

## **BELLAVANCE HONORS PROGRAM CODE OF CONDUCT**

All Salisbury University students who are in good standing with the Bellavance Honors Program are eligible to access the Honors Center (also called the Honors House) after normal operating business hours for study during the fall and spring semester. The Honors Center generally is unlocked between 8am and 5pm during regular business hours.

In order to access the Honors Center, students can hold their SU Gullcards up to the pads located outside of the front and back doors. Do not use the card swipe on the front door or the classroom doors; these are for staff use only.

The privilege is dependent on agreeing to and following the rules below, and may be revoked at any time. Serious violations of the Honors Code of Conduct will result in dismissal from the Honors Program.

### **1. You will ensure the security of the Honors House.**

**1.1 After Hours:** After hours is defined as any time outside of the normal operating hours of the university, Monday through Friday between 8am and 5pm.

**1.2 Honors Center (Honors House) Hours:** The Honors Center is open to Honors student use between 7am and midnight, seven days per week while school is in session. No students (Honors or otherwise) are permitted in the Honors Center between midnight and 7am, or on days when the university is closed (the Honors Center will remain accessible during inclement weather days).

**1.3 Access:** You must not give anyone else your Gullcard to enter the Honors House and you are not to prop the door open for anyone else, whether they are in the Honors Program or not. When you exit the Honors Center after hours, you should check that the door is closed and locked.

**1.4 Guests:** You may bring one non-Honors SU student as a guest to the Honors Center during regular operating hours (Monday through Friday between 8am-5pm). If you wish to bring other non-Honors SU guests to the Honors Center for a study session after hours, you must schedule a time with the Honors Program staff and provide the names of those guests.

No guests who are not enrolled students at SU are allowed after 5pm in the Honors Center. You must accompany your guest at all times, and they must leave the house when you do. Your guests must follow the Honors Program Code of Conduct, as you are responsible if they fail to do so.

### **2. You will treat the property of the Honors House with respect.**

**2.1 Kitchen:** If you use the kitchen, you must leave the kitchen clean and tidy. If the kitchen is a mess when you arrive at the Honors Center, you will e-mail this fact to the Honors staff at the time you found it. You are not permitted to leave dirty dishes in the sink. You are permitted to place dirty dishes in the dishwasher for cleaning.

No dishes, dishware, cooking supplies, etc. are permitted to leave the Honors Center without the permission of the Honors Program staff. You must ask to check items out of the kitchen if you intend to take them to the dorm or your apartment.

You must dispose of trash and recyclable materials in the proper containers in the kitchen. If the waste can is full, you place the full trash bag in the large waste cans behind the Honors Center.

Students and staff may bring food to the Honors Center and place it in the refrigerator or in the cabinets marked "Individual Student Food." Food found in the Honors Center refrigerator, cabinets, or on the counters is NOT for public consumption. Any food left for general consumption will be visibly marked as such. In addition, the public pantry will be clearly marked "Honors Pantry." Items, such as sugar, flour, spices, etc. in this cabinet are for general use. Rule of thumb: If you did not bring the food into the Honors Center and it is not clearly marked for general consumption, DO NOT eat it.

You must follow all rules that are posted in the Honors Center kitchen.

You are not permitted to eat or drink in the computer lab or at the piano.

**2.2 Bicycles:** Are NOT to be brought into the Honors House.

**2.3 Second Floor Computer Lab:** We understand that you might want to browse the internet, watch a video or two, or play games, but the computers are primarily for academic use. Students needing to use a computer for academic purposes take priority over other uses. If you are caught playing games or watching videos while the computer lab is in heavy use, you will lose the privilege of the lab and the Honors Center.

We also understand that it can get warm in the computer lab and you might wish to open a window. You may do so, but, if you are the only person in the lab, please make sure that all windows are closed before you leave.

**2.4 Study Room:** We have improved the former upstairs lounge into a formal study space and seminar room. The room will occasionally be used for small class seminars. If it is not in use, students are free to use it as an individual study space. If you would like to reserve this room for group study or to watch a film, please do so with the Honors Center, Program Management Specialist.

**2.4 Decorations and Alterations to House:** Do NOT use tape to affix photographs, drawings, or decorations to the walls of the Honors House. The Honors Program staff must approve all decorations or items displayed in the Honors House.

### **3. You must respect your fellow students and treat the Honors House as a shared space.**

**3.1 Sleep:** You are not permitted to sleep in the Honors House.

**3.2 Noise:** You will ensure that your activities in the Honors House do not interrupt the quiet needed for study by your peers.

**3.3 Civility and Legality:** Alcohol, tobacco, sex or illicit drugs are not allowed in the Honors House or anywhere on the grounds of the Honors House. Violation of this rule will result in immediate removal from the Honors Program and your violation will be reported to campus police.

**3.4 Events:** All events in the Honors Center MUST be booked through the Honors Program Management Specialist, including the reservation of the newly created study room for group study. All events MUST be supervised by a faculty member or a paid student worker who understands the responsibilities of supervising the event and has been approved by the Honors Program staff.

**3.5 Other Matters:** All Honors students are expected to follow the policies of the *SU Student Handbook* and the *SU Code of Conduct* concerning student behavior. If you are found in violation of the *Student Handbook*, the *SU Code of Conduct*, or the *Honors Program Code of Conduct*, you will be removed from the Honors Program.

**3.6 Personal Responsibility:** In order to ensure the security and safety of all students in the Honors Program, you are responsible for reporting any breach of the Honors Program Code of Conduct, breach of security, altercations within the Honors Center, or damage created by your peers immediately to the Honors Program staff.