

## Simmons University Community Standards Spring 2021

Simmons University places the utmost importance on the health and well-being of our Simmons community members, including our students, faculty, and staff. In conjunction with the return of students for the Spring 2021 term, the University is closely monitoring all federal and state guidance relating to community living in the face of COVID-19.

The University's goal during any year is to provide a dynamic, unique, and safe living environment for our students living on campus. We believe such is possible this upcoming spring, with certain parameters in place to address the health and welfare of the full Simmons community. These community standards were created to reflect residence-specific policies and procedures to protect the safety of all students, acknowledge the measures that the University has in place to facilitate the return of students, the shared obligations the Simmons community will have that makes a return to campus possible, and what students may expect from their residential experience.

### **Community Standards Contents:**

Section 1: Acknowledgement of Spring 2021 specific documents

Section 2: COVID-19 Residence Life Policies

Section 3: General Residence Life Policies

### **Section 1: All students residing on campus have acknowledged and signed the following documents:**

- [License Agreement Addendum](#)
- [Spring 2021 CampusHousing Agreement Addendum - Spring 2021.pdf Compact](#)
- [Acknowledgement of Risk](#)

The community standards below outline specific sections from each of the documents and all students will be held responsible for these policies and procedures per the [Simmons Student Code of Conduct](#), page 6.

## Section 2: COVID-19 Specific Residence Life Policies

### 1. Testing

- a. All residential students must be tested 2x a week on non-consecutive days with the Simmons University Health Center in Alumnae Hall.

Testing Hours are:

- i. Monday: 10am-6pm
- ii. Tuesday: 9am-2pm
- iii. Wednesday: 10am-3pm
- iv. Thursday: 10am-6pm
- v. Friday: 9am-12pm

1. All students must schedule their testing via the CoVerified application on their phone or on the CoVerified website.

- vi. Student will typically receive an email the day after their test with results

### b. Testing and Travel

- i. Travel outside of Boston is highly discouraged and must be registered in advance via the [Simmons University Travel Form](#). Any residential student who is unable to complete the required 2x a week testing due to travel must quarantine in their room until they complete another COVID test AND receive a negative test result.

1. Please work with your Area Coordinator to arrange meal delivery during this time.

### 2. CoVerify App/Daily Attestation

- a. All students must schedule their testing times via the CoVerify App or website
  - i. Limited walk-in appointments will be permitted. Based on availability.
- b. Complete daily attestation of presence of any COVID-related symptoms prior to leaving room for the day or by 12pm, whichever is first.
- c. Prior to entering the following locations, students MUST show a their cleared status to staff on the CoVerify App:

- i. Bartol Dining Hall
- ii. Holmes Sports Center
- iii. Health Center
- iv. COVID Testing Site in Alumnae Hall

### **3. Housing Placement**

- a. All students are assigned to single occupancy rooms. Those assigned a suite will have a private or semi-private bathroom. All others will be assigned a specific bathroom in their hall with a maximum capacity of 3 people in each bathroom at a time.
- b. If an extra set of furniture is in the assigned room, it is required to stay in the room for the term of the Spring 2021 housing contract. Additionally, if a room is vacant within a suite, it must remain locked and is not available for use by others in the assigned suite.

### **4. Visitors**

- a. Students are not permitted to have visitors, including overnight guests, in their assigned room. The only exception is that during their specific move-in/out windows, students are allowed up to two persons who can assist. Stated another way, this means that **students may not have any other person in their Residential Accommodation other than themselves**, not even other students living in University Housing or another suitemate in your assigned bedroom. Students are welcome to visit with residential students outside of University Housing in the outdoors and lounges so long as students comply with all requirements established by the University, including, but not limited to, requirements relating to physical distancing and the wearing of facial coverings.

### **5. Visiting Other Residence Halls**

- a. Students are not permitted to enter into any University Housing building other than that containing their Residential Accommodation or any room they have been temporarily assigned to for quarantine or isolation purposes unless otherwise posted (i.e., for the purpose of accessing staff offices, the mailroom, satellite gym in Quadside).

### **6. Facial Coverings**

- a. Students must wear appropriate facial covering (that provides full coverage of nose and mouth) at all times, other than when they are:
  - i. Alone in a confined room, such as an office or dorm room (Note: does not include meeting rooms, break rooms, or shared environments, including vehicles).
  - ii. While alone in a vehicle, but only if the vehicle is not regularly shared with others.

- iii. Eating or drinking, while following other safety guidance about physical distancing.

## **7. Physical Distancing and Directional Signage**

- a. Students are required to remain at least six feet apart from any other person at all times, while indoors or outdoors, including while inside any University Housing facility. Students must also comply with all directional signage established for the purpose of directing the flow of foot traffic in and out of the University Housing and other campus buildings.

## **8. Common Spaces**

- a. Students are welcome to visit other students within the same assigned residence hall in the lounges so long as students comply with all requirements established by the University and state of Massachusetts, including, but not limited to, requirements relating to physical distancing and the wearing of facial coverings. Full lounge information, including reservation system is outlined below.
- b. Students are prohibited from standing, sitting, or gathering in residence hall hallways, bathrooms, entryways, with the exception of the laundry room located in their assigned residence hall. Students may access the laundry room at the times assigned through the StarRez app for 2 hour appointments. Students may not wait in the laundry room while their clothes are washing/drying.

## **9. Bathrooms**

- a. Residence Campus: Each student will be assigned a bathroom, which will be the only bathroom the student is permitted to use in University Housing. The student is required to comply with all policies and protocols relating to use of the bathroom space and fixtures.
- b. Academic campus: While on the academic campus, students are permitted to use restrooms as needed and must follow all required regulations as outlined on bathroom doors.

## **10. Leaving the Residential Campus**

- a. Students living in University Housing may leave Simmons' residential campus only to: (a) engage in employment-related activities, including going directly to/from their place of employment, (b) participate in academic-related coursework, including, but not limited to, field and clinical placements, and (c) comply with Simmons-related campus closures. All students will enter and exit campus through the following:
  - i. Bartol and Smith Hall Lot Gates
    - 1. Monday-Friday, 5:30am-7pm
    - 2. Simmons Hall Entry
      - a. Monday-Friday, 5pm-7am following day; all day weekends and holidays

- b. If a student leaves campus for reasons other than those listed above, they are required to complete the [Simmons University Travel Form](#) at least 2 hours prior to leaving campus.

#### **11. Use of Amenities**

- a. All students will have access to kitchens, laundry and satellite gym locations via Appointments feature on StarRez. All units must be reserved in advance and are for individual use only. Exceptions include brief microwaving/refrigerator use in kitchens, permitted at any time as long as proper face coverings are worn and physical distancing protocol is followed
- b. Locations/Time limits/specific policies per amenity
  - i. Laundry. 2 hour limit.
    - 1. [Sign Up Here](#) for all locations
    - 2. Locations
      - a. Arnold 1
      - b. Arnold 2
      - c. Arnold 3
      - d. Arnold 4
      - e. Evans 2
      - f. Evans 3
      - g. Evans 4
      - h. Mesick 2
      - i. Mesick 3
      - j. North Basement
      - k. Smith 1
      - l. Smith 2
      - m. Smith 3
      - n. Smith 4
  - ii. Kitchen. 30 minute limit
    - 1. [Sign Up Here](#) for all locations
    - 2. Locations
      - a. Arnold 1
      - b. Arnold 2
      - c. Arnold 3
      - d. Arnold 4
      - e. Evans Basement
      - f. Evans 5
      - g. North Basement
      - h. Mesick 1
      - i. Smith 1
      - j. Smith 3
  - iii. Satellite Gym. 30 min slots, up to 1 hour.

1. Hours: 6:00am-10:00pm
  2. [Sign Up Here](#) for all locations
    - a. Arnold 101: Spin Bike (Arnold Residents Only)
    - b. Evans Basement: Peloton (Evans Residence Only)
    - c. Mesick 120: Spin Bike (Mesick Residents Only)
    - d. Music Room, Smith Basement : Peloton
    - e. North 110:: Spin Bike (North Residents Only)
    - f. Prayer Room, Smith Basement: Elliptical (Open to all residents)
    - g. Smith 111: Peloton (Smith Residents Only)
- iv. Lounges: 1 hour time slots during non-quiet hours. Lounges are limited to a maximum of three persons during the time slot.
1. Arnold 1
  2. Arnold 3
  3. Evans 1
  4. Evans 5
  5. Mesick 1
  6. Mesick 2
  7. Mesick 4 (kitchen also present)
  8. North Basement
  9. North 1
  10. Smith 1
  11. Smith 3
- v. Cleaning
1. After using each of the facilities, it is the responsibility of the student to disinfect the space the university provided cleaning supplies on each floor.
  2. **After using a Peloton, please do not spray the cleaner directly onto the screen. Instead, spray cleaner onto the paper towel and wipe the screen with that dampened paper towel.**

## 12. Lockouts

- a. All lockouts will be managed by the Resident Advisor staff. To protect the health and safety of all, students who are in need of a lockout must first call the RA on Duty to inform them of their lockout need and then must wait in the lobby/entryway of their residence hall for the RA to arrive and confirm the students' identity. The RA will then unlock the door and inform the student that the lockout is complete upon their exit.
- b. All lockout requests can be made by calling the RA on Duty at 617-521-3827.
- c. Lockout Fees are as follows:

- i. 2 free lockouts; \$10 per lockout after 2, regardless of time of the day
- ii. **All fees will be deducted from student's housing deposit at the end of the semester**

**13. RA Availability.**

- a. All upper class residents must meet with their RA 1 on 1 via Zoom by Friday February 12, 2021. All first-year residents must meet with their RA by Sunday, February 7, 2021.

**14. Suite Agreement**

- a. Students in suite must complete a suite agreement and submit to RA by Friday, February 12, 2021.

**15. Workorders**

- a. All workorders should be submitted at [fixit.simmons.edu](http://fixit.simmons.edu) by the individual student
- b. CW Services and Facilities will then reach out to the individual to schedule a time to complete the workorder. Students will have the option to leave the room or stay while the work is being complete. All employees will wear PPE while in student rooms and while on campus. Students **must** also wear facial coverings when employees are working in their room.

**16. Travel outside of Boston**

- a. Any student who travels 10 miles or more outside of Boston for any reason must complete the [Simmons University Travel Form](#) at least 2 hours prior to leaving campus
- b. Any student who travels out of state must quarantine in their residence hall room until they receive 1 negative COVID test.
  - i. A member of the Residence Life staff will work with the student to arrange meal deliveries during the quarantine period.
    - 1. On Transact App, please specify delivery and include hall and room #

**17. ID Visibility**

- a. All students are required to have their student ID visible and on their person at all times. To assist, a lanyard is provided at move-in.

**18. Dining**

- a. During move-in, a quarantine dining protocol has been established. Please review the move in email sent from the Office of Residence Life for further information.

- b. Regular dining protocol is as follows:
  - i. Meal times are:
    - o Monday - Friday
      - Breakfast 7am – 10am
      - Lunch 11am – 2pm
      - Dinner 5pm – 8pm
    - o Saturday - Sunday
      - Brunch 10:30am - 1:30pm
      - Dinner 5pm – 8pm
  - ii. Students can order a meal through the Transact Mobile App during these meal times. They are also welcome to come into Bartol to pick up food of their choice.
  - iii. When they enter the dining hall, students who did not order via Transact Mobile App will need to tap their card on the reader on the left and follow the arrows. Students who ordered using the Transact Mobile App can simply follow their arrows to retrieve their food.
  - iv. There is no stopping or eating inside Bartol under any circumstances.
  
- c. Isolation/Quarantine dining protocol is forthcoming.

### **19. Simmons University Campus Compact**

- a. Simmons is committed to inclusive excellence in all aspects of our students' University experience. As members of the Simmons community, we share the responsibility to fulfill and uphold Simmons' values by acting in accordance with a firm commitment to health and safety. In order that Simmons may meet its mission and values, we must work to minimize transmission of COVID-19 and to protect those in our community and beyond who are especially vulnerable to this disease. This Student Campus Compact describes the community's expectations for student behavior as Simmons' residential and academic campuses partially reopen. By coming onto campus in any capacity, students agree to meet the expectations detailed here.
- b. We highly encourage anyone who is concerned about a potential violation of Simmons' Student Campus Compact to [report the concerning behavior immediately by completing this form](#). The form will be received by the Assistant Dean of Community Standards who may bring it to the attention to the Compact Review Panel for consultation. The Compact Review Panel is a public health response group comprised of staff, faculty, and students with expertise in public health and/or student life that may make decisions relating to the health and safety of the campus.
- c. While the goal of this process is health, safety, and education, in some cases disciplinary action may be taken



- i. Any student who would like to report a concern regarding the Campus Compact are encouraged to complete the [Campus Compact Incident Report](#)

## Section 3: General Residence Life Policies

### 1. Quiet Hours

- a. 11pm-8am, everyday
- b. Courtesy hours, 24/7.
  - i. Please be courteous of your noise levels are all times to ensure students will be able to quietly attend class and study in their rooms

### 2. Fire Drills

- a. 1x per semester per the City of Boston regulations
- b. All students must vacate their room and building during the fire drill
- c. Date and time will be announced in advance

### 3. Alcohol ([As stated in the Student Code of Conduct](#))

- a. A person under the age of 21 is prohibited from possessing or consuming alcohol.
  - i. Possession of shot glasses or empty alcohol containers by an underage person is also prohibited.
- b. In the case where one suitemate is 21 and the other(s) are not of legal age, the student of legal age may possess and consume alcohol in the presence of the underage suitemate(s).
  - i. The student of legal drinking age in this circumstance may not have more than one drink in front of them at one time and may not at any time serve alcohol to a minor.
- c. If a Residence Life staff member has reason to believe that alcohol is being served to a minor, they must refer the case to the Simmons University Conduct Process. All students present in the room, regardless of age, will be included in documentation of the situation and follow-up to allow the conduct officer a full perspective on what was happening in the given incident.
- d. Kegs, beer balls, alcohol by the case, other central sources of alcoholic beverages, or unauthorized quantities of alcohol are not permitted on campus grounds. Personal possession of alcoholic beverages is limited to:
  - i. One 12-pack of beer (144 ounces/4.26 liters) OR
  - ii. One half gallon of wine (64 ounces/1.89 liters) OR
  - iii. 750 ml of hard liquor

- e. Proof of legal drinking age must be presented upon request by a university official. Alcohol may not be served to a minor at any time.
- f. Possession or consumption of alcoholic beverages is not allowed in locations or under conditions prohibited by university policy or by law: i.e., common rooms/lounges
  - i. A student who is 21 years of age or older may consume alcohol in their room or suite only
  - ii. A student may not have more than one drink in their possession or in front of themselves at any time.

**4. Drugs ([As stated in the Student Code of Conduct](#))**

- a. The possession, use, sale, manufacturing, or distribution of illegal or controlled substances and/or drug paraphernalia, and the unauthorized or improper possession, use, sale, manufacturing, or distribution of prescription medications is strictly prohibited.
- b. Although the Commonwealth of Massachusetts has approved legislation to legalize recreational use of marijuana by people at or over the age of 21, Simmons University must abide by federal law to remain eligible for federal funding, including student financial aid.
  - i. Federal law prohibits marijuana use, possession, and/or cultivation at educational institutions and on the premises of other recipients of federal funds. The use, possession, consumption, or cultivation of marijuana is not allowed; this policy also includes medical marijuana.
  - ii. This policy also includes the prohibition of marijuana and other drugs on campus, at Simmons-sponsored activities, and University-affiliated property
  - iii. Students who are in the presence of an alcohol or drug policy violation are responsible for either confronting the policy violation or removing themselves from the situation. Simmons students are expected to be active bystanders and intervene if assistance is needed. This policy does not preclude disciplinary action by state or local authorities.

**5. Nicotine and Vaping Policy ([As stated in the Student Code of Conduct](#))**

- a. Simmons is a smoke-free and vape-free campus. Students are prohibited from having any type of nicotine delivery paraphernalia or device (other than nicotine gum or patches) on campus, in Simmons-affiliated spaces, and buildings, or at Simmons-related events, including, but not limited to: water-pipes, vaping devices, e-cigarettes, and hookahs.

## 6. Fire Alarms and Equipment

- a. For the health and safety of all members of the community, students are expected to comply with all fire and safety regulations required by the University or applicable local, state, and federal law.
- b. When an alarm sounds, each person is required to exit the building and to move at least 100 feet from the building once outside. Public Safety and/or Residence Life staff will give further instruction. No student is permitted to re-enter the building until instructed to do so by a staff member. Safety checks to ensure evacuation by all residents will be conducted after all alarms.
- c. Safety checks will constitute two university staff members keying into every room in the building to ensure all students have evacuated. Though checks will not be as extensive as Health and Safety Checks, the university staff members will address any health and/or safety violations discovered during the fire safety checks after an alarm or drill.
- d. Planned fire drills are conducted each semester by the Department of Public Safety in coordination with the Residence Life staff to give residents an opportunity to practice and learn safe exit procedures. Each student is urged to have and keep immediately available an emergency kit consisting of shoes, another garment, a towel, and a flashlight and to bring these items upon emergency exit. Students should take their keys and lock their doors as they exit the building in the event that their room doors are locked following the safety checks.
- e. If a student is a heavy sleeper or has special medical circumstances that may prevent them from hearing an alarm or exiting the building in a timely manner, it is their responsibility to make arrangements to ensure that they do so. The Health Center and the residence staff are available to assist students in determining a plan. Students are discouraged from wearing earplugs or in any way hindering their ability to respond to a fire alarm. For their own safety, and to comply with applicable law, all students are required to exit the building when the alarm sounds unless otherwise directed by Public Safety or Residence staff.
- f. All fire safety systems and equipment are checked by university personnel routinely and must pass fire code safety inspections. Please report any fire safety equipment problems (including missing equipment) to Public Safety or a Residence Life staff member immediately.
- g. Failing to immediately evacuate a building when the alarm sounds, tampering with fire safety equipment, causing a false alarm, or reporting a false fire are grounds for immediate disciplinary action, which may include immediate probation or suspension from the Residence Campus on the first violation. In addition, the student(s) responsible

will be financially obligated for any charges incurred by the University in such situations as outlined above.

7. **Possession or Use of Candles, Incense, Open Flames, or Cigarettes**

- a. Absolutely no possession or use of candles, oil burners, incense, or other items that require an open flame is permitted in the residence halls. Smoking cigarettes, cigars, e-cigarettes, or other tobacco products is not permitted in any of the residence halls or outdoor spaces, including lounges, hallways, individual rooms, the residence quad, and parking lots.
- b. Students who cause fires or the triggering of the fire alarms through use of cigarettes or other tobacco products will be referred to the Simmons University Conduct Process.

8. **Items Prohibited in Student Rooms**

- a. Possession, use, or exchange of federally illegal drugs, narcotics, or drug paraphernalia;
- b. Possession, use, or exchange of alcohol by persons under the age of 21; possession of empty alcohol containers by persons under the age of 21 (includes shot and wine glasses);
- c. Possession of candles, e-cigarettes, hookahs, incense, oil burners, any item that requires an open flame for use and the burning of these or any other substances;
- d. Smoking (including e-cigarettes and vaporizers) is prohibited anywhere in the Residential Accommodation, in any other location in or around university housing, and anywhere outside on the Simmons University Campus.
- e. Possession, use, or sale of weapons including but not limited to firearms (including but not limited to pellet guns, BB guns, or any reasonable facsimile of a gun), unregistered mace or pepper spray, explosives of any kind including fireworks, knives (with the exception of kitchenware), nunchucks, stun guns, or any other articles or substances commonly used as weapons. Pepper spray can be registered thru Public Safety.
- f. Possession or use of electrical appliances with heating elements or high energy consumption, such as hot plates, wax warmers, electric coffee pots, immersion heaters, popcorn poppers, crock pots, electrical heaters, lava lamps, electric frying pans, electric woks, stoves, toaster ovens, air conditioners, torchiere style halogen lamps, or any other appliance which uses over 1,000 watts of electricity (with the exception of hair dryers), and/or any appliance that does not meet current UL specifications. Please note this exception: Coffee pots and electric tea kettles, irons, and rice cookers with automatic shut-offs are permitted.

- g. Possession or use of microwaves with the exception of those attached to Microfridges that are no larger than 3.5 cubic feet; possession or use of refrigerators that are larger than 4.5 cubic feet. Microfridges are only acceptable if they are energy star compliant and no larger than 3.5 cubic feet.
- h. Possession or use of waterbeds;
- i. Possession of any type of upholstered furniture not provided by the University which does not meet Massachusetts Regulations which require furniture in university dormitories to meet the standard of TB 133 or TB 117-2013; each piece must be suitably labeled and written notice of compliance is required.
- j. Possession of any bed mattress that is not issued by the University.
- k. Possession or use of cinderblocks;
- l. Pets of any kind with the exception of approved service animals and small fish in properly maintained tanks of no more than a five gallon capacity;
- m. Gasoline-powered machinery such as motorcycles or mopeds and any other combustible items including combustible engines, flammable liquids, non-electric lanterns, and large combustible decorations;
- n. Hanging anything outside windows or on the residence hall facades, or placing anything on outside window ledges, except as part of an official university event or with the approval of the Director of Residence Life
- o. Hanging anything on or from the interior room ceiling, sprinklers, or fire detectors and covering the walls/ceiling with excessive decoration (over 50%) so as to create a fire safety hazard.

9. **Parking for Resident Students**

- a. No parking for resident students is available at Simmons University. Street parking around the Residence Campus is extremely limited, and cars are often subject to parking tickets, towing, and theft. Since public transportation is so convenient to the Residence Campus, students are strongly discouraged from bringing cars to the University.

10. **Instructions from University Officials** ([As stated in the Student Code of Conduct](#))

- a. Failure to obey instructions or interference with the response of university officials to emergency calls or in the carrying out of their regular responsibilities is prohibited. Misrepresentation of information or identification to a university official is a violation of the Student Code of Conduct. Students in violation of these policies may face disciplinary action through the conduct process. See Page 21.

