

TRIO Programs:
Serving Students Since 1965

Our nation has asserted a commitment to providing educational opportunity for all Americans regardless of race, ethnic background or economic circumstance.

In support of this commitment, Congress established a series of programs to help low income Americans enter college, graduate and move on to participate more fully in America's economic and social life.

These programs are funded under title IV of the Higher Education Act of 1965 and are referred as TRIO Programs (initially just three programs). While student financial aid programs help students overcome financial barriers to higher education, TRIO Programs help students overcome class, social and cultural barriers.

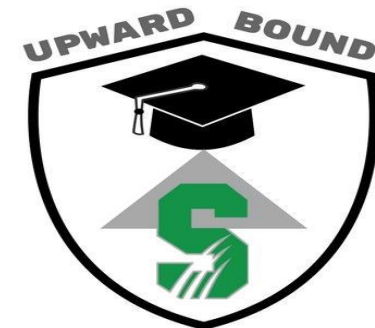
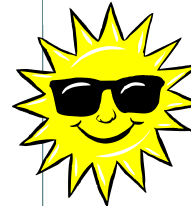


*The Upward Bound program at Salem University is funded by the US
Department of Education at \$484,000 per year.*

UPWARD BOUND



SUMMER HANDBOOK 2021



UPWARD BOUND PROGRAM
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WELCOME TO THE 2021 SUMMER SESSION!!!

The UB staff want to welcome you to our 2021 Summer Session. We hope that your summer will be a memorable and productive one.

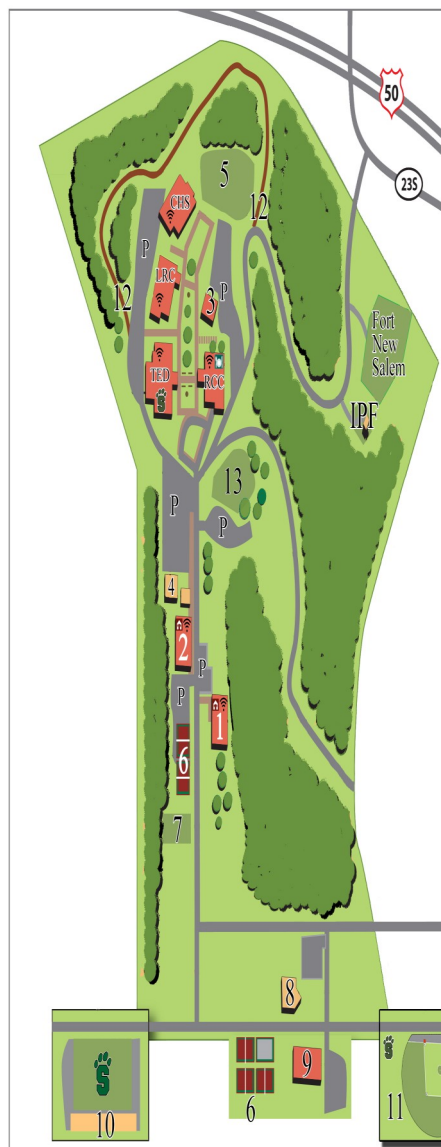
Whether you are here for the first or second time, we want to make sure that you enjoy yourself and take advantage of all the learning experiences in and out of the classroom.

Remember that the UB staff are here to serve you and to help you succeed, so please do not hesitate to let us know how we can assist you in making the most of this opportunity.

HAVE A WONDERFUL SUMMER!!!

IMPORTANT DATES

- June 18 Stipends—See Schedule, Page 7
- June 20 Check Into dorms for rising So.'s and Jr.'s
- June 25 Stipends—See Schedule, Page 7
- July 2 Check Out of dorms for rising So.'s and Jr.'s
- July 2 Stipends—See Schedule, Page 7
- July 5 Check Into dorms for rising Seniors
- July 9 Stipends—See Schedule, Page 7
- July 16 Check Out for rising Seniors
- July 16 Stipends—See Schedule, Page 7
- July 23 Virtual Closing/Award Dinner—Zoom
- July 23 Stipends—See Schedule, Page 7



SALEM UNIVERSITY

CHS - Carlson Hall of Science
 LRC - Benedum Learning Resource Center
Nursing Suite
Library
 RCC - Randolph Campus Center
Admissions Book Store
Registrar Student Help Center
Financial Aid Tigers Den
Cafeteria
 TED - T. Edward Davis Building
Athletics Administration
SIU Pool
T. Edward Davis Gymnasium
 The Pitt - Recreation Area
 IPF - Indoor Practice Facility
 1 - Montgomery Hall
 2 - Hoffheimer Hall
 3 - Brewster All-Faiths Chapel
 4 - Maintenance Shop / Physical Plant
 5 - Intramural Field
 6 - Tennis Courts
 7 - Basketball Court
 8 - Randolph House
 9 - Erickson Alumni Center
 10 - Catalano Stadium (Soccer)
Located 2 Miles West On Main Street
 11 - Hope Field (Softball)
Located 2 Miles East On Main Street
 12 - Fitness Trail
 13 - Ehret Outdoor Theater

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DAILY SCHEDULE	
7:30-8:15 AM	Breakfast
8:30-12:00 Noon	Classes
12:00-12:55 PM	Lunch
1:00-4:00 PM	Classes
3:00-4:00 PM (M/W)	Recreation
4:00-4:45 PM	Dinner
4:45-5:15 PM	SA Group Meeting
5:15-6:45 PM	Skills strengthening
6:45-7:45 PM	Homework Time (Free time if schedule allows)
8:00-10:00 PM	Evening Activity
10:00-11:00 PM	Free Time/ Snack (as schedule allows)
11:00 PM	In Room
11:15 PM	Room Check
11:30 PM	Lights Out

WHAT TO BRING

These are suggestions. Do not purchase or bring items simply because they are listed below.

The residence hall has a laundry room. Quarters are needed to operate the machines. Detergent is not available.

You must bring your own sheets, towels, pillows and pillowcases. These will not be provided. Sheets should fit a twin size bed.

Alarm clock	Shampoo
Backpack	Shirts/blouses
Blanket	Shorts
Books	Shower shoes
Cell Phone/Charger	Sneakers
Comb & brush	Soap
Deodorant	Socks/underwaer
Dress up outfit	Stamps
Fan	Sweater/ Jacket
Feminine Hygiene products	
Games	Swimsuit
Hangers	Toothbrush/toothpaste
Jeans	Towels/washcloths
Music	Umbrella
Pajamas	Wastebasket

SERVICES AND FACILITIES

A. Identification Cards

All students receive an Upward Bound identification card to be used for admission to the Dining Hall. It is suggested that you keep it with your keys.

If lost, a duplicate I.D. is to be obtained at the Upward Bound office for a fee of \$2.00. I.D.'s are not to be loaned to other people.

B. Health Service/Emergencies

All accidents, injuries, illnesses, and other emergencies must be reported to the Upward Bound staff immediately. Current Medical History forms are kept in the Upward Bound office and at the residence halls for reference.

Upward Bound subscribes to accident and emergency insurance to assure that students receive needed emergency assistance. This does not apply to illness. Additionally, this insurance does not cover pre-existing and some other conditions. Upward Bound helps the students receive the health attention needed, and parents may be responsible for non-qualifying charges. Every effort will be made to contact parents as soon as possible in case of illness or emergency. Please notify us of any changes in address, phone number or contact information.



C. COVID-19 PROTOCOL:

The following procedures will outline the steps taken to provide for the safety and well-being of our students while on Salem University's campus:

1. Masks are to be worn at all times in buildings and on campus, except for the student's room.
2. Social distancing is to occur at all times inside all buildings and outside when necessary.
3. The use of hand sanitizer is encouraged throughout the day and can be found in all buildings.
4. A touchless thermometer will be utilized morning and night with students and staff.
5. If Rapid COVID-19 tests are purchased, students will be required to take a test each time returning from weekend visit or when they demonstrate symptoms.
6. If COVID-19 is suspected or determined, students will be sent home immediately and encouraged to quarantine.

D. Bookstore

Required books and class supplies are provided by Upward Bound.

E. Dining Hall

Located on the second floor, RCC, the dining hall provides breakfast (7:30-8:15 AM), lunch (12:00-12:55 PM), dinner (4:00-4:45 PM), and often an evening snack (10:00-10:30 PM*).

**varying times & location depending on evening activity*

Students must attend and sign in at every meal, unless excused by Upward Bound staff.

Consequences for Level 3 Violations:

- The student will meet with the Upward Bound Staff (i.e.: Program Counselor, Curriculum Coordinator, and /or Director).
- Upward Bound staff will contact the parents of all students involved, and the student/s will be subject to immediate suspension or expulsion.
- Upward Bound Staff will determine any further consequences.
- Student/s may also be subject to legal ramifications.

PLEASE REVIEW ALL
VIOLATIONS/CONSEQUENCES
OUTLINED IN THIS HANDBOOK.

IT WILL HELP YOU BE BETTER
PREPARED FOR A SUCCESSFUL
SUMMER WITH UPWARD
BOUND.



LEVEL 3 VIOLATIONS: Illegal, Dangerous/Risky Activities

Use or possession of alcohol, drugs, and/or any controlled substance without medical, prescription and/or without physician's or Counselors supervision. ALCOHOL, DRUGS, AND CONTROLLED SUBSTANCES WILL NOT BE PERMITTED OR TOLERATED at Upward Bound!

Student is involved in sexual activity.

Student is caught outside of their dorm after lights out.

Student is outside of acceptable campus/town boundaries (see page 13 for Boundary Definition).

Theft; Possession of stolen property.

Student has weapons and/or firearms in his/her possession or in his/her room at any time.

Student is involved in making a bomb threat.

Student is involved in physical or sexual assault, sexual harassment, or making a personal threat of bodily harm.

Student is caught setting off fireworks and/or firecrackers.

Setting or fueling a fire.

False reporting or neglect of level 3 violations of other students, of emergency, fire, bomb threat, etc.

3 or more Write Ups for Level 1 and/or Level 2 violations.

F. Stipends: On-campus

Stipends, for students on campus, of \$100.00 per week will be distributed according to the following schedule:

Friday,	June 25	Rising So./Jr's, after lunch	\$100	Cafeteria
Friday,	July 2	Rising So./Jr's, after lunch	\$175	Cafeteria
Friday,	July 9	Rising Seniors, after lunch	\$100	Cafeteria
Friday,	July 16	Rising Seniors, after lunch	\$175	Cafeteria

****Stipends will be reduced for absences per day.** (A class day consists of AM classes 8:30 am to 12:00 pm) The stipend will be reduced \$20.00 per day.

G. Stipends: Virtual

Stipends, for students participating virtually from home, of \$175.00 (\$100 for academic and job shadowing completion and \$75.00 for food allotment) per week will be distributed according to the following schedule:

Friday,	June 18	Rising Seniors in their community	\$75	
Friday,	June 25	Rising Seniors in their community	\$175	
Friday,	July 2	Rising Seniors in their community	\$100	
Friday,	July 9	Rising So./Jr's in their community	\$175	
Friday,	July 16	Rising So./Jr's in their community	\$175	
Friday,	July 23	Rising So./Jr's and Seniors in their community	\$100	

STUDENT RIGHTS/RESPONSIBILITIES

A. Student Rights

Students are entitled to certain rights while involved with Upward Bound. These include, but are not limited to, the right to utilize the services provided by Upward Bound and the facilities provided by Salem University, the right to be treated with respect, and the right to live in a safe and healthy environment.



B. Summer Assistants

Summer assistants are college students that have started at least their sophomore year. They undergo extensive training in order to prepare for their duties during the Summer Session. Each student is assigned a summer assistant (SA), who will act as a resident advisor and help the student with any information or problems that arise. SA's also provide and assist with recreation, program activities and dropping off stipends and checking on our virtual students. An SA group will consist of approximately 8 students.

C. Contracts

All Upward Bound students will sign contractual agreements with the program staff in the following areas: (1) Academic and (2) Social. The student is expected to live by the conditions of the contracts and by the rules and regulations set forth in this Handbook. The Upward Bound staff will guarantee procedural fairness to students in disciplinary situations.

D. Contract Violations

Any violation of regulations will be handled in the following manner:

- 1) Academic - Problems which arise in the classroom will initially be dealt with by the faculty member in charge of the class. The student and the teacher will discuss the situation and attempt to reach a mutually satisfactory solution. If this does not happen, the situation will be brought before the curriculum coordinator. If necessary, the matter will be sent to the director for resolution. Some issues are addressed specifically in the section: Violations/Consequences. Based on our mission that academic success is the goal of every student, it is expected that students will attend EVERY class EVERY day.



Student does not sign out with Duty SA when leaving dorm during free time.

- **1st time** - Conference with SA and/or SC. Loss of first 1 hour of free time.
- **2nd time** - Write Up. Conference with SC and/or Counselor. Student will lose free time for 2 days.
- **Any further offense** - Conference with Staff to determine consequences.

Student allows guests at the dorm (*This includes Bridge students*).

- **1st time** - Write Up. Conference with SA and/or SC. Student will lose free time for the next day.
- **Any further offense** - Conference with Staff to determine consequences.

Trespassing, unauthorized entry.

- **1st time** - Write Up. Conference with SA and/or SC. Student will lose free time for the next day.
- **Any further offense** - Conference with Staff to determine consequences.



Student intentionally sets off the dorm alarm system.

- **1st time** - Conference with SA and/or SC. Student may lose free time for the next day.
- **2nd time** - Write Up. Conference with SC and/or Counselor. Student will lose free time for 2 days.
- **Any further offense** - Conference with Staff to determine consequences.



LEVEL 2 VIOLATIONS: Smoking, Safety and Property Concerns.

Student is found smoking, using tobacco products or electronic/vapor devices in any building or on grounds.

- **1st time** - Write Up. Student will be asked by a staff person to put the cigarette out. Student will be required to have a conference with the UB Staff. Minimum loss of one (1) day of free time.
- **Any further offense** – Conference with Staff to determine consequences.

Student is found burning objects (incense, candles, and misc.) in dorm, dorm rooms, or in lounge.

- **1st time** - Write Up. Student will be asked by a staff person to extinguish flame. Student will be required to have a conference with the UB Staff. Minimum loss of one (1) hour of free time.
- **Any further offense** – Conference with Staff to determine consequences.



Intentional damage to room or any campus property by student or student's guests.

- Write Up. Possible review to include Judicial Board.
- Parents may be notified and the damages will be repaired at the student's expense.
- Student may be required to assist in restoring damaged property.
- If occurs 2nd time, Student meets with Program Director to determine further consequences.



Student is caught throwing an object/s from a window.

- **1st time** - Conference with SA and/or SC. Loss of first 1 hour of free time.
- **2nd time** - Write Up. Conference with SC and/or Counselor. Student will lose free time for 2 days.
- **Any further offense** –Conference with Staff to determine consequences.

2) **Social** - The degree of severity of various violations of the social contract range from very minor to very major. Most violations will be dealt with by the assigned summer assistant and the summer counselor. If the problem cannot be resolved at that level or is a major infraction of policy, the problem will be handled by the program counselor and/or the student judicial board. If necessary, the matter will be sent to the director for further examination. Some issues are addressed specifically in the section: Violations/Consequences (page 18).

The Upward Bound staff have the responsibility to maintain a safe and productive environment through discipline and order. The Upward Bound staff will impose appropriate consequences for disciplinary situations. Depending on the severity of the offense, sanctions may include but are not limited to: loss of free time, warnings, contracts, loss of the trip, suspension, and /or permanent expulsion.

ATTENDANCE



A. Illness

The following procedures will apply in case of illness:

1. Daily attendance reports will be given to the curriculum coordinator.
2. Students who feel they are unable to attend class due to illness must report to a summer assistant or to the summer counselor before 7:45 AM or before the class they are going to miss.
3. A summer assistant or the summer counselor will escort students to seek medical services and also contact the office with information on any excused absences.

4. When a student is excused from class due to illness, the student is expected to return to the residence hall with an Upward Bound staff member and remain in his/her room until they feel they can return to class.
5. Students excused from classes are expected to report to lunch/dinner in the dining hall, if possible.
6. Students absent from morning classes will not be allowed to report to their scheduled classes or work positions for the afternoon. Parents may be contacted to pick the student up and return home until illness has improved enough to return.
7. If a student is absent from a class and has not made arrangements to be excused, a conference with the Upward Bound staff will be arranged.

B. Absenteeism

Students performing below minimum standards set by faculty will fail to earn points toward the group of the week. A pattern of low performance will lead the student to meet with the curriculum coordinator, the director, and faculty to discuss any problems or barriers to success and a plan of correction. Students accumulating unexcused absences, tardiness or failing to meet standards will also be required to meet with the staff to review their problems, seek solutions, and define consequences. We believe maximum attendance during the summer program is important because of the full range of services available to the students. Since we are doing a blend of virtual learning and on-campus learning, there will be a financial penalty for missing academic core class of \$20.00 per day which will come out of the student's participation stipend.



Student has light on after lights out time.

- **1st and 2nd time** – SA** will instruct student to turn out light. Shared at meeting, SC* keeps record.
- **3rd time** – Write Up. Student will lose the first 30 minutes of free time the following night, at bed time.
- **Any further offense** – Conference with Staff to determine consequences.

Student is late for evening activity.

- **1st time** - Student will have a conference with SA** staff to tell them the reason for being late and will receive a verbal warning.
- **2nd time** – Write Up. Student will lose first 1 hour of free time and will have conference with SC*.
- **Any further offense** – Student will lose at least one hour of free time, and/or if the behavior persists, the student will be required to have a conference with UB Staff to determine consequences.

Student fails to show up for meals.

- **1st time** - Student will have a conference with SA** staff to tell them the reason for missing the meal and will receive a verbal warning.
- **2nd time** – Write Up. Student will lose first 1 hour of free time and will have conference with SC*.
- **Any further offense** – Conference with Staff to determine consequences.

Student arrives late from free time.

- **1st time** - Student will have a conference with SA** staff to tell them the reason for arriving late and will receive a verbal warning.
- **2nd time** - Write up. Student will lose first 1 hour of free time and will have conference with SC*.
- **Any further offense** – Conference with Staff to determine consequences.

Students are involved in public displays of affection (anything other than holding hands or *friendly hugging*).

- **1st and 2nd time** - Students will be asked by a staff person to stop. If the students refuse, they will lose their first 30 minutes of free time.
- **3rd time** – Write Up. Student will lose first 30 minutes of free time and will have conference with SC*.
- **Any further offense** – Conference with Staff to determine consequences.

VIOLATIONS AND CONSEQUENCES

- Upward Bound Staff and /or Judicial Board will determine consequences for any violations that are not covered by the following regulations.
- Upward Bound Staff and/ or Judicial Board reserve the right to determine additional consequences for all violations based on information obtained while investigating the conditions under which the violation(s) occurred.

LEVEL 1 VIOLATIONS: Noise, PDA's, Lights Out and Being Late

*SC=summer counselor

**SA= summer assistant

Student is making noise, playing radio, TV, stereo, etc. loud enough that at least one person complains .

- **1st and 2nd time** – SA** will instruct student to lower the volume. Shared at meeting. SC* keeps record.
- **3rd time** – Write Up. Student will lose the first 30 minutes of free time the following night.
- **Any further offense** –Conference with Staff to determine consequences.

Student is making noise, talking during or disrupting Skills Strengthening activities or quiet time.

- **1st and 2nd time** – SA** will instruct student to be quiet. Shared at meeting. SC* keeps record.
- **3rd time** – Write Up. Student will lose the first 30 minutes of free time the following night.
- **Any further offense** –Conference with Staff to determine consequences.

Student does not follow the COVID-19 protocol, page 6.

- **1st and 2nd time** – SA** will instruct student as to what protocol they are not adhering to. Shared at meeting. SC* keeps record.
- **3rd time** – Write Up. Student will lose the first 30 minutes of free time the following night.
- **Any further offense** –Conference with Staff to determine consequences.

REGULATIONS

To provide a setting conducive to enjoyable living and educational achievement, the following regulations are enforced on the campus and in the residence hall.

A. **STUDENT HOUSING** - Upward Bound students will live in assigned university housing during the summer program. Upward Bound female students and male students are assigned separate floors and visitation between the two is not allowed. A centrally located lounge is made available at assigned times for supervised meeting places. All other student housing on campus is off-limits. No room changes or roommates can be made without the approval of the Upward Bound office.

1. **Care of Rooms** - Students are responsible for the care of their assigned room. It is expected that rooms will be kept reasonably clean and neat. Although students are encouraged to decorate their rooms, no permanent changes (painting, nails, etc.) can be made. Each room will be inspected for damages by a member of the Upward Bound staff and the student at check-in and checkout times. All room damages that are not the result of ordinary wear will be repaired at the student's expense. When leaving the rooms, the students are required to close all windows and lock all doors.

Upward Bound is not responsible for damage to or theft of a student's personal belongings.



2. Quiet Hours - It is expected that students will respect their fellow students. Quiet hours will exist in the residence hall between 11:00 PM and 6:30 AM. Students are to remain in their assigned room from 11:00 PM to 6:30 AM. Lights must be out at 11:30 PM (See Violations/Consequences on page 18).
3. Residence Hall "Room Check" - Evening "room check" by summer assistants is fifteen (15) minutes after in-room time begins, unless otherwise stated. Everyone is required to sleep in his or her own room. Any exception to this rule must be approved by the summer assistants involved and the summer counselor. Morning classes require alert and wide-awake students! Therefore, students who are disruptive after "lights out" or are out of the residence hall after hours will be subject to disciplinary actions as appropriate. (See Violations/Consequences on page 18).
4. Pets - Pets are prohibited in the residence halls.
5. Trash - Students are responsible for disposing of room trash in the appropriate trash storage area.
6. Appliances - In general, large appliances and too many appliances are discouraged. "Hotplates" or other appliances with exposed heating elements are not permitted. Cooking in the rooms is not permitted. Extension cords or multiple outlets must be approved by the Salem University physical plant staff.
7. Authorized Room Entry - The Upward Bound Program and the University reserve the right for authorized personnel to enter students' rooms when circumstances indicate that emergency conditions exist.
8. Keys - Each student will receive a key to his/her room. There will be a \$50.00 charge to the student for each key lost or not returned.

HANDLING OF INCIDENTS

Violations of the social contract will be enforced and recorded by the summer assistants, summer counselor and any faculty/staff. A minor incident report (MIR) will be completed for each minor violation. Any Upward Bound staff member can issue a MIR. If a student accumulates three (3) MIR's, a conference will be held with their SA, the summer counselor and the program counselor to discuss the consequences. Additional incidents will be reason for another conference with their SA and the Upward Bound staff. At this conference, the director will be included and will act as the final arbiter. (See pages 18-23)

Incident reports for major violations of the social contract will be completed by the summer assistant and given to the summer counselor. Immediate action will be taken. Major violations are discussed in the Student Handbook under E, 1-12, Safety and Social Concerns, and on page 22, level 3 violations. These rules and regulations are designed to ensure a harmonious group living environment. Voluntary compliance by all Upward Bound participants will result in a happy and productive summer experience for all. Some incidents may be referred to the Judicial Board made up of student peers. The student's parents will be notified of any major violations and in cases of repeated minor violations.

DUE PROCESS

Anyone accused of a violation will have the opportunity to appeal any accusations or consequences. All judicial procedures and appeals will be handled in a timely manner.



9. Theft— Other people's property are to be respected at all times. Students involved in attempted or actual theft of property while participating in Upward Bound will be subject to immediate suspension or expulsion.

10. Alcohol – NO Alcoholic beverages are to be used by Upward Bound students. Use and/or misconduct resulting from use of alcohol will constitute reason for disciplinary action by Upward Bound. Students involved in the use or possession of alcoholic beverages will be subject to immediate suspension or expulsion.

11. Drugs – Prescription and over-the-counter medications will be collected and managed by the summer counselor. Use of controlled substances without medical prescription and without physician's supervision is prohibited. Use, possession, or the distribution of any drug or controlled substance is subject to federal and state prosecution as well as immediate suspension or expulsion.

12. Sex - All sexual activity is prohibited while participating in Upward Bound activities and is a direct violation of the purpose and goals of Upward Bound and of the social contract between students and the Upward Bound Program. Public display of affection is inappropriate with our mission and will be grounds for disciplinary action. Romantic relationships between Upward Bound students and Salem University students or summer assistants are strictly forbidden. Violations of this category are subject to immediate suspension or expulsion.

All violations that may result in suspension will be followed up by negotiations and counseling for re-admission.



B. DRESS CODE – Students are expected to conform to standards of dress consistent with high school dress codes. Upward Bound staff discretion will be the determining factor when differences of opinion occur.

C. VISITATION POLICY - Parents and immediate family members are permitted to visit at the residence hall. Visits should occur during students' free time and be arranged previously with Upward Bound staff whenever possible. University policy does not allow visitors to stay overnight in the residence hall. Parents should notify the office or residence staff when on campus. Parents must also inform staff when taking their student off-campus: between 8:00 AM and 5:00 PM; students must be picked up and dropped off at the Upward Bound office. After 5:00 PM, students must be picked up or dropped off according to staff instructions. Please call ahead of time for instructions on picking up or dropping off your student.

D. LEAVING CAMPUS

1. Campus Limits - During free time at 6:45 PM–7:45 PM, students can leave campus limits; all students must sign out with the staff on duty. The campus boundaries extend from the Administration Building at the foot of University Drive to Carlson Hall at the top of the Valley of Learning (see map on page 26). This is the only time students can leave campus. Students may visit established businesses in downtown Salem during approved free times. Students are not to go home or get into anyone's vehicle without prior approval of Upward Bound staff. All student housing other than the assigned for Upward Bound are off limits.

2. Off-Campus Absence - A student must seek approval from the Upward Bound office any time he/she wishes to leave campus. If

transportation is to be provided by someone other than their parent or guardian, written permission from that parent or guardian must be on file in the Upward Bound office before the student may leave campus. Prior approval must be given for a student planning to be off-campus for an extended period.

3. Motor Vehicles - Students are not permitted to ride in any motor vehicle other than with a staff member. If a student must bring his/her own car to campus, it should be used only for transporting that student home on weekends or for employment. Special exceptions must be authorized by parents and Upward Bound staff must be notified in advance. The vehicle keys are to be turned in to the Upward Bound office or given to the Summer Counselor and will be returned only when authorized for use by a parent's written permission. Staff may also verify permission by telephoning parents.

4. Weekend Status - Students must sign out with a staff member before leaving for the weekend. Students are not to return to the residence hall before Sunday night check-in, 8:00 PM, because Upward Bound staff are not on-duty during weekends. Visiting the Upward Bound housing on weekends is considered trespassing. A student returning to any area of campus after check out Friday will be subject to university policy regarding the general community's use of facilities. Students must sign in when returning Sunday night.

E. SAFETY AND SOCIAL CONCERNS

1. Smoking/Tobacco— Salem University attempts to maintain a "smoke-free campus." Smoking/chewing is prohibited in ALL buildings, property and University vehicles. This includes electronic/vapor smoking devices.

2. Fire Equipment - Tampering with the fire equipment and the sounding of false alarms are prohibited by state law and by the University. Disciplinary action will be taken by the appropriate agency.



3. Vandalism - Damage to or destruction of property is wasteful and disrespectful. Students will be held financially liable for any damage for which they are responsible. Students and their peers may be assessed for damages when no one is identified as responsible for damages in a community area. Additional consequences may be imposed.

4. Firecrackers and Fireworks - The use of any type of firecrackers and/or fireworks is prohibited. Students involved in setting off firecrackers and/or fireworks will be subject to immediate suspension or expulsion.

5. Weapons and Firearms - No student is permitted to keep weapons or firearms on his/her person or in his/her room at any time. Students in possession of firearms or weapons will be subject to immediate suspension or expulsion.

6. Bomb Threats - A student involved in false information concerning a bomb will be subject to immediate suspension or expulsion, state prosecution, and Salem University disciplinary action in any case where University buildings or facilities are involved.

7. Personal Threats/Assaults - It is expected that any personal differences will be handled in a mature fashion. The staff are available to mediate any disputes. Any student involved in any form of violence or threatened violence against a student or staff member will be subject to immediate suspension or expulsion.

8. Throwing Objects from Windows - Throwing objects out of windows is physically dangerous to individuals and their property and is damaging to the environment. Throwing anything out of room windows is therefore prohibited. There will also be a fine for damaged screens.

