



DALHOUSIE
UNIVERSITY

Residence Life

Residence Community Living Guide

Truro



What's Inside

Residence at Dalhousie	3
Supports & Resources in Residence	4
Student Leaders in Residence	4
Residence Staff	4
Accommodations.....	5
Roommate agreements & relationships.....	5
Residence Community Standards	6
Residence Community Standards Record.....	6
Complex Behaviours & Limits of Support.....	6
Right of Entry to Residence Rooms.....	6
Emergency Restrictions Policy	7
Guest Policy	7
Dignity & Respect.....	8
Community Living.....	8
Safety & Security.....	9
Building Care.....	10
Substance Use & Harm Reduction in Residence.....	11
Residence Community Standards Process	12
Confidentiality.....	14
Addressing Behaviour Concerns or Misconduct.....	14
Interim and emergency measures following a complaint.....	15
Assignment of Points	15
Resolution Plans	15
Appeals.....	16
Eviction.....	16
Residence Contacts	17

Residence at Dalhousie

Each year Residence Life at Dalhousie welcomes students from around the world to join a vibrant and exciting community on campus. Residence is a place where students meet lifelong friends, learn about themselves and others and have an amazing experience guided by a team of professional staff and student leaders focused on creating a **community of care and concern**.

Many of the students living in residence at Dal are away from home, living independently for the first time. From the outset students are supported to co-create a community charter with others on their floor that promotes **well-being** and creates an **inclusive** living environment where everyone feels they **belong** and can contribute. A community charter will include residents' own commitments to each other to build a vibrant and respectful living community that supports their own unique needs. Students will have opportunities to engage in a variety of fun events and programs in residence led by student leaders, where they can meet people and explore new interests.

Residence is a **learning space**. It's expected that students will make mistakes and that sometimes these will have an impact on the community. Through regular community meetings facilitated by live-in student leaders, residents will develop skills to respectfully and honestly have conversations about what's going well, as well as how to respond to issues that may arise to ensure the well-being of their communities.

Residence Life strives to make sure students have the best year possible in residence. Our work is guided by these core commitments:

▶ **Residence is a fun, once in a lifetime experience.**

We know that residents are excited to be at Dal and we love that energy! We'll do our best to create opportunities for students to build meaningful friendships and memories.

▶ **We co-create respectful and inclusive communities of care and concern.**

Guided by anti-oppressive principles, residence is a place where students feel they belong and that they matter. Students will develop skills to care for each other and share responsibility to create an inclusive culture with support from us.

▶ **Residence feels like home and focuses on the well-being of the community.**

Home is a place where students can be themselves and experience a safe community. Safety can look or feel different for everyone, community safety means we focus on ensuring a collective experience of safety and security in residence. We work proactively and responsively to create an experience where students can be well, and we also work with students one on one to understand and address individualized needs if concerns arise. Residents have a role to play too in taking care of each other and are encouraged to reach out to a student leader or professional staff member if they (or someone they know) need help or support navigation.

▶ **We understand the importance of learning, growth and transformation.**

Living in residence is a huge transition, students are expected to make mistakes or experience struggles. We know that students are learning who they are and how they relate to others in real time and we believe that there is a way back to community when harm has occurred for most people who are willing to learn and grow. Our role is to help students when they need it, to connect them to resources and supports on campus and wherever possible ensure students have the opportunity to remain in residence unless they are impacting community safety in a way that we cannot address through a supported resolution plan.

▶ **We take a realistic approach to harm reduction - because we care about people first.**

We know that some students will engage in risky behaviours, including substance use while they live in residence. Our first priority when responding to concerns of this nature will be to ensure students and the community are ok. Later, we'll work responsively to follow up and create plans that support healthy behaviour and repair any harm caused. Our goal is to create an environment where students can seek help safely for themselves or others.

Living in Dalhousie's residence communities is not for everyone. Living in a collective community-centered environment requires a shared commitment. Residence Life will make every effort to support those students who choose not to stay in residence or cannot remain in our community because they negatively impact others as they transition off-campus.

The Residence Community Living Guide applies to all students living in residence (residents). In accepting to stay in a Dalhousie residence for the applicable academic term, and signing the Dalhousie Residence Agreement, you (the Resident) are stating agreement to abide by the rules and regulations and understand that failure to do so will lead to the consequences set forth by the Residence Community Living Guide.

Supports & Resources in Residence

At Dalhousie there is an integrated team of professional and student staff who all play an important part in creating an excellent year in residence. From student leaders to our custodians and food service partners, every staff member in residence matters and is an integral part of our community. Please get to know the amazing staff people in your building - remember to say 'hi' and treat them with dignity and respect.

Student Leaders in Residence

Student Leaders in Residence support students and build community in residence.

Residence Assistants

Residence Assistants are students selected by Residence Life to support residents and create a safe and engaged community. They are trained in peer mentoring, conflict mediation, community development, leadership, and much more. They are knowledgeable about campus resources and can refer residents to the best place to get additional support. The Residence Assistants are readily available in their community throughout the day and are on duty and available each evening. You can contact your student leaders by phone/text during evening duty hours:

- Fraser House: 902-890-2261
- Chapman House: 902-890-3060
- Trueman House: 902-890-9058

Residence Programming Assistant

The Residence Programming Assistant acts as a liaison between Residence Life and Students. They will engage residents in social and educational activities throughout the year, including the Aggies at Night activities and events.

Residence Sustainability Representative

The Residence Sustainability works with Residence Life and the Office of Sustainability to engage students in sustainability-themed social and educational activities throughout the year, including the ECOlympics competition.

Guest Sign-in Staff

Guest Sign-in Staff are responsible for building access control during high traffic times, 7:00pm – 2:00am, Thursday–Saturday.

House Council

Each house council has the objective to promote house spirit and a healthy co-educational lifestyle by encouraging social interaction within the house and across the Agricultural campus. They act as a mediator between residents and the remainder of the University community while overseeing, supporting, and organizing house activities.

Residence Staff

Residence Life Dons

Residence Life Dons (RLD) are part-time, professional live-in staff responsible for establishing an inclusive residence community that provides feedback, mentoring and support to residents through various interactions such as educational programming, team leadership and development and student staff supervision, managing the community standards and crisis response. An RLD is on duty every evening of the week, and 24/7 on weekends and holidays. Questions or concerns can be sent to residencelife.ac@dal.ca or visit the RLD during scheduled hours.

Residence Life Manager

Residence Life Managers (RLM) are full-time, professional live-in staff responsible for establishing a strong residence community, managing the community standards, and crisis response. An RLM is on-duty in a rotation with a RLD to assist students and Student Leaders in Residence. RLM are responsible for supervisory tasks for RLD's and Student Leaders in Residence. Questions or concerns can be directed to residencelife.ac@dal.ca or visit the office of the RLM on campus during office hours, M-F 8:00am – 4:00pm.

Manager, Residence Operations

The Manager, Residence Operations is responsible for all administrative, educational, and supervisory tasks for all Residence Life Managers. Manager, Residence Operations ensures our buildings are well maintained and in good working order. Questions or concerns about Residence can be directed to Caitlyn Hutchison Caitlyn.hutchison@dal.ca

Residence Office

Residence Office staff are here to assist with all your housing needs. From processing applications, room assignments for all buildings, residence deposits, requesting a room transfer, withdrawing from residence, exam extensions, and holiday stays. You can reach the Residence Office through email at residence.ac@dal.ca.

Dalhousie Security

Concerns about personal or community safety should be reported to your Residence Life Team or Dalhousie Security. Dalhousie Security can be reached at 902-893-4190. Residents are also encouraged to download the DalSafe app.

Building Facilities

Building Facilities Staff include Facilities Management staff who ensure our buildings are well maintained and in good working order.

Custodial Services

Custodial Services staff are visible and important members of our community responsible for maintaining the cleanliness of the common spaces (hallways, washrooms, etc.) in residence. Please note, Custodial Services are not responsible for cleaning student rooms – that is a job for residents!

Food Services

Food Services staff keep our communities fed by operating our Dining Halls on campus. **Food Services** can assist you with dietary needs to support students who would like additional guidance or help eating on campus.

Student Conduct Office

The Student Conduct Office works with the Residence Office to provide training, support, and education to members of the residence community. The Residence Office ensures the effective operation of the Residence Community Living Guide and processes after incidents have occurred with occasional support from the Student Conduct Office.

Accommodations

Dalhousie Residence Life recognizes that some students may have practices or medical requirements that may put them in conflict with the Residence Community Living Guide. This includes, but is not limited to, smudging, candles for religious practices, etc.

If a resident requires an accommodation, please contact your Residence Life Don or Residence Life Manager to assist with requesting an accommodation before engaging in any behaviours contrary to the Residence Community Living Guide. This may require a formal accommodation agreement from the Student Accessibility Centre.



Roommate agreements & relationships

Having a roommate can be one of the most positive aspects of your experience living in the Dalhousie Residence community. However, building a positive relationship with your new roommate(s) takes time and effort. We strongly recommend that all students living in residence with a roommate (including those who knew their roommate(s) before moving into residence) complete a Roommate Agreement to establish commitments and shared norms, and create a general understanding of how you will successfully share your space.

All conflicts between roommates should be addressed by the involved parties wherever possible. RAs, Dons, and the RLM can provide you with tips, tools, support, and guidance on how to approach conflicts or disagreements.

Having roommates from a background different than yours should be an opportunity to learn and explore a new culture. For students experiencing roommate conflict rooted in cultural difference, Residence Life staff are there to assist you to get to know your roommate and understand your differences. Racism and mistreatment of your roommate due to cultural ignorance and/or insensitivity causes harm, is unacceptable and is considered a violation of our Community Standards.

Residence Community Standards

Dalhousie's Residence Community Standards have been created with intention, to ensure that all residents feel safe and supported in residence spaces. Categories may overlap and intersect, and we understand that situations have nuances which require open dialogue and thoughtful resolutions. We encourage students to build relationships with their neighbours and have conversations about respect and community living.

If a resident has been impacted by the actions of another residence student or their guest, we encourage them to seek out the help of an RA or professional staff member in Residence Life who can offer advice or guidance on where to go for help. We encourage students to address some more minor issues like noise etc. by talking to their neighbours early, either one on one or by discussing concerns that affect the community at a regular community meetings. Residence Life staff can also assist students in developing skills related to having conversations with neighbours.

However, we recognize that some situations may be uncomfortable or potentially harmful for students or the residence community, and require intervention from Residence Staff.

Residence Community Standards Record

Allegations that a student has violated the Residence Community Standards are documented in incident reports by Residence Life. The details of an allegation can be brought forward by any student leader and/or professional staff member of the Residence Life team, Dalhousie Security, and/or members of our facilities, Contract Security and custodial staff. Any behaviours witnessed/reported through online platforms, including social media, may be used by Residence Life as the basis of an allegation.

If students are found to be in violation of the Residence Community Standards, they will be assigned points on their residence record. An individual's Residence Community Standards history begins the day they move into residence, and is applicable for the remaining academic year. The Residence Office will maintain a record of points accrued. Points reset on August 31 at 11:59pm. A resident's history can be reviewed if they are applying to residence the following academic year.

Any violations of the Residence Community Standards will not appear on a student's transcript, and an individual's Residence Community Standards history is separate from the academic record and other University policies, including the Code of Student Conduct and the Sexualized Violence Policy. However, behaviour by members of the residence community may be addressed under **Dalhousie's Code of Student Conduct** in circumstances where alleged conduct would violate more than one policy. The Student Conduct Office will consult with other relevant parties to determine the appropriate policy/procedure(s) to be followed.

Complex Behaviours & Limits of Support

The safety, health, and well-being of all members of our residence community is our priority. However, residence is not intended to be a medical or therapeutic environment. In specific cases, there is a limit to the extent of support that can be provided. The Residence Life team collaborates with **Dalhousie Agricultural Campus' Health Services** and other support services on campus and in the community, including Emergency Health Services.

Complex behavior is described as behaviour that is not necessarily a violation of the Residence Community Standards by nature, but is complicated by significant/contributing factors that negatively impact or threaten a resident or the residence communities' well-being.

Residents are not permitted to refuse medical assessment by Emergency Health Services if such an assessment is deemed necessary by Dalhousie Residence Life or Security Services team. Students are not permitted to refuse medical assistance or care offered by Emergency Health Services when deemed necessary by Emergency Health Services.

Right of Entry to Residence Rooms

Residence Life team members or university staff (including Student Leaders, Facilities Staff, Security Services, Custodial Services, etc.) have the right to enter a resident's room in the following situations:

- In an emergency where the safety, health and wellbeing of a resident or the residence building is at risk
- When staff have reasonable grounds to believe that there is a violation of the Residence Community Standards taking place
- For the purpose of cleaning, maintenance, or inspections
- When the Resident has submitted a Maintenance Request Form (MRF)



Emergency Restrictions Policy

During emergency situations or recovery from a critical circumstance, Dalhousie may choose to impose enhanced restrictions to support the safety, health and well-being of students and the residence community. Critical measures may be required to respond to evolving emergencies situations (i.e., pandemic, public state of emergency, natural disasters, weather related closures). When emergency restrictions are deemed appropriate, all students will be informed of applicable changes via their Dalhousie NetID email address. Notices will also be posted throughout residence. It is the student’s responsibility to remain up to date regarding current emergency restrictions. Information provided to students will include the consequences of non-compliance with current emergency restrictions. Residence Life Managers will be available to answer any questions or clarify required changes on behalf of residents. At any time during the application of emergency restrictions, Residence Life may choose to add, alter, or remove any enhanced restrictions and will advise students of the change.

The following are examples of restrictions that may be imposed as the result of evolving emergency situations:

- No guests allowed at any time for any reason. Current guests at the time of announced restrictions will be asked to leave the premises immediately.
- No travel between residence houses or floors. Students must stay on their assigned floor/house.
- Restricted or no access to residence lounges and kitchens.
- Possession and consumption of alcohol, non-prescribed cannabis products and any recreational drugs are prohibited in all residences. To enforce this restriction, bag checks may be instituted at Residence Life’s discretion.
- Restrictions on the number of students allowed per room. Room parties or gatherings are prohibited.

Failure to comply with emergency restrictions will be considered a violation of the Residence Community Standards and could result in an immediate termination of your residence agreement depending on the nature of the violation.



Guest Policy

A guest is considered anyone who is not a resident of the building/house they are visiting. This includes residents from other Dalhousie residence buildings.

Students are permitted to have three guests in residence at a time. Students can host a guest for a maximum of three nights in a row and up to a maximum of ten nights in a month. For additional stays, students must receive approval from the Residence Life Manager.

All residents are responsible for the behaviour of their guests, including responsibility for damages. Guests must be always accompanied by the resident host. Therefore, both a host and a guest from another residence may be held responsible for violations of the Residence Community Standards. Anyone that a student permits to enter the residence building is considered their guest. **Guests are required to sign-in to any residence building when sign-in tables are present.**

There are three stages to the guest policy, outlined below. The decision to move between phases will be dependent on the time of year, current building trends, and the safety and security of students. Residence Life reserves the right to modify the dates communicated below based on community need.

Stage 1	Stage 2	Stage 3
No external guests (or internal overnight guests) are permitted in residence. (Internal guests are defined as those who live in another residence at Dalhousie.) Stage 1 is in place from September 2 – Sept 15, 2023.	Limit of two guests allowed in residence. Stage 2 is in place during the following periods: <ul style="list-style-type: none">• October 12, 2023 – October 15, 2023• December 6, 2023 – December 20, 2023 (no overnights guests)• January 11, 2024 – January 14, 2024• March 21, 2023 – March 24, 2023• April 9, 2024 – April 24, 2024 (no overnight guests)	Internal and external guests are allowed in residence.

Guests may be asked to leave at any time if they are not acting in accordance with the Residence Community Living Guide. Guests who violate the Guide may be banned from returning to a specific residence building or all residences.

Interim or emergency guest restrictions may be put in place and changed as required to ensure the safety, health and well-being of students and the residence community. Information on changes to guest restrictions or registration requirements will be communicated to residents.

Guest Behaviour

Residents are responsible for the behaviour of their guests at all times. If a guest’s behaviour constitutes a violation, the resident will be held responsible and associated points may be assigned.

- allowing a guest entry through an exit door to avoid the sign-in process constitutes a 2-point violation
- having a guest during a period where guests are prohibited, such as exam period, emergency restrictions, etc. constitutes a 3-point violation or above, depending on the severity

Dignity & Respect

- ▶ **Violence**

Any action that results in harm or has the potential to harm an individual or individuals. These actions include physical assault and threats (e.g., verbal, physical, or electronic, i.e., cyber-bullying) of violence. (6 points assigned)
- ▶ **Sexualized Violence**

At Dalhousie, sexualized violence is defined by the **Sexualized Violence Policy** as “an act of violence, whether the act is physical or psychological in nature, that is characterized by an attempt to threaten, intimidate, coerce or engage in any unwelcome behaviour of a sexual nature against a Member of the University Community without that Member’s Consent. Sexual Assault and Sexual Harassment are subsets of Sexualized Violence, defined above. Other examples include, but are not limited to, creating and/or sharing images non-consensually, stalking, voyeurism, and stealthing.” All incidents of sexualized violence in residence are referred directly to the Dalhousie Human Rights and Equity Services office to be followed up with according to Dalhousie’s Sexualized Violence Policy. (6 points assigned)
- ▶ **Racism and/or Oppression**

Dalhousie Residence Life is committed to eliminating racism, oppression, and discrimination in our residence communities to ensure complete and equitable participation for all residence students. Use of racial slurs, derogatory language, or mistreatment of racialized, disabled, Queer, Indigenous or other members of the residence community, including Residence Life professional and student staff will not be tolerated. Incidents of racism, discrimination, and oppression may be referred to Dalhousie’s Code of Student Conduct. (6 points assigned)
- ▶ **Hazing**

Initiating or attempting to initiate any activity that requires or expects from someone who wishes to join, or to maintain full status in, a group that humiliates, degrades, or risks emotional and/or physical harm, regardless of that person’s willingness to consent or participate. Voluntary participation is not an excuse for hazing. Participating in activities, or encouraging activities such as dare nights, assignment of pranks, etc., are considered hazing and are prohibited. Hazing incidents in residence may be referred to Dalhousie’s Code of Student Conduct. (6 points assigned)
- ▶ **Weapons**

Possession of items that can be used as, or believed to be, weapons such as large knives, martial arts weapons, firearms, pellet or B.B. guns, or replica weapons. The Dalhousie Code of Student Conduct may also apply. (6 points assigned)
- ▶ **Obstruction**

Failure to comply with any reasonable instructions, requests, and/or Agreements of/with any staff member of Dalhousie Residences, Ancillary Services, Security Services and/or Emergency Health Services or any other university or public official where such failure endangers the health or safety of self or others and hinders the work of the Residence Conduct process. (2 points assigned)

Examples include:

 - falsifying documents
 - lying to university staff members
 - refusal to show identification
 - providing false ID or name

Community Living

- ▶ **Incivility towards others**

Any action or behaviour that has a significant impact on any member of the residence community, including Residence Life professional and student staff, is unacceptable and creates a hostile or toxic environment. (1 point assigned)
- ▶ **Disruptive Conduct**

Inappropriate or disruptive conduct (e.g., oral, written, graphic, electronic, or physical) by an individual or individuals that is unacceptable, unwanted, harmful, or offensive and may have a negative impact on the residence community. (1 point assigned)

Examples of inappropriate behaviour include, but are not limited to:

 - Engaging in potentially destructive activities in residence
 - Posting posters, signs, or other décor on a residence room door with content that is unacceptable, harmful, or offensive
- ▶ **Scented Products & Scent of Cannabis/ Tobacco**

Dalhousie endorses a scent-free environment on campus to protect residents with environmental sensitivities/allergies. Usage of highly scented products in residence can include air fresheners, essential oils, perfumes, etc. Residents are responsible to manage the scent related to cannabis/ tobacco usage, so it does not disturb the community. (1 point assigned)

Scent, as determined by university staff, can be detected through various means, and includes but is not limited to the following:

 - Scent on person after smoking
 - Improper storage of smoking products (pipes, bongs, grinders, vapes, e-cigarettes)

Safety & Security

- ▶ **Unauthorized Access to University Spaces**

Entering or attempting to enter any offline/locked/secured area or private space without the permission of Dalhousie’s Residence Life or the resident. Tampering with an intrusion alarm or any secured door; tampering with locks.
(2 points assigned)
- ▶ **Misuse of Residence Keys/Key cards**

Unauthorized use of residence keys/key cards. This includes attempting to cut or copy keys/ key cards, tampering with locked key rings, and lending keys/key cards to others. Tailgating and/or fraudulently gaining or attempting to gain entry to another residence room or building.
(2 points assigned)
- ▶ **Unauthorized access to restricted and/or dangerous spaces**

Attempting to gain or gaining access to restricted areas such as roofs, offices and maintenance areas.
(3-6 points assigned, depending on severity)
- ▶ **Fire Alarm Evacuation and Re-entry**

Failure to promptly evacuate a residence in the event of a fire alarm or re-entering a residence building after evacuation without authorization from Residence staff, Security Services, or the local Fire Department.
(2 points assigned)
- ▶ **Fire Hazards**

Operating any flame or burning of any substance (e.g., potpourri burners, incense, hookahs, bong, candles, e-cigarettes/vaporizers, and smoking of any legal substance) in residence; using hazardous materials or non-CSA approved electrical appliances in residence. Obstructing/congregating in residence hallways, stairwells, doorways or exits, common rooms, or other areas constituting a fire hazard. Exceeding the posted capacity of any room (including lounges, kitchens, laundry rooms, etc.).
(2 points assigned)
- ▶ **Smoking in Residence**

Operating any flame or burning of any substance in residence is strictly prohibited. This includes smoking cigarettes, cannabis, or the use of e-cigarettes and vaporizers.
(2 points assigned)
- ▶ **Tampering with Fire and Life Safety Equipment**

Tampering with, damaging, and/or misusing fire prevention, detection, or life safety equipment. This includes, but is not limited to, hanging materials from sprinklers or detectors, covering or disarming smoke detectors, damaging or tampering with ceiling tiles, and window screens, and throwing or dropping items out of residence windows.
(3-6 points assigned, depending on severity)
- ▶ **Theft**

Taking, attempting to take, or relocating University or residence property without permission.

Taking, or attempting to take, without permission, the belongings of another individual.
(2 points assigned)



Building Care

▶ **Altering Residence spaces**

Inappropriate or disruptive use (e.g., oral, written, graphic, electronic, or physical) by an individual or individuals that is unacceptable, unwanted, harmful, or offensive and has or may have a negative impact on the residence facilities. Examples include, but are not limited to:

- Tampering with window stops, window screens, alteration, or construction of any part of a residence room;
- Applying LED light strips to any part of a residence room, use of tape, nails, screws, tacks, staples, or pins
- Removal/relocation of residence furniture from residence rooms or common spaces.

Only adhesive poster strips provided free of charge by the Residence front desk personnel or students may use 3M products to decorate their rooms.
(1 point assigned)

▶ **Pets in Residence**

Possession of pets in residence except for fish. Non-dangerous fish are allowed in residence provided they are kept in an aquarium no larger than 2’x1’x1’, the container is cleaned regularly, and no illegal or poisonous species are kept. Service animals are not considered pets and are permitted when part of an approved accommodation.
(1 point assigned)

▶ **Room Occupancy**

All residence spaces (including bedrooms, lounges, kitchens, laundry rooms, common spaces, lobbies, etc.) have maximum occupancy limits. The maximum occupancy limit of any residence room/suite is ten (10) people , including the room owner(s), unless otherwise directed by current interim measures or emergency restrictions.
(1 point assigned)

▶ **Unsanctioned Gathering**

It is prohibited to advertise, announce, organize, run, and/or host a gathering involving the consumption of alcohol, cannabis, narcotics, controlled substances, or that violates any policy of the Residence Community Standards.
(2 points assigned)

▶ **Canvassing & Promotion in Residence**

The University does not permit solicitation, any third-party advertising, and/or operation of a business in its residences.
(2 points assigned)
Prohibited activities include but are not limited to:

- slipping flyers under doors,
- door-to-door knocking,
- door hangers,
- stickers,
- or other promotional materials being used/placed in residence.

▶ **Damages to/or within Residence Buildings**

The willful, malicious, or negligent destruction of public or private property in or around residence, including residence dining halls; actions affecting any mechanical, electrical, or structural changes to a residence room or building; failure to uphold reasonable standards of cleanliness (e.g., common rooms, washrooms, hallways, kitchens, etc.). Possessing biohazardous materials in a residence room, washroom, hallway, or common space is prohibited.

Students who encourage individuals to commit an act of vandalism or property damage (inciting by words or actions, filming, etc.) will be considered in violation of this policy.
(2 points assigned)



Substance Use & Harm Reduction in Residence

Dalhousie is committed to fostering a campus culture that endorses healthy, responsible, and low-risk consumption practices among students. We are also realistic, knowing that some students will choose to use substances, and we recognize that a harm-reduction approach in residence makes us all safer.

Intoxication on its own is not a violation of the Residence Community Standards. Residence Life encourages students to take care of each other by seeking help if someone requires assistance for over-intoxication so an emergency medical response can be initiated if required. Students can seek support by contacting the RA of their building or a Residence Life Don by calling 902-956-0750 or by contacting Dal Security (through DalSAFE app or by calling 902-893-4190).

The legal age for purchasing and consuming alcohol and cannabis in Nova Scotia is 19 years of age. If a student is under the age of 19 and is in possession of alcohol and/or cannabis, it will be disposed of by the student under the supervision of a Residence Life staff member.

Residents who have been prescribed the use of cannabis by a medical professional, should refer to our information about accommodations in residence in this guide.

- ▶ **Open Alcohol in Residence**
Possession or consumption of open alcohol in any space other than a private residence room or residence lounge. Lounges are limited to one standard drink at a time. This includes public areas within or around residence such as hallways, common rooms, stairwells, washrooms, and dining halls, and all designated alcohol and substance-free areas.
(1 point assigned)

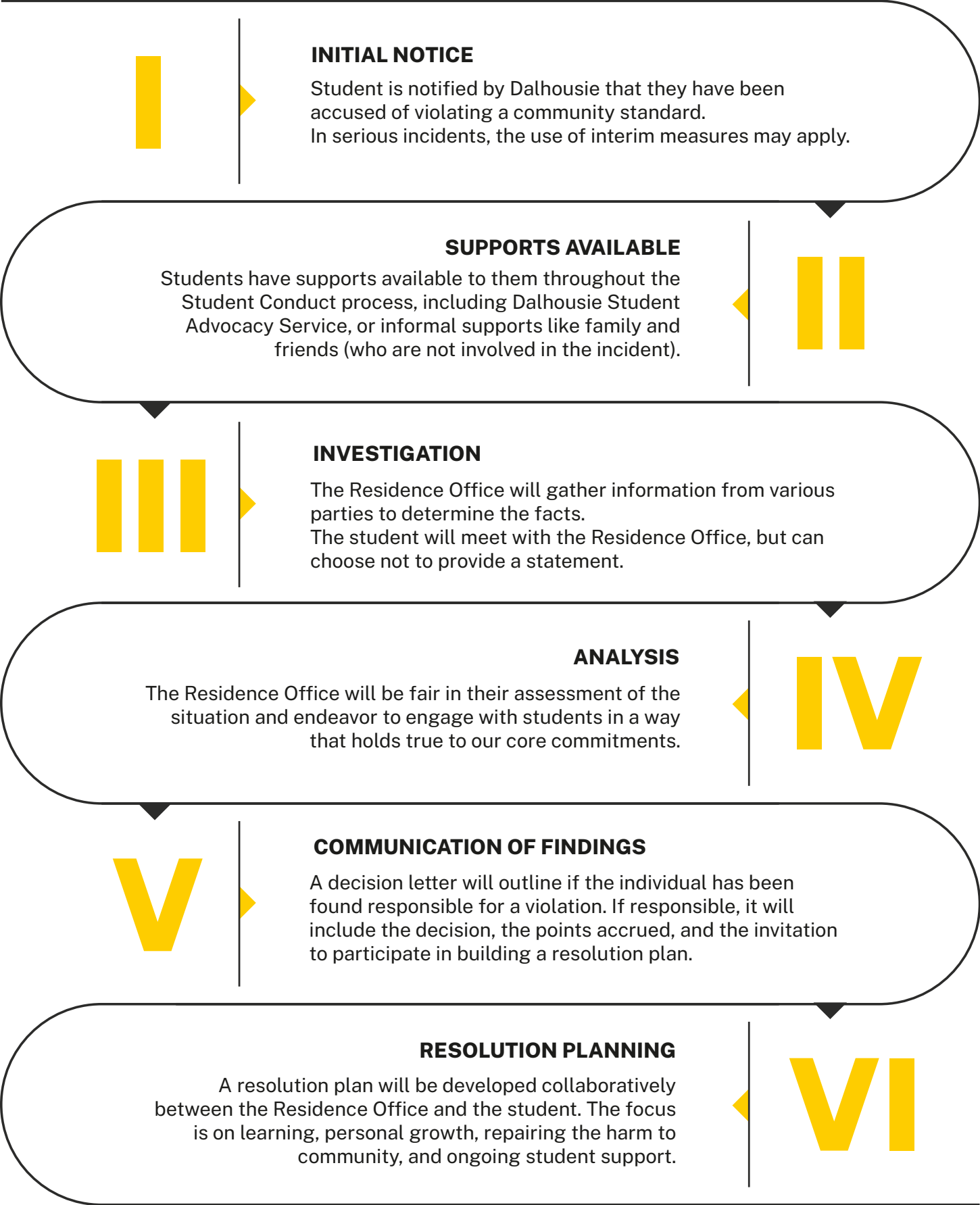
Possession of glass alcohol bottle(s) in or around residence. (1 point assigned)
- ▶ **Alcohol Quantity**
Possessing large containers of alcohol including, but not limited to kegs, mini-kegs, Texas mickeys, etc.
(2 points assigned)
- ▶ **Underage Alcohol or Cannabis Use**
Possession or consumption of alcohol, cannabis, cannabis by-products (including but not limited to oils, products considered edibles, seeds, or plants), possession of cannabis accessories (including but not limited to bongs, grinders, pipes, and vaporizers), in or around residence while under the age of 19.
(1 point assigned)
- ▶ **Unsafe Consumption or Use of Cannabis**
Smoking, vaping, or consuming a cannabis product by inhalation in or around Residence. Consumption in any form is prohibited in residence rooms, public spaces (such as hallways, common rooms, stairwells, elevators, washrooms, dining halls, and including all designated alcohol and substance free areas.)
(2 points assigned)

Possession of more than 30 grams of dried cannabis or equivalent while over the age of 19. Cannabis stored in an improper container (not government-issued). Creation of cannabis by-products in residence (ex., Cooking, baking, etc.).
(2 points assigned)
- ▶ **Cultivation of Cannabis in Residence**
Participation in or in association with the manufacturing, cultivating, growing, and/or preparing, of cannabis in or around Residence. Possession of cannabis plants.
(2 points assigned)

- ▶ **Promotion of Unsafe Alcohol Consumption**
Any possession of items or displays that are perceived to promote unsafe alcohol consumption (e.g., funnels, trophy walls, drinking game tables, wizard staffs, etc.) Any possession of displays of empty alcohol containers. Participation in or association with drinking games, promotion of drinking culture, or any activities that promote excessive or rapid consumption of alcohol.
(2 points assigned)
- ▶ **Alcohol or Cannabis Purchase or Provision for Underage Residents**
Purchasing or providing alcohol, cannabis or cannabis by-products for underage residents or their guests.
(2 points assigned)
- ▶ **Delivery of Alcohol or Cannabis**
Deliveries of alcohol or cannabis to any residence building are prohibited.
(2 points assigned)
- ▶ **Distribution of Cannabis in Residence**
Possession of cannabis for the purpose of distribution/trafficking/dealing/selling. Possession of items for the purpose of distribution/trafficking/dealing/selling cannabis (scales, “dime bags”).
(2 points assigned)
- ▶ **Possession or use of illegal substances**
Possession or use, in or around residence, of any narcotic or controlled substance, including prescription medication, for purposes other than those for which they were prescribed, and includes administering, delivering, giving, selling, sending, transferring, or transporting a controlled drug(s) or substance(s) to others, which may be inferred by the circumstances surrounding the possession including but not limited to factors such as quantity and/or quality of the drug(s) or substance(s); the value of the drug(s) or substance(s) and/or the presence of related drug paraphernalia.
(3-6 points assigned, depending on severity)

Residence Community Standards Process

Living in residence comes with standards for student conduct. The Residence Community Standards serve as a gauge to assess whether conditions are present to ensure residence communities are fun, safe, and inclusive. If you are involved in behaviour which results in points against you for violations of the Residence Community Standards, the information below will help guide you through our process and provide insight into how you can be engaged and prepared along the way.



<div>Step I</div> <div>Initial Notice</div> <div>Student is notified by Dalhousie that they have been accused of violating a community standard. In serious incidents, the use of interim measures may apply.</div>	<div>Step II</div> <div>Support Available</div> <div>Students have supports available to them throughout the Student Conduct process, including Dalhousie Student Advocacy Service, or informal supports like family and friends (who are not involved in the incident).</div>	<div>Step III</div> <div>Investigation</div> <div>The Residence Office will gather information from various parties to determine the facts. The student will meet with the Residence Office, but can choose not to provide a statement.</div>	<div>Step IV</div> <div>Analysis</div> <div>The Residence Office will be fair in their assessment of the situation and endeavor to engage with students in a way that holds true to our core commitments.</div>	<div>Step V</div> <div>Communication of Findings</div> <div>A decision letter will outline if the individual has been found responsible for a violation. If responsible, it will include the decision, the points accrued, and the invitation to participate in building a resolution plan.</div>	<div>Step VI</div> <div>Resolution Planning</div> <div>A resolution plan will be developed collaboratively between the Residence Office and the student. The focus is on learning, personal growth, repairing the harm to community, and ongoing student support.</div>
WHAT YOU MIGHT BE FEELING					
Feeling upset, defensive, and worried about fairness are all common responses to receiving notification like this. This is why we take care to deliver this in-person so you can ask the questions most pertinent at the time. In serious incidents, the use of interim measures may be appropriate to create time and distance to undertake the investigative process.	Resist limiting the search to a defender or a witness alibi. Those folks have other value in the process and may be important names to provide at your information gathering meeting. A support person is someone who knows you well enough to ensure you can show up at your best. A person who will give you encouragement to listen and or speak up as required. Despite our efforts to the contrary, these processes can still feel overwhelming, and a support person is always welcome.	You will have the opportunity to participate in a meeting with Residence Office staff. This meeting aims to provide a space for open and honest communication. If you choose, you will have the opportunity to help the Residence Office build out a picture of what happened. The goal is not to shame or blame but, many students report feeling anxious about coming to this meeting. Think of the investigation as an exercise to understand what happened and what needs to happen moving forward, instead of an effort to punish students. Should you choose not to participate, the conduct team will move forward without your input.	You might be worried or nervous about the decision. You should expect that the conduct team will be fair in their assessment of the situation. They will start looking at your matter afresh. When doing their work, the Residence Office staff will endeavor to engage with you in a way that holds true to our principles and commitments while also considering the safety and security of students, staff and other members of the residence community	In cases where the student has accepted responsibility for their role in the incident, and acknowledged the impact that it caused within the community – regardless of their intent – it is obviously less surprising. You might be feeling differently especially if you were hoping for another outcome. You might be shocked, angry, experiencing a range of emotions from guilt to worry or shame.	Most people will quickly get to saying, “I’m sorry”. Push past that! You will want to build a plan that pays attention to the conditions required to shift behavior in meaningful ways. It is figuring out how to “feel sorry” and “reflect sorry in action” that is about the connections to other impacted people and the residence community more generally.
QUESTIONS YOU MIGHT BE ASKING					
<ul style="list-style-type: none">• What happens next?• Will I get kicked out?• How many points do I have now?• How many points is this incident worth?• How do I fight this?• Will this impact my study permit?	<ul style="list-style-type: none">• Should I tell my parents?• I'm worrying about this process and need support around that – who can I speak with separately?• I don't know anyone here – what should I do?	<ul style="list-style-type: none">• What if I have witnesses or other evidence, I want them to consider?• What should I do if I want to be honest, but I don't want to get other people in trouble?• How will you use what I say?• What are the things that would make things better?	<ul style="list-style-type: none">• There were some interim measures in my letter – before even hearing my side of the story, how is that fair?• This is my second time at the Conduct Office, will that make it worse?• What if there is a “no finding” against me for a violation but it still feels weird/ tense in residence?	<ul style="list-style-type: none">• Will this affect my ability to continue living in the residence or impact my academic standing?• Is there an opportunity to appeal the decision if I don't agree with it, and if so, what is the process?• I have ideas about how to make things right, can I just start doing that on my own or do I have to wait for a plan?• How long will this take?	<ul style="list-style-type: none">• What if I initially didn't participate in building the plan but I'd like to reconsider and participate now?• How am I supposed to come up with my own punishment?• What did the other person say they wanted or needed from me?• What if I don't follow through on this plan?
HOW YOU CAN PREPARE FOR THIS STEP					
<ul style="list-style-type: none">• Be informed of the allegation and process steps.• Respond to the notice by e-mail acknowledging receipt, and confirm your meeting.• Read over the Residence Community Living Guide. Pay attention to areas of concern.	<ul style="list-style-type: none">• Be supported or represented, if requested.• Reach out to someone trusted, such as a close friend, family member, or counselor, to discuss concerns and fears. Sharing thoughts and feelings can provide emotional support and help gain a different perspective on the situation.• Set aside time following the meeting to connect with the support person and debrief.	<ul style="list-style-type: none">• Be heard and participate in gathering information.• During the meeting, listen and stay composed. Take deep breaths, and speak clearly and respectfully. Maintaining composure will enable an individual to present their side of the story more effectively.• Write down thoughts and questions. Notes are a good way to ensure the important points are raised.• After the meeting, consider sending a follow-up email or letter to the Conduct Office summarizing key points discussed and any additional information an individual may want to provide.	<ul style="list-style-type: none">• Be confident that process is unbiased and principled.• Focus on mental preparedness to help present the case in the best possible way.• Take time to identify the specific reasons behind personal worry about bias or unfairness. Are there past experiences that have influenced perception?• Be honest with the Conduct Staff about concerns, and work together to build confidence that the process is principled and accessible. Break down concerns into specific issues to help them be addressed effectively.	<ul style="list-style-type: none">• Be informed of decision & reasons.• Check in with a support person.• Follow up with the Conduct Office if there are further questions. If the decision is unclear, seek an explanation but do not attempt to argue a new position.• If interested, ask about the appeal process.• Start thinking about the resolution plan before the next meeting with the Conduct Office. Consider what people might need to start moving forward from this incident in a positive way.	<ul style="list-style-type: none">• Be involved and informed when process is completed.• Build a plan that pays attention to the conditions required to shift behavior in meaningful ways.• A successful plan is one that focuses on addressing the harm caused, promotes a sense of responsibility for behaviour and impacts, and helps strength relationships in the residence community.

Confidentiality

Residence Life and Residence Office team members will respect the confidentiality of all persons, including the complainant, respondent, and witnesses.

However, confidentiality cannot be assured in the following circumstances:

- An individual is at imminent risk of self-harm.
- An individual is at imminent risk of harming another person.
- There are reasonable grounds to believe that others in the residence community, broader campus community, and/or local community may be at risk of harm.
- Individuals within the university community must know certain information to carry out their responsibilities.
- Where there is a legal obligation to report to authorities.
- Where there is a legal obligation to act or cooperate with an extra-university judicial process.

In all circumstances outlined above, only the information deemed necessary and appropriate will be disclosed to the appropriate parties (including but not limited to Residence Life, the Student Conduct Office, Dalhousie Legal, Dalhousie Security, the Appeal Review Board, the Residence Office, and the Office of the Vice-Provost, Student Affairs).



Addressing Behaviour Concerns or Misconduct

Concerns about student misconduct may be documented in incident reports by Residence Life, Security Services, or the Student Conduct Office . The details of an incident of misconduct can be brought forward by any student leader and/or professional staff member of the Residence Life team, Dalhousie Security, and/or members of our facilities, contract security and custodial staff. Any behaviours witnessed/reported through online platforms, including social media, may be used by Residence Life as the basis of a concern.

If a resident has been impacted by the actions of another residence student or their guest, we encourage them to seek out the help of an RA or professional staff member in Residence Life or Security Services, who can offer guidance on where to go for help. We encourage students to address minor issues like noise etc., by talking to their neighbours early, either one on one or by discussing concerns that affect the community at regular floor meetings. Residence Life staff can also assist students in developing skills related to having conversations with neighbours.

For complaints or concerns that require a more formal response, students can file a complaint against anyone who violates their right to a safe, inclusive, and respectful environment by contacting Residence Life or Dalhousie Security. A complaint against another student will be reviewed and addressed under the applicable Dalhousie policy, including but not limited to, the Residence Community Living Guide, Code of Student Conduct, or Sexualized Violence Policy. A student filing a complaint must do so according to the policy guidelines under which they will be filing. Residence Life, Dalhousie Security, or the Student Conduct Office can help students determine which policy applies to their complaint and provide navigation support on how to proceed.

Students should feel supported making a complaint without fear of retaliation. Any act of retaliation against a student or community member for filing a complaint is subject to a conduct response as outlined in the Residence Community Living Guide.

A complainant has the right to withdraw a complaint at any stage of the process. However, the University may continue to act on the issue(s) identified in the complaint to ensure the safety, health, and well-being of the Dalhousie community. In this process, a student’s right to confidentiality will be respected, and personal information will only be shared with necessary stakeholders.

The Residence Community Standard’s findings of responsibility are based on the balance of probabilities. This means that to make a finding of responsibility, the evidence shows it is more likely than not that the alleged violation occurred.

Interim and emergency measures following a complaint

There are conditions that warrant a heightened level of concern for student safety, health, and well-being.

Interim measures are non-disciplinary conditions that may be imposed upon a Respondent where, and with respect to the circumstances, they are necessary to ensure:

- the safety and well-being of the Complainant, Respondent, staff, and the residence community, other Members of the University community;
- the integrity of any potential information gathering;
- where there is evidence that the Respondent poses a threat of disruption or interference with the residence community or the activities of other residents.

Where interim measures are imposed, they must be proportionate to the seriousness of the alleged Residence Community Standards violation and as minimally restrictive as possible upon the Respondent to achieve their purpose. Interim measures may include but are not limited to immediate transfers or removals from residence, behaviour agreements, and residence bans.

Decisions about interim measures are made by the Manager, Residence Operations and may be appealed in writing to the Director, Residence Operations within 5 calendar days. The Manager will be given an opportunity to respond to the appeal and the Director will provide a decision in writing.

Emergency measures are enhanced restrictions Dalhousie deems necessary to support the safety, health and well-being of our students and the residence community, in response to evolving emergency situations. Such situations include, but are not limited to:

- communicable disease outbreaks and natural diseases
- the declaration of a public state of emergency

Emergency measures can include health and safety protocols, the imposition of new restrictions, and residence relocation. Emergency measures are regularly reviewed to ensure they remain responsive to the situation.

Assignment of Points

Points (explained in the “Residence Community Standards” section) are used to highlight the expected impact of negative behaviour to individuals or the broader residence community. As some offenses are more severe than others, points are assigned according to the severity of the situation. Residence Life will be in contact with students as they receive points to work through plans that address concerns.

Resolution Plans

Resolution plans are created in partnership with the Residence Office and students, after a decision has been made about a violation. They include consideration of the context, causes, and circumstances surrounding what happened. Plans are intended to address the needs generated by the harm, guide learning, build understanding, and create an opportunity to repair harm. A plan can involve a range of people and will be supported by key members of the residence team. Where a reasonable plan cannot be arrived at through collaboration, the Residence Office reserves the right to determine an appropriate plan. Once a resolution plan has been successfully completed, the associated points will be removed, though the history will remain on the resident’s file until the end of the academic year.

If challenges arise in completing a resolution plan, residence team members will address barriers and consult with the Residence Office to adjust the plan as necessary. If further incidents occur and new points are assigned before a resolution plan is completed, the plan may be revised to addresses all current needs.

Everyone’s resolution plans will be unique to respond to the needs created by the situation. Some outcomes might look like a **caution** or **learning conversation**, while other plans might include a **behaviour agreement**, **restitution**, **hearing from those impacted**, **residence ban**, or **eviction**. This list is not exhaustive, and resolution plans are not required for every situation.



Appeals

Initiating an Appeal

Students may submit an appeal request if they have been found responsible for a violation of the Residence Community Standards and the result is eviction or when no reasonable plan can be arrived at. Appeals will be reviewed by the Chair of the Appeal Review Board and if accepted will be reviewed by the board in a virtual/in-person hearing.

An appeal will be heard by the Appeal Review Board if at least one of the following conditions are met:

- There is new information presented in the appeal submission that could change the decision that was not known by the resident at the time they were found to have violated the Residence Community Standards
- There is evidence of bias and/or procedural error (a flaw in the process of information gathering or considering an allegation)

The Appeal Review Board consists of the following members:

- Chair of the Appeal Review Board – Director, Residence Operations or Director Dalhousie Security or their designate (dependent on availability)
- Two (2) Student Representative

A student may submit an appeal within five (5) calendar days of the decision letter date. To commence an appeal, students must complete the **Conduct Appeal Submission** form, indicating:

- The grounds under which the appeal is being made
- The explanation/reasons that support the grounds for appeal
- The requested resolution
- Any other supplementary documentation/information

Residence Life reserves the right to impose interim measures pending the hearing of the appeal. Any subsequent violations of the Residence Community Standards during the appeal period may result in immediate removal from residence, with no opportunity to appeal.

Submitting an appeal does not stay or delay an eviction. Students will be given a move-out date in their decision letter and must abide by this timeline. A student may apply for an extension to remain in residence pending the appeal review process if it extends past the eviction deadline by emailing the Manager, Residence Operations . An extension is never guaranteed.

The student can indicate in their appeal submission that they would like to attend the review meeting in person (or virtually). Students may also consult the **Dalhousie Student Advocacy Service (DSAS)** for support during the appeal review process.

The Chair of the Appeal Review Board will respond to the student's Conduct Appeal Submission form within 72 hours. The Chair of the Appeal Review Board will review the Conduct Appeal Submission form when it is received. The student must clearly state which grounds for appeal have been met. If insufficient information is presented in the Conduct Appeal Submission form to satisfy the grounds for an appeal, the request will be dismissed, and the student will be notified by email. This decision is final and cannot be appealed further.

Students evicted from residence may submit an appeal to have the 60-day financial penalty per the **“Residence Agreement”** waived by demonstrating financial hardship. Students must send this appeal request to the Manager, Residence Operations.

Process for Appeal Review & Decision Making

The Chair of the Appeal Review Board will distribute the Conduct Appeal Submission package to the Appeal Review Board. If required, the Chair of the Appeal Review Board may request additional information about the student's conduct history from the Residence Office. All documents sent to the Appeal Review Board will also be made available to the student by the Chair of the Appeal Review Board.

The Appeal Review Board will review the appeal submission package within five (5) calendar days after receipt of the case files from the Residence Office. The appeal submission package will include the incident report(s), supporting documents from the original decision, the resolution plan and any relevant new information presented by the student during the meeting and/or submitted in writing with their appeal submission.

Appeal hearings (if granted) will take place virtually and will be led by the Chair of the Appeal Review Board. The hearing will begin with an overview of the case presented by the Chair. The student will then be able to present their information to the Appeal Review Board, and if a DSAS advocate is present, they may also provide additional comments. After the Appeal Review Board has asked questions, the hearing will conclude, and the Appeal Board will determine the outcome of the hearing. The Appeal Review Board's decision will be communicated by the Chair to the appellant within 24 hours via Dalhousie email.

The Appeal Review Board will overturn, amend, or uphold the original decision. Appeal decisions and reasons for those decisions shall be communicated to the appellant in writing. **All appeal decisions made by the Appeal Review Board are final and cannot be appealed further.**



Eviction

Dalhousie reserves the right to terminate a residence agreement. In the event of eviction, the Residence Office & Student Success Centre will work with the student wherever possible to assist their transition out of residence.

Termination of a Residence Contract will be considered if any of the following conditions occur:

- a student reaches six (6) points
- the violation is deemed to have caused significant harm to the residence community, which cannot be addressed by a resolution plan
- a resident is unwilling to participate in creating, working toward or completing a resolution plan

When considering termination of a residence contract, the Residence Office will consult with a standing Residence Operations Group consisting of representatives from Residence Life, Ancillary Services, and Security Services, to ensure the decision is consistent with stated approaches and commitments. Members of this group will be distinct from members of the Appeal Review Board.

Residence Contacts

▶ Dalhousie Residence Office

902-893-7519

residenceac@dal.ca

▶ WiFi, TV & Phone Support

902-843-4325

oncampus@corp.eastlink.ca

eastlink.ca/oncampus

▶ Food Services

902-897-1952

shawn.kumar@compass-canada.com

dal.ca/mealplan

▶ Campus Security

902-893-4190

security@dal.ca

dal.ca/security

▶ Off-Campus Contacts

Emergency (*fire, medical, police, ambulance, poison control*): 911

Police (*24-hour non-emergency*): 902-895-5351

Municipal Services and Information: 311

▶ On-Campus Contacts

DalCard Office

• 902-893-7900

• dalcard@dal.ca

• dal.ca/dalcard

Student Health & Wellness

• 902-893-6300

• dal.ca/studenthealth

Dalhousie Student Union: 902-494-1106

**Your
dorm room's
delivery
address**

Student name

Box #

Residence Name

Residence Address

PO Box 550

Truro, Nova Scotia

B2N 5E3