



Community Standards

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Vision

The Office of Residential Life and Housing Services (RHLS) at Langston University seeks to model an environment committed to lifelong learning while exercising: accountability, compassion, and respect for all persons and facilities.

Mission Statement

The RLHS mission is to provide a safe and comfortable living-learning community that is conducive to the academic, intellectual, personal and spiritual growth of its residents. RLHS seeks to enhance student development by providing learning opportunities that promote academic enrichment, foster social integration, and encourage peer interaction.

RLHS Core Values

- Foster a safe, quality living-learning environment
- Promote academic excellence
- Provide quality customer service
- Nurture ethical behavior
- Provide co-curricular learning opportunities

Living the Lion Way

Lion Community Living Standards

RLHS is committed to providing a fair and just environment for all persons within the residential community. The policies and procedures within this publication apply to all residents, guests, and visitors in all residential living areas. These policies are meant to help all residents, visitors, and guests understand the procedures and processes available while residing at and/or visiting Langston University. Residents, guests, and other members of the LU community are expected to follow all University regulations, policies, and the [Student Code of Conduct](#). Failure to abide by the policies outlined in this publication may result in disciplinary action as described below and/or as outlined in the Student Code of Conduct. Furthermore, any violation(s) of federal or state law may be subject to prosecution under any applicable federal or state law.

Alcohol & Tobacco

Alcohol, tobacco, e-cigarettes, or other vaping products are prohibited on all campuses of Langston University. RLHS supports an environment that is alcohol and tobacco-free to help ensure comfortable, safe, and academically successful communities. In addition to the [Student Code of Conduct](#), RLHS prohibits the following:

- The possession of empty alcohol containers and hookahs. This includes the advertisement of alcohol-related paraphernalia/equipment.
- The possession or consumption of alcoholic beverages or tobacco by residents and guests within the interior living spaces, including balconies and patios, is strictly prohibited even if the resident(s) and guest are of lawful age.
- Underage drinking.

Community Civility and Compliance

Compliance

Actions that disrupt the community and otherwise make the atmosphere unwelcoming to all persons are prohibited. Interfering with staff while performing their duties will not be tolerated. Such interference includes but not limited to: disruptive behavior, unlawful harassment, threats, intimidation, and other conduct violation(s) of University policy, state, and federal law. Below are some specific examples of inappropriate behavior:

- Improper use or tampering of fire equipment or other life-safety equipment on or off University property.
- Residents or guests who fail to identify or knowingly falsify oneself to a University official or to a sworn officer.
- Counterfeiting, altering, or misusing any documents, forms, records or identification cards including University records.
- Sheltering or in possession of unauthorized animals on-campus without approved documentation from the University.
- Partaking in illegal or unsanctioned solicitation on the residential premises of Langston University.

Computing

- Students may not improperly use technology access or data communications at Langston University.
- The Acceptable Use Policy can be found in the Langston University Student Handbook.

Consolidations

RLHS reserves the right to consolidate any student who, for whatever reason is left without a roommate during the year. Residents in a double occupancy housing unit that do not have a roommate will have the following options:

- Elect to pay the single room rate. This option is available only when space is available. Private room rates will be determined on the remaining prorated portion of the contract.
- Choose to move into an unoccupied space within the community.
- Find another resident within the community, without a roommate or suitemate, who is willing to move into the room.
- Be prepared to accept a new roommate at any time by keeping the unoccupied space move-in ready always.
- 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 Residential Life and Housing Services.
- Residential Life and Housing Services (RLHS).

Cooking

Each residential area is equipped with a microwave for heating food and a refrigerator for storage. However, the following items are prohibited:

- Personal outdoor grills are prohibited.
- Refrigerators must be smaller than 4.5 cubic feet, except for the fridges that are provided in the Centennial Court and Langston Commons Apartments.
- Electric Fryers are prohibited.
- Toasters and Toaster ovens are prohibited.
- All appliances with exposed heating elements are prohibited.

Confiscation

University personnel may confiscate items that are unsafe and illegal, in violation of RLHS, or Langston University policy. In instances when RLHS has confiscated an item(s), a notice will be left in the room in question, and the resident(s) of that room should expect to receive further notification from their Resident Director (RD) about any follow-up that may be required.

- Damaging, tampering, vandalizing personal or University property
- Students, guest, and visitors may not damage, vandalize or tamper with the property of the University or other parties. Anyone found in violation of damaging, vandalizing or tampering with University property or property belonging to other parties will be subject to disciplinary actions.
- Stealing, borrowing, or modifying University property is prohibited, including lounge furniture, televisions, etc.
- The tampering or propping open of fire exit doors is prohibited.
- The misuse of fire and life safety equipment including, but not limited to: alarms, extinguishers, exit signs, and smoke detectors is prohibited. This includes touching, hanging any items from, or covering sprinkler heads and smoke detectors.

Decorations

Decorations may not cover exit signs, extinguishers, alarms, or like items. Decorations also may not cover exit doors and hallways, exterior lights, or security peepholes. Students must leave a 4-inch non-decorated perimeter on the door. Paper may not hang over any edge of the door.

- Residents may not hang lights on the exterior of the building, outside of their rooms, or apartments.
- Electrical lights are permitted inside the room but must be UL labeled and designed for interior use.
- Lighting must be plugged directly into an outlet in the room that the light is installed. (Cords are not permitted to go from one place to another, including through a doorway, floor, or ceiling).
- Lighting strings may not be plugged into one another and can only be displayed indoors.
- Making holes in walls, placing items on the exterior of the building (antennas, cable, etc.) is prohibited.
- Clothing, banners, satellite dishes, flags, blankets or messages may not be displayed in windows or placed outside the building.

- All holiday decorations in public or community view can only be displayed during the month in which the holiday occurs.

Dining Facility Regulations

- A valid Langston University student ID card is required for entrance to the dining hall. Langston University student ID card privileges are not to be shared with others. A card used by anyone other than the owner will be confiscated.
- Disturbing the peace, throwing food, or objects in the dining hall is not allowed.
- Langston University students are expected to conduct themselves with the highest level of decorum.
- Food must be consumed within the dining hall. Only beverages may be taken out of the dining facility.
- Plates, silverware, and other dining services property must remain within the facility; removal of any of these items will be considered theft.
- Skateboards, roller blades/skates, hoverboards, and manual scooters are not permitted in the dining hall.
- Students, guests, and visitors must take trays, dishes and trash to the designated area when finished dining.
- Entrances into the kitchens, storerooms, loading dock(s), and areas used to prepare food is restricted to authorized persons.

Drugs

Drugs are not permitted at Langston University. RLHS supports a drug-free environment that is comfortable and safe to ensure academic success. In addition to the Student Code of Conduct, RLHS policy prohibits:

- Langston University does not recognize medical marijuana cards nor the use of medical marijuana. The use or possession of this drug for medical or other reasons will not be authorized in residential area or on the property of the University.
- Possession or the use of any illegal drug or drug paraphernalia is prohibited. Paraphernalia includes, but is not limited to: bongs, crushers, pipes, water pipes, or any items that have been modified to consume drugs.
- Possession or use of prescription drugs not prescribed to the student are prohibited.
- Selling, manufacturing, or distributing any illegal drugs or drug paraphernalia is prohibited.
- The misuse/abuse, selling or distribution of any prescription drug or misuse/abuse of any over-the-counter drug(s) is prohibited.

Fire Safety

- The use of non-surge protected extension cords or multi-plug outlet adapters is not allowed. Only UL-approved power strips are allowed.
- Residents cannot run extension cords from any interior building outlet to an exterior location.
- Residents cannot bring in or store flammable liquids (for example fuel) or containers (empty or full).
- Live holiday decorations (trees, garlands, etc.) are prohibited.
- Falsely reporting, setting, or causing a false alarm is prohibited.
- Burning of any substances in the residence hall and apartments is not permitted.

- Possession of candles, incense, ember, glowing, or open-flame articles are prohibited in all University buildings including the residence halls/apartments.
- Candles, incense, fragrance burners, candle warmers and halogen lamps (all desk and floor lamps) are not permitted.
- Lanterns/oil lamps and flammable liquids are prohibited
- Storing, transporting, or discharging fireworks of any kind is prohibited.
- Portable/space heaters are prohibited (unless supplied by Sodexo Facilities)
- Butane and butane torch lighters are prohibited.
- To enhance the safety of everyone—including emergency response personnel—residents and guests must follow directions given by staff and emergency responders. Residents and guest should evacuate the building immediately and follow all instructions of emergency responders.

Fire Drills

All residents, guests, and visitors must leave the respective university housing unit when the drill begins. RLHS defines guest as a person (non-resident) who is hosted by a person who lives within one of four residential areas. This term encompasses Langston University students who do not reside on-campus. A visitor is defined as a person who visits a place, regardless of invitational status (i.e. tourist, family, etc.).

If all persons do not evacuate a housing unit in a reasonable amount of time, the drill is repeated until RLHS is satisfied with the time required to evacuate. All repeat fire drills will be unannounced. Disciplinary actions may be taken, if residents fail to comply with fire drill procedures.

Fire Alarm Procedures

- When a fire alarm sounds, you should leave the building immediately – do not assume it is an alarm test (unless a test has been announced) or a false alarm. All fire alarms are required to be treated as a real alarm activation.
- Close all doors to help control or prevent the spread of fire and smoke.
- Help others that require additional assistance if applicable.
- Move to designated assembly areas to ensure all occupants have exited the building, notify others if anyone needing aid is still inside the building.

FERPA

FERPA is the Family Educational Rights Privacy Act of 1974. FERPA provide students the right to inspect his or her education records. The statute applies to any educational agency or institution that receives funding under any program administered by the Secretary of Education. For more information on FERPA, visit: <http://www.langston.edu/student-right-know>

Furniture

- Furniture must be returned to their original location before moving out at the end of the term. Residents will be charged for any items which are missing at the time of check out.
- Residents will also be charged for removal of personal items left in rooms/apartments. Property left behind by residents following check-out and agreement termination is considered abandoned.
- The resident shall be charged for any costs incurred by moving or removing property from University premises. Abandoned items will be subject to Langston University disposal procedures. Biological or environmentally hazardous nature may be disposed of immediately.
- Unlicensed, improperly licensed, or inoperable vehicles left in parking lots, at any time, can be towed away and disposed of at the owner's expense.

- Furnishings in common areas are for use by all members of the community. Residents may not remove furniture from common areas. Students are encouraged to report acts of vandalism or theft regarding the common areas to RLHS.
- Waterbeds are prohibited.

Guests

RLHS defines the term guest as a person (non-resident) who is hosted by a person who lives within one of four residential areas. This term encompasses Langston University students who do not reside on-campus.

University Housing Guest Policy

- All guests must comply with all local, state, federal laws, and University policies.
- Residents are responsible for their guest's actions and will be held responsible in adherence with University housing policies and Langston University's Student Code of Conduct.
- Any guest who violates any RLHS or University policy while in the residential areas may be subject to disciplinary action, including removal from the building and restriction from accessing the residential areas or the campus as a whole.
- Residents may have an overnight guest provided the guest is registered at least 24 hours in advance, approved by RLHS, and approved by their suite/roommate(s). [University Housing Guest Registration Link](#)
- No guest may stay in a room for more than six nights in an academic year. Guests in the building must always be accompanied by their host-resident, including to and from the entrance, restrooms, and all University residential areas.
- Residents are not allowed to have a guest for more than two consecutive nights. If residents exceed maximum numbers of days, the resident and or guest will be assessed a squatter fine and may be expelled from University housing. The term squatter is defined as a student or non-student who is residing within a residential space without authorization from RLHS.
- No guests are allowed in the halls or apartments during the last two weeks of the academic term.

Harassment

Harassment of any type is unacceptable in or around the residence halls and is prohibited under University Policy.

- Harassment may include, but is not limited to: any behavior physical, verbal, or electronic that threatens an individual or creates a hostile environment for an individual based on race, sex, gender, color, religion, national origin, veteran status, sexual/affectionate orientation, political belief, or other status protected by state and federal statutes. Complaints of harassment should be reported to the Dean of Students as outlined in the Student Handbook.

Housekeeping

- Residents are responsible for regularly cleaning their rooms/apartments.
- Failure to maintain living areas to the minimum standard of cleanliness is a cause for disciplinary action and possibly removal from University housing.
- Personal trash cans or trash/recycling, personal effects are not to be left in personal trash must be taken to the appropriate outside trash and receptacle.
- Residents are responsible for maintaining the cleanliness of all community areas (ex. study rooms, kitchens, and lobbies).

- There is a limited amount of freezer space in the in Centennial and Commons Apartments all items placed in the freezer must be properly labeled and wrapped.
- Residents are responsible for following any pest management procedures that are being performed in their living space. If a resident(s) has bed bugs, the resident(s) must comply with all procedures given by the University or by the pest control representative.
- Hazardous materials are prohibited (not including household cleaners)

Lockouts

- Residents who are locked out and request RLHS staff to provide access to their apartment/bedroom will not be charged for their 1st occurrence.
- Residents who request a 2nd lockout, a lock change will be submitted with a cost to the resident of \$375.00 per lock change for each subsequent lock change.
- A lockout is when a resident has locked themselves out of their assigned housing unit but can present their room access when a University housing staff member executes the resident lockout.
- If a resident is unable to present their room key when requesting a lockout, a RLHS staff member will request a lock change, which the resident will incur the cost of \$375.00 to ensure the security of University housing.

Only current residents can receive mail or have access to mailboxes.

Parking

Only vehicles with the appropriate parking permit are permitted to park in the Langston University residential lots. For more information, please visit: <http://www.langston.edu/sites/default/files/basic-content-files/Parking%20Handbook%202015.pdf>

Passive Involvement

Residents, guests, and visitors must adhere to RLHS policies and the Student Code of Conduct. All community members must take an active role in the development and well-being of the Lion Community. All community members are responsible for the behavior and choices each community member exhibits. It is the hope of RLHS that residents, guests, and visitors will abide by all University housing policies. If residents are ever in the presence of a policy violation, actionable responses available to any resident, guest, and visitors include but are not limited to:

- Attempt to stop the violation.
- Contact RLHS staff.
- Remove yourself from the situation.
- If a resident(s) chooses to stay present while a policy violation is occurring, then the resident(s) will be included on the incident report and could be held responsible for a policy violation.

Personal & Property Safety

Langston University takes each student's safety very seriously and provides blue emergency phones across campus. There are on-call professional and student staff members available from 5pm-8am. The on-call staff can be reached at 405-466-5510. One of the most important factors in providing a safe environment is personal prevention. Residents should always lock their room/unit doors, including when at home and when leaving the room, even if it is just to walk down the hall. Always remember to be aware of your surroundings. The University is not responsible for any damage or loss of personal property

due to facility failure, severe weather, theft, or other incidents and it is recommended that residents carry personal property insurance.

Pets/Animals

- Animals are not permitted in residence halls and apartments unless it is an approved emotional support animal (ESA). see Appendix G
- Students registered with Student and Employee Services may have a service/assistance animal. Students must receive approval before bringing the animal into a living space. For information on the emotional support animals, please contact Mrs. Cynthia Buckley in the Office of Student and Employee Services at 405-466-3212.

Room Entry/Room Search

Langston University recognizes and respects residents' desire for privacy and will make every effort to ensure and protect residents' privacy rights. However, the University reserves the right to enter any part of the premises, with or without notice, at any time for reasonable institutional purposes. Such purposes include, but are not limited to, the following:

- To provide cleaning and pest control
- To conduct an inventory of University property
- To silence unattended loud alarms, stereos, radios, phones or other noise-producing devices
- To address emergencies
- To search for missing University property
- To provide maintenance and repair work
- To determine compliance with all relevant health and safety regulations.
- RLHS staff will inspect rooms for health and safety concerns. In the event there is a reason to believe that the premises are being used for an illegal purpose which violates health or safety regulations or interferes with normal University operations, (include consequence)
- Law enforcement officials may enter, in accordance with the law.

Noise

Courtesy Hours: 24 hours a day, seven days a week. During courtesy hours a resident may ask another resident(s) to reduce the noise. Noise should not be disruptively audible inside and outside of the building.

Quiet Hours

Sunday through Thursday, 10:00p.m.-8:00a.m. and Friday-Saturday 11:59 p.m.-10:00a.m. The last week of class and finals week RLHS adheres to 24-hour quiet hours. During quiet hours, sound should not be heard beyond the boundaries of the resident's room/unit. All community members are always expected to be respectful of others.

Security

- The Langston University student ID card is the property of the Langston University. Only the student in which the ID belongs to may access the privileges and services provided. It is prohibited to give, loan, or otherwise make available your Langston University student ID card to another individual(s).
- Loss of a Langston University student ID card must be reported to LUPD. A Langston University student ID used by anyone other than the owner will be confiscated.

- The propping open of locked doors or allowing access to non-residents of the building is prohibited
- Building entry is restricted to residence hall residents and their invited/accompanied guests. Entering through locked side doors, windows, or attempting to break-in or enter is prohibited. Unauthorized use of a key, combination, or another method to gain entry to locked facilities without University authorization is prohibited.
- Allowing another person or persons to enter the building by holding the security door open for them (tailgating) is prohibited.
- If a resident or guest believes someone is missing, you should quickly notify the Langston University Police Department (LUPD) or the housing staff. In accordance with 485 of the Higher Education Act, 20 U.S.C. § 1092(j), Langston University has developed an investigation and notification policy regarding students who reside in on-campus housing and have been reported as missing. The Missing Person Policy is available at: <http://www.langston.edu/about-us/administration/campus-police>
- Child Supervision: Parents/guardians are always responsible for the behavior and supervision of their children in all residence halls, apartments, and associated areas.
- Children are not permitted to be left alone overnight without proper adult supervision. Children of non-residents are subjected to be in accordance with the University Guest Policy.
- Cases of child neglect or abuse must be referred the RLHS staff for referral to appropriate authorities.

Sexual Misconduct

Students who are survivors of sexual misconduct are strongly encouraged to report the assault. Reporting an assault to LUPD or other law enforcement authorities does not require filing a criminal charge(s), but it does allow for all support systems to be put in place for the survivor. Filing a police report will provide an opportunity for collection of evidence helpful in the prosecution and will allow the student to be connected to the appropriate support and medical resources.

Reporting is best done as soon as possible after the assault, but it may be done at any time. Students should make their report to the LUPD and the Title IX Officers.

Smoking

Smoking is prohibited on all Langston University campuses.

Solicitation

Selling door to door in the residence hall and apartments is not permitted. Also, students are not permitted to operate a business from a residence hall facility or Langston University apartments. This includes businesses operated through the internet. Solicitation of business operation is prohibited.

Sports in the Halls or Apartments

- Sports activities are not permitted inside the residence halls or close to the buildings.
- Actively using bicycles, skateboards, rollerblades, skates, or other related equipment is not permitted in any RLHS building.
- Under no circumstance will bicycling, skateboarding, rollerblading, skates or related devices be allowed on ramps, curbs, benches, steps, or stairs and any other structure around the residence hall or apartments.

Technology/Telecommunications Misuse, Tampering, or Damage

RLHS, in partnership with Information Technology Services (ITS), reserves the right to monitor the flow of traffic over the network and make changes to the web to optimize the system for academic purposes.

RLHS and ITS reserves the right to disconnect any user at any time for any purposes.

Traditional and Non-Traditional Residential Living Areas

RLHS has three traditional and one non-traditional residential living areas. Traditional living areas are for students who ages range between 18-24 years of age, without children, and or spouse. Non-traditional living areas are for students who are 25 years of age and older, have a child(ren), and or married. No student may reside within a traditional residential living area with a child and or spouse. Listed below are the defined residential living areas:

Centennial Court Apartments (Traditional—Freshmen Only)

Langston Commons Apartment (Non-Traditional)

Scholars' Inn Apartments (Traditional)

Young Residence Hall (Traditional)

Weapons

Firearms, weapons, ammunition, and explosives are not permitted in or around residence halls, apartments, and dining hall. Please see link: <http://regents.okstate.edu/policy-manual/weapons-firearms-ammunition-fireworks-and-explosives-and-dangerous-chemicals>.

Weapons as defined displayed as decorations are prohibited.

Windows, Balconies, and Rooftops

- Hanging, climbing or attempting to climb the exterior or interior of buildings through room windows is not permitted.
- Disabling window stops or rivets is prohibited.
- Accessing or climbing on the exterior of buildings, roofs, and balconies is prohibited.
- Throwing, dropping, or shooting any object (including liquids) within or from residence hall or apartment windows or any building is prohibited.

Removal of window screens is prohibited.

Filing an Incident Report

Any resident, student, faculty, or staff member of the University may file an incident report (IR) regarding a resident or guest for failure to follow the policies outlined in this document. RLHS staff will be available to help you obtain an IR form and fill out the complaint. Staff within RLHS can file IR's regarding matters brought to their attention either by direct observation of student behavior, through online media, or through student communication. IR or written letters should include the following information:

- Name of the accused
- Address of the accused
- Date the complaint is filed
- Date of the alleged violation
- A narrative of the incident and summary of concerns
- Name and address of the person filing the concern
- Name and address of potential witnesses

Note: After completing an IR, the report can be provided to any RLHS staff member. A staff member will review the complaint and follow the most appropriate procedure for addressing your concerns; depending on the type of grievance, you may or may not know the results of the process. Students reporting an incident involving sexual misconduct are strongly encouraged to contact LUPD and the University Title IX Coordinators as soon as possible, and RLHS staff can assist students with these referrals.



Langston University has implemented a free safety app entitled 911Shield available to the entire University community. With this launch, LU is among the few universities statewide to offer a comprehensive safety app with technology that can accurately locate individuals who are in distress, even when they are inside a building. The 911Shield app provides the campus community with greater access to safety resources.

The University community can now signal for emergency assistance 24/7, from anywhere on and off campus, from the app. Callers using the emergency feature off-campus will be connected to the closest 911 dispatcher. The primary function of 911Shield is to serve as an emergency communication tool between the university community, campus police, and emergency services.

The 911Shield app offers four major features — emergency calls, non-emergency tips, FriendWatch, and additional resources such as the student handbook, emergency procedures, and the First Capital Trolley schedule.

The FriendWatch feature is a peer-to-peer safety service which allows app users who want additional safety to assign a group of friends to be notified during activities of higher risk, such as while jogging alone or walking to and from class. Initiating FriendWatch starts a timer which will notify friends if the app user does not check in at the end of the timer.

We are excited to launch this service as we believe it is an excellent enhancement to the strong safety measures that are already in place at Langston University. The application is available for free on both Android and iPhone devices. We encourage you to download this app today and begin using these features.



Langston University places the highest value on the safety and our students, faculty, and staff. We have contracted with a nationally recognized firm, Rave Mobile Safety, to provide the most reliable emergency

notification system available. Langston University encourages all University constituents to register for Rave alerts to receive timely communications and warnings. Rave provides an emergency alert system capable of delivering messages to your cell phone, landline and email to alert our University constituents of weather-related closures/delays and emergency situations on or around our campuses.

Rave alerts allow us to notify our community in real time. We use the Rave system to send critical information needed to stay safe or with instructions to take precautions during potentially hazardous or emergency situations.

Register for campus alerts by visiting <https://www.getrave.com/login/langston>, or navigating through www.langston.edu > Logins > Campus Alerts and following these simple steps:

- 1) Click on "Register"
- 2) Complete the sign-up form with your name, email, password and phone number.
- 3) Your registration process will be complete, and you will be signed up to receive campus alerts straight to your mobile device or via email.

This service is provided by Rave Mobile Safety is trusted by thousands of institutions as well as state and local authorities. Rave Mobile Safety sends millions of messages daily and performs efficiently in critical situations such as severe weather.

We encourage all members of our community and their families sign up for Rave alerts in order to be prepared should an emergency occur.

Title IX Resources

RESOURCES	PHONE NUMBER
Mrs. Cynthia Buckley, Title IX Coordinator	405-466-3204
Mrs. Theresa Graves Powell, Title IX Coordinator	405-466-3201
Mr. Ashford Perkins, Deputy Title IX Coordinator	405-466-2044
Mr. Joshua Busby, Dean of Students	405-466-3444
Dr. Eartha Collier, Counseling Center	405-466-3400
LU Police Department	405-466-3366
OSU A&M Victim Advocate Hotline	405-564-2129
Wings of Hope Crisis Center 24/7 Hotline	405-624-3020