

Finding God in All Things

There is much we can learn from St. Ignatius and his early companions as we journey through college. For Ignatius, even the smallest things could make his spirit

Copyright 2024
Loyola University Maryland
4501 North Charles Street
Baltimore, Maryland 21210

The Division for Student Development

I Community Standards, Policies, and Procedures	
Statement of Philosophy	4
The Honor Code	
Student Conduct Process	1
Student Rights and Responsibilities	22
Sex Based Harassment and Discrimination Policy	26
Bias Related Behaviors Process	36
Alcohol Policy	4
Drug Policy	4
Harassment Policy	52
Off Campus Conduct Policy	53
Bias Related Behaviors Policy	62
Sanctions and Outcomes for Violations of the Student Code of Conduct	63
Student Conduct Records	6
II University Regulations and Policies	
Responsible Action Protocol	1
Immediate Removal from Campus	1
Parental or Guardian Notification	2
Personal Safety, Well Being Separation and Reinstatement Policy	3
Missing Student Policy	5
Harassment and Discrimination Policies and Procedures	6
Chosen Name Policy	1
III Residence Hall Policies and Procedures	2

C The Honor Code

The students of Loyola University Maryland are citizens of an academic community that will conduct itself according to an academic code of honor, following the Jesuit ideal of cura personalis and in keeping with the school motto, "Strong Truths Well Lived."

1 Mission and Pledge

The Honor Code states that all students of the Loyola community have been equally entrusted by their peers to conduct themselves honestly on all academic assignments. Our goal is to foster a trusting atmosphere that is ideal for learning. In order to achieve this goal, every student must be actively committed to this pursuit and its responsibilities and is therefore called to be active in the governing of the community's standards. Thus, all students have the right, as well as the duty, to expect honest work from their colleagues. From this, we students will benefit and learn from the caring relationships that our community trustfully embodies.

The students of this University understand that accepting collective and individual responsibility for the ethical welfare of their peers exemplifies a commitment to the community. Students who submit materials that are the products of their own mind demonstrate respect for themselves and the community in which they study. These students possess a strong sense of honor, reverence for truth, and a commitment to Jesuit education. Accordingly, students found violating the Honor Code will be held accountable in the belief that they will, with the support of their peers, learn from the mistake.

This Code not only requires students to understand the ideals of truth and personal care as the two strongest educational factors expressed in cura personalis, but also calls them to demonstrate a general concern for the welfare of their colleagues and for the University.

The pledge adopted by the University reads as follows:

"I understand and will uphold the ideals for academic honesty as stated in the Honor Code."

All registered students of Loyola University Maryland are automatically bound by the Honor Code. As a basic reminder and reinforcement of this Code's ideals, faculty members are asked to make use of the pledge on all scheduled tests, papers, and the course syllabus.

2 Definitions and Violations of the Honor Code

Out of concern for the University and the academic community, each student at Loyola must maintain the highest standards of academic honesty. In order to uphold this degree of excellence, the Honor Code requires students, faculty members, and administration to report an act of academic dishonesty. Failure to report an act of academic dishonesty is a violation of the Honor Code.

a. **Cheating** The use of unauthorized assistance or a material or the giving of unauthorized assistance or material in the carrying out of an academic assignment. An academic assignment includes all homework and projects assigned by the instructor. Students will also be expected to follow the rules set by a course instructor as presented on a written syllabus. The use of papers produced by another individual or furnished by a service, whether a fee is paid or not and whether the student utilizes some or all of the paper is a violation of the Honor Code.

3a Adjudication Process for Graduate Student Honor Code Violations

Refer to the Academic Integrity policy in the Academic Regulations and Policies section of the *Graduate Academic Catalogue*.

3b Adjudication Process for Undergraduate Student Honor Code Violations

a. Witnessing and Reporting Academic Dishonesty

In order to be an effective part of the community, individuals must understand and accept their responsibility for maintaining the well being of the community and the University. All students, faculty members, administrators, and staff must report a breach of the undergraduate student Honor Code in the following manner:

1 Faculty Reporting an Incident

Faculty members witnessing a breach of the Code must inform the student of the alleged infraction in a timely manner and identify any academic sanctions they deem appropriate for the offense.

Following this, and no later than 30 days after informing the student of the alleged violation, they must report the infraction in writing including the violation form to the Office of the Dean of Undergraduate Studies and be willing to serve as a witness throughout the proceedings.

2 Students Reporting an Incident

Students witnessing an infraction must inform any faculty member present while the infraction is being committed or at the earliest possible opportunity. If this is not possible, students must report the breach on their own to the Office of the Dean of Undergraduate Studies at their earliest opportunity.

After an alleged breach of the Code has occurred, witnesses ordinarily must report the incident of an Honor Code violation in writing within 30 days. Reports of

d. The Hearing

The student accused of an Honor Code violation will attend one of two types of hearings, either a Full Hearing or a Sanctioning Hearing. The Full Hearing is held when an accused student denies responsibility for the alleged violation; it includes a sanctioning phase if the student is found responsible for a violation. A Sanctioning Hearing takes place when a student has acknowledged responsibility for the offense.

The Hearing Council will make every effort to conduct the hearing in a fair and honest manner. All hearings will be closed and confidential, with a confidential audio recording made of the hearing. Each case will be heard and considered on its own merit. Hearings are closed to the public. The Honor Council reserves the right to call

- g Participants, including Council members, have the right to be free from any sort of personal violation, harassment, or threats because of their actions. If convincing evidence is presented to the Honor Council that a person has infringed upon this right, that person is subject to suspension or dismissal from the University.
 - h Accused students may have the assistance of an Honor Council representative and will be considered not responsible unless shown otherwise.

Accused students have the right to be informed in writing of the charges against them and of the time and place of the hearing, normally at least two days prior to the scheduled hearing, unless the University is unable to reach the student despite reasonable efforts. If two or more students are accused, each may request an individual hearing.

The accused student has the right to bring witnesses to the hearing to testify on their behalf. There is no limitation placed on the number of eyewitnesses or corroborating witnesses. No more than two character witnesses are permitted. In the event that any witness cannot attend the hearing, a written statement signed by the witness and completed in the presence of an Honor Council member or moderator may be submitted as relevant information in a hearing.
 - i The Hearing Council must decide whether sufficient evidence has been shown to demonstrate that a breach of the Honor Code has been committed. Members of the Hearing Council are to use the 'preponderance of evidence' standard to determine whether the accused student is responsible for the offense.
 - j Before the hearing, the Honor Council chair will read aloud the first paragraph of the Honor Code and reiterate that persons lying while at a hearing are in violation of this Code and are subject to suspension or dismissal from the University. After this procedure, the hearing has begun.
 - k The hearing opens with a statement from the accuser or faculty member in whose class the violation took place regarding the nature of the offense, the course of action taken, and a justification for actions taken. Any other witnesses who were involved in the case will then present their testimony, followed by the testimony of
-

14 : Loyola University Maryland Community Standards 2024–2025

violated the Code in the past, the Dean will notify the Honor Council moderator who will then only notify the Hearing Council of past violations after the question of responsibility has been determined. Past violations will result in stronger sanctions.

n The Honor Council chair will notify in writing the accused student and instructor of the outcome of the deliberation within two business days of its conclusion. If the accused is found not responsible, the student, the accuser, and the Dean of Undergraduate Studies will be notified within two business days and the case will be closed.

2 Sanctioning Hearing

a A Sanctioning Hearing will occur in those situations where a student accepts responsibility for the violation prior to a hearing. In this case, the student will normally meet with at least three, but no more than five Honor Council members to determine the appropriate sanction for the violation. The accused may present extenuating testimony and Honor Council members may ask questions at this hearing. Each panel will include a non voting faculty moderator. Sanctions considered by the Council are in addition to the sanction imposed by the accuser on the Honor Code Violation Report Form.

b If the Dean of Undergraduate Studies finds that the accused has violated the Code in the past, the Dean will notify the Administrative Moderator of the Honor Council. Past violations will result in stronger sanctions.

c The Sanctioning Hearing chair will notify the accused student and the accuser of the outcome, in writing, within two business days of the deliberation.

3 Decisions of the Hearings

a If a Full Hearing concludes a breach of the Honor Code occurred, or the student admits to breaching the Honor Code, the instructor of the course in which the breach occurred will be responsible for implementing the academic sanction proposed on the Violation Form. Accusers are encouraged to consult with the Office of the Dean of Undergraduate Studies, the Honor Council Administrative Moderator, and/or the department chair regarding academic sanctions.

The accused and the Office of the Dean of Undergraduate Studies will be notified in writing of the decision of the Hearing Council within two business days of the conclusion of the hearing. If a student contests a finding of the Honor Council, the student can appeal the decision of the Council according to the procedures outlined in the Honor Code.

b If a Full Hearing concludes a breach of the Honor Code did not occur, the instructor of the course in which the alleged breach occurred is encouraged to follow the decision of the Honor Council and to impose no sanction on the student.

If an instructor remains convinced that an Honor Code violation occurred, despite the decision of the Honor Council, the instructor may persist in imposing the academic sanction proposed on the Violation Form.

If an instructor imposes an academic sanction on a student who has been found not responsible for a breach of the Honor Code, the student can appeal the instructor's action according to the procedures outlined in the Honor Code.

c A file containing all paperwork, including Violation Forms and any existing recordings of the hearings will be maintained by the division for student development for three years after the student graduates, after which the files will be reviewed and destroyed.

e. Sanctions for Honor Code Violations

While acknowledging that we must preserve the academic integrity of Loyola University and that academic dishonesty will not be tolerated, we must not forget the fundamental mission of our institution is to foster Strong Truths Well Lived through education, not punishment. Thus, in most cases, the sanctions the Council recommends for first time offenders should provide students with an opportunity to resume their academic careers with a better understanding of scholastic integrity, character, and truth.

If a student is found to be responsible for a violation of the Honor Code, the Council is to decide what, if any, sanctions to impose over and above any sanction already identified by the course instructor. If the student has violated the Code in the past, the Honor Council moderator will notify the Hearing Council of past violations. In the case of a Full Hearing, notification about prior violations will occur only after a determination has been made as to whether the student is responsible or not responsible for the violation. Previous violations will result in stronger sanctions up to and including a recommendation for suspension or dismissal from the University.

Among the sanctions that the Honor Council may decide to impose are Deferred Academic Suspension and Honor Probation. Deferred Academic Suspension means that for the specified time a further violation of the Honor Code will result in the recommendation to the Dean of Undergraduate Studies that the student be suspended from the University. Honor Probation may include the prevention of participation in one or more of the following activities: sports teams, clubs, leadership positions, or any other activity that may impact a student's studies. Students placed on Honor Probation will be allowed to maintain any job and to

16 : Loyola University Maryland Community Standards 2024–2025

The sanctions imposed by the Honor Council is/are grossly disproportionate to the Honor Code offense.

If the student wishes to appeal the academic sanction/s imposed by the course instructor, they should follow the process outlined in the next section titled, "Process of Appeal for Academic Sanctions". Appeals of academic sanctions should be submitted only upon resolution of any appeal of Honor Council decisions.

The steps in filing an appeal are as follows:

- 1 The appeal must be submitted in writing to the Associate Vice President for Undergraduate Academic Affairs within four University business days from the receipt of the sanction letter. The letter must clearly state the reason/s for the appeal. An associate vice president in Academic Affairs will review appeals for appropriate submittal. If an appeal is found to be inappropriate, the student may revise and resubmit the appeal. If the student fails to revise and resubmit the appeal, the appeal ends.
 - 2 The Honor Code Appeal Board is comprised of an associate vice president for academic affairs, an Honor Council chair/co chair, and the Vice President for Student Development or their appointee. Members of the Honor Code Appeal Board who were consulted or who heard the case will be excused from the case and replaced with another member of corresponding standing. Similarly, members of the Honor Code Appeal Board would also be excused and replaced by a member of the Honor Council if they have a relationship with the student, such as Core or major advisor, etc.
 - 3 The Honor Code Appeal Board will review and decide the appeal. All members of the Honor Code Appeal Board are voting members of Honor Code appeals. At least two favorable votes are necessary to find in favor of an Honor Code appeal. An abstention is not a favorable vote. The Honor Code Appeal Board has the right to review all files and recordings related to the case and call any witnesses whose testimony it deems may be relevant to the case. The Honor Code Appeal Board should render a decision within five University business days from the receipt of the
-

written explanation of how the sanction was changed and why that action was taken. This explanation will be kept in the student's Honor Council file and in the Office of the Dean of Undergraduate Studies.

All decisions by the Honor Code Appeal Board are final

Process of Appeal for Academic Sanctions

Note: Appeals of academic sanctions should be submitted only upon resolution of any appeal of Honor Council decisions.

1.1 If a student has been found "responsible" for an Honor Code violation by the Honor Council, the student can appeal the academic sanction imposed by the faculty member on either the following grounds:

- a. The academic sanction imposed is not consistent with the sanction listed on the Honor Code Violation Form, or
- b. The academic sanction imposed does not conform to any stated Honor Code violation policy on the course syllabus, or the sanction imposed does not conform to any departmental Honor Code violation policy on file with the appropriate academic Dean.

1.2 The steps in filing an appeal are as follows:

- a. The appeal must be submitted in writing and received by the appropriate Dean no later than four business days from the receipt of the notification from the instructor about the academic sanction to be imposed. The appropriate Dean is the Dean of the school of the University in which the course of the contested grade is housed. The written appeal must clearly state the grounds for the appeal. The Dean will review appeals for appropriate submission, i.e., the appeal is timely and specifies the grounds for the appeal. Appeals rejected as untimely may not be resubmitted.
 - b. If the appeal is appropriately submitted, the Dean will consider whether the academic sanction imposed by the instructor conforms to information contained in section 1.1.a and b. If the sanction does conform to those instruments, the Dean will uphold the sanction. If the sanction does not conform to those instruments, the Dean will make the appropriate adjustments, including changing the final grade if deemed appropriate.
 - c. In general, the Dean will make a decision no later than 20 business days from receipt of an appropriately submitted appeal. The Dean will communicate the decision in writing to the faculty member and the student, including the reasons for their decision. The decision of the Dean is final. There is no further appeal by either the faculty member or the student.
-

18 : Loyola University Maryland Community Standards 2024–2025

the Honor Council of the outcome of the hearing. If the faculty member in question continues to impose an academic sanction, the student may appeal this action to the appropriate academic Dean. The steps in an appeal are as follows:

a. The appeal must be submitted in writing to the appropriate Dean no later than four business days from the receipt of the notification from the instructor that the instructor intends to impose an academic sanction. The appropriate Dean is the Dean of the school of the University in which the course of the contested grade is housed. The written appeal must include a copy of the notification from the Honor Council indicating that the student was found not responsible and a copy of the notification from the instructor that the instructor intends to impose an academic sanction. Appeals that do not include this documentation will be rejected as incomplete and may not be resubmitted. Appeals rejected as untimely may not be resubmitted.

b. If an appeal is properly submitted, the Dean will consider the case on its merits after consulting appropriate materials and persons related to the Honor Code proceedings. The Dean should confer with the student and the instructor, individually, and may confer with additional appropriate persons related to the hearing. Other parties, including parents or attorneys, are not permitted to attend these conferences. Ordinarily, the Dean will communicate their decision, in writing, to the student, the faculty member and the Honor Council no later than 20 business days after receipt of the student's appeal. This notification must include a brief rationale for the finding. If the Dean determines that an Honor Code offense occurred, they will uphold the academic sanction proposed by the instructor on the Violation Form. If the Dean determines that an Honor Code offense did not occur, no academic sanction may be imposed and the Dean will make the appropriate adjustments, including changing the final grade if appropriate.

c. The decision of the Dean is final. There is no further appeal for either the faculty member or the student.

D Student Conduct Process

The following section describes information regarding misconduct for which undergraduate and graduate students may be held accountable. The University may hold students accountable through the University student conduct process for any actions listed or for comparable actions not specifically listed. The influence of drugs or alcohol will not in any way mitigate the consequences of inappropriate behavior or limit the responsibility of individuals involved. A student attending a University function or living or visiting in the area surrounding the University or on Loyola

charges requests a leave, e.g., study abroad, medical withdrawal, leave of absence or withdrawal, the investigation and/or conduct process may be completed prior to the change in student status being approved or prior to or upon their return to the campus. See 6. Sexual and Gender Based Misconduct policy for policy when a respondent takes a leave after a formal complaint has been filed under that policy. If a student declines to participate in the conduct process, the University may conclude the process without the student's involvement, including issuing findings of responsibility and imposing sanctions. If a student takes a leave or withdraws prior to the completion of any sanctions, they must complete all required sanctions, except sanctions that are applicable to the student's time at the University, such as status sanctions or restrictions from activities or specific areas of campus, to be

7. Area Coordinators (ACs)

Within each of the main residential areas of the campus, there is an Area Coordinator who adjudicates most cases that occur within their respective areas. ACs are full time professional members of the Residence Life & Housing staff. They can be reached by calling the Office of Residence Life & Housing at ext. 5081 and at office locations:

Charleston/Gardens Area	Lange 32A
Thea Bowman	Bowman 229
Hammerman & Butler	Bowman 229
Eastside Area	McAuley 300A
Campion Tower	Campion 100
Newman Towers	Newman Towers Center 110

8. Graduate Residence Coordinators (GRCs)

The Office of Student Conduct GRCs are full time graduate students who assist with of adjudication of violations of the Code of Conduct.

9. University Employees

There are faculty, staff, and administrators across the University and within the Division for Student Development who serve as hearing officers and appellate officers. These professionals are trained in student conduct adjudication by the Director of Student Conduct and Assistant Director of Student Conduct or designee.

ii Outline of the Student Conduct Process

This section is intended to provide an outline of the student conduct process. It is not all inclusive, nor does it indicate that the steps listed must be followed in all situations. It is published so students may be familiar with the process in general. This section also includes procedures the University will follow when a party files a complaint of sexual and gender based misconduct or bias related behaviors.

1 Incidents

Any member of the University community may file a complaint with a Residence Life & Housing staff member, a student conduct staff member, or with the Department of Public Safety. As part of their daily responsibilities, campus police officers and Residence Life & Housing staff may submit reports of violations. If a Residence Life & Housing staff member, usually an RA or GRC or a campus police officer confronts a student, the student can contact the Area Coordinator of Residence Life & Housing of that area or the Director of Student Conduct the next business day. Reports of student violations may also occur at student engagement events, athletic and club sports events, off campus student residences, and public and private commercial establishments.

The Baltimore City Police Department routinely submits reports to the Director of Public Safety regarding incidents in the area surrounding the University, incidents involving Loyola students, or notifications of arrests. The Director of Public Safety forwards these reports to the Office of Student Conduct. Reports of student violations may also be forwarded to the University by other colleges or universities, neighbors from the communities surrounding the University, hotels, or other establishments in the Baltimore area. After receiving reports, the University may investigate the incidents to collect additional information prior to adjudication. The Director of Student Conduct, or designee, reviews the reports and determines whether the report identifies possible violations of the Student Code of Conduct. If

so, the students involved are notified of the alleged violations and the subsequent hearing process.

The University reserves the right to hold all students responsible for the Student Code of Conduct whether the incident occurs on or off University premises, including study abroad locations. Normally, the same process will be followed for on campus or off campus violations. Evidence confiscated during a campus investigation will be retained by the University until the conclusion of the student

asked to schedule an appointment. Administrative hearings are held before either the Peer Conduct Board, an administrative panel, or an administrative hearing officer. During the hearing, the student will be expected to respond to the charges listed in the charge letter. The student will be asked to explain their involvement in the incident and, if found responsible, what sanctions would be appropriate. The 'Rights and Responsibilities of Students in the Hearing Process' apply to administrative hearings.

c. Peer Conduct Board

The Peer Conduct Board is a conduct hearing body that hears cases for undergraduate students. It is comprised of three to five undergraduate students and one non voting advisor, usually a Graduate Residence Coordinator. To have a quorum, three students and the advisor must be present. These students are selected and trained to hear student conduct cases. The Peer Conduct Board will usually hear cases that involve violations that have an impact on the larger community in which students live. These violations include, but are not limited to quiet hours, roommate conflicts, disorderly gatherings, alcohol violations, and visitation. The Peer Conduct Board hears the case, decides on responsibility for the charges, and determines sanctions. The 'Rights and Responsibilities of Students in the Hearing Process' apply to the Peer Conduct Board hearings.

d. Alternative Resolution

Certain cases may be referred to alternative resolution pathways if the parties involved are willing to participate, and the Assistant Director of Student Conduct, in consultation with the Director of Student Conduct, deems the pathway an appropriate resolution option. Alternative resolution pathways include but are not limited to educational conversation, conflict coaching, mediation, or restorative practices, such as conferences or circles. Restorative practices are processes designed to facilitate an intentional conversation where targeted persons, or harmed parties, can share the harm they experienced and be an active decision maker for determining resolutions for the harm to be addressed. Additionally, in a restorative process, the alleged offender, the person who caused harm, may answer questions such as why they caused the harm and discuss steps they will take to repair the harm. Normally a restorative process concludes with an agreement between all parties involved that addresses how the respondent and other community members can repair the harm caused, rebuild trust, and restore any broken relationships.

3 Student Rights and Responsibilities in the Hearing Process

The intent of the hearing process is not to replicate a court proceeding, but rather to be educational. A hearing is not a formal process such as a civil or criminal trial. Students are not permitted to bring attorneys or parents into the hearing, except for cases of sexual misconduct if attorneys or parents are serving as the advisor of choice. Students do not have the right to cross examine witnesses but may request that the panel, board, or hearing officer ask particular questions of witnesses. As defined in 6. Sexual and Gender Based Misconduct Policy, sexual and gender based misconduct incidents that fall under Title IX do allow for cross examination of parties only by their advisor. Failure to attend a scheduled hearing will result in the hearing being held in the student's absence.

The following is a list of principles to ensure fairness during the hearing process.

- a. The student shall be informed in writing of the charges against them in sufficient time to afford preparation of a response. Usually, the student is given two University business days to prepare.
- b. The student has a right to bring an advisor of their choice to the hearing. Except for cases of sexual misconduct, the advisor must be a full time member of the University community, faculty, administrator, staff, or student and may not be an attorney or hold a law degree. For cases of sexual and gender based misconduct, both the complainant and the respondent may have advisors as defined in 6. Sexual and Gender Based Misconduct Policy. Students are required to notify the Office of Student Conduct one University business day in advance of the hearing date if a student plans to bring an advisor. Advisors can request an outline of their role and expectations for their participation in the student conduct process. The advisor may meet with the student to discuss the student's case prior to the hearing. If the student or the advisor has any questions, they should contact the hearing officer. The advisor's role is to provide personal counsel and support to the accused, but not to present the case or address the panel, board, or hearing officer. The advisor may not serve as a witness in the conduct proceeding, except in cases involving alleged violations of the Sexual and Gender Based Misconduct Policy where character statements are not permitted. Disruptive advisors will be removed from the process and the process will continue.
- c. The student will receive documentation pertinent to the case, normally at least two University business days prior to the hearing.
- d. The student has the right to bring fact witnesses to the hearing to testify on their behalf. There is no limitation placed on the number of fact witnesses; however, students are limited to two character witness written statements, except in cases involving alleged violations of Sexual and Gender Based Misconduct policy. Students are required to notify the hearing officer of fact witnesses attending the hearing at least one University business day in advance of the hearing. In the event that a fact witness cannot attend a hearing, the witness may email or personally deliver a signed written statement directly to the hearing officer in advance of the scheduled hearing.
- e. The hearing officer or conduct body may call witnesses to provide information at a student conduct hearing. Witnesses are expected to appear for a hearing when requested.
- f. The hearing will be private. All participants are expected to maintain confidentiality regarding the proceedings. Students who receive any information, reports, transcripts, pictures, etc. that is used in an investigation or a conduct proceeding are prohibited from disclosing that information to any third party, other than the student's parent/legal guardian or legal counsel, except where the

24 : Loyola University Maryland Community Standards 2024–2025

h. At the completion of the hearing, the hearing officer will indicate a time and place at which the student will receive the decision of the hearing. If the student is found responsible, the hearing officer or conduct body will then review the student's conduct history in order to determine sanctions.

i. A decision letter will be sent to the student listing the charges, the decision on each charge, and any sanctions imposed. If the student is found responsible, the letter will also indicate the process for appealing the decision. A record of the decision letter will be kept in compliance with the records policy described in F. Student Conduct Records.

j. The student must complete all sanctions by the specified deadlines as directed by the hearing officer or the conduct body. Those students who have not completed or complied with the sanctions may be fined and/or charged and found responsible for the violation *Failure to Comply with Conduct Sanctions* described in the Code.

4 The Appeal Process for Student Code Violations

The following section provides the process for appealing outcomes from student conduct meetings. The process for appealing outcomes from cases adjudicated under 6. Sexual and Gender based Misconduct Policy is outlined in 6. Sexual and Gender Based Misconduct Policy. The student is allowed one opportunity of appeal to the appropriate hearing officer or the University Board on Discipline. The decision of the hearing officer or University Board on Discipline is final. Unless indicated otherwise in the original decision letter, the typewritten appeal should be submitted via the appeal form, which is linked in the outcome letter, or via email to the Director of Student Conduct. The appeal must be submitted within 2 business days of receipt of the decision letter and must be based upon one of the following grounds:

a. Appeal Letter

Appeal letters should clearly state in the opening paragraph the reasons for a student's appeal, based upon one or more of the grounds outlined below:

- a1. The student alleges that there were procedural irregularities that or that their right to a fair hearing was violated which affected the outcome of the matter.*
- a2. New evidence: The student alleges new evidence that was not reasonably available when the determination of responsibility was made that could affect the outcome of the matter.*

The following category may be used only for cases of suspension from the residence halls or suspension or restrictions from participating EMCdJ67 w8 c 10.6999etcom

b. Appeal Procedure

The Director of Student Conduct will hear the appeal or determine the appropriate hearing officer, appeal panel, or the University Board on Discipline to hear the student's appeal. The hearing officer, appeal panel, or the University Board on Discipline will review all information gathered at the hearing, any further evidence, and the reasons for appeal. The hearing officer or appeal board will then decide the appeal and meet with the student to share the results. Parents and attorneys are not permitted in the hearing room during the appeal process.

c. The University Board on Discipline

The University Board on Discipline serves as the appeal board for serious cases involving suspension from the residence halls or suspension or expulsion from the University or other cases as designated by the Director of Student Conduct. The Board is comprised of one faculty member and one student. The results. Parents and

26 : Loyola University Maryland Community Standards 2024–2025

d1. Affirm the original decision of the hearing officer or conduct body;

d1. Affirm the original decision of responsibility for some or all of the charges and change the sanction, sanction may be reduced or may be increased ;

d3. Reverse the original decision of responsibility for some or all of the charges.

The outcome for the appeal hearing will normally be communicated to the student within 5 business days of the hearing.

5 Impact statements

At the discretion of the Director of Student Conduct or designee, Loyola community members affected by another community member's alleged policy violation may submit a written impact statement. The impact statement is due prior to the start of the hearing to the panel chair. The impact statement may include a description of the impact the behavior had on the individual who was harmed, a description of what has been the hardest part of the incident, and a description of what can be done to address the harm and rebuild trust.

If the respondent admits responsibility for all charges, the impact statement may be discussed with the respondent before a finding and sanctions are determined. If the respondent denies responsibility for any of the charges, the impact statement is reviewed by the hearing panel only if a determination of responsibility is made and before a sanction is determined. If an impact statement was submitted and reviewed by the hearing panel, a copy may be provided to the respondent with the decision letter. In cases adjudicated under the section 6. Sexual and Gender Based Misconduct Policy and 7. Bias Related Behaviors Policy, parties have the right to submit a written impact or mitigation statement as defined in those policies.

6 Sex Based Harassment and Discrimination Policy

The following is an excerpt from section 8.8 of the Loyola University *Maryland's Harassment and Discrimination Policy*, which includes how Loyola University Maryland, the University prevents sex based harassment and discrimination, the process for reporting sex based harassment, discrimination or retaliation, and the procedures for adjudicating allegations of that nature for all members of the University community. The excerpts contained in the Community Standards are provided for informational purposes guiding readers through available support and reporting resources. The complete policy, located on the Office of Title IX and Bias Compliance's website, supersedes the excerpts contained within this document.

Non-Discrimination Statement

Loyola University Maryland does not discriminate and prohibits discrimination on the basis of race, including traits associated with race such as hair texture, afro hairstyles, and protective hairstyles, color, or national origin, including shared ancestry or ethnic characteristics, sex, age, religion, disability, marital status, sexual orientation, gender identity, genetic information, military status, or any other legally protected classification covered by federal or state law in the administration of any of its educational programs and activities or with respect to admission or employment. The designated compliance officer to ensure compliance with Title IX of the Education Amendments of 1972, as amended, Title IX, the Americans with Disabilities Act of 1990, as amended, ADA, and Section 504 of the Rehabilitation Act of 1973, as amended, Section 504, is David Tiscione, Director of Title IX and Bias Compliance, 105 Jenkins Hall, 410 617 5171, dmtiscione@Loyola.edu. Inquiries

about the application of Title IX, ADA, or Section 504 may be made to David Tiscione, the Office for Civil Rights, OCR, or both. Inquiries about discrimination related to any other protected class aside from sex or disability may be made to Rodney Parker, Chief Equity and Inclusion Officer, Humanities 224, 410 617 2201, rparker1@Loyola.edu, OCR, or both.

The Loyola University Maryland nondiscrimination policy and grievance procedures and information regarding how to report information or make a complaint about conduct that may constitute discrimination can be found in the following places:

- **Sex discrimination** Loyola University Maryland Title IX and Bias Compliance Website
- **Discrimination on protected classifications (non-sex-based)** Loyola University Maryland Title IX and Bias Compliance Website for Students and Human Resources Website for employees

Loyola University is authorized under Federal Law to enroll non immigrant, alien students.

Reporting Sex-based harassment and discrimination

A Report provides notice to the University of an allegation or concern about sex discrimination, sex based harassment, or retaliation and provides an opportunity for the Title IX Coordinator to provide information, resources, and supportive measures. A Complaint provides notice to the University that the Complainant would like to initiate an investigation or other appropriate resolution procedures. A Complainant or individual may initially make a report and may decide at a later time to make a Complaint.

Reporting carries no obligation to initiate a Complaint, and in most situations, the University is able to respect a Complainant's request to not initiate a resolution

30 : Loyola University Maryland Community Standards 2024–2025

become aware is a violation of the University Policy and the mandated reporter may be subject to disciplinary action up to and including termination under section 1.28 Discipline under Staff and Administrator Policy Manual. Failure to report may also constitute professional incompetence, non performance of duties or responsibilities, and conduct inconsistent with professional standards according to the Rank and Tenure Policy Statement for faculty members.

A Mandated Reporter who is themselves a target of harassment or other misconduct under this Policy is not required to report their own experience, though they are, of course, encouraged to do so.

Resolution Process, and the appropriate Title IX Coordinator, or designee, among others, and a copy will be provided to the Complainant.

Upon receiving a report, the Complainant and/or reporting party, if different from the Complainant, will be provided with a written explanation of their rights and options which, in addition to the information described in this section, will include information about legal service organizations and referral services. The Title IX

32 : Loyola University Maryland Community Standards 2024-2025

professionals, clergy, and mental health counselors; 2 Those whom the University



- **TurnAround (Off Campus):**
443 279 0379
24 hour counseling and support for sexual assault and domestic violence
- **House of Ruth (Off Campus):**
410 889 7884
24 hour domestic violence resource
- **Sexual Assault /Domestic Violence for Baltimore and Carroll Counties (Off Campus):**
410 828 6390
24 hour hotline
- National confidential resources, available 24/7 include, but are not limited to: **RAINN (Rape, Abuse & Incest National Network)** which operates the National Sexual Assault Hotline at 1 800 656 HOPE, 4673 and an online chat with a trained staff member; and National Domestic Violence Hotline at 1 800 799 7233 or TTY at 1 800 787 3224 with an online chat option.

Preservation of Evidence and Seeking medical assistance

This section will discuss where and how people who have experienced sex based harassment can seek medical assistance. The section will also discuss how to preserve evidence when an individual experiences sex based harassment.

34 : Loyola University Maryland Community Standards 2024–2025

- Mercy Medical Center
300 St. Paul Street
Baltimore, MD
410 332 9477

36 : Loyola University Maryland Community Standards 2024–2025

appropriate student or employee conduct processes for enforcement or added as collateral misconduct allegations to an ongoing Complaint under this Policy.

Title IX Rights related to Pregnancy, Parenting, and Lactation

Loyola University Maryland is committed to creating and maintaining a community where all individuals enjoy freedom from discrimination, including discrimination on the basis of sex, as mandated by Title IX of the Education Amendments of 1972. Sex discrimination, which can include discrimination on the basis of current, potential, or past parental, family, or marital status, is prohibited and illegal in educational programs and activities. Loyola University Maryland hereby establishes a policy and associated procedures for ensuring the protection and equal treatment of pregnant students, students with pregnancy related conditions, and students who are parenting, regardless of gender identity or expression.

Under the Department of Education's ED Title IX guidance and regulations, an institution that receives federal funding may not discriminate against any student or exclude any student from its education program or activity, including any class or extracurricular activity, on the basis of such student's pregnancy or related conditions. According to ED, institutions must provide reasonable modifications to ensure the student's equal access to the University's education program or activity.

This generally means that Title IX should be understood to be a 51-tr

determination about the alleged Policy violation s .

- **Employee** Faculty, staff, and administrators, including student employees and those holding these positions temporarily. Employee does not include those performing services for or as an independent contractor, although such non

38 : Loyola University Maryland Community Standards 2024–2025

Accommodation Determinations and Implementation. Individuals who believe they were discriminated against based on their disability may file a complaint through the Loyola University Maryland Harassment and Discrimination Policy and Procedures.

d. Procedures for Reporting Bias Related Behaviors

Students who feel they have been the target of bias or harmed by bias related behaviors, known as the Complainant, may report the incident online at www.loyola.edu/reportbias or contact the Office of Title IX and Bias Compliance at 410 617 5646. When reporting bias related behaviors, it is important to give as much information as possible as the statement will serve as basis for resolution of the case. If a Complainant chooses to submit an anonymous report, it should be noted that the University's ability to investigate or act upon anonymous reports may be limited.

Online reporting methods:

Anonymous Information Form, found at

[https://www.loyola.edu/department/public safety/anonymous information form](https://www.loyola.edu/department/public%20safety/anonymous%20information%20form)

EthicsPoint, found at

<https://secure.ethicspoint.com/domain/media/en/gui/18799/index.html>

Bias Related Behaviors Report, found at www.loyola.edu/reportbias

Sexual Violence, Relationship Violence or Stalking Report found at

[https://cm.maxient.com/reportingform.php?LoyolaUnivMD&layout id 4](https://cm.maxient.com/reportingform.php?LoyolaUnivMD&layout_id_4)

When a bias related behavior form is submitted, it will be received by the Office of Title IX and Bias Compliance who will then take action based on the information provided. The Complainant will be contacted by a Title IX and Bias Administrator or designee and offered support through the bias response process.

A Title IX and Bias Administrator will conduct a follow up interview with the Complainant to gather additional information regarding the incident and discuss options for addressing the behavior through the Bias Resolution Process. The Title IX and Bias Administrator may consult with relevant university personnel, Vice President for Student Development Office, Student Conduct, Residence Life & Housing, Counseling Center, ALANA Services, Dis3051 / 6ot

educational process and the personal well being of others and will not be tolerated.
Upon receiving notice or a complaint of bias related behaviors, a Title IX and Bias

40 : Loyola University Maryland Community Standards 2024–2025

with alcohol and/or other drugs at or near the time of the incident, unless the involvement was reasonably likely to place the health or safety of another individual at risk. The University may initiate an educational discussion or pursue other educational remedies regarding the alcohol and/or other drugs.

d3. Retaliation

Any retaliation, reprisal, or intimidation directed toward a complainant or anyone else as a result of reporting or participating in an investigation or adjudication of alleged Bias related behaviors is strictly prohibited. Any incidents of retaliation

42 : Loyola University Maryland Community Standards 2024–2025

threat to someone's safety or if the University cannot ensure equal access without initiating a Complaint, the Title IX and Bias Administrator or designee may determine that the Complainant's request for confidentiality cannot be complied with fully and will initiate a complaint. The goal is to provide the Complainant with as much control over the process as possible, while balancing the University's obligation to protect its community.

The Title IX and Bias Administrator will consider the following non-exhaustive factors to determine whether to file a Complaint:

- The Complainant's request not to initiate a Complaint.
- The Complainant's reasonable safety concerns regarding initiating a Complaint.
- The risk that additional acts of discrimination would occur if a Complaint were not initiated.
- The severity of the alleged bias conduct, including whether the biased conduct, if established, would require the removal of a Respondent from campus or imposition of another disciplinary sanction to end the discrimination and prevent its recurrence.
- The age and relationship of the Parties, including whether the Respondent is a University employee.
- The scope of the alleged biased conduct, including information suggesting a pattern, ongoing biased conduct, or biased conduct alleged to have impacted multiple individuals.
- The availability of evidence to assist a hearing panel in determining whether biased conduct occurred.
- Whether the University could end the alleged biased conduct and prevent its recurrence without initiating its resolution process.

If deemed necessary, the Title IX and Bias Administrator may consult with appropriate University employees to aid their determination whether to initiate a Complaint.

When the Title IX and Bias Administrator initiates a Complaint, they do not become the Complainant. The Complainant is the person who experienced the alleged conduct that could constitute a violation of this Policy. When the University proceeds, the Complainant, or their advisor, may have as much or as little involvement in the process as they wish. The Complainant retains all rights of a under this policy irrespective of their level of participation.

The University may consolidate formal complaints as to the allegations of Bias Related Behaviors against more than one Respondent, or by more than one Complainant against one or more Respondents, or by one party against the other party where the allegations of Bias Related Behaviors arise out of the same facts or circumstances.

f3. Collateral Misconduct

Collateral misconduct is defined to include potential violations of other the University policies not incorporated into the Bias Related Behaviors Policy that occur in conjunction with alleged violations of the Bias Related Behaviors Policy, or that arise through the course of the investigation, for which it makes sense to provide one resolution for all allegations. The Bias Resolution Process may be used to address collateral misconduct, e.g., vandalism, theft, physical abuse of another. In such circumstances, the Title IX and Bias Administrator may consult with the

University officials who typically oversee such conduct, e.g., student conduct to solicit their input as needed on what charges should be filed. All other allegations of misconduct unrelated to incidents covered by the Bias Related Behaviors Policy will typically be addressed separately through procedures described in the Code of Conduct.

f4. Informal Resolution

The purpose of an informal resolution is to take appropriate action to address and remedy the alleged behavior, its effects, and/or the Complainant's concerns short of the formal resolution process, such as by imposing individual and community interventions and remedies designed to maximize the Complainant's access to educational, extra curricular, and/or employment activities at the University; and/or to address the effects of the Respondent's alleged conduct on the larger University community. To initiate Informal Resolution, a Complainant or Respondent may make such a request to the Title IX and Bias Administrator at any time prior to a final determination, or the Title IX and Bias Administrator may offer the option to the Parties. It is not necessary to pursue Informal Resolution first in order to pursue a Formal Resolution.

The University will obtain voluntary, written confirmation that all Parties wish to resolve the matter through Informal Resolution before proceeding and will not pressure the Parties to participate in Informal Resolution. Either party may decide not to proceed with or to end informal resolution in favor of formal resolution at any time. The appropriate Title IX and Bias Administrator, or designee has the discretion to determine whether a complaint is appropriate for an informal resolution and retains discretion to terminate an ongoing informal resolution process at any time before agreeing to a resolution. The parties may agree, as a condition of engaging in Informal Resolution, that information disclosed during the informal resolution process may not be used as evidence during a Formal Resolution for the same complaint or another formal complaint involving the same parties and arising from the same allegations unless all parties consent.

If an investigation is already underway, the Title IX and Bias Administrator has discretion to determine if an investigation will be paused, if it will be limited, or if it will continue during the Informal Resolution process.

The timeframe for informal resolutions is generally 30 business days to address and resolve the matter. Any reasonable delays or extensions must be supported by good cause and will be communicated to the parties.

f4a. Informal Resolution Options.

The University offers two categories of Informal Resolution:

1 Educational Conversation. The Complainant's may request that the Title IX and Bias Administrator or designee address their allegations by meeting, with or without the Complainant with the Respondent's to discuss concerning behavior and institutional policies and expectations. Such a conversation is non disciplinary and non punitive. Respondent's are not required to attend such meetings, nor are they compelled to provide any information if they attend. The conversation will be documented as the Informal Resolution for the matter, if it takes place. In light of this conversation, or the Respondent's decision not to attend, the Title IX and Bias Administrator may also implement remedial actions to ensure that policies and expectations are clear and to minimize the risk of the recurrence of any behaviors that may not align with Policy.

44 : Loyola University Maryland Community Standards 2024–2025

2 Alternative Resolution. The institution offers a variety of alternative resolution mechanisms, which could include, but is not limited to, shuttle mediation, restorative practices, facilitated dialogue, etc. to best meet the specific needs of the Parties and the nature of the allegations. With an Alternative Resolution, neither party is required to accept responsibility for the alleged conduct in order to proceed with an informal resolution, but certain restorative justice resolution options may require an acceptance of responsibility to be available. Alternative resolution may involve agreement to pursue individual or community remedies, including targeted or broad based educational programming or training; supported direct conversation or interaction with the Respondent; indirect action by the Title IX and Bias Administrator or other appropriate the University officials; and other forms of resolution that can be tailored to the needs of the Parties. Some alternative resolution mechanisms will result in an agreed upon outcome, while others are resolved through dialogue. All Parties must consent to the use of an alternative resolution approach, and the Parties may, but are not required to, have direct or indirect contact during an alternative resolution process.

The Title IX and Bias Administrator may consider the following factors to assess whether alternative resolution is appropriate, or which form of alternative resolution may be most successful for the Parties:

- The Parties' amenability to alternative resolution
 - Likelihood of potential resolution, considering any power dynamics between the Parties
 - The nature and severity of the alleged misconduct
 - The Parties' motivation to participate
 - Civility of the Parties
 - Results of an ongoing risk analysis
 - Respondent's disciplinary history
 - Whether an emergency removal or other interim action is needed
 - Skill of the alternative resolution facilitator with this type of Complaint
 - Complaint complexity
 -
-

46 : Loyola University Maryland Community Standards 2024–2025

evidence list, intended investigation timeframe, and order of interviews for the Parties and witnesses.

- When participation of a party is expected, provide that party with written notification of the date, time, and location of the meeting, as well as the expected participants and purpose.
 - Interview the Complainant and the Respondent and conduct any necessary follow up interviews with each.
 - Interview all available, relevant witnesses and conduct follow up interviews as necessary.
 - Provide each interviewed party and witness an opportunity to review and verify the Investigator's summary notes of the relevant evidence/testimony from their respective interviews and meetings. The Investigator will permit the parties and witnesses to suggested changes, edits, or clarifications. If the Parties or witnesses do not respond within the time period designated for verification, objections to the accuracy of the summary will be deemed to have been waived, and no changes will be permitted.
 - Allow each party the opportunity to suggest witnesses and questions they wish the Investigator to ask of another party and/or witnesses. Document which questions were asked with a rationale for any changes or omissions in the investigation report.
 - Where possible, complete the investigation promptly and without unreasonable deviation from the intended timeline.
-

The administrative hearing panel consists of the following: Chief Equity and Inclusion Officer or their designee, Peer Conduct Board member, and the Director of Student Conduct or designee. The University reserves the right to have a modified panel hear the case when circumstances warrant it. During the administrative hearing, the Complainant and Respondent have the right to present testimony at the hearing in person or by submitting a written statement. Each party has the right to listen to or review testimony made by the other party.

f5c. Deliberation, Decision-making, and Standard of Proof.

The hearing panel will deliberate in closed session to determine whether the Respondent is responsible or not responsible for the policy violation_s in question. If a panel is used, a simple majority vote is required to determine the finding. The hearing panel will make findings of fact and determinations using a preponderance of evidence standard. If the Respondent is found responsible, the hearing panel will consider the additional statements and in determining the appropriate sanction. If it is later determined that a party or witness intentionally provided false or misleading information, that action could be grounds for re-opening a Bias Resolution Process at any time, and/or referring that information to another process for resolution.

f5d. Additional Statements.

The Complainant and the Respondent have the right to provide a written impact or mitigation statement, due prior to the start of the hearing to the Chair, which describes how the incident has affected them or why there are mitigating factors. The statement_s is reviewed by the hearing panel only if a determination of responsibility is made and before a sanction is determined. If an impact or mitigation statement was submitted and reviewed by the hearing panel, a copy will be provided to both parties with the decision letter.

f5e. Sanctions.

If the panel determines that the respondent is responsible for a violation of this policy, the panel will decide the appropriate sanctions in accordance with the Student Code of Conduct. A violation of the Bias Policy is considered a serious breach of our community standards, and more severe sanctions may be imposed for incidents in which the violation was motivated by consideration of race, sex, color, national or ethnic origin, including shared ancestry and ethnic characteristics, age, religion, disability, marital status, sexual orientation, genetic information, military status, gender or gender identity, any other legally protected classification, or other targeted aspects of one's identity. The determination of sanctions will be guided by the interests of the University community, the impact of the violations on the victim_s, previous documented student conduct history, and any mitigating or aggravating circumstances. Although there are no standard sanctions, a hearing panel may consider a range of sanctions that include, but are not limited to, disciplinary probation, deferred suspension, suspension, and/or expulsion.

f5f. Notice of Outcome.

The final outcome of the hearing including any sanctions that are imposed will be communicated to the respondent usually within five University business days of the last day of the hearing. Because a copy of the outcome cannot generally be provided to the Complainant, due to the Family Educational Rights and Privacy Act, a letter noting the incident was addressed and is closed will be provided to the Complainant via email. However, when permitted by the Family Educational Rights and Privacy Act, the University may choose to share aspects of the outcome with the Complainant.

f5g. Appeal.

The appeal process for an outcome of a Bias Related Behaviors Formal Resolution will be implemented consistent with the process outlined in 4. The Appeal Process for Student Code Violations.

iii Student Code of Conduct

Note Standard sanctions are one of the possible outcomes if found responsible for a particular policy violation Not every policy has a standard sanction Ultimately hearing officers will make the determination of sanctions assigned depending on the severity of the case. its impact on an individual student or community. and the responsible students conduct history A list of potential

- 3rd Offense: Deferred suspension from the University, and a substance screening or referral as specified in sanction letter.
 - 4th Offense: University suspension and required completion of outpatient/inpatient treatment prior to the ability to reenroll at the University.
- c. Selling, furnishing, or giving any beverage containing alcohol to any person under 21 years of age. **Standard sanction deferred suspension from the residence halls. and a referral for substance screening education**
- d. Prohibited items or activities that encourage excessive drinking. This includes but is not limited to: using or possessing excessive amounts or prohibited sources of alcohol, e.g., kegs, beerballs ; using or possessing items or devices that encourage excessive drinking, e.g., bars, beer bong, funnels ; or organizing or participating in activities that encourage excessive drinking, e.g., beer pong, drinking games, or contests . **Standard sanction deferred suspension from the residence halls. and referral for substance screening education**
- e. Charging a fee when hosting parties. Standard sanction: deferred suspension from the residence halls, and a referral for substance screening/education.
- f. Being intoxicated or exhibiting behaviors associated with intoxication or impairment. **Standard sanction deferred suspension from the residence halls. and referral for a substance screening**
In cases that involve the operation of a motor vehicle, the University reserves the right to consider more serious sanctions including suspension or expulsion.
- g. Providing false identification:
g1. Possessing, conspiring to obtain, or using false identification. **Standard sanction deferred suspension from the residence halls. False IDs confiscated by the University may forwarded to the appropriate State authorities**
g2. Manufacturing, selling, or distributing false identification. **Standard sanction expulsion**
- h. Possession of empty alcohol containers. Students who are under 21 years of age may not possess empty alcohol containers. Students who are 21 years of age or older are expected to dispose of empty alcohol containers. Students are prohibited from displaying empty alcohol containers. Empty alcohol containers should not be used as decoration.

2 Destruction of Property Tampering with Property

Intentionally or recklessly damaging, destroying, or tampering with University or public property or the property of another. **Standard sanction deferred suspension from the residence halls or university and restitution More serious cases will result in suspension from the residence halls and or the University**

3 Drug Policy

Loyola University Maryland fully supports and requires compliance with federal and state laws regarding illegal drugs and paraphernalia. Adult use cannabis became legal in Maryland on July 1, 2023. Despite the new state law, cannabis

5 Endangerment of Self or Others

Loyola University Maryland will hold accountable community members who exhibit reckless actions that endanger their own health and safety or the health and safety of others or who intentionally interfere with adaptive devices, e.g., wheelchairs or other personal assistance devices, service animals, or adaptive technology used by a person with a disability. **Standard sanction suspension from the residence halls and or suspension or expulsion from the University**

6 Failure to Comply with Directives

Failure to comply with the directives of and/or disrespectful or defiant behavior towards University personnel or local law enforcement officials acting in the performance of their duties; failure to respond to directives by University personnel in person or in writing; failure to comply with written or verbal expectations/directives of University personnel or offices; failure to produce identification upon request; fleeing the scene of an incident while an investigation is in progress; and/or failing or refusing to participate in a student conduct proceeding or investigation. Not complying with a public health directive, including but not limited to isolation, quarantine, or other directives designed to enhance public health, will be considered a violation. **Standard sanction suspension from the residence halls and or disciplinary probation**

7 Failure to Comply with Conduct Sanctions

Failure to meet deadlines or to comply with the requirements or stipulations of sanctions of previous conduct incidents. Students found responsible for this violation may face sanctions including but not limited to being placed on a probationary status, losing their deferred status, or fines.

52 : Loyola University Maryland Community Standards 2024–2025

includes tampering with or misuse of any fire safety equipment, including setting off false fire alarms, or the unintentional causing of an alarm, sprinkler, or fire



12 Hazing

Hazing is defined as any action that may endanger, abuse, degrade, or intimidate a person physically, mentally, emotionally, or psychologically in connection with initiation into, or affiliation with any group or organization, regardless of the person's consent or lack of consent. This includes, but is not limited to:

- a. Planning, organizing, or intending to commit such action;
- b. Recklessly or intentionally endangering the mental or physical health of an individual;

54 : Loyola University Maryland Community Standards 2024–2025

Violations of the Off-Campus Policy include, but are not limited to, the following:

a. Residency Requirements

a1. **Location of Residence:** Students must comply with the following terms of the covenant between Loyola University and the North Baltimore Neighborhood Coalition regarding off campus dwellings. Loyola agrees to prohibit nonresidential commuter students from residing in dwellings located in the following neighborhoods: Blythewood, Guilford, Evergreen, Homeland, Kernewood, Keswick, Radnor Winston, Roland Park, Roland Springs, Tuscany Canterbury, and Wyndhurst unless: 1 the dwelling was originally designed as an apartment style residence; 2 a student lives with a relative; or 3 a student lives with a friend of the student's family! **Failure to comply with these terms may result in the student being required to obtain new housing, either on or off campus, as determined by the University. Loyola will not be responsible to any students or parents of students for claims by any landlord if such students are required to relocate**

a2. **Address Registration:** Students living off campus are required to notify the Office of Residence Life & Housing of their local address by the first day of classes in the fall semester. **Failure to notify the Office of Student Conduct Office of Residence Life. Housing may result in the student being fined / 50 for each day that the student is late in providing that information. being prevented from registering for classes. and or being prevented from receiving other University privileges such as the use of the library. the Evergreen card. dining services. or computer labs**

b. **Parties and Gatherings:** Holding large parties, and/or having large quantities of alcohol, i.e., kegs, beer bongs is prohibited. Students who reside in off campus residences have a responsibility to be courteous to community residents and not to congregate in large groups in streets, yards, parks, and inside or outside of the residence.

c. **Off-Campus Disturbances:** Students should respect the property and rights of others and refrain from urinating and/or defecating in public, walking through private property, and/or exhibiting behaviors that disrupt the community and/or infringe on the rights of others.

d. **Noise:** Students should operate stereos and other electronic equipment at reasonable sound levels and keep noise levels within residences and on the streets at reasonable levels and in accordance with local ordinances especially between 9:00 pm and 7:00 am.

e. **Trash/Disposal and Litter:** Students are responsible for disposing of trash on a regular basis in the proper receptacle, i.e., trash can or dumpster and storing trash outside in proper trash receptacles in accordance with city/county rules and regulations. Students should refrain from littering on streets, yards, and parks.

f. **Social Host:** It is the responsibility of any student who hosts a visitor or guest in

misconduct. Whether a visitor is a student, non student, or a non identified guest, the student host will be held responsible for violations of the Student Code of Conduct. Responsibility under these rules may occur even if the host is not a participant in the activity, is not present, or has left the visitor s alone.

g. **Community Behavior:** Students should not use rude or abusive language in dealing with members of the community. Students should also refrain from engaging in any retaliatory actions in regard to interactions with members of the community/fellow residents.

h. **Disorderly Residence:** Students may not maintain a disorderly residence. All neighborhood, city, county, and state laws/codes/ordinances must be followed by all of the inhabitants of a residence. This includes but is not limited to, the number of unrelated inhabitants legally able to reside in the location, alcohol and drug laws, health codes, and ordinances.

i. **Pets:** Students who choose to live off campus and own pets must follow all city, county, and state regulations regarding pet ownership.

j. **Parking:** Students are prohibited from parking in the following neighborhoods: Blythewood, Guilford, Evergreen, Homeland, Kernewood, Keswick, Radnor Winston, Roland Park, Roland Springs, Tuscan Canterbury, and Wyndhurst. This policy will be strictly enforced by campus police. Additionally, when parking in approved areas, students must not park in a way as to impede pedestrian traffic that blocks the parking pad/driveway of another residence that impedes the free flow of traffic, and/or prevents the transit of emergency vehicles. If a student receives three or more parking violations, they may face student conduct action.

56 : Loyola University Maryland Community Standards 2024–2025

residents have been required to move, Loyola students will be prohibited from living at that residence for a designated length of time, usually for the remainder of the academic year. Students restricted from living in an off campus residence as part of a sanction will be restricted from relocating to another residence in a neighborhood prohibited by the neighborhood agreement. The University will also notify the landlord of policy violations.

Fines collected for violations of this policy will be used, in part, to sponsor programs with the local community.

15 Physical Conflict

Physical conflict includes acts of violence including, but not limited to, punching, kicking, scratching, spitting, biting, pushing, slapping, etc. Students are expected to handle conflict appropriately. In the event of physical threat, students should pursue every means possible to avoid violence. Students are encouraged to contact campus police to avoid such confrontation. Standard sanction: suspension or expulsion from the University.

16 Solicitation, Posting, and Business Operations

All registered student organizations and individual students must obtain prior approval by the office of student engagement in order to post items electronically, on bulletin boards, or elsewhere on University property or off campus student residences, and materials to be displayed in the residence halls must also be approved by the Office of Residence Life & Housing, see student engagement guidelines for details. Students may not advertise drugs or alcohol or materials that slander, malign, ridicule an individual or their family or anything else that would be a violation of University policies either through language or artwork. Pursuit of activities in the residence halls for purposes of commercial operation is a privilege and may be revoked by the Vice President for Student Development or designee. The following are expressly prohibited:

- a. Door to door solicitation or the sale of tickets or services
- b. Selling tickets or services for profit
- c. Promotion of gambling
- d. Hosting or promoting an event, on or off campus, for students where excessive alcohol consumption may reasonably be anticipated, including but not limited to contracting buses
- e. Inappropriate use of University resources, technology, email, social networking sites, or Internet as noted by Technology Services.
- f. Use of copyright protected materials, University seal, pictures, images, name
- g. Commercial operations that violate University policy or continued pursuit of a commercial operation after being directed to cease operations by the Vice President for Student Development.

In addition to other sanctions, the University reserves the right to require the cancellation, at the student's expense, of any planned event that jeopardizes the safety of students who may attend.

1 . Retaliation

Any retaliation, reprisal, or intimidation directed toward a complainant or anyone else as a result of participating in a protected activity is strictly prohibited. Protected activity under this policy includes reporting an incident that may implicate the student code of conduct, participating in the student conduct or grievance process, supporting a Complainant or Respondent, assisting in providing information relevant to an investigation, and/or acting in good faith to oppose conduct that constitutes a violation of the student code of conduct. **Standard sanction suspension**

1 . Prohibited Items and Behaviors

58 : Loyola University Maryland Community Standards 2024–2025

2 Hostile Environment Harassment: Unwelcome sex based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from the University's education program or activity⁴

21b. Sexual Assault

Sexual assault is defined as penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the Complainant. This definition includes any gender of the Complainant or Respondent.

21c. Fondling

Fondling is defined as the touching of the private body parts, including but not limited to breasts, buttocks, or groin of another person, for the purpose of sexual gratification, without the consent of the Complainant, including instances where the Complainant is incapable of giving consent because of their age or because of their temporary or permanent mental incapacity⁵.

21d. Incest

Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by Maryland law.

21e. Statutory Rape

Statutory Rape is defined as Sexual intercourse with a person who is under the statutory age of consent which is 16 years of age in the state of Maryland, which

cohabitated with, the Complainant as a spouse or intimate partner; by a person similarly situated to a spouse of the Complainant, or by any other person against an adult or youth Complainant protected from those acts by domestic or family violence laws of Maryland.

21h. Stalking

Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or suffer substantial emotional distress. A course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property. A reasonable person means a reasonable person under similar circumstances and with similar identities to the Complainant. Substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.

21i. Sexual Exploitation

Sexual exploitation means taking non consensual or abusive sexual adv7/MCID06033759 T

31 Smoking

Smoking is prohibited on all Loyola University Maryland owned or leased property including all campuses, buildings and facilities, residence halls; all grounds, including exterior open spaces, parking lots, on campus sidewalks, streets, driveways, stadiums, recreational spaces and practice facilities; and in all University owned or leased vehicles. This prohibition on smoking includes but is not limited to

Study Abroad

The conduct status of a student is a key factor in determining eligibility for

Senior Week

Attendance at Senior Week events as well as residence on campus during Senior Week is a privilege and not a right. Consequently, the Vice President for Student Development, or their designee reserves the right to ban specified individuals from Senior Week Events, including Commencement exercises and/or terminate residence hall or University status.

10 Loss of Room Selection Privileges

Loss of eligibility to participate in the annual Residence Life & Housing room selection process.

11 Relocation to Another Residence

a. Residence Hall Relocation:

15 Disciplinary Probation

A specified period of time during which a student may face severe conduct sanctions including suspension or expulsion from the University for any subsequent violations occurring during the period of probation. Other restrictions may be applied and would be indicated in the sanction letter.

In cases where a respondent has withdrawn from the University or is no longer a student, and the University has decided to complete the process, disciplinary probation from the University will be interpreted to apply upon re enrollment to Loyola University Maryland.

16 Deferred Suspension from the Residence Halls

A specified period of time during which a student will likely face suspension from the residence halls for subsequent violations occurring during the period of deferred suspension or for failure to comply with previously imposed student conduct sanctions. Parents or guardians of dependent students and core advisors will likely be notified.

1 . Deferred Suspension from the University

A specified period of time during which a student will likely face suspension from the University for subsequent violations occurring during the period of deferred suspension or for failure to comply with previously imposed student conduct sanctions. Parents or guardians of dependent students and core advisors will likely be notified.

In cases where a respondent has withdrawn from the University or is no longer a student, and the University has decided to complete the process, deferred suspension from the University will be interpreted to apply upon re enrollment to Loyola University Maryland.

1 . Suspension from the Residence Halls

Exclusion from living in the residence halls for a specified period of time as set forth in the sanction letter. Unless otherwise noted in the sanction letter, the student will be denied access to the residence halls, including Iggy's Market, during the period of suspension. The conditions for returning to the residence halls will be stated in the sanction letter. During the period of residence hall suspension, students may not be eligible to participate in the room selection process, nor to be pulled in by current residents. Parents or guardians of dependent students and core advisors will likely be notified.

1 . Suspension from the University

Exclusion from classes and other privileges or activities for a stated period of time set forth in the sanction letter. The conditions for readmission will be stated in the sanction letter. Parents or guardians of dependent students and core advisors will likely be notified. Students are restricted from the campus and residence halls unless otherwise specified in the sanction letter.

During the period of suspension, any credits earned at other institutions will not be accepted at Loyola. Students may not be eligible to participate in the room selection process, nor to be pulled in by current residents. Students returning to Loyola after a suspension will not receive priority in class registration. They will be

68 : Loyola University Maryland Community Standards 2024–2025

allowed to register after all the other members of their class year have registered. Students who are suspended from the University will forfeit eligibility for institutionally funded need based grant assistance and academic scholarship assistance for any additional semester s needed to complete an undergraduate degree.

In cases where a respondent has withdrawn from the University or is no longer a student, and the University has decided to complete the process, suspension will be interpreted as exclusion from re enrolling in Loyola University Maryland and restriction from other access, privileges, or activities for the stated period of time set forth in the sanction letter.

20 Expulsion

Expulsion is a permanent termination of student status from Loyola University Maryland. This includes loss of all related privileges including email account/use, inside Loyola access, library storage and access, ID access, BDC, BT, etc. This is reserved for the most serious violations of the Student Code of Conduct. Parents or guardians of dependent students will be notified. Students are restricted from the campus and residence halls unless otherwise specified in the sanction letter. In cases where a respondent has withdrawn from the University or is no longer a student, and the University has decided to complete the process, Expulsion will be interpreted as a permanent prohibition on student status and restriction from the campus and residence halls.

21 Student Development Assessment and Evaluation

This is a referral to the Office of Residence Life & Housing or designee for a comprehensive developmental assessment in serious student conduct cases. Students are required to complete all required interventions by the assigned deadlines.

22 Periodic Drug Testing

Drug screening, urinalysis performed at a certified off campus facility, as arranged by the Office of Student Conduct within one University business days notice. Failure or refusal to be tested as scheduled, or a positive test result, will likely result in suspension or expulsion.

23 Postponement of Activity Participation and Confer 3 TJ41 .. 325 25 5 TmJrr P

25 Reflection with Campus Ministry or a Jesuit

One on one meetings assigned for the educational benefit of the student. The purpose, focus, and requirements of the meetings will be facilitated by a member of Campus Ministry or a Jesuit.

26 Athletics Department Notification

Written or verbal communication with the Athletics Department in compliance with applicable laws, informing them of the student athlete's responsibility for a violation of the Student Code of Conduct.

2 . Core Advisor Notification

Written or verbal communication with core advisors in compliance with applicable laws, informing them of a student's responsibility for a violation of the Student Code of Conduct.

2 . Designation as a Nuisance Residence

A period of time where any off campus apartment, house, or other dwelling where there have been repeated complaints or complaints of a serious nature about disruptive behavior is designated as a Nuisance Residence. The student may face mandatory relocation and the dwelling may be deemed a restricted residence for subsequent violations occurring during the period of designation as a nuisance residence,

2 . Removal from Employment

A student found responsible for a Sexual and Gender Based Misconduct policy may be removed from their on campus employment, if appropriate. If it is found, through the investigation or adjudication of a student conduct matter, that a student used privileges granted to them as part of their student employment to violate Community Standards, student's supervisors will be notified and student will be removed from on campus employment.

F Student Conduct Records

The student conduct records of Loyola University Maryland students are cumulative. Student conduct records are maintained through the Office of Student Conduct for seven academic years after the date of the completion of the conduct process. Records of students who are suspended or expelled from the University and pending incidents will be maintained permanently. The records normally include: the original reports of the incidents or situations alleged to be in violation of University regulations and all correspondence of the hearing officers or conduct bodies. In cases of suspension for a specified period of time, students are not permitted to register for class until all sanctions are completed and acknowledged by the Vice President for Student Development or their designee.

The University abides by the Family Education Rights to Privacy Act of 1974 which contains guidelines for the handling and confidentiality of student records. FERPA gives students certain basic rights.

II University Regulations and Policies

A Responsible Action Protocol

The Responsible Action Protocol, RAP serves to promote an atmosphere of safety, community, and healthy education at Loyola University Maryland. This protocol, which has been recommended by the Student Government Association, will consider help seeking behavior regarding alcohol and/or drug related emergencies as a health and safety matter rather than a conduct matter.

Subject to the noted exceptions below, a student who calls for the assistance of a University staff member such as Campus Police, a Resident Assistant, or any staff member of the Office of Residence Life & Housing in the event of an alcohol and/or drug related emergency involving that student or someone else will not receive standard sanctions related to their own violation of the Community Standards regarding intoxication. The student in need of assistance will also not receive standard sanctions related to their own violation of the Community Standards regarding intoxication. In the case where the RAP has been implemented, students may be required to complete certain educational components, such as alcohol and/or drug education and/or an educational conference.

However, if the student who makes the call or the student in need of medical attention is found responsible for other violations such as acting as a social host or providing alcohol to an individual under the age of 21, the standard sanctions may apply.

Students who are witnesses or otherwise involved in sexual misconduct cases are able to receive amnesty per the sexual misconduct policy.

Students who are on disciplinary probation or deferred suspension at the time of the incident are not covered by the RAP; however, the conduct process will take into consideration the care for others demonstrated by the responsible action.

B Immediate Interim Removal from Campus and Suspension Policy

Overview

A student who presents a threat to the well being or to the rights, safety, and property of any student or individual may be subject to immediate removal from the campus and interim suspension from the residence halls and/or the University. This action is determined by the Dean of Students or their designee based on an individualized safety and risk analysis has determined the behavior and risk justifies removal. An interim suspension from the University means the student may not re enter any campus buildings, including the residence halls, or be present on campus without the written permission of the Dean of Students or designee. An interim suspension from the residence halls means the student may not re enter the residence halls without the written permission of the Dean of Students or designee.

Procedure for Interim Removal and Suspension

Initial Assessment and Decision

The Dean of Students or their designee shall conduct an individualized safety and risk analysis to determine if the student's behavior justifies removal. If the removal is deemed necessary, the student and their parent, guardian, or emergency contact shall be immediately notified of their interim removal from campus and/ or residence halls.

Notice and Documentation

The student shall be formally notified about the nature of the threat and behavior that prompted the removal, specific restrictions, including prohibition from re entering campus buildings and/or residence halls, and the requirement to obtain written permission from the Dean of Students or designee to access campus or residence halls.

Opportunity to Respond

The student shall have a right to request a meeting with the Dean of Students or designee to show cause why the removal should not be implemented. This request must be made within one university business day of being notified. Failure to request a meeting within this period shall result in waiver of objections to the emergency removal.

Show Cause Meeting

The show cause meeting shall be scheduled as soon as reasonably possible after the request is made. The student may be accompanied by a University advisor during the meeting. If the removal relates to a violation of the Sexual and Gender Based Misconduct Policy, the Complainant and their advisor may also participate if deemed equitable by the Dean of Students or designee.

Decision and Notification

After considering the student's input, the Dean of Students or designee shall make a final decision regarding the interim removal. The decision shall include the conditions and duration of the removal. The student shall be notified in writing of the final decision.

Conditions of Interim Removal

If the interim removal is upheld, the student shall comply with the specified restrictions. The student is prohibited from re entry any campus buildings, including residence halls, without written permission from the Dean of Students or designee. Violation of the interim removal conditions shall be grounds for expulsion from the University.

No Appeal Process

The decision to implement immediate removal is at the sole discretion of the Dean of Students or designee. This is no appeal process for immediate removal decisions.

C Parental, Guardian, or Emergency Contact Notification

The Office of Residence Life & Housing, the Office of Student Conduct, the Vice President for Student Development, the Dean of Students or their designee at their discretion, may notify parents, guardians, or emergency contacts of students under the following circumstances that include but are not limited to:

74 : Loyola University Maryland Community Standards 2024–2025

- 2 Substantially disrupt the ability of other University community members to fulfill the University's mission, the educational process, or the proper activities or functions of other members of the University Community.

The Separation and Reinstatement Process includes the following steps:

Notification and Meeting

The Dean of Students or designee will notify the student that a is under consideration and arrange for a meeting. Pr 22, oc 15, 8, e415, onsider 25, a 5.1BJ025

Reinstatement

A student who is separated under this policy is required to comply with any conditions established by the University at the time of separation or at the time of proposed re enrollment. The Dean of Students or , the designee may require a recommendation from an off campus licensed healthcare provider, the Director of the Health Center, or the Director of the Counseling Center or any additional documentation or evaluation deemed necessary.

Financial Information

Information regarding financial aid, federal student loans, tuition, room and board refund policy in the case of a leave of absence is set forth in the Undergraduate Catalogue.

H Missing Student Policy

Loyola takes the safety of its students very seriously. Any student who has been reported missing will be reported to public safety. Public safety will immediately notify local law enforcement authorities. There is no mandatory waiting period for reporting to local police. Emergency contacts may be notified. A thorough investigation will be conducted to include a residence hall room search, a review of security camera footage, the student's access control card, class attendance, email and social network sites, and discussions with friends and roommates. Parents or guardians will be notified when reliable information about their student is available.

If there is reason to believe a student may be missing, students, faculty and employees should contact the Office of Public Safety, 410 617 5911 . Students and employees can also report students who they believe are missing to the Vice President for Student Development Office, 410 617 5171 or Office of Residence Life & Housing, 410 617 5081 .

All students are required to provide the University with updated permanent and local address and emergency contact information on a yearly basis or when changes occur. Student residents have the option to register a confidential contact person they want notified in case they are determined to be missing. Students are advised about the option to register a contact person during the housing selection process. All students attempting to register for on campus housing will be notified, on an annual basis of this policy as part of the housing selection processes. They will have the option to provide or change their missing person contact information. All information provided concerning this subject will remain on file and be considered accurate until the student voluntarily provides different information. For students under the age of 18, who are not emancipated, the notification will be made to the student's custodial parent or guardian and any other designated contact person. This information will be maintained confidentially and will be accessible only to authorized campus officials and disclosed to law enforcement personnel in furtherance of a missing person investigation.

In cases where a student has designated a contact person, the student's emergency contacts will be used. The student development division will work in conjunction with the department of public safety and the missing student's family and friends to ensure all efforts are made to locate the student as soon as possible.

violates the law, defames specific individuals, and/or constitutes a genuine threat to the University community. The freedom to express oneself does not excuse speech that violates the University's anti harassment and anti discrimination policies or that invades the rights of others, including their privacy and/or confidentiality.

As a Jesuit and Catholic University, Loyola University Maryland expects that members of the community always conduct themselves in respectful, caring, and thoughtful ways

78 : Loyola University Maryland Community Standards 2024–2025

- Students must schedule this meeting with as much notice as possible following completion of the form. Notice will allow University staff time to work with the student s to assure the demonstration will abide by University guidelines and maximize the learning experience inherent in the process of a demonstration.
 - The purpose of the meeting is to review the details of the proposed demonstration including proposed time, place, manner, planned size, and location for the event.
 - Reservation of campus space, including any outdoor spaces for any event will be contingent upon availability and should follow the guidelines and process established by Event Services. Student Engagement, or supporting offices will help the student s coordinate the details and prepare for any additional needs security, safety concerns, etc. . Tabling, handing out pamphlets, flyers, etc. may also be a form of protest/demonstration and must follow these guidelines. Produced posters, flyers, etc. must be approved through the University posting policy. The distribution of materials must not impede the normal operations of the University nor community members ability to function in living, learning, and/or working on campus.
-

- The demonstration prioritizes the safety of those involved, as well as the safety of those not involved in the demonstration, including those who disagree with the position taken by the organizers.
- The demonstration permits the continued operation of University functions and is not disruptive i.e., allows free movement about campus; allows classes and University sponsored events to continue unhindered and uninterrupted including excessive noise in or near academic buildings ; allows other students, faculty, administrators, staff, contractors, and visitors to conduct their business in academic, administrative, athletic, dining and residence hall spaces; allows entrance and egress from University buildings and grounds as needed.
- Proper support from public safety and the student development division. Public safety officers and student development staff members serve two main roles ensure the health and safety of the demonstration and provide witness to the event. Student organizers should meet with staff and officers present at the event prior to it beginning and keep the lines of communication open throughout the event should concerns arise.
- Use of any voice projection, microphones, megaphone, etc. must be pre approved as part of the demonstration/protest registration process.
- Use of any banners, structures, furniture, or other free/permanent standing structures must follow the posting policy and be pre approved by the Office of Student Engagement. No encampments nor any fixtures to the University landscape will be permitted as our campus has been identified as an arboretum and the University natural environment must be preserved.
- Demonstrations must take place in the reserved location and any march/movement around campus will be permitted outdoors only. Any march intentions should be discussed with the Office of Student Engagement, or supporting department and planned appropriately. Demonstrations will not be permitted inside residence halls, dining halls, athletic facilities, classrooms, or offices.
- The demonstration respects and preserves University property, including building opening and closing times, facility cleanliness and appearance, and structural integrity.
- Those who attend the demonstration must not engage in any violent or threatening behavior and must abide by all state and federal laws and any University policy.
- As stated in the University Community Standards, those attending the protest should produce their University ID when asked.
- All attendees should be made aware of University policies at the beginning of the demonstration/protest.

Protest organizers will be referred to the Office of Student Conduct for any violations of this policy. Organizers should be aware that expression can have an adverse impact on members of the community particularly when implicit or other bias occurs. Organizers can be held responsible for that impact regardless of their intent during the demonstration.

Presence of University Personnel

Student organizers should expect University personnel including Campus Police to be present for all or part of the event. This presence is often necessary to ensure organizers' own rights are protected and the University's regular operations and activities are not interrupted. Loyola employees present at the event do not necessarily support or represent the content of the expression provided at the demonstration.

Presence of Non-University Community Members

Non University members of the community, including alumni, are not permitted to host, sponsor, or participate in a campus demonstration without the explicit permission of the Director of Student Engagement. Guests at a demonstration will only be permitted if speaking at an event if invited by the student organizers and in support of the free exchange of ideas. The guest must be registered with the Office of Student Engagement and must provide a copy of their identification card, and disclosure of any organizations they represent. Campus guests are expected to follow all University policies; failure to do so may result in the issuance of a no trespassing order and referral for charges to the Baltimore Police Department.

Conclusion of the Demonstration

The length of any given demonstration may vary. Demonstrations will usually be permitted to continue until and unless University officials determine that University operations and/or the rights of others have been compromised. This includes staff who may be attempting to close facilities according to the established closing hours of buildings. Students will only be able to occupy space according to the reserved time given. Students will not be permitted to demonstrate/protest overnight.

At the conclusion of any demonstration, the student organizers are expected to make a reasonable effort to return the grounds/area to the condition it was in before EMC/P77/

L Chosen Name Policy

Loyola University Maryland has adopted a policy providing all members of the campus community the opportunity to use their chosen first name in records and communications across the campus that do not require the use of their legal name. As a best practice for supporting transgender and gender non conforming members of the college communities, this policy is not limited to use by transgender and gender non conforming students and employees; instead, it is available to anyone who uses a chosen name regularly other than their legal name. The University's full Chosen Name/Legal Name Policy for both students and employees is available at Human Resources Policies webpage. For further details and FAQs regarding the policy, refer to the Office of Equity and Inclusion website

- Incoming student may provide a chosen name on their applications
- Students may request their chosen first name be updated by the Records Office by going to Inside Loyola, Loyola Self Service. Undergraduate students select the link entitled Undergraduate Demographic Entry and enter a new chosen first name. Graduate students select the link entitled Graduate Student Demographic Entry and enter a new chosen first name. Employees may contact Human Resources.
- Alumni will be referred to by their chosen name that was provided during their tenure as a student. They may reach out to the Office of Alumni Engagement for changes.

All chosen name requests are subject to approval per the policy. The chosen name will be used across University systems where possible.

For questions, students may contact Maura Donohue at mdonohue1@loyola.edu in the Records Office, employees may contact Human Resources, and alumni may contact Alumni Engagement.

The cornerstone of the Residence Life & Housing program is developing a sense of community, which necessitates consideration for others and responsibility for one's actions. The residence halls are communities that are bound by shared beliefs and ethics that offer as a core value an appreciation of the diversity of many individuals living together. A residence hall experience will further one's education

F Room Changes

Each semester, one week is designated as Move Week! All students desiring to initiate a move should contact the Office of Residence Life & Housing for details. Only those students who follow the guidelines of the process will be eligible to move.

Residents who change room assignments, unit or bedroom without obtaining approval from Residence Life & Housing may be required to move back to their assigned location. In addition, students who change rooms without obtaining approval from Residence Life & Housing may be sanctioned with a \$50 fine and deferred suspension from the residence halls.

If residents change room assignments at any time during the year, they must complete an updated Room Condition Report for their new room.

G Room Condition

Roommates are jointly responsible for maintaining the cleanliness of their residence unit throughout the year and to leave it clean upon vacating. If a unit requires more than normal cleaning, at any time, each student will have appropriate charges assessed and face disciplinary action including loss of room selection/housing privileges.

H Room Inspection

Inspections of the student's living areas will be performed from time to time throughout the year. An inspection may be called for purposes of furniture inventory, or sanitary and cleaning inspections. If a room fails a room inspection, disciplinary action may be taken and the housing status of the student in the room will be reviewed.

I Room Entry

The University will make every reasonable effort to respect students' privacy. However, the University reserves the right to enter without notice in emergency situations, for spot inspections, and for such purposes as are necessary to ensure the comfort, safety, and protection of all members and property of the Loyola community.

J Damage to University Property

If any furniture, equipment, or building structure is damaged, the person's responsible for the damage or loss will be responsible for the expense of repairs. In an individual residence unit, the occupants will share the expense of repairs unless the Office of Residence Life & Housing has determined the identity of those responsible. Residents will be subject to room repainting charges if the use of tape or other adhesives results in damaged surfaces. Charges for damage caused by nails and thumbtacks may also be assessed to residents. Additionally, intentionally tampering with a thermostat, will be considered a violation of this policy. Costs related to the tampering with the thermostat may be charged back to the person's responsible. If a unit sustains intentional or reckless damage of \$200 or more, the case may be referred to the Office of Student Conduct for disciplinary action.

86 : Loyola University Maryland Community Standards 2024–2025

- 9. Consider taking all valuable items home.
- 10. Set heat at 60 degrees Fahrenheit.

All rooms will be checked for violations during the break. Students can avoid fines by fulfilling the above requirements. Entry into the halls during a break period will be granted to students with prior approval from Residence Life & Housing and there will be a minimum charge of \$50 for access. In the event of an emergency, defined as obtaining official documents or needed medication/medical devices prescribed by a doctor, there is no charge.

Loyola University Maryland prohibits portable storage units, PSU, such as PODS, U BOX, PSU, such as PODS, 51 e Lif 10beneeden1 eakEts land pr 221 ohibEEMC,JP77/MC, en

department of public safety at ext. 5010 to request Facilities Management services for an emergency. Note: A student should notify their Area Coordinator if a service request has not been responded to within one week.

Q Personal Property

Personal property cannot be stored in stairwells or common areas. The University assumes no liability for bodily injury or personal property damage or loss. The University urges students to develop the habit of always locking their rooms. This is in the best interest for property as well as personal protection, and the University advises that valuable property or large sums of money are not kept in a room. Note: The department of Campus Police provides a service to identify property.

The University is not responsible for theft, loss, or damage to a student's personal property, and encourages all students to carry appropriate personal insurance. Students and parents or guardians are encouraged to check with their homeowners insurance policy, if they have one, to see if the lost property is covered.

Students and parents or guardians also have the opportunity to purchase insurance from Grad Guard. Grad Guard can be contacted at www.gradguard.com.

R Fire Safety Regulations

Candles, oil lamps, incense, open flame apparatus, halogen lamps, lava lamps, hanging lamps from the ceiling or wall, or any other inherent fire hazards are prohibited in the residence halls. Combustible materials such as cellular, foamed plastic or other materials deemed to be a fire or safety hazard cannot be placed on the surface of doors or on walls or ceilings. Any appliance which requires the use of exposed coils is prohibited. examples? . All appliances must be in good working order and UL approved.

- Any appliance which requires the use of exposed heating sources is prohibited i.e. hot plates, electric skillet, etc. All appliances must be in good working order and UL approved.

The furnace and boiler rooms in Ahern, McAuley, Seton, Southwell, and Lange as well as downstairs rooms in Rahner Village may not be used for storage and should be kept locked. Students who attempt to enter or utilize unauthorized closets or areas will be charged a \$150 fine and face student conduct action.

No hoverboard, motorcycle, moped, or gasoline engine is permitted within any residential building. Other prohibited materials include fireworks, explosives, firearms, and other weapons. Possession of any prohibited materials may result in permanent suspension from the residence halls as well as other student conduct sanctions.

S Safety and Security

Exterior residence hall doors are locked 24 hours a day to promote the safety of residents. Propping or disabling exterior doors in any way is prohibited. Propping interior doors is also a safety issue and can cause damage to university property; this practice is discouraged. Students may be assigned restitution to pay for damage caused to campus property due to these practices. Students who lose their

88 : Loyola University Maryland Community Standards 2024–2025

Loyola University Maryland ID must call Campus Police immediately at 410 617 5010. Replacement cards are available at Student Administrative Services in Maryland Hall.



V Musical Instruments

Due to the nature of the noise that electrically amplified instruments and drums create, they may not be played in the residence halls. The playing of other instruments is subject to the agreement of residents in the affected areas and must be in compliance with quiet hours.

W Pets

No pet of any kind is permitted in any of the residences, with the exception of freshwater fish in tanks that are 10 gallons or smaller. No piranhas are allowed. During the Winter Break, aquariums must be emptied and the filter unplugged. Puppies in training are not permitted in the residence halls and other Loyola buildings, including academic buildings, dining facilities, the Counseling Center, and Health Center. Residents in violation of this policy will be required to remove pets from the residence, in addition to assuming financial responsibility for any cleaning costs or damage. There is a \$150 fine for violating the pet policy.

X Quiet Courtesy Hours

Because we expect residences to be conducive to academic pursuits, noise must always be kept at a reasonable, courteous level. In addition to normal courtesy hours, which are 24 hours per day, quiet hours have been established to ensure that students are able to sleep and study according to their own needs and preferences. During quiet hours, each resident is responsible for making sure that their noise is not at a level to disturb anyone else that may be studying or sleeping. Students should also be mindful of noise levels in courtyards and areas adjacent to the residence halls. Students who violate 24 hour quiet hours will be assigned an automatic \$50 fine. The campus wide quiet hours for all residences are as follows:

Sunday through Thursday	11p m to 10a m
Friday and Saturday	1a m to 10a m
During Final Exam Week	24 hour quiet hours are in effect

Y Room Capacity

Out of consideration for neighbors and for safety reasons, there is a limit to the number of guests allowed in a residential living area. The total number of guests allowed in a residence living area at a given time is equivalent to 2 per resident of the room.

For example, double, one room suite, and one bedroom apartments can have 6 people maximum the 2 residents and 2 guests each. Note: All residents of that room need to be present to allow their guests to be in the space.

The maximum amounts are as follows:

- 1 bedroom 6 total people permitted
 - 2 bedroom 12 total people permitted
 - 3 bedroom 18 total people permitted
 - 4 bedroom 24 total people permitted
-

Z Roofs

Students are prohibited from accessing roofs, canopies, and ledges of any University owned or leased property.

AA Balconies

Balconies in McAuley Hall are considered public areas and are therefore subject to the University Alcohol Policy as described in the Student Code of Conduct. No

FF Lounge Common Areas

These areas are reserved for residents to socialize, meet, and study. Students and/or guests may not sleep in these areas due to safety and security reasons.

GG Vacancy Policy

If there is a vacant space in a unit at any time throughout the year, residents are expected to keep the area move in ready and provide a welcoming environment for potential new roommates. Any vacant bed space, which includes the desk, dresser, and bed must remain clear of any belongings as a new resident may be assigned at any time. Any vacant space in a unit cannot be used to host guests. Failure to abide by this policy impacts other members of the community negatively and may result in conduct outcomes, monetary fines, and/or removal of personal items under the discretion of Residence Life & Housing. Any resident who spreads out their belongings to a vacant space in the unit will receive a \$50 fine for each day that their belongings are occupying the vacant space. If Residence Life & Housing determines it is necessary to move a resident's belongings to make room for a new resident in the unit, a minimum charge of \$100 will be applied, in addition to the \$50 a day fine. The amount charged for moving a resident's belongings will be determined by Residence Life & Housing and Facilities Management.

Residence Life & Housing reserves the right to assign a new resident to a vacant space at any time. Residence Life & Housing communicates new assignments in advance as a courtesy to current residents residing in the space unless an immediate move is deemed necessary for a resident. Attempting to prevent a new resident from moving into a vacant space in any unit is strictly prohibited. Residents found engaging in behaviors to prevent a vacancy from being filled, ex. asking a student to decline a room change offer, engaging in disrespectful language or behavior toward a potential new roommate, misrepresenting the vacancy as intended for another student, etc., will be referred to the Student Conduct Process.
