally or in writing, however, written reports are preferred. Reports should be submitted as soon as practicable because delays in reporting may result in the College's inability to collect sufficient information, which may limit the College's ability to adjudicate the alleged violation.

Confidentiality

Education records related to the Conduct Review Process or any aspect of discipline against a student may not be released by the College without the student's written authorization or in accordance with law, including, but not limited to, the legally recognized exceptions under the [Family Educational Rights and Privacy Act \(FERPA\)](#). This prohibition does not apply to students in possession of their own educational records.

Interim Measures

If a College employee and/or representative authorized to impose interim measures determines that a student poses a significant risk or imminent threat to the College community or its members, that employee and/or representative may impose interim measures on the student pending the outcome of the Conduct Review Process. Interim measures will be determined on a case-by-case basis through an individualized and objective safety and risk assessment. Interim measures are temporary measures intended to impose restrictions on the student's access to housing and/or campus as is necessary to ensure the physical safety of the College community and its members in light of the alleged conduct. Interim measures may include but are not limited to removal from campus; removal from campus housing or relocation to a different residential hall; restricting access to certain areas of campus; changes to academic schedules; prohibition against participation in certain campus activities; suspending activities of student organizations and/or any other measures deemed necessary.

Interim measures become effective immediately upon contact from the College notifying the student of the interim measures and the reasons why the measures are being implemented. Respondents who are subject to interim measures will have the opportunity to challenge the implementation of the interim measures through appeal. The appeal must be submitted in writing to the Vice President for Student Success or designee within two (2) business days of receiving notice of the interim measures. The Vice President for Student Success or designee will review the appeal and respond to the student within two (2) business days of receipt of the appeal with a decision as to whether the interim measures shall remain in place pending the conclusion of the Conduct Review Process.

If, at the conclusion of the Conduct Review Process, the Respondent is found not responsible for the alleged violation(s) of the Code, any interim measures in effect will be immediately withdrawn and the College will make reasonable efforts to restore the Respondent to the position the Respondent was in prior to the implementation of the interim measures.

CONDUCT REVIEW PROCESS

Preliminary Review

Upon receipt of a report alleging that a student or student organization has engaged in conduct in violation of the Code, the Dean of Students or designee will determine whether the alleged conduct, if proven true, would constitute a violation of the Code. If it is determined that the alleged conduct, even if proven true, would not constitute a violation of the Code, no further action will be taken. If it is determined that the alleged conduct, if proven true, would constitute a violation of the Code, the Dean of Students or designee will determine whether the violation is serious enough to result in a sanction of suspension or dismissal from the College. If the Dean of Students or designee determines that the alleged conduct, if proven true, is serious enough to result in suspension or dismissal from the College, the Dean of Students or designee will refer the case to a Hearing for adjudication. All other alleged conduct will be adjudicated under the College's Administrative Process.



Written Notice and Scheduling

If it is determined that the alleged conduct, if proven true, would constitute a violation of the Code, the Dean of Students or designee will provide the Respondent with written notice, which will include: a description of the alleged conduct or a copy of the written report or complaint, if applicable; a copy of or a website URL to the Code and Conduct Review Process; the specific sections of the Code alleged to have been violated; contact information for the individuals facilitating the Conduct Review Process; and a statement that the Respondent is presumed not responsible for violating the Code until the conclusion of the Administrative Process or Hearing and only if the Respondent is found responsible at that time.

The Respondent and any witnesses will thereafter be contacted via their College email to schedule an Administrative Process meeting or Hearing as applicable.

Students' Procedural Rights

The following guidelines are designed to help ensure a fair and accurate Conduct Review Process.

- **Adequate Time to Prepare**: Respondents shall have adequate time to prepare for all phases of the Conduct Review Process described herein. Notwithstanding, a Respondent cannot unduly delay the Conduct Review Process.
- **Access to Evidence**: Respondents shall, as permitted by law, be given reasonable access to evidence obtained by the College.
- **Burden of Proof**: The College has the burden of proof to establish each provision of the Code that the Respondent is alleged to have violated. The College must use the Preponderance of the Evidence standard when making decisions concerning responsibility.
- **Meaningful Presumption of Innocence**: Respondents will be presumed to be not responsible until the conclusion of the Conduct Review Process and only if the Respondent is found responsible at that time.
- **Past Conduct**: Respondents have the right to participate in the Conduct Review Process without having their past conduct records revealed or used to influence a decision concerning responsibility for a new alleged violation of the Code. Students should be aware that records of past violations of the Code may, however, be considered in determining sanction(s) if it is determined that the Respondent is responsible for the new alleged violation of the Code.
- **Rescheduling Meetings or Hearings**: The College has the discretion to reschedule a meeting or Hearing if necessary. A meeting or Hearing may be postponed if the Respondent can satisfactorily demonstrate that more time is necessary to secure

exculpatory evidence. Notwithstanding, the Respondent cannot unduly delay the Conduct Review Process.

- **Communications:** Respondents will not be restricted from discussing the Conduct Review Process with individuals who can assist the Respondent in gathering relevant evidence and/or providing the Respondent with advice or support related to the Conduct Review Process.

Acknowledgment of Responsibility

At any point prior to the Administrative Process or Hearing, Respondents may acknowledge responsibility for violations of the Code and may subsequently waive their rights to the Administrative Process or Hearing. In the case that the Respondent acknowledges responsibility, the sanction(s) will be imposed according to the nature and severity of the prohibited conduct and any past violations of the Code by the Respondent. No appeal will be permitted after an acknowledgment of responsibility.

Administrative Process

The Dean of Students or designee will, as applicable, appoint a Decision-Maker to conduct the Administrative Process. The Decision-Maker may be any faculty or staff member. For Administrative Process matters involving students living in the residence halls, the Decision-Maker will be a member of the residential life staff or their designee.

The Decision-Maker will determine whether the Respondent is responsible for violating the Code by using the preponderance of evidence standard, and, if applicable, impose appropriate sanction(s). Prior to meeting with the Respondent, the Decision-Maker(s) will engage in an information-gathering process. After the information-gathering process is complete, the Decision-Maker will schedule a meeting with the Respondent. During this meeting, the Respondent will be given the opportunity to respond to the allegation(s), rebut any inculpatory evidence, and ask related questions.

Based on the information obtained and/or discussed during the meeting and during the information-gathering process, the Decision-Maker will render a decision concerning responsibility and, if applicable, impose a sanction(s). The Decision-Maker will provide the Respondent with written notice of the decision and, if applicable, the sanction(s) imposed. The written notice will include information regarding how to file an appeal. If a Respondent fails to participate in the Administrative Process without good cause, a decision concerning responsibility and sanction(s), if applicable, will be made in the Respondent's absence.

Hearing

The Hearing will be conducted by three individual Decision-Makers. Consensus by a majority of the Decision-Makers is sufficient to constitute a finding regarding responsibility.

The College will undertake its best effort to ensure that at least one faculty and one staff member serve as Decision-Makers at each Hearing. Students may also serve as Decision-Makers, but only for certain alleged violations of the Code and at the discretion of the Dean of Students or designee.

Additional Procedural Rights for Hearings

- **Right to See and Hear the Presentation of Evidence:** The Respondent must be able to see and hear the presentation of all evidence. Hearings may be conducted with the Respondent physically present in the same geographic location or, at the College's discretion, the Respondent and/or witnesses, and other participants may appear at the Hearing virtually, with technology enabling the Respondent and the Decision-Maker(s) to simultaneously see and hear each other and any witnesses. If a Respondent fails to participate in the Hearing without good cause, a decision concerning responsibility and sanction(s), if applicable, will be made in the Respondent's absence.
- **Right to an Advisor:** The Respondent has the right to have an advisor of their choice present throughout the Conduct Review Process, including at the Hearing. The College reserves the right to disqualify an advisor based on misconduct or other good cause. Advisors are not permitted to speak at the Hearing or in any meetings, but Respondents may communicate with their advisor through writing or may request a reasonable number of breaks to consult with their advisor.
- **Right to Present Relevant Evidence and Witnesses:** The Respondent may present evidence or witnesses who have personal and relevant knowledge of the alleged conduct. The Respondent must provide the Decision-Maker(s) with a list of witnesses prior to the Hearing. Failure to do so may result in the exclusion of witnesses. This list must include the witnesses' names, contact information, and a summary of the knowledge they have regarding the alleged conduct. The Decision-Maker(s) may limit the presentation of evidence or witnesses if deemed irrelevant. The Decision-Maker(s) are permitted to ask questions of the Respondent and the witnesses at the Hearing.
- **Written Notice:** Upon conclusion of the Hearing, the Respondent will receive a written notice of the decision, which will include any sanctions imposed if applicable, as well as information regarding the Respondent's right to appeal.

Sanctions

The sanctions imposed shall be reasonable and proportionate to the nature and severity of the violation. Sanctions include, but are not limited to:

- **Written Warning** that shall become part of the student's education record.
- **Fines** are a monetary sanction assigned by the College.
- **Restitution** either to the Complainant or the College. Completion of a work assignment(s) may, in some circumstances, be substituted for a monetary payment.

- **Restriction** either from specific locations on campus such as the residence halls, and/or during specific times. The restriction may be for a fixed period of time or permanent.
- **Educational Sanction** used to provide additional education related to the behavior or incident. Students assigned an educational sanction will be given a detailed description of the assignment. Examples of educational sanctions include, but are not limited to, self-assessment surveys, written assignments, and presentations.
- **Probation** with or without conditions such as exclusion from participation in extracurricular activities, the requirement to make restitution, or to complete some specific assignment. Satisfying the conditions of probation is a prerequisite to receiving a degree or certificate and failure to honor the terms of the probation shall result in the reconsideration of the original sanction.
- **Residence Probation** is a specified period of time where any further unacceptable behavior may be cause for removal from the residential living community.
- **Residence Relocation** is the requirement of a residential student to move from one residential living community to another residential living community due to unacceptable and inappropriate behavior. The student will be re-assigned by the relevant residential living community staff.
- **Residence Removal** is the immediate termination of a residential student's on-campus housing contract.
- **Revocation** of Admission to the College.
- **Revocation** of Degree from the College.
- **Suspension** is forced withdrawal from the College for a specified period of time, and may include exclusion from classes, termination of student status and all related privileges and activities, and exclusion from the campus. If a student, while suspended, violates any of the terms set forth in the notice of suspension, the student shall be subject to further discipline in the form of expulsion.
- **Suspension held in abeyance** is when suspension is withheld, but if additional violations of College policy occur, the student may be suspended from the College.
- **Treatment Compliance** where the student will be required to comply with any treatment, referrals and educational activities which may be recommended and to provide documentation of official discharge from treatment provider upon completion.
- **Trespass** A suspension of a student's right to enter a specific building on College property, locations on campus, or any of the College buildings off-campus. When appropriate, a trespass notice may include the suspension of a student's right to represent the College at RIC-sponsored or related events. When a trespass notice is given, the student will receive a detailed explanation of the parameters. In the event there is a report that the student has violated the trespass notice, the student may be suspended in accordance with the Student Handbook.
- **Expulsion** is a permanent separation from the College.

Restorative Justice

In certain instances, and with the approval of the Dean of Students or designee, the Respondent may participate in restorative justice practices. The purpose of restorative justice is to provide the opportunity for discussion, understanding, acknowledgment and acceptance of responsibility as well as the best manner to repair the harm and damage caused.

Appeal

The decision concerning responsibility and/or sanctions made during the Administrative Process or Hearing is considered final unless a timely appeal is filed on one or both of the following bases:

1. There is relevant, new information that was not available at the time of the Administrative Process or Hearing that reasonably could have altered the outcome.
2. There was a procedural error or irregularity in the Conduct Review Process that affected the outcome.

All appeals must be submitted in writing to Vice President for Student Success or designee (the Appeal Officer) within five (5) business days of receiving the written notice of decision. The written appeal must be emailed to the Appeal Officer using the following link: [Notice of Appeal](#).

Within five (5) business days of receiving the written appeal, the Appeal Officer will review the appeal to determine if it satisfies the bases for appeal as described above. If the appeal filed does not satisfy the bases for appeal, the Respondent will be notified in writing. If the appeal does satisfy the bases for appeal, the Appeal Officer will review the appeal and make a decision within seven (7) business days and will notify the Respondent in writing.

Any sanctions outlined in the written notice of decision will be instituted at the conclusion of the appeal. In the case that interim measures are in place, those measures will remain in place until the appeal is concluded. The decision concerning the appeal will be deemed final on either of the following dates: If an appeal is filed, the date that the Appeal Officer provides the Respondent with written notice of the decision regarding the appeal; or if an appeal is not filed, the date on which an appeal would no longer be considered timely (five [5] business days from receiving the written notice of decision).

SECTION II: MEDICAL AMNESTY POLICY

The College prioritizes the health and safety of the campus community. The College recognizes that in situations where students or their guests on campus face potentially dangerous medical emergencies due to alcohol consumption or drug use, fear of sanctions under the alcohol and drug policies outlined in the Student Code of Conduct may deter them from seeking necessary, life-saving medical attention. The Medical Amnesty policy seeks to encourage students to immediately seek assistance for themselves or others when dangerously intoxicated or impaired by shielding them from sanctions for violating the Student Code of Conduct under the following conditions:

Students Seeking Assistance for Themselves

1. Students who seek assistance for themselves may be exempted from sanctions for violating the Student Code of Conduct provided that they actively contact Residential Life & Housing Staff or the Campus Police to request medical attention.

2. Students granted Medical Amnesty will be required to meet with the Dean of Students and agree to a plan of action (education, counseling, etc.). Failure to comply with that plan will result in revocation of amnesty.
3. Medical Amnesty only exempts students from sanctions related to alcohol and drug use. It does not protect students from facing sanctions for other violations of the Student Conduct Code committed while intoxicated or impaired, including (but not limited to) destruction of property, physical assault, or sexual assault.
4. Medical Amnesty only extends to sanctions for violation of the Student Code of Conduct. It does not shield students from prosecution for violation of state or federal law related to alcohol and/or drug possession or use.

Students Seeking Assistance for Others

1. Students who notice that another student or guest is dangerously intoxicated or impaired are encouraged to intervene immediately to ensure their health and safety. This includes confiscating keys and calling for a cab, or contacting Campus Police, to prevent individuals from driving while under the influence of alcohol or drugs, as well as calling for medical attention for individuals suspected of suffering from alcohol poisoning, overdose, or other medical emergencies related to alcohol or drug use.
2. Medical Amnesty will only be granted to students who actively intervene in such situations. Bystanders who are present, but do not take active steps to seek assistance, will not be eligible for amnesty.
3. Taking active steps to intervene means (1) immediately contacting appropriate Residential Life & Housing representatives or Campus Police to request medical or other assistance; (2) remaining with the intoxicated or impaired individual until help arrives; and (3) remaining after help arrives to assist emergency responders and/or Campus Police in assessing the situation and reporting it.
4. Medical Amnesty only exempts bystanders who actively intervene to assist intoxicated or impaired students or guests from sanctions related to alcohol and drug use. It does not protect them from facing sanctions for other violations of the Student Code of Conduct, including (but not limited to) destruction of property, physical assault, or sexual assault.

Student Organizations

Student Organizations are expected to comply with the Student Code of Conduct at all times. This includes neither facilitating nor sanctioning the use of either alcohol or drugs at events sponsored by the organization. Student Organizations are not eligible for Medical Amnesty. However, Student Organizations and their members are expected to actively intervene to seek medical assistance for students or guests who become dangerously intoxicated or impaired at organization-sponsored events. Providing assistance to such individuals will be taken into consideration when determining sanctions for Student Organizations that violate the Student Code of Conduct. Failure to actively seek assistance for students or guests who become dangerously intoxicated or impaired at organization-sponsored events will result in more severe sanctions.

Please see also [RIGL 16-76.2-2](#)

SECTION III: RESIDENTIAL LIFE & HOUSING

Consistent with the mission set forth by the College, Res Life maintains that a residential living environment conducive to academic, social, and personal growth depends on the willingness of its members to act responsibly and also with good citizenship. This can be achieved in an atmosphere of personal self-discipline, guided by the principle of respect for the rights of others and of the community. By choosing to reside in College housing, residents agree to adhere to all College policies, procedures, and expectations, including the policies, procedures and expectations set forth herein, as well as the Student Code of Conduct and the Conduct Review Process. All residents are expected to read, familiarize themselves with and, at all times, adhere to the Code. Failure to do so may result in disciplinary sanctions.

POLICIES, PROCEDURES AND EXPECTATIONS

Alcohol and Illegal Drugs

Alcohol and alcohol paraphernalia is prohibited in all residence halls regardless of age. Illegal drugs, drug paraphernalia and unprescribed prescription medications are also prohibited in all residence halls and will be confiscated and disposed of. For more information, please review the Code.

Door Propping

The propping open of fire doors and/or suite/external doors is prohibited in all residence halls.

Fire Alarms, Extinguishers & Safety Devices

Tampering with, removing, damaging, or destroying fire alarms, extinguishers, smoke detectors, exit signs, or any fire or life safety devices or equipment is prohibited and could result in criminal charges.

Fire Drill Procedures

Residents must comply with all fire drill procedures and evacuation protocols.

Guests

Guests are permitted in the residence halls as long as they comply with all College policies and procedures, including the Code. Residents are responsible for guest behavior and will be held responsible for all violations of the Code committed by their guest. (For example, if a guest uses illegal drugs in the residence hall, the resident who hosted the guest will be held responsible and sanctioned for using illegal drugs in violation of the Code, regardless of whether the resident actually used the illegal drugs). Guests must be capable of complying with all emergency protocols with or without reasonable accommodations. Guests must be able to furnish identification should it be requested by a college official.

- **Overnight Guests:** Residents must receive permission from their suitemates/roommates before a guest is permitted to stay overnight and guests cannot stay overnight more than two (2) days in any seven (7) day period or more than six (6) nights in any thirty (30) day period.

Hall Sports

Because of the potential for noise, damage to the building, and personal injury, “Hall Sports” are prohibited in the residence halls and areas. Hall sports are broadly defined to include the use of athletic equipment indoors and all rough housing that may occur as a result.

Keys/ Identification Cards

Residents are issued College Identification (ID) cards during their first semester at the College, which are used in the library, dining center and to access some residential hall rooms/suites. Other rooms/suites are accessed via keys, which residents will receive at check-in. Residence hall keys may not be duplicated. At no time should any resident loan their key to any other person. Nor should residents loan their ID to any other person. Residents should carry their ID with them at all times and are required to produce their ID at the request of any College official, including Campus Police and Res Life staff.

- **Lost Key:** Residents must report lost keys to Res Life and will receive a temporary replacement set upon request. Due to the security risk involved in lost keys, a lock change may be required. Prices for a lock change may cost as much as \$100.
- **Lost ID:** Replacement ID cards will be issued at a cost at the Student ID Office in the Student Union (401) 456-8394. Report lost ID cards immediately.

Littering

Littering on the campus or in the residence halls is not permitted.

Payments

Residents are responsible for all tuition and other costs that they have incurred with the College. If a resident does not make the required payments at the requested times, their current and future residence hall space and/or class registration may be in jeopardy. Residents may also be delayed at check-in for unpaid tuition and other costs.

Personal Property

The College is not responsible for the personal property and belongings of residents. This includes items in rooms, in storage, in the laundry machines, being delivered on a Resident’s behalf, or under any other circumstances. It is each resident’s responsibility to take precautions to secure their personal property at all times and the College strongly encourages that all residents obtain personal property insurance to protect their items from loss, damage, or theft. The College reserves the right to remove and dispose of any unidentified/unclaimed items from all areas in the residence halls, as well as any personal property or belongings left abandoned in a room/suite after a resident moves out.

Pets

Pets are not permitted in the residence halls. The only exception are service animals, College approved emotional support animals and non-carnivorous fish in 10-gallon tanks or smaller.

Property Damage

Each resident is financially responsible for any property damage the resident intentionally or accidentally causes in the residence halls and rooms. Additionally, residents are jointly and severally responsible for property damage in any suite. Damage is defined as the unauthorized

use, abuse, destruction, or theft of any College property and damage to property beyond what would be expected from normal wear and tear. In certain instances, the property damage may constitute a violation of the Code requiring residents to participate in the Conduct Review Process.

Quiet Hours/Noise Policy

During the hours of 11:00 pm – 9:00 am on Sunday thru Thursday and 12:00 am – 9:00 am on Friday and Saturday, residents must refrain from making any excessive noise.

Restricted Items

The following items are strictly prohibited from the residence halls:

- Air Conditioners
- Antennas
- Any items that produce heat or contain heating element that do not have an automatic shut off function
- Barbeque grills
- Bikes, skateboards, roller blades, and roller skates
- Candles/Incense
- Coffee Makers & Electric Kettles (unless they contain automatic shut off function)
- Decorative lighting that is not LED & UL approved and more than 100 watts
- Explosives/Fireworks
- Extension Cords (grounded 15-amp rated surge protectors are permitted)
- Firewood
- Flammable paints/solvents
- Halogen Lamps (LED lights & UL approved lamps w/ less than 100-watts are permitted)
- Heating and Cooking Appliances (one 0.7 cu. ft. or smaller and 700 watts or less microwave per suite and UL approved compact 4.6 cubic foot refrigerators are permitted)
- Large Appliances
- Lofts, Platform Beds, Cinderblocks, Bunk Beds Not Provided by the College (Commercially sold bed risers are permitted)
- Open flames
- Partitions
- Self-balancing motorized scooters, also known as hover boards
- Space Heaters
- Waterbeds
- Weapons
- Weight Training Equipment (Dumbbells that are 20 lbs. or less are permitted)

Roof Tops

Residents and guests may not enter upon, cross, or use rooftops in any manner.

Room Furnishings

All residence hall rooms, suites, and lounges are furnished. Removal or relocation of any room, suite or lounge furniture is prohibited.

Room Occupancy

Residents have contracted for a single space in the residence halls. Residents are not permitted to sublet their room/suite. The College reserves the right to assign and to reassign rooms /beds when in its sole discretion such action is deemed necessary. Residents may not deliberately discourage or reject a student who is officially applying for or attempting to occupy a legitimate vacancy in a residence hall.

Room Painting

Unauthorized painting of residence hall rooms and suites is prohibited.

Smoking

Smoking or using any type of electronic delivery smoking device or atomizer in any College building, vehicle, or other facility and within 50 feet of any entrance or exit thereto is prohibited.

Solicitation

Salespeople and solicitors of non-college organizations are prohibited from entering the residence halls. The sale of tickets or items by College clubs and organizations and the sale of goods or services from a resident's room or suite must be approved in writing by the Director of Res Life or their designee.

Suite/Room Inspections

When residents leave for breaks, suites and rooms will be inspected by the Res Life staff. If obvious policy violations are discovered during the inspection, the resident(s) may be charged under the Code and have to participate in the Conduct Review Process. Additionally, entry into suites by authorized College representatives is permitted at any time to complete fire, safety, and health inspections; to maintain compliance with multiple dwelling unit laws; to respond to indications of immediate danger to life, safety, health, or property; to maintain the conditions of facilities and furnishings; and to maintain safety and security. Whenever possible and feasible, residents will be present during these entries. Room inspections may also be conducted after 24 hours' notice to the residents. Entrance of rooms or suites occupied by residents or the search of personal property of residents may be conducted upon authorization by designated College officers to determine compliance with regulations and laws where there is probable cause to believe that a violation has occurred or is taking place. Unauthorized items will be confiscated and disposed of.

Trash Removal/Recycling

Residents are required to uphold and abide by the College trash removal and recycling procedures. The accumulation of trash, debris, garbage, perishable foods, cans, bottles, etc. is prohibited.

Vacation Breaks

During summer, winter, and spring breaks, all Residents must vacate the residence halls unless they have received written permission from Res Life to remain. Any resident who remains in the residence hall during a break may incur a charge.

Wall Coverings/Signs

No more than 50 % of the total wall area of a room or suite may be covered with wall coverings or other materials (e.g., flags, posters, pictures, etc.). Accordingly, large wall coverings such as tapestries are prohibited. Additionally, the posting of any signs must be approved by Res Life staff and must be posted in designated posting areas. If a sign is not approved, it will be taken down and confiscated. Signs posted for the benefit of all residents (fire safety regulations, evacuation procedures, RA posters, hall banners, policy signs, etc.) may not be tampered with or removed by residents.

Windows

Residents may not climb in or out of windows or throw items out of windows. Residents may not tamper with or remove window screens.

SECTION IV: STUDENT RESOURCES

<https://www.ric.edu/current-students-resources>

Academic Support

Academic Advising

academicadvising@ric.edu

401-456-8083

Adams Library - Lower Level

Career Development Center

careerdevelopment@ric.edu

401-456-8031

Adams Library – Lower Level

Center for Scholar Development

McNair Scholars

Preparatory Enrollment Program (PEP)

Student Support Services (SSS)

Upward Bound

CSD@ric.edu

401-456-8783

Craig Lee - Suite 049

Disability Services Center

dsc@ric.edu

401-456-2776

Fogarty Life Science - Room 137

IT Helpdesk

helpdesk@ric.edu

401-456-8803

Gaige Hall

Financial Services & Registration

Bursar Office

bursar@ric.edu

401-456-8130

Building #4 - East Campus

Records Office

records@ric.edu

401-456-8213

Building 4 - East Campus

Academic Success Center

Math Learning Center and Tutorial Services

tutoring@ric.edu

401-456-8083

Adams Library - Lower Level

Adams Library

reference@ric.edu

401-456-8126

James P. Adams Library

Project Excel

ProjectExcel@ric.edu

401-764-4947

Roberts Hall - Suite 303

Writing Center

writingcenter@ric.edu

401-456-8083

Adams Library - Lower Level

Financial Aid

financialaid@ric.edu

401-456-8033

Building 3 - East Campus

Overall Wellness

Health Services

healthservices@ric.edu

401-456-8055

Browne Hall

Counseling Services

counselingcenter@ric.edu

401-456-8094

Browne Hall

Safety & Security

Campus Police

communitypolicing@ric.edu

401-456-8888

Welcome Center- East Entrance

Sexual Misconduct/Violence

odei@ric.edu

401-456-8810

Roberts Hall - Suite 301

Student Life and Involvement

Dean of Students Office

deanofstudents@ric.edu

401-456-8808

Roberts Hall - Suite 120

Dining Services

diningservices@ric.edu

401-456-8207

Donovan Dining Center

Military Resource Center

mrc@ric.edu

401-456-8449

Student Union - 2nd Floor

New Student Programs

orientation@ric.edu

401-456-8439

Student Union - Ground Floor

Learning for Life

l4linfo@ric.edu

401-456-6320

Adams Library - Lower Level

Athletics & Recreation

athletics@ric.edu

401-456-8007

Recreation Center

HOPE Line (24/7 RIC Support Line)

401-456-HOPE (4673)

National Emergency Mental Health Support

988

National Emergency Support

911

Residential Life & Housing

housing@ric.edu

401-456-8240

Penfield Residence Hall - Side Entrance

Student Activities

activities@ric.edu

401-456-8034

Student Union – 4th Floor

Student ID Office

studentid@ric.edu

401-456-8394

Student Union Main Floor

Unity Center

unitycenter@ric.edu

401-456-8791

Student Union - Ground Floor

*The College reserves the right to modify or revise this Student Handbook at any time without notice, however, the College will make its best effort to notify students of any material changes.