



CONNORS

— STATE COLLEGE —

Building Futures One At A Time Since 1908

Residential Life Guidelines

Revised 9-10-21

Revised 3-20-23



Welcome to Connors State College's Residence Life program. Connors is committed to providing students with a safe and comfortable living and learning environment that will enhance academic success. Living on campus provides students with an opportunity to live in an environment comprised of individuals with diverse academic interests, backgrounds, cultures, races, and experiences. The Residence Life Handbook will help you become acquainted with Connors Residence Life program and provide important information regarding your new home.

Residence Life Staff

The Office of Campus Life employs trained personnel to ensure a comfortable and positive living experience.

Dean of Students: Oversees all aspects of student housing, activities, health and safety programs, and disciplinary issues.

Assistant Dean of Students: Assist in overseeing all aspects of student housing, activities, health and safety programs, and disciplinary issues.

Residential Life Coordinator: Responsible for overall Residence Life program, including supervising building staff members, making housing assignments, training staff and Resident Managers, coordinating maintenance requests, and giving disciplinary referrals and fines when necessary.

Resident Managers: Professional(s) who are responsible for the smooth operation of each residential facility. He/she manages the check-in/check-out process, performs room checks, and assists with afterhours residential support.

Contact Information for Resident Life Staff

Dean of Students	Stone Student Union, Student Activities Center	918-463-6387
Assistant Dean of Students	Stone Student Union, Student Activities Center	918-463-6351
Coordinator of Residential Life & Special Events	Millers Crossing Clubhouse	918-463-6296
Administrative Assistant	Millers Crossing Clubhouse	918-463-6245
Resident Managers	Millers Crossing Clubhouse	918-463-6376

Terms and Conditions of Student Housing

The CSC Housing Application is a binding agreement between Connors State College and the resident for campus housing and meals. A \$55 application fee is required for housing applications to be complete. For those that are married or have a dependent and are applying for Family Housing, the application fee is \$125. Housing assignments are made on a first-come, first-serve basis according to the date of application.

Students applying to live in campus housing must submit the following for the Housing Application to be considered complete:

1. Completed Housing Application (\$55 non-refundable application fee)
2. \$125 non-refundable Family Housing application fee

Term of Agreement

Eligibility - Residents must be admitted students and currently enrolled as full-time students at CSC. Acceptance of this contract by the College does not constitute admission to the college.

Incorporation of Rules and Regulations – All rules and regulations appearing in the most recent **Residence Life Handbook and Student Handbook** are made part of this contract. All residents are responsible for their knowledge of the handbooks, which are available in the Housing Office and online at connorsstate.edu.

Period of Contract – The Housing contract begins the first day of the academic year and terminates at 4:30 pm on the last day of finals for each semester. The student agrees to vacate the assigned room by noon of the Sunday that follows finals. Residents must submit a new Housing Application each academic year.

Contract Falsification - Convicted felons and those convicted of misdemeanors involving violence or drug abuse are not permitted to stay in campus housing. Falsified responses to these questions will result in disciplinary actions, including termination of this agreement.

Cancellation of Agreement

The \$55/\$125 Student Housing Application fee is non-refundable.

Once a resident officially checks into their residence, he/she is bound to fulfill the full term of the agreement. Additionally, residents are responsible for room and meal plans. A prorated refund of the remaining funds will be issued, if move out occurs by the twelfth week of the current semester, once all room and meal, penalty fees, and other outstanding debt owed to Connors have been collected. Special conditions apply to cancellations due to military service call-up, fall graduation, or medical reasons for which reasonable accommodations are not possible and may be eligible for a full refund.

Limitation of Liability

Although reasonable precautions are taken to maintain adequate security, the College cannot guarantee the safety of and does not assume any legal obligation to pay for injury to persons (including death) or loss or damage to items of personal property, which occurs in its buildings or, on its grounds before, during, or after the period of the contract. The student and his/her Guarantor are encouraged to carry appropriate insurance to cover such losses. Refunds are not made for unused Cowboy Bucks or meals; or mechanical, heating, air conditioning, plumbing, or electrical malfunctions, natural disasters, illness, or for any other reason.

Meal Plans

All students residing in residence halls are required to purchase a meal plan to be used on campus. Exceptions to this are students who are married and/or have dependent(s). Students must present their CSC ID at the Stone Student Union Cafeteria. Each meal plan includes \$50 per semester of Cowboy Bucks that can be used at several of our local eating establishments surrounding campus (for an updated list of these establishments, please visit our Bursar office located in Gatlin Hall).

All meal plans and original Cowboy Bucks associated with a meal plan expire at the end of each semester and will not be refunded or carried over to the following semester.

Payment of Accounts

Students must pay all room and meal fees following Connors State College's schedule. Students who are habitually late or become more than one payment behind are subject to removal from campus housing and all cancellation fees.

Rights of the College

Residents must abide by the rules and regulations in the Residence Life Handbook, the Student Handbook, and other College policies, as well as local, state, and federal laws. CSC reserves the right to: inspect rooms for damages, health and safety issues, and infractions of college, state, and federal regulations; consolidate or close entire or partial buildings, floors, and rooms due to safety considerations, renovation, or energy conservation; refuse admission or readmission to college housing; or cancel the housing agreement during the term due to student's failure to meet college requirements, policies, or regulations.

CSC reserves the right to administratively remove a resident from campus housing who poses a danger to the health, safety, or welfare of any student, employee, and guest of the college and/or any of its property.

Campus Housing Guidelines , Procedures & Requirements

Single Students, less than 21 years of age, with a permanent address more than 50 miles from the Connors State College Warner campus are required to live on campus in a residential hall. Exceptions to this policy include students over 21, married students, students with children, veterans, and international students.

Students living in the residence halls must be enrolled in a minimum of 12 semester credit hours unless otherwise approved by the administration. Students living in the residence halls for the summer term must be enrolled in a minimum of 6 semester credit hours per summer session. The enrollment status of residence hall students is monitored. A resident who drops below the minimum enrollment requirement must report to the Office of Residential Life. Removal from the residence hall for failure to maintain full-time status is probable.

Abandoned Property/Confiscated Property

Items left in a room, quad, or apartment by a vacating resident will be removed at the resident's expense. The vacating resident will be sent a written letter or e-mail notice to their listed address or their personal email. Each student will be given 14 days to pick up their items unless other written arrangements are made. Items not picked up will be disposed of by donating them to a local charity. Removal and storage fees may be charged to the resident's Bursar account.

Students who are on housing suspension are not considered to have abandoned their rooms. Suspended students' rooms will be secured and no one will be allowed to enter except for the student and/or housing staff. Items in the room will be inventoried before the student leaves campus whenever possible. Students are encouraged to take their items with them.

Campus Police Coverage

Connors State College Campus Police provides coverage seven days a week on the Warner campus. Officers can be reached at (918) 463-6377. The Resident Manager will also be on duty during the evenings and on weekends. Campus police officers will periodically walk through residence halls and check exterior door locks to help ensure the safety of residents. All students are required to comply with instructions provided by campus police personnel.

Residence Halls are equipped with security cameras at multiple points in the buildings. This camera footage is reviewed as necessary by Campus Police and Residence Life staff to ensure a secure environment for students. Any student found relocating, removing, disabling, tampering with, or destroying security or safety equipment will face serious disciplinary actions that may result in the termination of the housing contract.

CSC does not assume any liability or responsibility for the loss, theft, or damage to any student's personal property while in our residential facilities. The following is suggested:

- Keep doors and windows locked at all times
- Do not prop open interior or exterior doors at any time
- Carry insurance on all valuables
- Report lost keys and broken locks to the Residence Life staff immediately
- Do not leave laundry or valuables unattended

Check-In Process

The Coordinator of Residential Life will announce a move-in schedule before the beginning of the fall semester. Typically, students are moved in by making an appointment for a scheduled day and time during the week before the Fall semester starting. For those students who are part of a program or team, they will be moved in on the same day and time as the rest of their team/program as assigned by the Residential Coordinator. Upon checking in, residents will receive a room key and Residence Hall Inventory Checklist. Residents are responsible for completing the Residence Hall Inventory Checklist which will be signed by both the resident and a Residence Life staff member during the check-in and check-out process. It is important to accurately complete the checklist because it will serve as the basis for any fines and charges related to the damage of any furnishings and facilities.

Check-Out Process

To check out properly, residents should remove all personal belongings and thoroughly clean all areas. Residents must schedule an appointment to meet with the Residence Hall Coordinator or Resident Manager to check out. Staff will use the Residence Hall Inventory Checklist that was completed upon check-in to inventory the room, assess any damages, and

collect keys. Residents who fail to check out properly will be charged an improper check-out fine to their Bursar account.

Clothing

Students must wear appropriate clothing to the classroom buildings, library, cafeteria, and student union. No curlers or bare feet are permitted in these buildings. Shoes and shirts are required in the cafeteria. No bras or swimsuits are accepted outside the residential areas without a cover. No cut off shorts, no ripped jeans, no low-cut tops, no excessively tight clothing, nothing derogatory in nature and nothing that exposes undergarment is approved.

Counseling

Counseling services may be needed or requested from time to time. Depending on the request CSC has agreements with multiple counseling providers. A list of some of those providers is listed in Appendix I

Residential life coordinators as well as the Dean of Students and assistant Dean of Students may be contacted at anytime to provide assistance in contacting and/or making appointments for students.

Custodial Services

Custodians are responsible for cleaning public areas of the facilities. However, a large part of the upkeep is the residents' responsibility. Custodians are not required to clean messes that are the result of resident acts. Residents may be assessed costs of extra cleaning performed by custodial personnel resulting from the unnecessary disorder.

Courtesy Hours

Students are expected to respect the rights of other students to be able to study and sleep in their rooms. Excessive noise or rude disorderly conduct is unacceptable at any time. If students are asked to be quiet by a student, resident assistant, or staff member, they are expected to cooperate and meet the request. Quiet hours begin at 12:00 am until 7:00 am and apply to all residence halls, public areas, and rooms. Quiet hours for family housing are from 9:00 pm until 7:00 am. Quiet hours are extended to 24 hours a day during finals week. If you are creating excessive noise during these hours, you may be fined \$20. Repeated offenses will result in higher fines and or other disciplinary actions.

Damages and Cleaning

Any damage to the room other than what is noted on the Residence Hall Inventory Checklist at the time of checkout will be assessed accordingly to the student(s). Either residents (double occupancy) or a single resident of each room will be responsible for the condition of the room and all furnishings. Residents share equal responsibility for reimbursing the college for any damage(s). Charges for damage and/or cleaning will be assessed against the student(s) by the college and must be paid promptly. CSC, at its sole discretion, shall determine the amount

of such loss or damage. Any damage to common areas, i.e., lounge, restrooms, hallways, stairwells, lighting units, etc., will be charged to the individual(s) responsible. If the party responsible is not determined or reported, the charges will be assessed to each resident of the floor, apartment, wing, or the entire complex, whichever is appropriate.

Drugs and Alcohol

The possession of or use of illicit drugs, including marijuana with or without a prescription, are not permitted in residential facilities or any other campus buildings. Students are prohibited from possessing, consuming, transporting, dealing, being in the presence of, or exhibiting disruptive behavior influenced by the use of such substances. Residents found in violation of this policy will be subject to having his/her housing contract terminated and, also, may be subject to College disciplinary action and possible arrest, imprisonment, or fine according to State and Federal laws.

Gender-Neutral Housing

CSC strives to provide a safe, inclusive, comfortable, and supportive environment for all students. The College offers the option of gender-neutral housing for students who, because of gender identity or gender expression, prefer this option. This allows students who identify as transgender and gender non-confirming the ability to choose a roommate of any gender. Housing assignments for transgender students are guided by the following values:

1. Respect for the student's gender identity and/or expression.
2. Prioritized attention to the student's physical safety and emotional health.
3. Enhance the student's opportunity for success by finding the best match between the student's needs and the options available.

If a student is interested in a gender-neutral room assignment, contact the Dean of Students to discuss the options available in a personal and confidential manner. It is important to make contact early in the application process. Because of limitations in the available housing options, there is no guarantee that all of a student's preferences can be met, but CSC is highly committed to working with the student to find the best accommodations possible. If the Office of Campus Life is not able to accommodate a student's request, an assignment will be made based on the gender identification the student listed on their admissions application.

Furniture

No college property, including room and lounge furnishings, may be moved from its original place within the building (room to room) or taken without the written authorization of the Coordinator of Residential Life. Also, furniture is not allowed in any walkway/hallway. Small chairs, excluding lawn furniture, recliners, etc., are allowed to be added to the rooms, provided that they are not taken from other areas of the residence hall.

Improper Move Out

A fine of \$100 will be assessed for improper move-out. A cleaning fee of \$250 can be assessed for cleaning costs if needed. For any damage to the room, the school will follow Appendix IV: Fines in the Student Handbook for additional costs.

Firearms (Weapons)

Firearms (including airsoft, BB, paintball guns, or pellet guns), firecrackers, and explosives of any kind are not permitted on campus. (Campus Security Law 1990 and Oklahoma State Law). If you bring a firearm onto campus, it must be immediately checked in with Campus Police. Any device which fires a projectile (bow, crossbow, slingshot, etc.), or any other type of weapon, must also be checked in with Campus Police. Residents are also prohibited from possession or use of flammable or hazardous materials. Individuals who are members of the CSC Shooting Team are to check in their firearms with the CSC Police Department. The firearms can be checked out as needed. The CSC Police Department has a safe where all guns are stored.

Fire Safety

Fire drills are conducted periodically and residents must follow the emergency procedures and evacuation plans as posted. According to state and federal law, residents must participate and evacuate in the event of a fire drill. Failure to evacuate residential facilities during a fire drill or once a fire alarm has sounded may result in disciplinary action and/or a fine. Residents are required to clear all facilities promptly while practicing safe exit procedures.

Housing During School Breaks

Students must vacate campus housing during winter break. Residents may request permission in writing (a minimum of 7 days in advance) for housing during winter break. Permission must be granted by the Dean of Students. Additional policies are in effect during break times and will be communicated when students request to remain. Meal plans are not active during break periods.

Illness or Injury

If you are ill or sustain an injury, you are encouraged to contact Campus Police or a member of the Residence Life staff for assistance. Some Clinical services are provided for eligible CSC students through a contractual agreement with the Warner Health and Wellness Center. All currently enrolled, full-time CSC students are eligible for an office visit for health services provided free of charge for students without health insurance. Costs will be charged to private insurance for students who have coverage. The school is not responsible for all clinical costs or fees. All appointments must be scheduled through the Coordinator of Residential Life.

Internet

Connors State College's entire campus has free wireless internet services and a password is not required.

Laundry

Laundry facilities are available in each residence hall. The washers and dryers can be used as needed at no additional cost to the student. Residence Hall washers and dryers are not for use by individuals living outside of residence halls. All clothes must be removed from the washers and driers at the end of each day. Clothes left overnight will be removed. Connors State College is not responsible for the loss of any personal belongings. Contact a resident manager if you have any questions.

Maintenance

Connors State College's Maintenance Office is responsible for basic and general preventative maintenance of the facilities. Residents must take responsibility for reporting maintenance issues that they may have experienced, witnessed, or caused. Students will need to contact a Residential Coordinator or Resident Manager to submit all maintenance issues. Non-emergency maintenance requests will typically be addressed in 2- 3 days during normal working hours (Monday-Friday, 8:00 am – 4:30 pm. Please be aware maintenance and repairs may take longer to address during holidays and move-in/move-out times due to an increased number of requests. In the event of an emergency maintenance issue, please contact a member of the Residential Life staff immediately so that the situation can be addressed.

Maintenance issues that would be considered an emergency include:

- No heat
- Power outages that impact an entire apartment, floor, or building
- Flooding
- Vandalism that requires the securing of an area
- Windows that are completely broken out
- Alarms associated with fires or other disasters

Mandatory Meetings

Mandatory Housing meetings are typically conducted once a month (subject to change). Meetings will be announced and posted in advance. Attendance is required and absent students will be subject to a \$100 fine unless excused by the Coordinator of Residential Life. Residents who are absent from mandatory meetings are still responsible for the information discussed. Residents who are unable to attend the meetings must notify the Coordinator of Residential Life in writing before the start of the meeting.

Pets

Residents are not allowed to have pets in any housing or resident life facility. Unapproved Pets must be removed immediately and may be removed by college staff or other officials. College staff is not responsible for what happens to any pet when it is removed or while it is on college property. Violators will be subject to an initial fine of \$500 for the first day and a \$250 fine for each subsequent day following for a total of three days. Additionally, students will be responsible for repair costs if any damages were found to have occurred due to the animal's presence.

Room Assignments

CSC Housing reserves the right to place all residents and make all assignments. Assignment of a room does not guarantee college admission. Assignments are based on room availability and determined based on the dated receipt of application and fee. The Office of Campus Life cannot guarantee preference, but requests will be honored when possible. If all preferences are unavailable due to facility capacity, residents will be placed on a waiting list in the order that they are received. Students not occupying their assigned spaces by the first day of classes will still be bound by the agreement but may lose their assigned space and be reassigned to other accommodations. The Office of Student Services assigns roommates without regard to race, color, national origin, religion, age, or other categories as may be applicable under state or federal requirements.

Room Care and Room/Apartment Decorations

Residents are responsible for the care and good/safe order of their rooms and residence hall facilities. Residents may not make alterations to rooms or halls without permission of the Coordinator of Residential Life. Decorations are encouraged as long as they do not create hazards or cause damage to the room. The use of tape or nails is not allowed because of the damage to surface materials and finishes. Adhesive wall hangers are the only means by which you may hang items. **Wall hangers are limited to one per wall.** The use of nails and tape could result in being charged additional fees depending on the level of damage. Students may not remove any furniture that is assigned to their rooms.

- All decorations should be temporary so as not to permanently deface or damage the room's finish.
- No nails, tacks, or screws may be used in rooms. Permanent stickers should not be placed on doors, walls, or furniture. Adhesive wall hangers are allowed, but students assume full responsibility for cleaning and removing all marks left by adhesive wall hangers. These wall hangers are limited to one per wall.

- Residents are not allowed to paint their rooms. Also, students are prohibited from removing or altering portions of any College furnishing assigned to a room, such as bed frames, desks, dressers, etc.
- Banners, bedding, flags, and aluminum foil are not permitted on windows.
- Obscene material, including, but not limited to, pornographic literature, X-rated movies, and displays of profanity or language that is offensive to others may not be displayed.
- Appliances are limited to those with closed coil elements. Each room is allowed a microwave oven (under 600watts) and a small refrigerator (equal to or less than 5 cubic feet).
- AC units, camp stoves, ceiling fans, electric skillets, bread makers, griddles, air fryers, halogen lamps, hot oil poppers, hot plates, oven broilers, indoor grills, space heaters, toasters, or toaster ovens, and power tools are prohibited.
- Candles, wax warmers, potpourri burners, and incense are considered fire hazards and are prohibited. Strong air fresheners or unapproved air freshening devices such as hanging car devices or dryer sheets placed into air vents are not allowed.
- Electronic scooters, skateboards, hoverboards are prohibited.
- Carpet may be placed on the floor, but carpet tape or other adhesives cannot be used to hold the carpet down.

Room Condition Contract

This contract is a checklist of room furnishings and signed by each resident and a Residence Life Staff Member during check-in/check-out. Either resident (double occupancy) or a single resident of each room will be responsible for the condition of the room and all furnishings. Residents share equal responsibility for reimbursing the college for any damage(s). Residents may also be required to share the expense of repair or replacement of any property in areas commonly used by residents and their guests, such as outside walkways, equipment in the laundry room, etc. Upon checking into a room, each student has a responsibility to complete a Room Condition Contract with a Residence Life Staff Member. When students check out of their room, charges will be assessed for any damages to the room which have occurred during occupancy.

Room Consolidation

The College reserves the right to reassign student rooms at any time to make effective use of available space, to consolidate students, and to use unoccupied space in any residential facility. During the semester or between the fall and spring semesters, if a resident moves out

of a double occupancy room and the remaining students is not assigned a roommate, the remaining resident may be asked to select one of the following options:

- Elect to pay the single occupancy room rate and retain the room privately. (This option is only available when space is available. Students will be required to sign a Single Room Request Form and the single occupancy room rates will be calculated on the remaining pro-rated portion of the housing contract.)
- Choose to move into another half-filled room in the residence hall.
- Find another resident in a half-filled room who is willing to move into the current resident's room.
- Be prepared to accept a new roommate at any time by:
 - ✓ Keeping the unoccupied half of the room in such condition would allow another resident to move into the room on short notice.
 - ✓ Displaying an attitude of cooperation and acceptance toward any resident who may examine the room while considering occupancy.
 - ✓ Agreeing to accept a roommate assigned by the Office of Student Services.

This consolidation policy does not require an individual to move out of his/her campus housing, but rather could require residents to pay for a single occupancy room or consolidate with another individual who is living alone in a double occupancy room.

Room Entry

The College reserves the right to allow authorized college personnel to enter a student's room for an institutional-purpose search, such as:

- In the interest of the welfare, health, and safety of the resident or residential community
- To conduct periodic general room inspections for overall cleanliness and maintenance of acceptable standards
- To provide maintenance, perform repairs, or other related activities
- To address a possible policy violation or law that has or is being broken
- Emergency events

A preventative safety inspection for each resident's room will take place at least once a month. The emphasis of these inspections is the verification that students are not actively contributing to any condition that would put their health or safety at risk. During these inspections, Residence Life staff or Maintenance will enter rooms and look for items or conditions that might pose a health or safety hazard to students or campus housing.

Areas to be addressed are:

- Water Leaks/Mold/Mildew
- Sanitary Conditions/Cleanliness Standards
- Alcohol/Illegal Weapons/Drugs

- Smoke Detectors/Air Vents
- Guest/Pet/Lease Violations
- Candles/Open Flames/Overloaded Electrical Outlets, etc.

Room Keys

Upon check-in, residents are issued a room key. Under no circumstances should residents loan out or give their keys to another person. Residents will be held responsible for all loss and actions resulting from such. Students cannot have college keys duplicated or locks altered. Any evidence of such will result in immediate disciplinary action. Residents must immediately report the loss of keys to a Residential Coordinator or Resident Manager. A key replacement fee of \$25 per key will be charged to the resident's account, and a new key issued. All residents, when checking out permanently, must turn keys into Housing Office or be assessed a penalty.

Room or Roommate Changes

A room or roommate change may be requested in writing to the Coordinator of Residential Life in circumstances that warrant a room change. All roommate changes must be approved by the Coordinator of Residential Life.

Service Animals and Emotional Support Animals

- a. Service animals are welcome on college grounds. All necessary paperwork, evaluation, and authorization from the College's ADA Coordinator, Jody Butler, should be completed two weeks before the animal arrives in the residence halls.
- b. Cleanliness with service animals is mandatory in a community living situation such as the Connors State College residence facilities. Daily grooming, in combination with occasional baths, should keep odor to a minimum. The use of bathroom facilities is to be done in a considerate manner of the other residents who use the bathroom.
- c. All shots must be kept current and any dog must wear its current rabies vaccination tag at all times. Current and up-to-date medical care for the animal should be provided as requested. All service animals must be at least 6 months old.
- d. Flea/tick control is essential and adequate preventative measures need to be taken. If a flea/tick problem develops, notify the staff immediately, and take immediate and appropriate steps to deal with the problem.
- e. The animal must be housebroken before entering the Residential Life property.
- f. When dogs are walked, waste must be immediately picked up and disposed of in an exterior trash can or dumpster.
- g. Disturbing or disruptive noise by the service animal will be kept to an absolute minimum.
- h. *Emotional Support Animals*: To qualify, a person must meet the federal definition of disability and must have a note from a physician or other medical professional stating that a person has a disability and that the reasonable accommodation (here, the

emotional support animal) provides benefit for the individual with the disability. The emotional support animal alleviates or mitigates some of the symptoms of the disability. No specific training of the animal is required. All paperwork must be completed and approved before the animal is allowed on campus.

- i. Unlike a service animal, an emotional support animal is not granted access to places of public accommodation. Under the federal Fair Housing Act (FHA), an emotional support animal is viewed as a "reasonable accommodation" in a housing unit that has a "no pets" rule for its residents.

Single Occupancy

Residents may request a single room by notating such on their Housing Application. Single rooms are available on a limited basis and cannot be guaranteed. The cost of a single occupancy room is higher than a double occupancy room and these fees cannot be waived. If a resident is occupying a double room without a roommate, the resident must keep the unoccupied half of the room in a condition that would allow another resident to move into the room on short notice. The College reserves the right to periodically inspect half-filled rooms.

Solicitation and Postings

- To protect residents from unnecessary disturbances, soliciting in and around all residential facilities is prohibited. Unauthorized sales/solicitation activity or use of residential space/service to conduct a private business enterprise, whether legal or illegal, is expressly prohibited. Residents are not permitted to use rooms for any commercial purposes. All postings and advertisements must be approved by the Dean of Students, are limited to designated areas only.

Storm Shelters

Storm shelters are provided for students in the event of severe weather. When necessary to take cover, residents should make their way to the following areas once the town of Warner sirens sound:

- Millers Crossing Clubhouse – both women's & men's restrooms are built as "safe rooms"
- Russell Hall basement
- McClarren Hall basement

Trash

Trash is to be disposed of properly in the receptacles located at various points around the residence halls for resident use. Failure to sack up and properly dispose of your trash will result in a fine for all residents who reside in the apartment/quad/room.

Unauthorized Entry/Door Use

Certain areas around or within residential facilities are off-limits to residents. Restricted areas include mechanical rooms, custodial closets, roofs, attics, ledges, unoccupied buildings, and locked areas. Other prohibited entry points include balconies, ledges, and windows. Furthermore, residents are prohibited from propping open or impeding the proper function of exit doors.

Visitation

Residents may entertain members of the opposite sex according to the following schedule: no guest of the opposite sex will be allowed in the rooms outside the below hours. Should this be violated, disciplinary actions will be taken.

Sunday – Thursday 8:00am – 12:00am
Friday – Saturday 8:00am – 1:00am

During visitation hours in McClarren Hall and Millers Crossing, you are expected to register your guest of the opposite sex at the housing office located in the McClarren Hall lobby or Millers Crossing Clubhouse, respectively. Both parties are required to provide an ID card upon arrival and will sign the guest registry. The guest's name, host's room number, time of arrival, and time of departure will be requested.

No guest of visitors shall be authorized in Millers Crossing clubhouse multi-purpose room except when accompanied by the resident host. No visitors or guests will be permitted in the pool area. No room may be used for visitation unless roommates agree. You are responsible for the conduct of your guest.

Visitors under the age of 18 will not be allowed in College housing unless accompanied by a parent or guardian or unless written permission is on file with the Coordinator of Residential Life. Failure to escort your guest at all times will be considered a visitation violation. Improper or late checkout will be considered a visitation violation. If you or your guest violates visitation, the minimum fine for each is \$100 and a two-week loss of visitation privileges. If your guest is a non-resident, he or she will be banned from CSC housing for the semester. Anytime a student is found letting a member of the opposite sex into an inappropriate area, both will be subject to disciplinary action, fine, and/or expulsion. If you leave any doors propped open, which could allow unauthorized persons to enter your room, you are subject to disciplinary action, fine, and/or expulsion.

Changes to visitation policy may be made at any time to meet the needs of Connors State College and its students.

Violation of Policy Fines & Administrative Charges

Alcohol Violation	\$250
Altercation among students	\$200
Altering or damaging campus traffic signs (plus market value of sign)	\$30
Assault & Battery	\$250
Attempt to Intimidate an Officer	\$100
Burglary	\$250
Disrespect to Staff/Faculty	\$100
Disturbance	\$100
Dumping trash	\$50
Failure to carry student ID	\$25
Failure to comply	\$75
Failure to obey a lawful order	\$75
Failure to purchase a valid parking permit	\$50
Failure to display a valid permit	\$50
Forging or altering decal or permit (plus appropriate disciplinary action)	\$50
Harassing phone calls	\$50
Incite to riot	\$100
Intentionally/Recklessly interfering with College or college sponsored activities	\$100
Intimidation or harassment of a person	\$200
Larceny	\$250
Loitering	\$50
Loud Music	\$50
Malicious destruction of property restitution	\$100 +
Misuse of college property	\$100
Misuse of fire alarm	\$100
Obstructing an officer	\$100
Parking in a fire zone or at a fire hydrant	\$50
Parking in a physically disabled person's space (plus cost of tow)	\$80
Parking in a traffic lane	\$30
Parking in a loading zone	\$30
Parking in a No Parking Zone	\$30
Parking in a tow away zone (plus cost of tow)	\$30
Parking on grass or undeveloped area	\$30
Parking in a restricted area	\$30
Possession or firing fireworks	\$250
Possession of lost, stolen, or destroyed permit	\$50
Possession of marijuana	\$250
Possession of paraphernalia	\$100
Possession or use of tobacco	\$250
Removal or disregard of barricades	\$50
Repairing Holes in Walls or Ceilings	\$100.00
Replace Bathroom Door	Cost of door plus labor

Replace Bedroom Door	Cost of door plus labor	
Replace Closet Door	Cost of door plus labor	
Replace Carpet	Cost of carpet plus labor	
Replace Ceiling Fans	Cost of fan plus labor	
Replace Facing on Doors	Cost of facing plus labor	
Replace Front Door	Cost of door plus labor	
Replace Light Fixture	Cost of fixture plus labor	
Replace Mattress	Cost of mattress plus labor	
Replace Sink	Cost of sink plus labor	
Replace Toilet	Cost of toilet plus labor	
Replace Vanity	Cost of vanity plus labor	
Replace Window	Cost of window plus labor	
Replacement Key		\$25
Smoke detector		\$50
Unauthorized access		\$100
Unauthorized use of college property		\$100
Unlawful carrying of weapon		\$250
Vandalism		\$100
Vehicle boot release (non-appealable)		\$50
Verbal abuse		\$50
Visitation violation		\$100
Wrongful use of temporary/visitor permit		\$15
Wrongful us of Permit		\$50
Wrong zone parking		\$25

Questions and Resources

Connors State College is a residential campus where teaching and learning in all facets of campus life, both in and out of the classroom, are valued. Much of this learning occurs in the residence halls. When you accept admission to Connors State College, you agree to live in the residence halls and abide by College policies. Please contact the Residential Life staff person with any questions or for clarification of any part of this policy.

Appendix 1

Mental Health Resources



988 is a direct, three digit lifeline that connects you with trained behavioral health professionals that can get all Oklahomans the help they need. More info at www.988oklahoma.com

National Resources

Substance Abuse and Mental Health Services Administration

SAMHSA's National Helpline is a free, confidential, 24/7, 365-day-a-year treatment referral and information service (in English and [Spanish](#)) for individuals and families facing mental and/or substance use disorders.

Call 1-800-662-help (4357)

The Trevor Lifeline (for LGBTQ youth)

Provides information and support to LGBTQ young people 24/7, all year round.

1-866-488-7386

Website: <http://thetrevorproject.org>

Mental Illness Hotline

1-800-950-6264

NAMI (National Alliance on Mental Illness) provides treatment options and programs. The hotline is available every Monday through Friday, from 10:00 a.m. – 6:00 p.m.

LOCAL and STATE RESOURCES

Green Country Behavioral Services

We offer a full spectrum of mental health services for adults, teens, and children. Finding the right treatment option is your first step on the path to feeling better. In

response to the pandemic, we are glad to offer [TELEHEALTH](#) services to our clients as well as providing iPads to those who are technically challenged.

24 Hour Crisis Hotline

1-918-682-8407

Oklahoma Youth Crisis Mobile Response

(Ages 24 and under)

Connection to a mental health professional in the youth's county within one to 24 hours.

1-833-855-CARE

Stigler Health and Wellness

We offer a wide range of behavioral health services for children and adults. Our services are designed to strengthen individuals and families who have been impacted by trauma, abuse, depression, anxiety or drug use. We provide comprehensive counseling services and care coordination to make recovery possible.

918-967-3368

MONARCH, Inc.

Outpatient Services provide a continuum of care that ensures all persons served and family members referred are evaluated and provided services and/or referred to primary and secondary service providers to meet their individual needs. Services can be provided in an office, home, or school-based setting at hours that are tailored to the client's needs.

1-918-463-2581

Oklahoma Suicide and Crisis Hotlines

Free, confidential support for suicide and other topics. Chat, text or phone – 24/7

1-800- SUICIDE

Women in Safe Homes

WISH provides a safe place for victims of domestic violence, rape, sexual assault and stalking as they make plans and arrangements to recover from trauma and begin new lives.

CRISIS LINE: 1-918-7878

See also the Connors State College Student Handbook for other rules and regulations