

**2025  
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BRINGLE LAKE VILLAGE

# **OFFICE OF RESIDENCE LIFE**

Residence Life Handbook



Dear Reader,

Welcome to Texas A&M University - Texarkana! On behalf of the Office of Residence Life and Texas A&M University - Texarkana, we would like to invite you to experience one of the most exciting and rewarding aspects of university life. The close community atmosphere that exists at Bringle Lake Village helps to provide a constant support system, both personally and academically. You will have the opportunity to participate in a wide variety of activities within the hall. The Resident Assistant staff will provide events and programs designed to enhance your educational, professional, and personal development. We want your university experience to be positive, and the dedicated staff of Bringle Lake Village is ready to make sure you enjoy your stay. We believe that the residence hall plays an important role in your college experience and serves as a place for you to meet new people, learn new ideas, and develop as a person. Our staff is dedicated to making your on-campus experience a positive one that will impact your life meaningfully for years to come. As a student, you are responsible for becoming familiar with the contents of your housing contract and this housing guide.

This guide is here to help you understand what is expected of you as a resident or guest of Bringle Lake Village. Should you have questions about this manual, please contact a Resident Assistant. If you would like to ask that a policy, be amended or added, please contact the Office of Residence Life.

**Last updated: March 12, 2025**

## Contact information:

If you have any questions about the items listed in this Housing Guide, please contact one of the following officials.

### **Assistant Director of Residence Life**

Jason Barr

(903) 223-1355

[jbarr@tamut.edu](mailto:jbarr@tamut.edu) or

[housing@tamut.edu](mailto:housing@tamut.edu)

### **Office of Student Life:**

(903) 334-6780

[student.life@tamut.edu](mailto:student.life@tamut.edu)

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# Introduction to Housing

## **Mission Statement**

We are here to help lead and facilitate a safe environment conducive to learning, development of interpersonal skills, and unite our residents together. Simultaneously, we strive to keep the hall safe, enjoyable, clean, and keep our residents' interests in mind.

## **Amnesty Policy**

Students who are engaged in minor violations but who choose to bring related serious violations by others to the attention of the University are offered amnesty for their minor violations. Educational options will be explored, but no conduct proceedings or record will result. Abuse of amnesty requests can result in a decision by the Assistant Vice President of Student Affairs not to extend amnesty to the same person repeatedly.

## **Residence Hall Staff**

### **Resident Assistants (RA)**

Each wing has its own Resident Assistant. These are typically upperclassman students who plan programs for the wing and the building, serve as a resource for residents, and help to create and maintain an environment conducive to academic, personal, and social growth. RA job details include various administrative functions, desk and on call shifts, and a variety of other obligations. RAs are also responsible for the enforcement of housing policies and the documentation of policy violations. Residents should contact their RAs first with any questions or problems; if the RA cannot personally help the resident, they will direct the resident to someone who can assist the resident. RAs are supervised by the Assistant Director of Residence Life (AD).

### **Desk Assistants (DA)**

The front desk is staffed when the hall is open. Desk Attendants assist visitors; issue equipment, various sporting items, keys, and other materials available to residents for check-out; report maintenance requests; and perform other administrative tasks that may arise. They are also an excellent resource for housing and Texas A&M University - Texarkana information. Desk Attendants report to the Assistant Director of Residence Life (AD).

### **Assistant Director of Residence Life (AD)**

The AD is the supervisor of Bringle Lake Village and performs administrative tasks to ensure the continued progress and sustainability of the Office of Residence Life.

### **Custodians & Maintenance (SSC)**

The custodians and maintenance personnel keep public areas of the building clean and make repairs within Bringle Lake Village. Texas A & M University - Texarkana contracts custodial and maintenance through a third-party contractor; known as SSC. Any concerns about the cleanliness or repairs should be reported to your resident assistant or directly to the AD.

## The Residence Hall Bill of Rights

Texas A&M University - Texarkana has some basic expectations that govern the special nature of interpersonal relationships in the residence hall. These are reasonable expectations that the students shall have for one another while sharing space in the residence hall. The Residence Hall Bill of Rights outlines these expectations:

- The right to sleep during the night undisturbed.
- The right to sleep in one's room free of noise and distractions during quiet hours.
- The right to access one's room and facilities at all times.
- The right to feel secure against physical or emotional harm.
- The right to clean rooms and clean common areas.
- The right to have one's belongings respected.
- The right to have guests in one's room when said guests will not disturb your roommate's right to sleep or study.
- The right to privacy.
- The right to redress grievances.

These rights apply to all students living on campus. Violating the rights of other students may result in disciplinary actions and/or reassignment to another location.

## **Resident responsibilities**

In a group living situation, it is important for you to understand your rights as a student and your responsibilities to others. The right to study and sleep is a priority in the residence hall environment. Your major purpose for enrollment is to pursue an education. Excessive noise and distractions inhibit this goal. Therefore, when you choose to exercise a subordinate privilege, such as, but not limited to, playing your music or entertaining guests, it is your responsibility to make sure that you and your guest(s) both in and around Bringle Lake Village are not inhibiting another person's rights to sleep or study. When you enroll as a student here at Texas A&M University - Texarkana and you sign your housing agreement, you are agreeing to abide by the rules and regulations of Texas A&M University-Texarkana as outlined in the Bringle Lake Village Housing Guide and the Student Code of Conduct. As a student, you are responsible for becoming familiar with the contents of these publications.

## **Safety in Bringle Lake Village**

Safety within Bringle Lake Village begins with the residents. The Office of Residence Life always encourages you to keep your door locked. Report suspicious behavior to a staff member and/or University Police Department (UPD). Never prop open outside doors or the fire doors in the hallways. Any resident caught propping open doors places all others in the hall at risk and will be subject to disciplinary action. It is each resident's responsibility to follow the rules and regulations associated with safety procedures in the residence hall. In a community living situation, the safety practices of everyone greatly affect the safety of the other members of the community.

## **Emergency procedures**

In case of an emergency, contact one of the following:

1. A Resident Assistant (Also known as an RA). The RA on call number is 903-277-4566.
2. Front Desk Assistant (Also known as a DA). The front desk number is 903-334-6812.
3. University Police (Also known as UPD) can be contacted at (903) 334-6611.

## **Fire procedures**

In the event of a drill or actual fire, all residents are required to evacuate the building. All residents must follow the instructions of Residence Life staff, UPD Officers, and/or fire-fighting personnel. Keep the following items in mind in the event of a fire:

1. Exit the building. Walk; do not run. Be particularly careful in stairwells. Do not use elevators. Those with mobility challenges and unable to walk downstairs safely are to report to the stairwell to await further assistance.
2. Proceed directly to a place of safety. Do not attempt to salvage personal belongings.
  - For BLV, the safety location is the west parking lot.
  - For Eagle Landing, the safety location is to the east of the central plant parking lot.

3. Close doors and window(s) when you leave.
4. Before opening a closed door, feel it to see if it is hot. If your door is hot, attempt to find another exit route.
5. A towel or blanket soaked in water can be helpful in combating smoke inhalation.
6. At all times, follow the instructions of personnel authorized to take charge at the scene of an emergency. If you have any questions about the procedures, contact your Resident Assistant immediately.
7. Do not enter the building until all clear by staff or fire professionals. Stand away from the building. Fire alarm pull stations and fire extinguishers are installed throughout the hall. The fire alarm system in each building will automatically notify Texas A&M University - Texarkana personnel as well as the local fire department when activated.

### **Tornado procedures**

When a tornado or other severe weather is reported, residents are to move in an orderly manner to the designated location within the building for shelter.

If you are in Bringle Lake Village, please move to the first floor, B-wing hallway (center hallway). You are also allowed to shelter in the guest bathrooms or the B-Wing stairwell if the hallway is filled.

If you are in Eagle Landing and can safely do so, please make your way to the first floor of the Central Plant building.

If a tornado warning is declared, immediately move to the designated area of safety. If there is no time, get under your desk and place your mattress over your desk. Always protect your head and neck. Keep away from windows.

Keep the following items in mind in the event of a tornado:

- Close room doors.
- Proceed to the center of the hall, away from all windows and doors.
- Take a blanket or a pillow to protect your head & neck.

## **Residence Life Rules, Regulations, and Information**

### **Abandoned Property**

Texas A&M University-Texarkana, the Office of Residence Life, and its staff are not responsible for any student property left in residence hall rooms or public areas of the residence hall. If student property is left in the residence hall after the housing contract period is over, the property will be removed at the owner's expense. Refer to Personal Furniture/Items and Clothing for additional information.

### **Adhesives**

Students may not adhere tape to the walls, doors, or floors in their room. Carpet tape may not be used to secure items to the floor. Placing contact paper or any adhesives on the walls, woodwork or desktops may result in damage charges. 3M Command strips, duct tape, and foam tapes are not admissible as they will damage walls if not removed properly. Use of nails, screws, hooks, tacks, decals, or adhesive, which damage walls, ceilings, furniture, doors, windows, or fixtures, is prohibited. Heavy items may not be hung (i.e., shelves, large art, TVs, etc.)

### **Air Conditioners**

Students may not install an air conditioner or water cooler in their room. The thermostat is not able to be set below 68 and above 77. If you are experiencing issues with your thermostat place a maintenance work order at the front desk for it to be fixed, or in the case of an emergency contact your Resident Assistant.

### **Alcohol Beverages**

State and federal statutes concerning alcohol beverages are strictly enforced on campus. Texas A&M University – Texarkana prohibits possession, consumption, or providing to minors alcoholic beverages within the Bringle Lake Village area. When alcohol consumption or possession occurs within the Bringle Lake Village premises, and/or when consumption causes disruptive behavior, Texas A&M University - Texarkana UPD will be contacted and the involved students will face disciplinary action. Students will face Texas A&M University - Texarkana sanctions as well as criminal charges. Alcoholic containers and paraphernalia including but not limited to beer bong, shot glasses, martini glasses, yard or half-yard glasses, beer pong tables, or other devices used to drink alcohol, with or without alcohol in them, will be confiscated if found during room checks. Students found with paraphilia may face disciplinary action.

### **Appliances**

Prohibited electrical appliances include, but are not limited to: candles, incense, wax warmers,



air conditioning units, room water coolers, camping stoves, ceiling fans, electric skillet or woks, griddles, halogen lamps, lamps or desk lights with additional USB if they are not UL approved, electrical outlets, potpourri pots, hot oil popcorn poppers, deep fryers, one-pots/insta-pots, air fryers, hot plates, oven broilers, power tools, any appliance with an open coil, space heater, toaster, or toaster ovens. Please note that if you have an electric kettle or coffee maker that has a hot plate/detaches from the heating source, that the device is prohibited.

The hall staff will confiscate any & all unauthorized or misused appliances, and the individual(s) responsible will be subject to disciplinary action. Allowed appliances include UL approved Crockpots, Coffee pots (without a hotplate), electric kettles (without a hot plate), microwave, mini refrigerator (that does not exceed three cubic feet), rice cookers, UL approved lamps with USB ports and blenders. Staff members reserve the right to require any cooking appliances to be removed if the appliance is deemed to be unsafe, or otherwise damages, or could potentially damage the residents of a wing/floor, or the hall community. Allowed appliances should be plugged directly into wall outlets and not into surge protectors.

### **Babysitting**

Babysitting is not allowed in the Residence Hall. All children must be accompanied by their parent or legal guardian.

### **Bed Bugs**

If you believe you have bed bugs in your room, please report the issue to your resident assistant or the Assistant Director of Residence Life.

### **Bicycles**

Bicycles should always be locked to prevent theft. Students may store their bicycles on the outside bicycle racks or in their rooms, with their roommate's consent, if the bicycle is cleaned before entering the hall. Bicycles must not block the room entry/exit if stored in a room. Under no circumstances is anyone allowed to ride or store a bicycle in the lobby or hallway of Bringle Lake Village. Bicycles are not to be left in the courtyard or chained to bike racks after a resident checks out of Bringle Lake Village. Texas A&M University - Texarkana will dispose of, or sell, all unclaimed bicycles.

### **Break Housing**

Bringle Lake Village is closed during longer breaks such as winter break, spring break, and summer break. Eagle Landing is open for winter break and spring break. Summer terms are contracted and billed separately from the academic year. Residents may have to relocate to a temporary room during longer breaks. Residents are permitted to stay over shorter breaks, like Thanksgiving, when the Assistant Director of Residence Life and the Assistant Vice President of Student Affairs permit it. The completion of minor paperwork (i.e. break housing application) may be required so that the Office of Residence Life may maintain a list of students remaining on campus over said breaks.

### **Bulletin Boards**

Only Resident Assistants may post information on Bringle Lake Village bulletin boards. All items to be posted shall be approved by the Department of Residence Life. Organizations and university departments may request items to be distributed throughout the building. If any items need to be hung within the hallways, only blue tape may be used.

### **Candles, Wax Warmers, and Incense**

Candles, wax warmers, and incense are prohibited throughout Bringle Lake Village rooms, lobbies, and storage areas due to possible fire hazards. This rule includes decorative candles with burned or unburned wicks. Candle warmers and potpourri pots are not allowed. Wall plug-ins are permissible. Residents found with candles, wax warmers, incense, candle warmers, or potpourri pots will be assessed a fine or community service hours and these objects will be confiscated. Confiscated items will be disposed of at the end of each semester if not collected by the resident when they return home.

### **Card Access System**

Residents are required to use their student identification (ID) card to enter Bringle Lake Village; non-residents will not be given access to the hall.

### **Chalking**

The use of chalk on any building is prohibited. The AD may approve groups to chalk in specific sidewalk locations around Bringle Lake Village. Clean up charges may be assessed.

### **Cleaning**

All campus housing residents are expected to keep their assigned room reasonably neat and clean at all times. The staff reserves the right to ask residents to clean their room for safety, health, or roommate concerns. Custodial services are not provided after a resident has moved into their room. Residents should report common area cleaning concerns to a Resident Assistant. On campus residents are responsible for also maintaining a reasonably neat and clean bathroom. Residents may be required to clean their bathroom for safety and health reasons, or roommate concerns.

### **Cohabitation**

Cohabitation is the act of living in the same space as someone, regardless of gender, who is not assigned to live in said space. Excessive visitation can also be considered cohabitation. This is strictly prohibited for residents. If a resident is found cohabitating with someone, they may receive disciplinary sanctions and/or fines.

### **Cooking**

Cooking in Bringle Lake Village is allowed with approved cooking appliances and approved use of the kitchen by the AD. Residents are responsible for ensuring that proper sanitation, ventilation, and fire safety precautions are taken. Any damage resulting from improper food disposal will be billed to the individual(s) responsible. No food or waste should be disposed of in sinks. Residents are responsible for cleaning the kitchen when cooking is completed. Students must supply their own cleaning supplies and store their supplies in their residence hall room.

### **Courtyard**

The courtyard and amenities are available for residents of Bringle Lake Village and their guests in accordance with quiet hours. Please see the Courtyard Policies and Procedures and Quiet Hours below for other guidelines.

### **Damages or Losses**

Residents are responsible for keeping the premises (room/hall/parking lots) and their contents in good order and free from damage both by themselves and by their guests. Residents will be held accountable for any damage they cause in common areas and resident rooms. In situations where no individuals can be held accountable for damages, the Office of Residence Life reserves the right to "group bill" all residents that may have been associated with damages. Each resident understands and agrees that they are responsible for the replacement/repair costs for any damage that may occur to the premises and/or its contents associated with incidents where damage has been caused. Students are encouraged to seek

property insurance for the loss or theft of personal items.

### **Darts/Dartboards**

Because of the potential danger to both persons and property, darts and dartboards are prohibited within Bringle Lake Village.

### **Decorations**

Pictures, posters, and other items used to decorate a student's room are allowed if they do not create a health or fire hazard or damage the room. Nothing should be hanging on the ceiling or within eighteen inches of the ceiling to comply with the fire code. Door decorations must be limited and shall not be offensive in nature. No decorations should be wrapped around the room doors as this can present a hazard in case of a fire. All decorations are subject to the approval of roommates. All decorations visible through the window or on the door should be in good taste. Pictures and other materials that may be considered objectionable are not to be displayed in areas that may be visible outside the student's room. Holiday lights may be used on a limited basis. Refer to Holiday Decorations on page 26.

### **Disciplinary Process**

Residents and their guests are required to abide by the rules in the Bringle Lake Village Housing Guide. When residents or guests violate a rule or procedure, a staff member will report the event on a departmental incident report. This incident report will be submitted to the Assistant Director of Residence Life and may lead to a disciplinary hearing and/or a disciplinary sanction.

### **Drugs**

The possession, distribution, consumption, and/or use of illicit drugs, narcotics, or any hallucinatory agent (i.e., Salvia) or other substance not prescribed to the person are prohibited. This includes any property under the control of Texas A&M University – Texarkana, any event sponsored by Texas A&M University - Texarkana or any TAMUT student organization, whether conducted on TAMUT property, including student travel on behalf of TAMUT, is prohibited. The following items are also prohibited within the residence halls: hookahs, pipes, bongs, or any other paraphernalia which may be used to inhale or ingest prohibited drugs or substances.

## **Elevator**

To keep the elevator in a safe and working condition, the following actions are prohibited and result in disciplinary action:

- Intentional damage and/or vandalism to the elevators, such as prying elevator doors open, hitting the button in a repeated fashion, jumping, etc.
- Overloading the elevator
- Excessively pressing the elevator call button in non-emergency situations
- Evacuating people from the elevator without trained personnel

If you are trapped in an elevator, sound the alarm, contact UPD at (903) 334-6611, and wait for help to arrive.

## **Emergencies**

Emergencies should be reported to UPD at (903) 334-6611 and to a Bringle Lake Village staff member.

## **Extension Cords/Surge Protectors**

Extension cords are strictly prohibited within on campus housing. All appliances need to be plugged directly into the wall. Power strips/surge protectors shall never be placed above the ceiling tiles, underneath the carpet, stapled, taped, or pinched in any way. Daisy-chaining or connecting multiple power strips is strictly prohibited. Block surge Protectors (those mounted over an outlet providing additional plugs) are considered multi-plug units and are not allowed within Bringle Lake Village. All surge protectors must have an electrical cord that connects to the wall outlet. Only power strips with built-in circuit breakers (surge protectors) may be used in rooms. Improper use of surge protectors may result in disciplinary sanctions and/or fines. These items, when found, will be confiscated by staff, and may be retrieved at the end of the semester. The definition of a power strip/surge protector is hereby defined as: A device used to extend power connections and/or split into multiple connections that contains a reset mechanism to safely protect all electronics against surges of power.

## **Exterior Door**

The Bringle Lake Village exterior/side doors with card access are always locked. Residents are expected to carry their student ID card to gain access to Bringle Lake Village. Propping of exterior/side doors and/or tampering with locks are considered serious security violations. Residents are expected to aid in maintaining the security of the hall; please do not hold the door open for non-BLV residents or anyone you do not know. Student ID cards are never to be given to another person to enter Bringle Lake Village. Violating this policy may result in disciplinary sanctions or fines.

### **Extermination of Pests**

Exterminators will provide preventative treatment in each hall on a regular basis throughout the year. Contact a staff member should you have questions related to this service. If you suspect bed bugs, please contact your RA or AD immediately. They need to be dealt with quickly to ensure that they do not spread to other residents' rooms.

### **Fighting, Threatening, or Acts of Violence**

The uses or threat of force, violence, or terrorist activities against members, guests, or property of Texas A&M University – Texarkana is prohibited. Any student found in violation may be given disciplinary sanctions and/or fines such as suspension from Texas A&M University - Texarkana.

### **Finals**

All students are expected to check-out of the hall within 24 hours of the completion of their finals or by noon on the day the hall closes, whichever comes first, unless arrangements have been made with the AD in advance, to stay.

### **Fire Doors**

It is essential that corridor and stairwell doors be always kept clear. In the event of a fire, the doors will automatically close to slow the travel of smoke, heat, toxic gases, and fire from the area of origin. Nothing shall be attached to a fire door. Propping of doors and attaching items to fire doors may result in disciplinary sanctions and/or fines.

### **Fire Drills/Equipment**

Texas A&M University - Texarkana will hold fire drills to acquaint the residents with fire evacuation procedures. All residents and guests shall follow directions during the drills. Failure to evacuate the building may result in disciplinary action, a monetary fine, and possibly suspension.

Because it is imperative that fire and safety equipment functions properly when it is needed, the following acts are prohibited:

- Tampering or playing with fire extinguishers, smoke detectors, exit lights, or emergency lights.
- Tampering with or pulling a fire alarm under false pretense
- Removing smoke detectors or otherwise rendering a smoke detector inoperable (i.e., covering with a plastic bag)
- Propping open fire doors
- Obstructing halls and stairwells with furniture, personal items, debris, and other materials
- Hanging objects from smoke detectors, etc.

Residents who jeopardize the security or safety of any resident will be subject to severe disciplinary action. Tampering with fire equipment or acts of arson can result in civil prosecution, disciplinary measures, and/or possible fines.

### **Fire and Smoke Detector Laws**

Under Texas Penal Code §28.03, Criminal Mischief involves tampering, damaging, or destroying property. Any person being found to have tampered with, damaged, or destroyed a room smoke detector will be fined a minimum fee of \$100. Texas Penal Code § 42.06, False Alarm or Report is listed as a state jail felony as TAMUT is an institution of higher education. State jail felonies are punishable by 180 days to two years in state jail and a fine of up to \$10,000.

### **Firearms, Weapons, Ammunition, Explosives, and Fireworks**

Firearms, weapons, ammunition, explosives, and fireworks are strictly prohibited in the residence hall unless you are a concealed handgun license holder in the state of Texas or in a state whose license is recognized in the state of Texas. A concealed handgun license holder may carry a concealed handgun on or about the license holder's person while the license holder is on the campus of Texas A&M University-Texarkana, unless prohibited by TAMUT rule, state, or federal law. When in Bringle Lake Village, any resident of campus housing who is a concealed handgun license holder must store their handgun in a safe that is provided and installed by Texas A&M University - Texarkana. Please ask the front desk for a safe if you need one.

The possession or threatened use of these items is strictly prohibited on TAMUT property or at TAMUT functions. This includes, but is not limited to pistols, paint guns, paint ball guns, water balloon launchers, rifles, stun guns, nun chucks, slingshots, pellet guns, blowguns, air-powered guns (airsoft), projectiles, swords, spears, switchblades, knives with a blade 4 inches or longer, taser guns, nerf guns, etc. These items should not be stored in a vehicle parked on campus.

### **Floor/Wing/Community Meetings**

Each semester, mandatory meetings have been held in each living area. Attendance and participation in these meetings are mandatory because information concerning safety and security, as well as other important information, will be distributed. Residents are responsible for all the information distributed during these meetings. Roommate contracts must also be completed by the end of the first two weeks of school. Failure to attend the hall meetings without prior approval from an RA may result in fines or other sanctions.

### **Front Desk**

The Bringle Lake Village front desk is open 24 hours a day/ 7 days a week. In the event a Desk Attendant is not present, there should be a sign stating when the DA will return or who to contact in case of an emergency. If you are having an emergency contact the Resident Assistant on call at: (903) 277-4566. Students who are not Residence Life Staff members are not permitted behind the front desk without express permission from a Resident Assistant or the AD. Residents are not allowed to sit on the counter-top of the front desk. Residence Life Staff are the only ones permitted to use the computer behind the front desk. This includes viewing the monitor as sensitive information is stored on that computer. Failure to comply with these rules may result in a disciplinary sanction and/or fine.

### **Furniture**

Furniture must remain in its designated space. Common area furniture that is removed by a student for their private use will be considered stolen and disciplinary action may be taken. Room furnishings are to remain in the rooms at all times. No additional locks may be installed. Students may not leave any type of furnishings or property outside of their room or in the hallway. No Texas A&M University - Texarkana furniture shall be moved to an outside location.

### **Group Billing**

Financial charges relating to the cleaning of, damage to, or theft of Texas A&M University - Texarkana property is billed to the specific individual(s) responsible whenever such individuals can be identified. However, when damage or theft cannot be assigned to a specific individual(s), the charges may be divided equally among the residents of a floor, room, building, or area.

Residents will be given every opportunity to identify individual(s) responsible for the damage before group billing is finalized. Damage charges for the living areas will be posted on the accounts of those individuals who are charged through the group billing process.

Your active involvement in reducing damage within your community is encouraged. You can assist by following these guidelines:

- Report any damages to your Resident Assistant immediately.
- Treat Texas A&M University - Texarkana property with as much respect as you would your own personal property
- Discourage others from behaving irresponsibly.



### **Guests**

A guest is defined as a person not assigned to live in that residence hall. All guests must be checked in and out at the front desk. Guests are permitted to stay overnight IF there is an overnight guest form submitted at least 48 hours prior, if permission is received from all residents within the space, and if approval is given from the AD.

### **Halogen Lamps**

For fire safety purposes, halogen torch lamps, or other lamps using halogen bulbs, are prohibited in the Bringle Lake Village. Failure to remove the items listed may result in disciplinary sanctions and/or fines. These items will be confiscated when discovered.

### **Harassment**

Harassment includes physical abuse, verbal abuse, threats, intimidation, coercion and/or other conduct which threatens or endangers the health or safety of any person. Refer to the Student Code of Conduct for additional information.

Harassment over the phone includes annoying, abusive, or obscene calls or messages designed to irritate, anger, or threaten the listener. If a resident should receive harassing phone calls, they should notify their Resident Assistant and UPD. Residents will be encouraged to file a report with UPD and the Department of Residence Life.

Some forms of harassment may be considered a violation of a student's civil rights. These types of harassment include. For more information, please refer to University Rule 08.01.01, *Civil Rights Compliance*.

### **Health and Safety Checks**

Texas A&M University - Texarkana recognizes residents' desire for privacy, particularly in the context of their group living situation, and will do what it can to protect and guarantee their privacy. However, Texas A&M University - Texarkana, reserves the right to enter a resident's room to determine compliance with health and safety regulations. Health and Safety Checks will occur at least two times each semester and residents will receive posted notification of the check beforehand. The Department of Residence Life reserves the right to hold emergency Health and Safety checks when necessary. The necessity of such emergency Health and Safety Checks will be determined by the Assistant Director of Residence Life.

## **Heaters**

For safety reasons, no portable heating units may be used within on campus housing.

## **Holiday Decorations**

If students decorate their rooms for the holidays, these guidelines must be followed:

- Trees and other greenery must be artificial and must have proof of flame resistance.
- Christmas lights are prohibited unless they are UL approved LED lights.
- Except their doors, students may not decorate outside their assigned living space. Students who wish to cover their doors with decorative paper, wreaths, or other items may do so as long as the peephole is not obstructed.
- All decorations are to be removed within two days following the holiday and artificial spray or fabric snow is prohibited.
- Fire alarm pull stations, fire extinguisher cabinets, smoke detectors, sprinkler heads and exit signs must not be covered and exits must not be blocked.
- No candles, or any open flame may be used.

## **Identification**

For the safety and welfare of all residents, staff members may request proof of identity of any person in the residence hall. Failure to identify yourself to a Texas A&M University - Texarkana Residence Life staff member upon request may result in disciplinary action and possible removal from the residence hall. Your cooperation is appreciated should such an occasion arise. Individuals that are unable to provide identification may be asked to leave the residence hall and UPD may be contacted to assist with the situation.

## **Incident Reports**

Incidents requiring the attention or intervention of Residence Life staff members are regularly reported to the AD. Violations of rules, medical/emergency situations, and instances of property loss or damage are documented on Incident Report forms and forwarded to the AD for informational purposes and/or disciplinary hearings.

## **Keys**

Room keys and student ID swipe cards will be issued to each resident at check-in. Report lost or broken keys to a staff member as soon as possible. Students will be charged replacement costs for keys for the room including replacing the cores in each door in the room when necessary. The room key charge will cover the cost of keys and the replacement cost for the lock core. Residents failing to return their keys at the time of checkout will be charged a replacement fee. Residents should always lock their doors and must always carry their room keys with them. Students locked out of their rooms should go to the front desk or contact a Resident Assistant for help. When the desk is closed, students should contact a Resident Assistant. Excessive

lockouts will result in disciplinary action or monetary fines.

Duplication of Texas A&M University - Texarkana keys are prohibited. Possession of Texas A&M University - Texarkana keys, other than those assigned, are not permitted.

### **Laundry Rooms/Machines**

Laundry rooms are on the 2nd and 3rd floor of Bringle Lake Village and in the laundry pod for Eagle Landing. Abuse of vending and laundry machines can lead to disciplinary sanctions and/or fines. Please report machine malfunctions to the Residence Life staff. Continued use of impaired machines only aggravates the issue with the machine and is prohibited.

Knowledgeable use of impaired machines may lead to disciplinary sanctions and/or fines. Only residents of the hall are permitted to use the laundry machines. Residents have a 10-minute grace period to remove their items from the washer or dryer before their items may be removed and placed on the laundry room table.

Abandoned clothes will be disposed of at the end of each week and repeated incidents may result in disciplinary sanctions and/or fines.

### **Liability**

Texas A&M University - Texarkana assumes no liability for loss, injury, or damage to personal property incidental to the occupancy or use of space in campus housing and each resident accepts full responsibility for the safety and security of they own personal property. The student agrees to hold Texas A&M University - Texarkana harmless and indemnify it from any and all liability resulting from the use of the residence hall by the student.

### **Lobby Use**

The lobbies in each wing of Bringle Lake Village are for Bringle Lake Village residents and their guests. Appropriate public behavior and dress are expected in the lobby and individuals may be asked to leave the lobby should they not meet this requirement. Residence Life staff members and the Residence Hall Association may reserve a lobby for programs and meetings. Recognized student organizations may request to use the lobby, but it must be approved by the AD.

Additionally, the use of the property immediately outside of the building requires permission from the AD as well. The Department of Residence Life reserves the right to approve or deny any request.

### **Mail and Packages**

Residents may sign up for a mailbox at no extra cost in the Office of Student Life if mailboxes are available. Residents can send and receive mail through USPS, UPS, FedEx, or DHL regardless of whether they have a mailbox. To receive mail via shipping and receiving, a resident's address should be listed as follows:

{Resident's Name}  
7101 University Ave.  
Texarkana, TX 75503

Mail, including packages, from the United States Postal Service cannot be delivered directly to the residence hall.

### **Maintenance/Repair Request**

Maintenance requests, or other room concerns, should be reported to the front desk, a Resident Assistant, or the Assistant Director of Residence Life promptly. For emergency repairs contact a staff member immediately. If repairs are not completed to your satisfaction, (within one week for regular repairs or within a day for emergencies) notify the Department of Residence Life. It will be helpful if you report maintenance problems early and with as much detail as possible. Students who discover insect problems should report them to the front desk so that their rooms may be treated. Remember: Food attracts insects.

Maintenance personnel work between 8:00 a.m. and 5:00 p.m. on weekdays and may not always be able to arrive at hours most convenient to students. Maintenance may enter your space when absent to complete necessary repairs.

### **Motorcycles**

Motorcycles parked on campus require a parking permit and shall be parked in designated parking areas. Motorcycles are prohibited in buildings and courtyard areas.

### **Microwave**

Microwaves may be used in the Residence Hall when on a flat surface and not in contradiction of the following rules. Nothing metal is allowed inside the microwave; this includes foil and foil wrapped foods such as Chick-Fil-A sandwiches and burritos. Do not leave anything in the microwave unattended. Do not use a microwave for any purpose other than that for which it is originally intended.

### **Non-Compliance with Authority**

Failure to comply with the oral and/or written directions of university officials acting in performance of their duties is prohibited. These officials include Resident Assistants, faculty members, administrators, staff members, and UPD officers. Failure to comply may result in disciplinary sanctions.

### **Offensive Odors**

An offensive odor is any odor or aroma of such intensity that it becomes apparent and is offensive to others. Any odor can become offensive when it is too strong. Some examples are perfume, air freshening spray, large amounts of dirty laundry, etc. Residence Life staff will address offensive odors when complaints are received. Residents responsible for the offensive odor will be asked to eliminate the odor's cause.

### **Open Flame**

No items that have open flames, flammable fuels, sterno or open coils may be used within the campus premises. This includes candles, lanterns, heaters, and incense. Violation of this rule may result in immediate relocation and disciplinary action. These items will be confiscated immediately.

### **Painting of Rooms**

Residents are not permitted to paint their individual rooms. Students will be assessed a fine for painting any portion of their room and/or charged the cost of the repainting.

### **Parking**

Bringle Lake Village Residents can park in the designated parking lots to the East and West of Bringle Lake Village. When purchasing parking passes, residents of Bringle Lake Village should indicate their housing assignment to receive a parking permit for Bringle Lake Village. People without handicapped parking tags or plates are not allowed to park in the handicapped parking spaces. Residents are also not allowed to park in the AD's parking spot. Those who park in spots they are not permitted to may be given disciplinary sanctions, fines, and/or have their vehicle towed.

### **Personal Furniture, Items, and Clothing**

Residents are welcome to bring personal items from home for their rooms. However, all these items shall be kept in their room and should not be stored in any other location. Personal property left in any common area, such as bathrooms, hallways, or lobbies will be moved to the front desk of Bringle Lake Village, or closest storage room, and may be discarded by the

University after 72 hours. Items left behind after a student has checked out of the hall may be discarded immediately.

Please keep personal items at least a foot from the front of your room's heating and cooling unit/vent to provide SSC staff with adequate room to work on the unit.

### **Pets**

For reasons of health and safety, no pets, except fish, are permitted in Residence Hall rooms (except by faculty or full-time professional staff when approved by the Assistant Vice President of Student Affairs). Aquariums are limited to ten gallons.

If a student is in need of Emotional Support Animal, please refer to the University Procedure 08.01.02.H1.01 *Service and Emotional Support Animals on Campus*.

### **Pranks**

Pranks which result in disturbances or distress to others, or cause damage to Texas A&M University - Texarkana or personal property, are prohibited.

### **Protected/Free Speech**

The use of rude, vulgar, indecent, and obscene verbal or written expressions, while protected by the First Amendment, is considered detrimental to the community environment. Residence Life staff reserve the right to refuse postings which contain rude, vulgar, indecent, or obscene expressions. Residents will be encouraged to refrain from this type of language when in common areas. For additional information on free or protected speech, please reference University Rule 08.99.99.H1 *Expressive Activity on Campus*.

### **Projectiles**

For reasons of health and safety, propelling devices such as rockets, paint guns, paint ball guns, water balloons & launchers, catapults, slingshots, or any homemade device for the purpose of launching an object are prohibited.

### **Publicity**

Only recognized student organizations and departments may post any type of publicity within Bringle Lake Village. All desired publicity must be approved by the Assistant Director of Residence Life via email or in person before it can be put up. Publicity must be taken down by the organization and/or the posting department within 24 hours after the event. Publicity can only be placed in acceptable posting areas. All publicity must follow the current guidelines of Bringle Lake Village and should not damage any surface.

### **Quiet and Courtesy Hours**

Quiet hours are maintained to help provide an atmosphere that is conducive to good scholarship and to promote an environment where individuals can learn from the group living experience. The enforcement of quiet hours is the responsibility of each resident, with the assistance of the Residence Life staff as needed.

Every room, common area, and living space must observe quiet hours from 10:00 p.m. to 9:00 a.m., Sunday through Thursday and Midnight to 9:00 a.m. on Friday and Saturday. The Department of Residence Life reserves the right to change these hours.

Courtesy hours are in effect throughout campus housing 24 hours a day. Therefore, noise (stereo, radio, TV, musical instruments, and voices) must be maintained at levels that will not interfere with the study or sleep of other residents. If you encounter excessive noise, first request that the offenders quiet down. If they persist, contact the Resident Assistant on Call.

To help promote an intense study period, there are 24-hour, quiet hours in effect during final exams week throughout campus housing. The Assistant Director of Residence Life can deny all guests and visitors to be checked into campus housing to maintain a quiet environment in the building. The Assistant Director of Residence Life may also choose to grant a single hour per day during finals week when residents are exempt from quiet hours.

### **Rappelling**

Rappelling off at any Texas A&M University - Texarkana building is prohibited.

### **Recording Devices**

Students are not allowed to install recording devices (i.e. Nest or Ring Cameras) in their residence hall rooms or exterior doors.

### **Rooftops**

Students are not allowed on the roof of any Texas A&M University – Texarkana building for safety reasons.

### **Room Entry**

Texas A&M University - Texarkana recognizes residents' desire for privacy, particularly in the context of their group living situation, and will do what it can to protect and guarantee their privacy. However, Texas A&M University - Texarkana, through a Residence Life staff member or Texas A&M University - Texarkana official, reserves the right to enter a resident's room at any

time for the following purposes:

- To determine compliance with all relevant health and safety regulations. Health and Safety Checks will occur throughout each semester when prior notification is posted.
- To provide cleaning and/or maintenance
- To conduct an inventory of Texas A&M University - Texarkana property
- If there is an indication of imminent danger to life, health, and/or property.
- Reasonable belief that a violation of rules or regulations is or has occurred.
- To search for missing property
- To ensure that proper break period closing procedures have been followed. Items that violate Texas A&M University - Texarkana or departmental regulations will be confiscated. Examples of items that will be confiscated include candles and unapproved appliances. UPD will be contacted to confiscate alcohol, alcohol containers, drugs, and drug paraphernalia.

A room search by law enforcement officials must be accomplished with a valid search warrant, or the student may sign a release to be searched at his or her own approval. A room search by a designated Residence Life staff member is possible for any of the above-listed purposes.

### **Room Use**

On campus residents are not permitted to sublet, assign their rooms, or to use their rooms for commercial purposes. Residents are not permitted to remove equipment or furnishings from their room.

### **Rule Changes**

To change a current residence hall rule, a proposal must be submitted to the Assistant Director of Residence Life in written form, including all the following:

- Clearly stated change requested and detailed explanation why the change should occur.
- Several options are listed for the proposed change.

The proposal will be considered based on any or all of the following: survey results, need, cost, national trends, or research on the area of change. Not only does the Department of Residence Life need to approve all changes, but they may also require the approval of the Vice President of Student Life, the President, or possibly the Texas A&M University Board of Regents.



### **Running/Roughhousing**

Residents are asked to refrain from, but not limited to, the following: running, rollerblading, skateboarding, skating, roughhousing, scuffling, use of water guns, the throwing, bouncing, or kicking of objects in halls, stairwells, the use of remote-controlled devices, and other common areas for safety reasons. Running or roughhousing on the residence hall premises may lead to disciplinary sanctions and/or fines.

### **Shower Heads**

Removing the shower head that the university provides in a space is not allowed. Buying a temporary one to replace the current one in the space is also not allowed. If found to be the case, it may result in fines and if there is damage caused by shower heads not being installed correctly, you will be responsible for the cost of repair.

### **Smoke Detectors**

All student rooms are equipped with smoke detectors. Smoke detectors will be checked before each semester starts and during Health and Safety Checks by the residence life staff. Residents that detect a problem with their smoke detector should contact the residence life staff immediately. Disciplinary action will result if a student removes or otherwise renders the detector inoperative and a \$100.00-\$750 fine or sanction may be assessed. Disciplinary action could also result in residents who cause potential fire hazards through unsafe practices (i.e., overloading circuits, use of inappropriate extension cords, use of unauthorized cooking appliances, etc.).

Under Texas Penal Code §28.03, Criminal Mischief involves tampering, damaging, or destroying property. Any person being found to have tampered with, damaged, or destroyed a room smoke detector will be fined a minimum fee of \$100. Texas Penal Code § 42.06, False Alarm or Report is listed as a state jail felony as TAMUT is an institution of higher education. State jail felonies are punishable by 180 days to two years in state jail and a fine of up to \$10,000.

### **Smoking / Vaping / Tobacco Products**

As of September 1, 2019, it is illegal for anyone under 21 to sell, distribute, possess, purchase, or consume cigarettes, e-cigarettes, or tobacco products in accordance with SB 21. This bill does provide an exemption for individuals 18 and above with a valid, active military ID from the U.S. or State military forces. Also, any individual who is 18 years old and above as of September 1, 2019, is exempt from this age requirement. Any minor found in possession of any of these items, by an off-campus police official, will receive a fine up to \$100.

Smoking, vaping, and the use of tobacco are strictly prohibited across the Texas A&M University

– Texarkana campus as of January 1, 2020. Smoking in any room of campus housing may result in conduct sanctions and/or a \$100.00 fine. The following items are also prohibited within campus housing: hookahs, vape pens, pipes, bongos, or any paraphernalia that may be used to inhale or ingest prohibited drugs.

### **Solicitation**

Solicitation of commercial products or services within campus housing is prohibited. This includes but is within student rooms, common areas, and entry areas (inside or outside) of residence halls. Students and campus organizations desiring special consideration should contact the Department of Residence Life. If sales personnel approach you, do not allow them to enter your room and inform UPD or the Residence Life staff immediately.

### **Sprinkler System**

All residence halls have sprinkler systems for fire protection in the buildings.

This system is extremely sensitive. Remember:

- Never paint a sprinkler head
- Do not hang items from the sprinkler head or piping.
- Sprinkler heads may never be obstructed or altered.
- Nothing may be stored within 18 inches of the sprinkler head.
- Any item that hits the sprinkler head may cause it to activate.

The sprinkler system is activated by contact or heat, not smoke. Texas A&M University - Texarkana is not responsible for any damage caused by the sprinkler system. Residents that cause the system to activate will be held accountable for any damage caused to their personal property, other resident's property, and to Texas A&M University - Texarkana property. Residents tampering with the system may face fines, disciplinary sanctions, and possibly legal action.

### **Storage**

Storage is not available. All furniture must remain in the resident's room. No space is available for students who wish to store belongings over the summer or while they are not enrolled.

### **Stowable Transportation**

Stowable transportation is any device that can fit through a regular room door, except devices to assist an individual with disabilities. Examples of stowable transportation include bicycles, mopeds, scooters, kayaks, and skateboards. Hoverboards, electric scooters, electric bicycles, and any other transportation devices with battery packs that must be plugged into a wall to

charge are strictly prohibited within campus housing. Any stowable transportation left outside of campus housing should always be locked to prevent theft. Students may store transportation devices in their rooms, with roommate's consent, if they are cleaned before entering the hall. They shall not block room entry or exit. Under no circumstances is anyone allowed to ride or store a transportation device in the lobby or hallways of campus housing. Bicycles are not to be left in the courtyard, at any time of the year, or chained to bike racks after a resident checks out of campus housing. Texas A&M University - Texarkana will dispose of or sell unclaimed transportation devices.

### **Student Conduct**

Each resident residing within campus housing is expected to exercise self-discipline and to respect the rights of other students. Each resident must realize that in a group living experience, certain rules should be observed by all to maintain a safe and educational environment.

A residence hall can institute rules, according to parameters specifically related to the goals of the Department of Residence Life, if these rules do not conflict with the rules of Texas A&M University - Texarkana and are approved by the Assistant Director of Residence Life.

Individuals in violation or in the presence of a violation of the rules established by Residence Life, Texas A&M University - Texarkana, or State and/or Federal government will be handled appropriately. Questions related to appropriate and inappropriate behavior should be addressed to the Residence Life staff or the Student Code of Conduct.

### **Street/Road Signs**

Street/Road signs are considered the property of the respective government agencies where located and any inappropriate taking or possession by unauthorized individuals may result in judicial or legal action. Individuals possessing street/road signs may be requested to provide proof of ownership.

### **Syringe Disposal**

All individuals using injection needles are required to properly dispose of them to prevent students, visitors, and Texas A&M University - Texarkana staff members from accidental needle sticks and injury. This means placing needles in a red biohazard sharps container. Biohazard containers shall be returned to the appropriate campus office for disposal.

### **Temperature Control**

Campus Housing is not set at one specific temperature as students can control the temperature

within their space. You can adjust the temperature from as low as 68 to 77 degrees. All issues regarding the temperature of a student's room, and said temperatures interfering with sleep or study, will be treated as an emergency, and dealt with as soon as possible regardless of time.

### **Thefts and Assaults**

Thefts and assaults should be reported immediately to UPD (903-334-6611) as well as to the Residence Life staff. As a precaution, students should always keep their doors locked. Texas A&M University - Texarkana is not responsible for items lost to theft or vandalism, and students are encouraged to carry personal property insurance.

### **Tunnels/Crawl Spaces**

Students are not allowed in attics, tunnels, or crawl space areas and should never attempt to access these areas.

### **Trash**

Residents are responsible for their personal trash by taking it to the designated dumpster(s). For Bringle Lake Village residents, the dumpsters are in the East and West parking lots of Bringle Lake Village. For Eagle Landing residents, designated dumpsters are in the parking lot between Eagle Landing and the Central Plan building. Residents may not take their trash to the dumpster located outside of the Patterson building. Personal trash left in the halls, hall trash cans, or in the restrooms will be considered improper trash disposal which will lead to disciplinary sanctions and/or fines. Any questions, please contact the Department of Residence Life.

### **University Police Department**

UPD may be contacted by calling (903) 334-6611.

### **Use of University Property**

Items belonging to Texas A&M University – Texarkana (couches, lounge chairs, tables, etc.) are not allowed in student rooms. Texas A&M University – Texarkana property, other than furnishings assigned to the resident's room will be removed, and students may be referred for disciplinary action. No Texas A&M University - Texarkana property may be moved or taken from campus housing without written authorization from the Assistant Director of Residence Life.

### **Vandalism**

Residents who remove, destroy, or deface any property or area related to Texas A&M University – Texarkana, Bringle Lake Village, Eagle Landing, or the Department of Residence Life (including vandalism of the elevators, ceilings, and grounds surrounding the buildings) are

subject to disciplinary action and will be required to pay for any damages.

### **Vending Machines**

Vending machines are in the first-floor lobby area of Bringle Lake Village. Abuse of vending, laundry, or ice cream machines can lead to disciplinary sanctions and/or fines. Please report machine malfunctions to the front desk. Continued use of impaired machines only aggravates the issue the machine may have and is prohibited. Knowledgeable use of impaired machines may lead to disciplinary sanctions and/or fines. Please report machine malfunctions to the front desk.

### **Verbal Abuse**

Residence Life staff members may confront residents and/or their guest(s) to remind them of building rules. Unfortunately, individuals sometimes persist in being argumentative, respond by shouting, or make rude, vulgar, indecent, or obscene comments and/or gestures to the staff member. This type of interaction could lead to additional disciplinary sanctions.

### **Video Copyright Guidelines**

Due to federal copyright laws, the Department of Residence Life does not permit the showing of videotapes, DVDs, Blu-Rays, or streamed movies/shows, in lobbies or public areas without specific authorization from the owner of the copyright. However, residents may view these items in the privacy of their room.

### **Visitation**

Guests and hosts are responsible for knowing and observing the visitation hours established for Bringle Lake Village. **Visitation hours for Bringle Lake Village are 9:00 a.m. – 12:00 a.m., seven days a week. Eagle Landing has 24-hour visitation.** Guests must always be escorted. Please refer to Escorting and Guests for additional information related to visitation rules. Guests are not allowed to enter or be present in a room or suite without the host being present. Violating this policy may result in disciplinary sanctions or fines. Roommate contracts per room determine if student visitation is allowed.

### **Wallpaper, Borders, and Vinyl Decals**

Wallpaper, borders, and vinyl decals may not be used in rooms.

### **Windows/Window Screens**

Windows are not to be used as a room exit. Window screens shall not be removed. Residents will be charged for damage to screens and for the reinstallation of any removed screen. Throwing, hanging, or spitting objects from windows is prohibited. Excessive window coverings

are not allowed (may include paper or foil).

**Failure to follow these rules may result in disciplinary sanctions and/or fines.**

## Common Area Policies and Procedures

### Assumption of Risk

The participant (resident, guest, or staff member) using Texas A&M University - Texarkana equipment, facilities, and/or premises understands that participation in recreational activities involves certain inherent risks of personal injury. The use of equipment, facilities, and the premises of Texas A&M University - Texarkana by persons participating in recreational activities shall constitute acceptance of that risk regardless of the nature of the injury. The participant must agree that Texas A&M University - Texarkana, its officers, employees, and agents shall not be held liable for any injury, loss, or damage sustained or suffered by persons participating in recreational activities at Texas A&M University - Texarkana, whether caused directly or indirectly by negligence or fault of Texas A&M University - Texarkana, the Department of Residence Life, its officers, employees or agents. The participant must further understand that Texas A&M University - Texarkana does not provide insurance coverage for individuals using recreational facilities and that individuals not having appropriate health coverage are strongly advised to acquire health insurance prior to exposing themselves to possible injury.

The participant agrees to follow the policies, procedures, and Texas A&M University - Texarkana personnel while on school premises, and/or using school equipment or facilities. Failure to abide by this directive may result in removal from the facility, future denial of access, and other appropriate measures.

# Courtyard Policies

## General Overview

The courtyard's main purpose is for recreational use by residents of Bringle Lake Village and their guests. The following policies and procedures have been developed to provide a safe and enjoyable environment that meets state and industry standards.

## Courtyard Hours

The courtyard operates in accordance with quiet hours. During quiet hours the courtyard will be closed. Quiet hours are from 10:00 pm to 9:00 am, Sunday through Thursday, and Midnight to 9 am, Friday and Saturday, with courtesy hours being in effect 24 hours a day. The courtyard can be used unless otherwise noted.

Inclement weather and other unforeseen issues may cause the daily schedule to be altered. Generally, the courtyard is available for open recreation use by authorized residents of Bringle Lake Village.

## Courtyard Rules

- No running, boisterous, or rough play in the pool or around the pool area. (See Pool Rules below for more rules pertaining to the pool.)
- No person under the influence of alcohol or drugs shall be permitted in the courtyard.
- Limit of two guests per resident of Bringle Lake Village. All guests must check in at the front desk of Bringle Lake Village.
- No public display of affection (PDA)
- Only Service Animals are allowed in the courtyard area and must remain on their leads unless previously discussed with the Assistant Director of Residence Life.
- Do not dig holes or remove sand from the volleyball court.
- Use the outdoor shower to wash sand from your body. Do not use the pool.
- Before reentering Bringle Lake Village from the Courtyard, students must put on appropriate clothing such as shirt, shorts/pants, and shoes (if applicable).
- Trash must be disposed of properly.

**Failure to follow these rules may lead to disciplinary sanctions and/or fines**



## **Courtyard Procedures**

### **Animals**

- Only service animals may be brought into the Bringle Lake Village and/or the courtyard by guests/non-residents.
- When bringing an animal into the courtyard ensure that the gates and doors are shut and that the animal remains on a leash.
- If there is an incident involving an animal, contact a member of Residence Life Staff and UPD.
- When leaving the courtyard, check that your animal has not defecated, check for toys, dug up ground, or other damage. If any damage has been caused, contact a Residence Life Staff member.

### **General Use**

- A first aid kit is at the front desk.
- In an emergency, all guests and residents must evacuate as quickly as possible. Those that do not evacuate immediately may be subject to disciplinary sanctions and/or fines.
- All who use the courtyard are responsible for the trash they produce while in the courtyard. Properly dispose of all and any trash that is left.
- Sound systems may be used in the courtyard during non-quiet hours. However, the volume of sound systems must be kept at a minimal level so that music may not be heard beyond the pool area. Exceptions can be made when approved by the Assistant Director of Residence Life to allow sound systems to play at louder volumes for special events. Additionally, be mindful of courtesy hours and try not to play audio at loud levels.

### **Grill**

- All students must request grill use at least two business days in advance as an open flame permit is required.
- Before using the grill ensure that the grill is properly and securely connected to the propane tank, that there is not any flammable debris under the grill plate, and that nothing highly flammable is around the grill.
- While using the grill, make sure that nothing flammable comes into contact with the grill that the grill is not moved while in use, and that someone is always watching the grill.
- After using the grill, ensure that all flames have been extinguished, turn off all gas feeding into the grill, clean the grill, and then close the grill.

### **Organizational Use**

- The courtyard is available for private usage by officially recognized student organizations with prior reservations. Reservations should be made through the Office of Residence Life. The courtyard may be reserved for up to a four-hour period. All persons in attendance are required to adhere to all school rules as well as all regulations, policies, and procedures of Texas A&M University – Texarkana and Bringle Lake Village Residence Hall. The courtyard may be reserved for official Texas A&M University - Texarkana functions as deemed appropriate.
- Registered Student Organizations reserving the courtyard must reserve the courtyard at least 2 weeks in advance.
- Organizations reserving the courtyard also must leave the courtyard in better condition than it was when they arrived.
- An Open flame permit is required for grill use by organizations.

### **Volleyball Court**

- Before using the volleyball court ensure that there are no hazardous materials in the sand. We recommend that you also tighten the volleyball net.
- While playing volleyball if anyone is injured quickly assess the situation and contact Residence Life Staff. If any window is broken or damage is caused to school property notify the Front Desk attendant as soon as possible. If you do not, a fine and/or disciplinary sanction may be added to the cost of damaged property.
- If you wish to turn on the lights for the volleyball court the light switch is located on the central light pole along the volleyball net.
- After you are done with the volleyball court, remove all objects from the court and do not leave anything in the courtyard.
- Do NOT wash the sand off your feet in the pool, use the outdoor shower. (See Pool Rules below for more info.)

### **Pool**

See Pool Policies on page 45 for rules, procedures, and policies.

# Bringle Lake Village Kitchen Policies

## General Overview

The kitchen's main purpose is to allow the residents of Bringle Lake Village and their guests to prepare and cook food. Secondary purposes include recreational use, organizational use, and educational space. The following policies and procedures have been developed to provide a safe and enjoyable environment that meets state and industry standards.

## Kitchen Hours

Typically, the kitchen will be open from 6:00 a.m. until 10:00 p.m. unless otherwise noted. Students can use the kitchen during these hours unless the area becomes unclean and unkempt. Past that point, the kitchen door will be locked. All persons in attendance are required to adhere to all kitchen rules as well as all regulations, policies, and procedures of Texas A&M University - Texarkana and Bringle Lake Village.

## Kitchen Rules

- First aid kits are available at the front desk.
- No running, boisterous, or rough play in the kitchen.
- Kitchen time use is limited to 1 hour. Students may only “recheck out” the kitchen if there are no other students waiting to use it.
- No person under the influence of alcohol or drugs shall use the kitchen.
- Limit of two guests per resident of Bringle Lake Village. All guests must be present with the residents of Bringle Lake Village. No exceptions.
- No animals are allowed in the kitchen unless they are a recognized service animal.
- Do NOT leave the kitchen in a messy or dirty state. Properly dispose of all and any trash that is left.
- There are no smoking, vaping, or tobacco products allowed at any time.
- Residents can check the kitchen out at the front desk.

## Using the Kitchen Cabinets

- There will be no use of the kitchen cabinets by residents for the 2024-2025 academic year.
- All items will need to be stored in your residence hall room.

### **Using the Sink**

- Do not pour grease, fat, or oils down the sink. This could lead to the sink being clogged and unusable by students.
- Plates, cutlery, bowls, pans, and other assorted cookware may be cleaned in the sink. If they are left in the sink, then the student who most recently is in use of the kitchen space may receive disciplinary sanctions and/or fines.
- If the sink becomes clogged it is the student's responsibility to report the issue. A work order may need to be filed to get the sink fixed.
- Do not force cutlery down the sink and do not leave personal items in the kitchen after use.

### **Using the Stove/Oven**

- Before using the stove top, ensure that no one else has left any residue that may cause a fire or heavy smoke.
- Before using the oven ensure that no one has left something behind. We also suggest to students that they have appropriate cooking and retrieval tools for the oven before use.
- While using the stove or oven, someone must always keep an eye on the items being prepared. Do not leave the stove or oven on when you leave the kitchen space.
- After students have finished cooking, it is the student's task to clean up the mess they have made.
- Do not set hot items from the stove or oven directly on the countertop. Placing these items on the countertop will cause the counter to crack and pop, causing damage. Students found responsible for such damage will be charged a repair fee.
- Do not set anything plastic on the stove.
- Do not use water to try and put out a grease fire.

**Failure to follow these rules may lead to disciplinary sanctions and/or fines.**

# Laundry Room Policies

## General Overview

The primary purpose of the laundry rooms in Bringle Lake Village is for resident use. Residents should clean their clothes and/or fabric items within the provided laundry spaces. The following policies and procedures have been developed to provide a safe and enjoyable environment.

## Laundry Room Hours

The laundry room is open 24/7 to the residents of Bringle Lake Village.

## Laundry Room Rules

- Guests and non-residents are not permitted to use the laundry rooms.
- No running, boisterous noise, or rough play in the laundry rooms.
- No person under the influence of alcohol or drugs shall use the laundry rooms.
- No animals are allowed in the laundry room unless they are an identified service animal.
- Appropriate clothing must always be worn. Do not change clothes, which are directly/currently being worn, while in the laundry room.
- Check and clean the lint tray before and after using the dryers.
- Do not put yourself, others, plants, and/or animals in the machines. Only fabric items should be in the laundry machines.
- Do not put shoes in the machines. Shoes can cause the machines to break, become locked, unbalanced, and can lead to excessive down times.
- Do not put explosives, non-fabric cleaning liquids, or any other potentially hazardous materials into the washing or drying machines.
- Do not sit on any of the laundry machines.
- Do not overload the machines. Please only fill up the machine drums halfway when washing or drying to avoid machine errors.
- Please wait about 10 minutes after a cycle is completed for the appropriate owner to arrive. Bringle Lake Village asks that all students touch only their own clothing items unless the said student has been given express permission by the owner to do so.
- Do not leave your clothes in the machines for more than 10 minutes. Remove them as quickly as possible. Please set an alarm.
- Do not leave personal items strewn about the laundry room.
- There are no smoking, vaping, or tobacco products allowed at any time.

**Failure to follow these rules may lead to disciplinary sanctions and/or fines.**

## Laundry Room Procedures

### General Use

- A first aid kit is at the front desk.
- All who use the laundry room are responsible for the trash they produce while in the laundry room. Please properly dispose of all trash and lint left.
- All who use the laundry room are responsible for the cleanliness of the dryer lint traps. Properly dispose of lint before and after each use. Additionally, students are responsible for the dryer sheets they use in the dryer. Please dispose of them correctly.

### Using the Washing Machine

- Before using a washing machine, ensure that no one has left any clothing behind. If there are any articles left in the machine, please move these articles to the abandoned items table.
- Place items one at a time into the machine to make sure nothing hazardous or harmful finds its way into the drum. Leave the top half or third of the machine empty.
- Make sure that you are using the proper amount of cleaning liquids or tide pods before adding them to your clothes. The machines are High Efficiency so please make sure to use the appropriate detergents and amount of said detergent.
- Please set a timer to keep track of when clothes have finished washing. This will help free up the machines for other residents of Bingle Lake Village.

### Using the Dryer

- Before using a dryer, ensure that no one has left any items behind. If there are any articles left in the machine, please move these objects to the abandoned items table.
- Before using a dryer, ensure that any lint left behind by other residents has been removed.
- If dryer sheets are used, make sure to use the proper amount.
- Please set a timer to keep track of when clothes have finished drying. This will help free up the machines for other residents of Bingle Lake Village.
- After using the dryer remove any lint from the lint tray.

# Pool Policies

## General Overview

The outdoor pool's main purpose is for recreational use by Bringle Lake Village residents and their guests. The following policies and procedures have been developed to provide a safe and enjoyable environment.

## Pool Hours

The outdoor pool will generally open around Spring Break and close by October. The opening and closing dates of the pool are subject to weather patterns. Typically, the pool will be open from 9:00 a.m. until 10:00 p.m., Sunday through Thursday, and 9:00 a.m. until Midnight, Friday, and Saturday, unless otherwise noted. Inclement weather and other unforeseen issues may cause the daily schedule to be altered.

The pool is available for private usage by officially recognized student organizations with prior reservations. Reservations should be made through the Department of Residence Life. The pool may be reserved for a two-hour period. All persons in attendance are required to adhere to all pool rules as well as all regulations, policies, and procedures of Texas A&M University – Texarkana. The pool may be reserved for official Texas A&M University - Texarkana functions.

Sound systems may not be used at the pool unless approved by the Assistant Director of Residence Life. When approved, the volume of sound systems must be at a minimal level so music may not be heard beyond the pool area.

## Pool Procedures

### General Use

- A first aid kit is at the front desk.
- All who use the pool area are responsible for the trash they produce while in the pool area room. Properly dispose of all and any trash.
- Before entering Bringle Lake Village, you must completely dry off and put back on appropriate clothing and shoes.
- Make sure you do not carry any non-waterproof electronics into the pool. Bringle Lake Village and Texas A&M University – Texarkana are not responsible for any broken or water damaged personal items.

**There is no lifeguard on duty. SWIM AT YOUR OWN RISK.**

## Pool Rules

- No running, boisterous, or rough play in the pool or around the pool area. Do not hold anyone, including yourself, below the water. No diving allowed.
- No person under the influence of alcohol or drugs shall use the pool.
- Limit of two guests per resident of Bringle Lake Village. All guests must be present with the residents of Bringle Lake Village. No exceptions.
- No spitting, blowing nose, vomiting, defecating, or urinating in pool.
- No using the pool to bathe.
- Persons with a communicable disease, skin, eye, ear, bowel issues, or nasal infections shall not enter the pool.
- No animals or pets allowed in the pool.
- No glass allowed in the pool or surrounding area. Food and beverages are not p within six feet of the pool.
- Swimmers must wear appropriate swimming attire. No cutoff jeans.
- Any flotation devices used must be U.S. Coast Guard approved.

Assumption of Risk - The participant understands that participation in recreational activities involves certain inherent risks of personal injury. The use of equipment, facilities, and premises of Texas A&M University - Texarkana by persons participating in recreational activities shall constitute acceptance of that risk regardless of the nature of the injury. The participant must agree that the university, its officers, employees, and agents shall not be liable for any injury, loss, or damage sustained or suffered by persons participating in recreational activities at the university, whether caused directly or indirectly by negligence or fault of Texas A&M University - Texarkana, the Office of Residence Life, its officers, employees, or agents. There is no lifeguard on duty. SWIM AT YOUR OWN RISK.

The participant must further understand that Texas A&M University - Texarkana does not provide insurance coverage for individuals using recreational facilities and that individuals not having appropriate health coverage are strongly advised to acquire health insurance prior to exposing themselves to possible injury.

The participant agrees to follow the policies, procedures, and university personnel while at the pool. Failure to abide by this directive may result in removal from the pool area, future denial of access, and other appropriate measures.

**Failure to follow these rules may lead to disciplinary sanctions and/or fines.**



# Residence Life Housing Agreements

The following area covers departmental practices and rules, which are associated with the Housing Agreements.

## Residence Hall Requirement

Texas A&M University - Texarkana requires all first-year students who live more than 45 miles away to live on campus unless the student meets at least one of the following exemptions:

- Has reached the age of 21 prior to the first-class day of class each semester (fall/spring)
- Has completed 60 or more semester credit hours prior to the first day of class each semester (fall/spring)
- Is enrolled in nine (9) or fewer semester credit hours for the fall or spring semester (student must file exemption for each semester enrollment is eight or less semester credit hours) or are taking online only classes.
- Lives with parent or legal guardian within 45 miles of campus
- Is married or has dependent children.
- Is a Veteran
- Hardship exceptions are approved through the Department of Residential Life

## Housing Exemptions:

All exemptions for the A&M-Texarkana housing requirement must be documented and approved by the Department of Residence Life. Exemption forms are available on the TAMUT Housing and Meal Requirements webpage. Students must seek approval for exemption each academic year while under the age of 21 or semester credit hour requirement. Once students achieve 21 years of age or have completed 60 semester credit hours prior to the first day of fall classes, they are no longer required to file for an exemption to live off campus. If a student is exempt from campus housing, they are automatically exempt from the meal plan requirement. All exemption request decisions are final, and a student may only make one request per semester.

The Housing Exemption request deadline schedule is as follows:

- Fall Semester – July 1<sup>st</sup> (for students who have been admitted or who have submitted housing applications prior to June 15<sup>th</sup>. Students admitted or who have applied for housing *after* June 15<sup>th</sup> will have a deadline that is two weeks before fall classes begin.
- Spring Semester- November 15<sup>th</sup> (for students who have been admitted or who have submitted housing applications prior to November 1<sup>st</sup>. Students admitted or who have applied for housing *after* November 1<sup>st</sup> will have a deadline that is two weeks before

Spring classes begin.

### **Meal Plan Exemptions:**

All residents of on campus housing are required to have a meal plan. There are very limited opportunities to receive an exemption for the meal plan requirement. These considerations include dietary restrictions that cannot be accommodated by our food service provider, or specific medical necessities which require appropriate documentation. Failure to use the dining program, class schedule, sports schedule, employment schedule, finances, vegetarian/vegan/organic diets are not viable reasons for an exemption.

All exemption request decisions are final, and a student may only make one request per semester.

The Meal Plan Exemption request deadline schedule is as follows:

- Fall Semester – July 1<sup>st</sup> (for students who have been admitted or who have submitted housing applications prior to June 15<sup>th</sup>. Students admitted or who have applied for housing *after* June 15<sup>th</sup> will have a deadline that is two weeks before fall classes begin.
- Spring Semester- November 15<sup>th</sup> (for students who have been admitted or who have submitted housing applications prior to November 1<sup>st</sup>. Students admitted or who have applied for housing *after* November 1<sup>st</sup> will have a deadline that is two weeks before Spring classes begin.
- Summer Semester – Students who have approved meal plan exemptions for the prior spring or following fall semesters will be automatically exempt from the summer meal plan requirement, unless approved as short-term accommodation. Any new summer resident who feels their needs merit an exemption based on the above criteria may apply before the week prior to move-in.

### **Moving into Campus Housing**

Move-in is supervised by the Residence Life staff and is conducted according to a specific schedule of dates and times. When students check in, they will be given a key and a room inventory sheet (to check the condition of their assigned room).

### **Checking/Moving out of Campus Housing**

Residents are expected to vacate their rooms by the day, time, and procedures posted. The move-out deadline is 24 hours after the last final exam is offered. Each resident must check out or move out with an RA by scheduling a check out appointment. The resident is expected to vacate their space at the time of their check out appointment-meaning that all belongings have been removed from the room and that the room has been cleaned. Rooms must be clean and in the same condition as at the beginning of students' occupancy, as indicated in their room condition report submitted on move-in day. Residents should contact the Assistant

Director of Residence Life before the deadline if they need special check-out arrangements. Any extensions to the move-out deadline must be requested by the resident and approved by the Assistant Director of Residence Life *prior* to the move-out extension request deadline.

Residents who, for whatever reason, wish to check out during the semester must contact the Department of Residence Life to process the necessary paperwork. Unless officially released from the Housing and Meal Plan Agreements, students will be held responsible for the full amount of their room and board charges.

Failure to follow these steps may result in the assessment of fees for cleaning, key replacement, and improper check-out. Students withdrawing from Texas A&M University - Texarkana will be given 48 hours' notice to check out of the hall. Students should contact the Department of Residence Life immediately after withdrawing to coordinate the checkout process.

### **Housing Application Fee**

A one-time application fee of \$100.00 must accompany the student's Housing Application. This is a non-refundable fee.

### **Occupancy**

Students may occupy their rooms according to the schedule published by the Department of Residence Life. No student will be allowed to occupy their room in advance of the official opening of Bringle Lake Village or between semesters/sessions unless arrangements are made with the Department of Residence Life ahead of time. There may be a charge for such accommodation when it is available.

### **Reassignment**

The Department of Residence Life reserves the right to assign a student to a room in which a vacant space is available. The right is also reserved to assign or reassign rooms in any way that will best utilize the facilities available. For this purpose, or for other reasonable cause, the Department of Residence Life may change room assignments or require a student to move to different accommodations. Students will be given two days, or 48 hours, notice to move. No room change requests will be processed in the first two weeks of each semester.

### **Room Changes**

Students have the option to change rooms after the 2<sup>nd</sup> week of school and only when approved by the Assistant Director of Residence Life. Residents must request a room change through the Assistant Director of Residence Life prior to moving. Non-approved room changes, or unfinished room changes may result in a disciplinary sanction and/or fine.

### **Acceptable Use for Network Connections in Campus Housing**

Texas A&M University-Texarkana students are responsible for the use of their computers and network connections within Bringle Lake Village. Students are responsible for any misuse of the computer network system. The student must adhere to all Texas A&M University-Texarkana Rules and Regulations when using the network system.

# **Fines and Disciplinary Sanctions**

## **Sanctions**

Sanctions for violation of this housing policy are based on the nature of the violation, the impact on the community, and the resident's previous conduct history. The Assistant Director of Residence Life and/or Assistant Vice President of Student Affairs are responsible for assigning sanctions. Failure to abide by or complete an assigned sanction may result in additional sanctions. Sanctions available to address violations of the housing policy include:

### **Warning**

A verbal or written notice to a resident that they have violated housing policy and must refrain from future violations.

### **Loss of Privileges**

A temporary or permanent loss of housing privileges.

### **Educational Sanctions**

An assignment designed to educate a resident about the potential impact of misconduct and to prevent recurrence.

### **Community Service Hours**

In an effort to assist students in an educational path after misconduct, students are offered community service hours, in the place of a monetary fine.

### **Fines**

Fines may be imposed and approximations for said fines are listed below.

### **Restitution for Damages**

A resident may be charged the cost of materials and labor required to repair damages related to misconduct.

### **Disciplinary Change of Assignment**

A resident may be transferred to a different room, different wing, different floor, or different residence hall within campus housing.

### **Disciplinary Termination of Housing Agreement**

A resident may be temporarily or permanently removed from on campus housing.

# Fines and Fees

## Rules and Regulation Fines

Please remember that these are all approximations and that Texas A&M University - Texarkana has moved to community service hours before fines.

### Candles and Incense

Use or ownership of candles/incenses may result in a sanction and/or a fine of up to \$50 for the first offense, a sanction and/or a \$50 fine for the second offense, and any offense after the second shall be subject to more severe disciplinary action.

### Cleaning

Failure to clean one's room, kitchenette, or bathroom when required will result in a fine up to \$50 per room per person plus the charges assessed by maintenance to clean the room adequately.

### Cohabitation

If a resident is found to be cohabitating with another person, it may result in a fine, or sanction up to and including removal from campus housing.

### Drugs

- Ownership of illegal drug paraphernalia may result in disciplinary sanctions, and/or a fine of up to \$150.
- Ownership of illegal drugs may result in disciplinary sanctions and/or in a fine of up to \$250.
- Use of illegal drugs in the Bringle Lake Village may result in disciplinary sanctions, and/or a fine of up to \$400.

*\*Any of the above violations may result in additional action by UPD or other law enforcement agencies. Any sanctions/fines imposed by law enforcement agencies are in addition to these sanctions and fines outlined by student conduct.*

### Escorting Guests

Leaving guests by themselves, losing sight of them, and/or leaving your guest with someone else may result in conduct sanctions and/or a fine of up to \$50 per offense--guest may be barred from entering BLV, and their host may have guest privileges temporarily revoked.

### Extension Cords / Surge Protectors/Other Power Adapters

- Improper use or possession of restricted devices will result in confiscation of item and may also be subject to conduct sanctions and/or a fine of up to \$25 for the first

offense, \$25 on the second offense, and any offense after shall be \$10 more than the previous offense.

### **Exterior Locking Doors**

The propping of exterior doors, giving access to non-residents who are not checked in at the front desk, and disregard to safety by giving non-residents access to campus housing by any other means may result in conduct sanctions and/or a fine up to \$75 for each offense.

### **Fighting, Threatening, or Acts of Violence**

The threat of violence, fighting, harassment, or any acts of terror may result in conduct sanctions and/or a fine up to \$150. This includes but is not limited to brawling, phone harassment, physical harassment, and intentionally causing harm to others.

*\*Any of the above violations may result in additional action by UPD or other law enforcement agencies. Any sanctions/fines imposed by law enforcement agencies are in addition to these sanctions and fines outlined by student conduct.*

*\*\*Actions subject to adjudication and review through the Civil Rights Compliance process and will be sanctioned according to the sanctioning matrix in University Procedure 08.01.01.H1 Civil Rights Compliance.*

### **Fire Doors**

The propping of fire doors and/or attachment of items to fire doors may result in conduct sanctions and/or a fine up to \$50.

### **Fire Drills**

- Failure to evacuate the building during a fire drill may result in conduct sanctions and/or a fine of up to \$100.
- Obstructing the hallway or stairway may result in conduct sanctions and/or a fine of up to \$125.
- Tampering with fire safety equipment may result in conduct sanctions and/or a fine up to \$150.

### **Firearms, Ammunition, Weapons, Explosives, and Fireworks**

- The possession of items not allowed within campus housing or on campus (see Firearms, Ammunition, Weapons, Explosives, and Fireworks in Residence Life Rules, Regulations, and Information on page 24 for more information) may result in conduct sanctions and/or a fine of up to \$150.
- The threatened use or use of such items may result in conduct sanctions and/or a fine up to \$250.

- Use of swords for anything other than decoration or defense may result in conduct sanctions and/or a fine of up to \$300.

*\*Any of the above violations may result in additional action by UPD or other law enforcement agencies. Any sanctions/fines imposed by law enforcement agencies are in addition to these sanctions and fines outlined by student conduct.*

### **Front Desk**

- Non-Residence Life Staff members who sit behind the front desk may result in conduct sanctions and/or a fine up to \$35.
- Non-Residence Life Staff members who use the computer behind the front desk may result in conduct sanctions and/or fined up to \$75.
- Using the intercom may result in conduct sanctions and/or in a fine up to \$75.

### **Halogen Lamps**

Failure to remove items listed in the Halogen Lamps section of Rules, Regulations, and Information listed on page 26 may result in conduct sanctions and/or in a fine of up to \$50.

### **Keys**

Use of keys that do not belong to you without express permission of the owner may result in conduct sanctions and/or in a fine of up to \$150.

### **Lobby Use**

- Damage to Texas A&M University - Texarkana property may result in conduct sanctions and/or a fine of up to \$50.
- Public indecency may result in conduct sanctions and/or a fine of up to \$250.

### **Offensive Odors**

If a resident refuses to resolve a noted odor issue within 24 hours, the resident may result in conduct sanctions and/or fined \$25 per day if the odor is not dealt with.

### **Painting Rooms**

Residents that paint any portion of their room may result in conduct sanctions and/or fined up to \$75 per room in addition to any billed charged from maintenance to repaint the room.



## **Parking**

Students that park in handicap or reserved spots may result in conduct sanctions and/or fined up to \$20 an hour starting the moment they park in the spot.

*\*Any of the above violations may result in additional action by UPD or other law enforcement agencies. Any sanctions/fines imposed by law enforcement agencies are in addition to these sanctions and fines outlined by student conduct.*

## **Personal Furniture / Items and Clothing**

- Leaving personal furniture, personal belongings, and clothing in one's room after moving out may result in conduct sanctions and/or a fine of up to \$50 per item.
- Leaving personal furniture, personal belongings, and clothing in areas other than one's room may result in conduct sanctions and/or a fine of up to \$50.
- Not wearing appropriate clothes (public indecency may result in conduct sanctions and/or a fine of up to \$250.

## **Pets**

Having a pet that is not a registered ESA or recognized by Texas A&M University - Texarkana as a service animal is not allowed within campus housing may result in conduct sanctions and/or a fine of up to \$50.

*\*Any of the above violations may result in additional action by UPD or other law enforcement agencies. Any sanctions/fines imposed by law enforcement agencies are in addition to these sanctions and fines outlined by student conduct.*

## **Quiet Hours**

Failure to maintain an adequate noise level during quiet hours may result in conduct sanctions and/or a fine up to \$45.

## **Smoke Detectors**

- Unsafe practices that have the potential to create fire hazards may result in conduct sanctions and/or a fine up to \$75.
- Tampering with, removing, or otherwise rendering a smoke detector inoperative may result in conduct sanctions and/or a fine of \$100.

*\*Any of the above violations may result in additional action by UPD or other law enforcement agencies. Any sanctions/fines imposed by law enforcement agencies are in addition to these sanctions and fines outlined by student conduct.*

## **Smoking**

Smoking, vaping, and the use of tobacco are strictly prohibited across the Texas A&M University – Texarkana campus as of January 1, 2020.

- Leaving cigarettes around the Residence Hall and not in the trash may result in conduct sanctions and/or a fine of up to \$75.
- Smoking in the Residence Hall may result in conduct sanctions and/or a fine of \$100.
- Possession of smoking paraphernalia for drugs may result in conduct sanctions and/or a fine up to \$150.

*\*Any of the above violations may result in additional action by UPD or other law enforcement agencies. Any sanctions/fines imposed by law enforcement agencies are in addition to these sanctions and fines outlined by student conduct.*

## **Sprinkler Systems**

Tampering or hanging something on any portion of the sprinkler system in any way will result in a fine up to \$500.

*\*Any of the above violations may result in additional action by UPD or other law enforcement agencies. Any sanctions/fines imposed by law enforcement agencies are in addition to these sanctions and fines outlined by student conduct.*

## **Trash**

Failure to properly dispose of trash, i.e. leaving trash in the hallway or on trash bins, may result in conduct sanctions and/or a fine of \$25 per bag.

## **Vending, laundry, and drying machines**

Tampering with or breaking any machine, whether it be vending, washing, drying, or any other machine supplied to the students for use may result conduct sanctions and/or a fine up to \$100 per device.

## **Visitation**

Leaving guests by themselves, losing sight of them, and/or leaving your guest with someone else will result in a fine up to \$50 per offense. The guest may be temporarily barred from entering BLV and the host may temporarily lose guest privileges.

## **Misc.**

Breaking any other Rule, Regulation, Policy, or Procedure can result in a fine up to \$200 at the discretion of the Assistant Director of Residence Life and Assistant Vice President of Student Affairs.

## **Common Area Policy and Procedure Fines**

### **Courtyard**

Failure to comply with Courtyard Rules and Procedures may result in a fine of up to \$150.

### **Kitchen**

Failure to comply with Kitchen Rules and Procedures may result in a fine of up to \$150.

### **Laundry Room**

Failure to comply with Laundry Room Rules and Procedures may result in a fine of up to \$150.

### **Pool**

Failure to comply with Pool Rules and Procedures may result in a fine of up to \$150.

## **Fees**

### **Application Fee**

First Year Students must submit a \$100 application fee to reserve a room within Bringle Lake Village before their first semester. Returning Bringle Lake Village residents, who fail to reapply for housing within the appropriate time frame, may need to pay an additional \$100 to reapply.

### **Keys**

- \$5 — Lost key off-campus
- \$25 — Failure to return key at check-out
- \$75 — Lost key on-campus (requires door lock replacement)
  - If a door lock replacement is required, it will be an additional \$120 + lost key fee (\$75)
- \$25 — Lost Student ID card

### **Parking Pass**

A parking pass can be bought from the Business Office in the Building for Academic & Student Success for \$30.

# Troubleshooting Guide

## **Difficult Personal Situation**

Contact a Bringle Lake Village staff member or Counseling Services at (903) 223-3186 (Available from 8 a.m. to 5 p.m.)

## **Fire**

Pull the nearest fire alarm and evacuate Bringle Lake Village through the nearest building exit.

## **Housing Cancellation**

Contact the Assistant Director of Residence Life.

## **Intramural Information**

Contact the Patterson Recreational Center at (903) 334-6767.

## **Internet**

Contact IT for help with the internet and the Eagle Secure or BLV Games networks.

## **Locked Out of Your Room**

See the Front Desk Assistant or call the Resident Assistant On-Call.

## **Lost Key**

Contact the Assistant Director of Residence Life.

## **Micro Fridge Units and Microwaves**

Contact your Resident Assistant or the Assistant Director of Residence Life.

## **Pest Control**

These items are traditionally a simple work order which can be completed at the front desk.

## **Room Changes**

Contact the Assistant Director of Residence Life.

## **Room Maintenance**

Fill out a work order at the front desk of Bringle Lake Village.

**Roommate Conflicts**

Talk to your roommate if the conflict remains unsolved ask your Resident Assistant to assist.

**Sexual Assault/Rape**

If a student becomes aware or suspects a sexual assault has occurred to a Texas A&M University-Texarkana student, on or off campus, said student is required to report it to a Bringle Lake Village staff member, Student Life Staff member, or Campus Title IX Coordinator.

**Student Escort**

If a student feels uncomfortable walking alone at night, they should call (903) 334-6611 to request an escort from a UPD officer.

**Theft**

Contact your Resident Assistant and UPD at (903) 334-6611.

## Roommate Agreement

Communication is the most important factor in building a good roommate relationship. Many roommates assume they know how each other feels and do not discuss issues like the use of personal belongings. These assumptions are not always correct and can lead to conflict. The Roommate Agreement is meant to help begin the process of discussing issues that have been found to be sources of conflict. Once a potential conflict is identified, it can be resolved through compromise before a major problem arises. Resident Assistants are always a resource, but they will often ask what the roommate agreement says!

A few things to begin asking your roommate(s) as you work through the agreement are:

- Have you ever shared a room before?
- What are some of your hobbies?
- What kind of food do you eat?
- What is your favorite snack?
- What is your favorite drink?
- Do you like to have people over in the room?
- Do you have any allergies?

It is important that students get to know a few things about their roommate(s) since they will most likely be seeing them every day, if not a few times a week. We ask that students try to keep their roommate(s) in mind while living at Bingle Lake Village.

Resident Assistants will be delivering blank Roommate Agreement forms to each room over. Please take the time to complete this form and return it before the twelfth-class day.

## **Publication Notice**

This Residence Hall handbook is a publication of the Residence Life Department of Texas A&M University - Texarkana. The housing guide provides students with general information about campus living.

The rules, regulations, fines, and fees in this handbook are subject to change without prior notice. The provisions of this handbook do not constitute a contract, expressed or implied, between any applicant, student, staff or faculty member, or any other person and Texas A&M University - Texarkana.