

## Student Life

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California Lutheran University provides a stimulating environment in which students learn and live as part of a community of scholars. Opportunities for individual growth are enhanced by campus involvement. CLU offers a broad range of opportunities for students to pursue individual interests as well as dedicate themselves in service to others.

Within CLU's community there are opportunities for cultural, social, recreational, worship and service-oriented activities. Support services are also available to ensure students receive the assistance needed to have a successful and enriching experience. At CLU, each student is expected to contribute to the common good, promote the welfare of the institution and strengthen the University's academic and spiritual life.

### Campus Involvement

At CLU, participation in co-curricular activities is encouraged as a way to enrich students' overall learning experiences. During this time of exploration and growth, there are a variety of involvement opportunities, clubs and activities for students to remain active in their established areas of interest or pursue new interests.

### Theatre Arts

CLU students have ample opportunity to be involved in theatre arts productions both as spectators and participants. The Theatre Arts Department annually stages several productions including Main Stage Theatre, Black Box Theatre Series, and film and video productions.

The Kingsmen Shakespeare Festival, held annually on the CLU campus, provides students with professional theatre intern opportunities. CLU's theatre faculty are working professionals who help students connect with the theatre and film industry.

### Fine Arts

Student artists will want to join CLU's Art Department faculty on field study trips to art exhibitions and museums. Students may also assist in preparing campus art exhibitions. Each spring, the Art Department sponsors a senior art exhibit to highlight student work. In addition to the Thousand Oaks Civic Arts Plaza, major museums, galleries and theaters are located in nearby Santa Barbara and Los Angeles counties.

### Honor Societies

Honorary societies with active campus chapters include Alpha Mu Gamma (Foreign Language), Alpha Phi Sigma (Criminal Justice), Omicron Delta Kappa (Leadership), Pi Sigma Alpha (Political Science), Sigma Beta Delta (Business), Sigma Delta Pi (Spanish), Sigma Tau Delta (English) and Zeta Chi (Pi Delta Phi - French).

### Journalistic and Literary Interests

Student writers are encouraged to submit their work to CLU's literary magazine, *Morning Glory*; the weekly student newspaper, *The Echo*; and multicultural journal, *The Word*. Courses to hone writing skills are offered through the English and Communication departments.

### Music

CLU's Music Department offers vocalists and instrumentalists a variety of ensembles in which to participate including the University Choir (touring group), the Women's Chorale, the University Symphony, Wind Ensemble and Jazz Improvisational Band as well as other instrumental and vocal chamber ensembles. Musical stage productions give students further opportunity for musical expression.

### Social Activities

Leadership events, Midnight Madness, and Commuter Lunches are examples of events and programs sponsored by the Office of Student Leadership and Programs. Additionally, the Programs Board of the Associated Students of California Lutheran University (ASCLU) organizes Club Lu and a wide variety of events throughout the year. Both the Office of Student Leadership and Programs and the ASCLU offices are currently housed in the modular offices located between the Swenson Center and F Building.

### Community Service Center

The Community Service Center serves to engage students in sustainable service outside the classroom; to develop active citizens that will be knowledgeable of the difference an individual can make within their community. We strive to create a student body committed to lifelong service and justice in a global society. In keeping with CLU's mission to educate leaders committed to service and justice, we create service opportunities that match community needs and student interests.

The CSC connects individuals and groups to volunteer opportunities relating to their interests. Whether you're an experienced volunteer or want to get involved for the first time, we have a variety of ways for you to explore service. Join us! Please visit our website at [www.callutheran.edu/csc](http://www.callutheran.edu/csc)

## Wellness Programs

An office dedicated to providing programming and educational opportunities for the CLU community regarding health and wellness topics. As advocates for healthy living, the staff makes tools and information available to help students receive the facts needed to make healthy choices while at CLU and beyond. The Wellness Programs Office is currently located in the modular offices located between the Swenson Center and F Building.

Wellness Focus Areas include:

- Alcohol Education
- Healthy Living
- Sexual Responsibility
- Tobacco and Other Drug

Visit our website for 24 hour a day resources and up to date information: [www.callutheran.edu/wellness](http://www.callutheran.edu/wellness)

## Student Clubs and Organizations

CLU has approximately 70 active student clubs and organizations. Examples include:

- Accounting Association
- American Medical Student Association
- Anime
- Brothers & Sisters United
- Club Italia
- College Democrats
- College Republicans
- Dance Team
- Feminism Is...
- French Club
- Gay-Straight-Alliance
- Habitat for Humanity
- Hip Hop Organization
- Knights Rugby
- Knights Lacrosse
- Latin American Student Organization
- Lord of Life
- Math Club
- Midwest Appreciation Club
- Nomads
- Philosophy Club
- Pi Sigma Alpha
- Psi Chi Connection
- Psychology Club
- The Purple Pit
- The Secular Student Alliance
- United Students of the World

A full listing of clubs and organizations can be found at [www.callutheran.edu/clubs](http://www.callutheran.edu/clubs)

# Associated Students of California Lutheran University (ASCLU)

Students are involved in campus life in a variety of ways, including clubs and organizations, student government, student/faculty committees, personnel searches and task forces on particular issues.

All traditional undergraduate students carrying 12 units or more are automatically members of the Associated Students of California Lutheran University. The representing governing body of the ASCLU is the ASCLU-Government (ASCLU-G), which is divided into three distinct bodies: the Executive Cabinet, Programs Board and Senate. The Executive Cabinet, consisting of the President, Senate Director, Programs Board Director, Controller and Recorder, oversees the two boards, facilitates the weekly meetings, and acts as the formal representatives of ASCLU. The Programs Board is responsible for ASCLU-sponsored student events such as the Homecoming Carnival, Club Lu Friday night events, and Spring Formal. The Senate develops legislation to make recommendations to the University for campus improvements, and allocates student fee money to projects deemed important by undergraduate students.

Students are elected into the ASCLU-G Executive Cabinet, Programs Board and Senate during the spring semester for most offices and during the fall semester for selected offices, with terms lasting one academic year. Committee appointments within the boards are made through the ASCLU-G Executive Cabinet.

## Cultural Opportunities

CLU is an exciting place to be, with enthusiastic artists preparing for careers in drama, music and the visual arts. Each year, these students exhibit their fresh talents through plays, concerts, recitals and exhibitions. In addition to on-campus talent, visiting artists enrich CLUs array of cultural offerings. Most events on campus are free to CLU students.

## Cultural Events Series

CLU's Cultural Events Series features a variety of talented guest lecturers and performers. Dance troupes, authors, poets and musicians are examples of the entertainment one can expect. Recent noted lecturers have included political activist Naomi Wolf; award-winning authors Tim O'Brien, Kao Kalia Yang and Lisa See; journalist Joe Klein and NPR host Scott Simon.

The Harold Stoner Clark Lecture Series is an annual fall event. Fascinated by a philosophical sense of wonder about what lies just beyond the reach of scientific research, the late Harold Stoner Clark endowed this lecture series. Ecologist Sandra Steingraber, theologian Nancey Murphy, theoretical physicist Brian Greene and philosopher David Chalmers are among recent featured speakers.

## Festivals and Special Events

The dynamic campus community is host to colorful celebrations throughout the year. Diverse cultures are explored and celebrated through a variety of events including the Scandinavian Festival highlighting the University's Nordic heritage, Festival de Encuentros, the Asian Festival and national Black History Month.

## Art Collections

CLU's collections include the La Boyteaux Collection of New Guinea Art, the Lou Grubb Collection of Native American Art and European Paintings, the Rev. Patty Hundley Photographic Archive, the Brosius Collection of Philippine Island ethnic materials and other contemporary works. In addition to CLU's own collection, the Kwan Fong Gallery of Art and Culture and Overton Hall regularly display art and special exhibits.

## Recreation and Athletics

### Intercollegiate

CLU competes in the Southern California Intercollegiate Athletic Conference (SCIAC). Founded in 1915, the SCIAC was one of the first athletic conferences formed in the United States. Membership includes California Institute of Technology, Claremont-Mudd-Scripps Colleges, University of La Verne, Occidental College, Pomona-Pitzer Colleges, University of Redlands and Whittier College. CLU is also a member of the National Collegiate Athletic Association (NCAA) Division III.

The men's intercollegiate program includes:

- Baseball
- Basketball
- Cross country
- Football
- Golf

- Soccer
- Swimming and diving
- Tennis
- Track and field
- Water polo

Women's intercollegiate sports include:

- Basketball,
- Cross country
- Golf
- Soccer
- Softball
- Swimming and diving
- Tennis
- Track and field
- Volleyball
- Water polo

## Recreational Sports

This program exists on campus to provide opportunities in recreational athletics for the CLU campus community. CLU's current intramural program offers multiple fall and spring leagues including basketball, volleyball, innertube waterpolo, flag football, softball, and outdoor and indoor soccer. In addition, numerous tournaments are held annually including sand volleyball, 3-on-3 basketball, poker and golf. Most intramural sports teams are coed, creating a unique environment for all participants.

In addition to intramural leagues and tournaments, Recreational Sports also coordinates outdoor recreation opportunities for students – from large-scale camping trips (snowboarding in Brighton, Utah, and rock climbing in Lake Arrowhead) to hikes in the nearby Santa Monica Mountains or surf trips to the beach.

## Forrest Fitness Center

The Forrest Fitness Center is located in the Gilbert Sports and Fitness Center. All students are welcome to use the facility while they are attending the University. Students must bring their current student I.D. card to gain access to the facility and must have completed the online liability waiver for entry. Equipment includes free weights, weight machines and cardio equipment. The department also offers various fitness classes such as yoga, self defense, cardio hip hop, pilates and kickboxing.

## Recreational Opportunities

In addition to the formalized programs offered through CLU's intercollegiate and intramural sports programs, there are a variety of campus recreational facilities available to students. They include the tennis courts, gymnasium, pool, and hiking/mountain biking trails. Most athletic facilities at CLU are open for general use during specific hours only.

## Campus Ministry

You are a seriously connected individual: electronically, emotionally, socially, academically, spiritually, and globally. Just like you, Campus Ministry is connected. In fact we are in the business of making connections. So let's make some connections - between classroom and life, between faith and research, between service to humanity and vocation, between identity and purpose, between you and the God that loves you.

By design, practicing one's faith causes connections. Worship is one way to connect with God. Worship opportunities include University Chapel on Thursdays, Lord of Life Student congregation worship on Sunday, Common Ground evening Worship on Wednesdays all held within Samuelson Chapel. Prayer and Reflection is held on the Woodland Hills and Oxnard campuses midweek. Faith forming opportunities are available through small groups, service learning projects, and educational offerings to further your growth in faith.

The Meditation Chapel is open for prayer and contemplation. Prayer mats and resources from the world's major religions are available for your use. You are welcome to enter the Meditation Chapel through the outside door adjacent to the doors of Samuelson Chapel.

Campus Ministry endeavors to create a web of connections reminding us that we are connected to God and neighbor. ELCA Campus Pastors Scott and Melissa Maxwell-Doherty welcome all those who wish to share a common faith in God. Got faith? Bring it, regardless of your denominational, religious, or spiritual affiliation. You are invited and encouraged to express and explore your connection to a living God.

The Office of Campus Ministry is located in Samuelson Chapel.

## Support Services

California Lutheran University provides students with the necessary support services to enhance their educational experience and create an environment which is encouraging, caring and conducive to their success.

## Career Services

Career Services provides an array of individualized services and programs to students and alumni including assistance in choosing a major and career direction, graduate school advising, individualized counseling, workshops, and assistance with securing a job or internship.

The center offers many career assessments and an updated career library to help students and alumni make solid career decisions and consider career options. In addition, many online Web-based resources can be accessed off-site to conduct career and employer research.

Career Services posts all openings through [www.clupostings.com](http://www.clupostings.com). This site, which can only be accessed by students and alumni, includes an employer database with more than 8,000 employer contacts along with student Eprofiles that let the Career Services staff know what the student's career interests are. Profiles can be completed to activate a targeted email service for related jobs, internships, events and workshops.

Each year Career Services puts on various events including a Career Expo and Graduate School Fair. For a list of all services offered, visit the Career Services website at [www.callutheran.edu](http://www.callutheran.edu), which is updated each month.

## Professional Reference Service

### (Graduate School of Education ONLY)

The Professional Reference Service assists Graduate School of Education students and alumni by helping them prepare a professional reference presentation. The service will establish and maintain an individual professional reference file, which includes copies of teacher training experience data and recommendations of university instructors and supervising teachers.

At the request of students or alumni, these professional references are sent to prospective employers. The initial file setup fee is \$27, which includes two free mailings. The third and succeeding mailings cost \$6 each. The charge to fax a professional reference is \$8. The goal is to provide a 48-hour turn around. Count on 10 business days if all arrangements are done by mail. Contact the Graduate School of Education for more information.

## Multicultural and International Programs

The University recognizes the benefits of exchange between students of various cultures and backgrounds and encourages interaction among its diverse student body. It also recognizes that students of different cultures require services as they adjust to life at the University. These support services are provided by the Multicultural and International Programs Office located in the modular offices located between the Swenson Center and F Building.

Services which the Multicultural and International Programs Office provides to international students (on student or exchange student visas) include an international student orientation, personal and immigration advisement, cultural events, workshops, support of the international student club, international student mentors and coordination of a friendship program with American families in the community.

In addition, the office provides programs and services to students from underrepresented ethnic, religious and sexual orientation groups. Support services include a fall orientation reception, leadership training, mentoring, scholarship information, personal counseling and support of eight multicultural clubs (Asian Club & Friends, Black Students Union, Hawaiian Club, Latin American Student Organization, Hillel, Gay-Straight Alliance, Hip Hop Organization, and United Students of the World).

Cultural programs are provided throughout the year to highlight the contributions of people of color. A library of books and videos on multicultural themes is located in the office and is available to the entire CLU community.

## Center for Academic and Accessibility Resources (CAAR)

The CAAR office serves students and faculty at California Lutheran University and offers the following academic resources: Accessibility Resource Program (ARP), Students Taking Academic Responsibility (STAR) Program, and Testing Services. In an effort to assist all who want to maximize their academic achievement, CAAR provides individual consultations with Academic Specialists, Student Success Workshops, Language Proficiency Exams, CLEP testing, and referrals to on-campus tutoring centers and other campus services. With the academic assistance program STAR, CAAR provides proactive and developmental advising for all Conditionally Admitted, Probationary, and Elect-In students. In addition, CAAR facilitates and distributes Academic Difficulty Notices that monitor students' class progress and with ARP provides accessibility resources and accommodations for students

with disabilities. CLU students and faculty are encouraged to contact the CAAR office for more information at (805) 493-3260 or visit our website at [www.callutheran.edu/caar](http://www.callutheran.edu/caar).

## Accessibility Resource Program

CLU is committed to providing equal educational opportunities to students with various documented disabilities who choose to self-identify. Students must register with the ARP program in order to request and receive disability-related accommodations.

Located within the CAAR office, the ARP staff works together with the student, administrators, and faculty to assure access to classrooms as well as on-campus programs and events. Reasonable accommodations and services are determined based on documentation and individual need. These include but are not limited to note-taker services, extended test time, alternative test location, books in alternative formats, adaptive technology lab, priority registration as well as resources and referrals to other campus services.

All services and accommodations are provided in a confidential manner that promotes independence, self-advocacy, and accountability. In addition, these services are provided in compliance with the Americans with Disabilities Act, Sections 504 and 508 of the Rehabilitation Act, university policies, and state requirements. For more information, please contact the Accessibility Resource Coordinator at (805) 493-3878 or visit the website at [www.callutheran.edu/disabilities](http://www.callutheran.edu/disabilities).

## Student Support Services Program

Student Support Services (SSS) is a federally funded grant program that proposes to increase the retention and graduation rates of eligible participants. CLU students whose parents do not have a bachelor's degree, students whose families meet specific income requirements, and students with disabilities are eligible for SSS. Students who meet the eligibility requirements may apply to be a part of the program in the SSS office.

The program focuses on promoting academic excellence by providing holistic personalized services to students so they can make the most of their undergraduate education, graduate from a four-year university, and continue on to graduate or professional schools upon completing their degree. Program elements include: SOAR (Summer Orientation to Academic Resources) summer bridge program, Student Success Plans, academic planning, tutoring, student leadership program, cultural events, study skills seminars, graduate school workshops, FAFSA workshops, and personal/social counseling.

## Writing Center

The Writing Center, located in Pearson Library, helps students develop their writing abilities. Trained composition tutors are available to help students at all stages of the writing process. The staff at the center assists students in focusing, developing and organizing papers as well as polishing and editing the final draft.

## Health Services

Health Services is available to all full-time or residential CLU students. We provide treatment of injuries and illness, administer immunizations and preventive health services. For more complex medical issues, Health Services can help students access appropriate medical care in the community.

## Professional Care

A physician, physician assistant, and nurses help students meet their health care needs. The physician and physician assistant are in attendance at regularly scheduled hours. Consultation, physical exams, referrals, immunizations, and care of common ailments are available to CLU students. Prescription medications and lab tests are available at low cost and the charge for most office visits is \$10.

## Required Forms

Prior to entering CLU, students are required to submit a Health History Form which contains personal medical history as well as authorization for treatment. In addition, students are required to complete an Immunization Form. All undergraduate students are required to have two immunizations for Measles, Mumps and Rubella. In addition, on-campus students and athletes are required to have a Hepatitis B series, a tetanus shot within 10 years, and must complete the Tuberculosis Screening Form and the Meningitis Awareness Form.

All forms are included in the admitted student handbook that is mailed to incoming students. Forms may be downloaded at [www.callutheran.edu/health\\_services/policies/](http://www.callutheran.edu/health_services/policies/). Students whose forms are not completed and submitted to Health Services on time will be unable to register for the following semester.

## Student Counseling Services

Student Counseling Services (SCS) provides personal counseling in a new state-of-the-art facility. The counseling is free of charge for students and is completely confidential. Counseling is provided by licensed psychologists, post-doctoral fellows, and by pre-doctoral interns who work under the clinical

supervision of fully licensed psychologists. SCS staff members have training and experience specifically tailored to addressing the concerns of university students.

The types of counseling provided at SCS include individual psychotherapy, groups, and couples therapy. SCS counselors help students cope with the full range of human concerns. Some of the challenges counselors assist students with are anxiety, depression, anger management, developmental issues, loneliness, family and roommate conflicts, other relationship problems, issues related to sexual identity development, suicidal feelings, substance abuse, and eating disorders.

## **Campus Policies**

### **Standards of Conduct**

The Standards of Conduct are part of the California Lutheran University commitment to holistic student development. It is the University's purpose to assist students in developing a personal set of values and ethics, managing emotions, making decisions and following through on commitments, becoming more independent, recognizing interdependence, and accepting the consequences of personal actions and decisions.

The Standards of Conduct were not established to be judgmental, but rather to ensure individual responsibility and an environment that contributes to a learning community.

The CLU community assumes that each student who enters the University possesses an earnest purpose; the ability to exercise mature judgment; the ability to act in a responsible manner; a well-developed concept of, and commitment to, honor, morality and integrity; and a respect for law and the rights of others. This assumption prevails unless a student negates it through misconduct.

The Standards of Conduct shall apply to conduct that occurs on university premises, at university-sponsored activities, and to off-campus conduct that adversely affects the university community and/or the pursuit of its objectives.

Each student shall be responsible for his or her conduct from the time of application for admission through the actual awarding of a degree, even though conduct may occur before classes begin or after classes end, as well as during the academic year and between the terms of actual enrollment (even if conduct is not discovered until after a degree is awarded). The Standards of Conduct shall apply to a student's conduct even if the student withdraws from the University while a disciplinary matter is pending.

Public postings or displays of information pertaining to and/or in direct violation of university policy are subject to disciplinary action. This includes but is not limited to websites, Facebook, MySpace, blogs, online messaging, and other sources on or off line.

The Vice President for Student Affairs/Dean of Students shall decide whether the Standards of Conduct shall be applied to conduct occurring off campus on a case-by-case basis.

The University adopts only such policies and procedures that seem necessary for the welfare of the educational community. Each student associated with California Lutheran University is expected to be familiar with and to follow all policies and procedures promulgated by the University.

Failure to abide by the policies and procedures as outlined in the Standards of Conduct may result in disciplinary action and sanctions.

## **General University Policies**

The following are prohibited:

- 1.1 Verbal abuse, harassment, intimidation, or in any way threatening the well-being of another individual.
- 1.2 The physical abuse of any person or conduct that threatens the health or safety of any person on or off university property.
- 1.3 Reckless, disorderly, rude, or lewd conduct on university property or at official university functions. Disorderly conduct includes but is not limited to: Any unauthorized use of electronic or other devices to make an audio or video record of any person while on university premises without his or her prior knowledge, or without his or her effective consent. This includes, but is not limited to, surreptitiously taking pictures or video of another person.
- 1.4 Attempted or actual theft or unauthorized possession of university property or other property on campus.
- 1.5 Attempted or actual burglary or attempted burglary of university property or other property on campus.
- 1.6 Attempted or actual theft or unauthorized possession of a university vehicle or other vehicles on campus.
- 1.7 Misusing, destroying, vandalizing, or attempting to destroy or vandalize university property or other property on campus.
- 1.8 Unauthorized entry or use of university facilities.



1.9 Failure to comply with the directions and/or requests of a university official (i.e., Campus Safety and Security, Area Residence Coordinator, Resident Assistant, or university employee or staff member) in the performance of his or her duty. This includes evasiveness, running, hiding and giving a false name.

1.10 Creating a fire, safety, or health hazard of any kind. This includes personal hygiene, cleanliness of shared living spaces and personal property, activating a fire alarm without the existence of a fire or a similar emergency situation, failing to evacuate the building during a fire alarm and/or abusing fire and safety equipment.

1.11 Creating excessive noise or disturbing the peace.

1.12 All forms of academic dishonesty. (See "Academic Policies")

1.13 Knowingly furnishing false information to the University, forgery, alteration or misuse of university documents, or university instruments of identification.

1.14 Disruption or obstruction of teaching, research, administration, disciplinary proceedings, public functions or other activities of the University, including interference with the freedom of movement of any member or guest of the university community.

1.15 Actions violating university policies by a student's guest.

1.16 Abuse of the Student Judicial System. (See "Student Judicial System")

## Alcohol and Other Drug Information

The specific guidelines governing the use of alcohol and other drugs on campus are included in the policy section of this handbook. However, it is important to understand the context within which those policies are created. The Drug-Free Schools and Communities Act of 1991 outlines clear expectations of universities in preventing the illegal use of drugs and alcohol on our campuses. In addition, the abuse of alcohol and other drugs continues to be a major problem on campuses across the country. The majority of traffic accidents, vandalism, suicides, physical abuse, fights and sexual assaults involve the use of alcohol or drugs by the individuals involved. Relevant sections of state and local statutes regarding alcohol and drugs are summarized below.

## University Policy on Alcohol

2.1 Campus standards do not allow alcoholic beverages, including empty alcohol containers on campus.

2.2 All persons in the presence of alcohol confronted by a university official (e.g., Resident Assistants, Graduate Assistants, Area Residence Coordinators, and Campus Safety and Security) will be documented for a policy violation. All alcohol and items containing alcohol will be disposed of and/or confiscated. Beer bongos and/or other paraphernalia used in the consumption of alcohol may be confiscated and/or destroyed.

2.3 Use or possession of alcohol by students off campus is subject to local laws and university discipline.

2.4 Undesirable behavior both on and off campus resulting from on- or off-campus use of alcohol is subject to university discipline.

2.5 Hosting groups or parties where large numbers of persons and/or large quantities of alcohol are present is a flagrant violation of the alcohol policy and is subject to increased sanctions.

2.6 Possession of a keg on campus is a flagrant violation of the alcohol policy and is subject to increased sanctions. The University reserves the right to confiscate and hold all kegs, party balls, taps and other alcohol paraphernalia.

2.7 No alcohol related, or similarly offensive posters, stickers, caps, lights, etc., may be displayed in residence hall windows or on the outside of doors. Bottle caps are not allowed on ceilings or walls.

2.8 Due to the risks involved to the health and safety of CLU students, competitive drinking events and games are prohibited both on and off campus. Planning or participating in such events will result in university disciplinary action for organizers and participants.

The following are exceptions to this policy:

1. Faculty and professional staff members who live on campus are allowed to have alcohol in their residence, but may not serve alcohol to or in the presence of undergraduate students.
2. Graduate students who live in university-owned residences segregated from undergraduate student housing are allowed to have alcohol in their residence, but may not serve alcohol to or in the presence of undergraduate students.
3. Alcohol is allowed and may be served in the President's Residence to guests other than undergraduate students at his or her personal discretion.
4. Communion wine at on-campus worship services is allowed.



5. Alcohol is allowed on campus and may be served at special events where specific permission is sought and granted by the President of the University (or designee). These special events include, but are not limited to, wedding receptions, dinners for Regents or other guests of the University, and receptions held on campus by external organizations.

Distilled spirits are not permitted at approved special events and all non-distilled spirits provided must be served by catering services holding license to do so. On-campus university residential facilities will not be considered for this exception.

## Alcohol Policy Violation Sanctions

Following is a list of the minimum sanctions for violations of the University Policy on Alcohol. The University reserves the right to impose further sanctions up to and including expulsion/dismissal from the University.

1st Violation Disciplinary warning, participation in an alcohol education program, students under 21 years of age are informed that parents/guardians will be notified if further violations occur

2nd Violation Residence hall probation, parents/guardians of students under 21 years of age notified

3rd Violation Residence hall suspension, university probation, parents/guardians of students under 21 years of age notified

4th Violation Suspension from the University, parents/guardians of students under 21 years of age notified

During each alcohol-related policy violation, the student is required to sign an Alcohol Policy Review Form acknowledging awareness of the university policy on alcohol, and acknowledging that future Alcohol Policy Violations will result in a minimum of the above outlined sanctions. Failure to sign a Policy Review Form in an alcohol-related incident may result in a Student Life fine and/or a disciplinary hold on the student's account.

## University Policy on Drugs

3.1 The use, possession, manufacture, cultivation or trafficking of any controlled substance, including but not limited to amphetamines, barbiturates, narcotics, LSD, marijuana and/or other hallucinogenic agents is a violation of state and federal laws and is a violation of California Lutheran University policy. Violation of the California Lutheran University policy on drugs can result in suspension, dismissal or expulsion from the University. All drugs and paraphernalia will be confiscated in order to be destroyed.

3.2 The use or possession of prescription drugs without a valid and current authorized prescription is a violation of California Lutheran University policy.

3.3 Paraphernalia includes any object that contains the residue of a controlled substance and any object that is used in the cultivation, manufacture, consumption or distribution of a controlled substance. Examples of paraphernalia include, but are not limited to, a marijuana pipe, bong or blow tube, a scale used for measuring quantities of an illegal drug, rolling papers, hookahs and hookah components. While these items can be used for legal purposes, they are prohibited because of their common misuse.

3.4 Being under the influence of prescription drugs without a valid and current authorized prescription or being under the influence of controlled substances is considered a violation of this policy.

3.5 No drug-related or similarly offensive posters, stickers, caps, lights, etc., may be displayed in residence hall windows or on the outside of doors.

3.6 California Lutheran University will not tolerate drug sales and/or distribution. California Lutheran University reserves the right to expel any student for the sale and/or distribution of any controlled substances or prescription drugs.

## University Policy on Smoking

4.1 In accordance with the City of Thousand Oaks Municipal Code and university standards, no smoking is allowed in any building on the CLU campus or within 20 feet of any entrance to any building.

4.2 Hookah and hookah components are strictly prohibited on campus.

4.3 Specifically designated smoking areas will be determined by the Area Residence Coordinator of each residence hall complex.

## University Policy on Student Harassment

The University seeks to create and maintain an academic environment in which all members of the community are free from harassment based on race, color, religion, age, national origin, disability, marital status, sexual orientation, or sex.

California Lutheran University espouses values that infuse the academic and residential life of its campus. Undergirding community life must be the awareness on the part of every member of the rights and human dignity of every member. Attitudes of condescension, hostility, role stereotyping and social or sexual innuendo weaken the health of the community.

Furthermore, harassment compromises the integrity of a liberal arts education because it makes the learning and working environment hostile, intimidating and offensive; it destroys opportunities for students to develop a strong, positive self-concept and the sense of self-confidence which is essential to living out the ideals of a liberal education.

In addition, persons who harass others compromise their own integrity and credibility. Consequently, no form of harassment will be tolerated on our campus.

## Harassment

Harassment refers to unwelcome behavior that is offensive, fails to respect the rights of others, and interferes with work, learning, living, or campus environment. Forms of harassment include, but are not limited to:

- 5.1a Verbal: Conduct such as suggestive comments, derogatory slurs, off-color jokes, threats, suggestive or insulting sounds, etc. Verbal harassment also entails using the telephone to harass others. This includes, but is not limited to, unwanted phone calls, hang ups, unwanted voice mail messages, obscene calls.
- 5.1b Nonverbal/Visual: Conduct such as derogatory or inappropriate posters, pictures, cartoons, faxes, emails, or drawings, suggestive objects or pictures, graphic commentaries, leering, obscene gestures.
- 5.1c Physical: Conduct such as unwanted physical contact including touching, interference with an individual's normal work or movement, assault.

## Sexual Harassment

Any sexual advances, requests or demands for sexual favors and other physical, verbal or visual conduct of sexual nature constitute sexual harassment when:

1. Such conduct has the purpose or effect of substantially interfering with an individual's work or academic performance, creating an intimidating, hostile or offensive work, learning, living, or campus environment; or
2. Submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting the individual; or
3. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic program.

## The University Policy on Student Sexual Harassment includes, but is not limited to, the following behaviors:

5.2a Verbal: Conduct such as epithets, derogatory jokes or comments, slurs or unwanted sexual advances, invitations or comments, obscene phone calls, or voice mail or email messages, and threats and demands to submit to sexual requests as a condition of continued employment or academic advancement, or to avoid some other loss, and offers of preferential treatment in return for sexual favors and/or retaliation for having reported or threatened to report harassment.

5.2b Nonverbal/Visual: Conduct such as derogatory and/or sexuality-oriented posters, photographs, cartoons, drawings or gestures, exposure (e.g., "moonning," "streaking"), other lewd behaviors.

5.2c Physical: Conduct such as assault, unwanted touching, blocking normal movement or interfering with work or study.

Any student who feels subject to such harassment, or becomes aware of an actual or potential incident of sexual harassment, should report the incident immediately, either verbally or in writing, to any one of the following people:

- *Leanne Neilson*

Provost/Vice President for Academic Affairs

Administration Building

(805) 493-3145

- *Bill Rosser*

Vice President for Student Affairs/Dean of Students

(805) 493-3553

- *Susan Tolle*

Director of Human Resources

Welcome Center Building

(805) 493-3185

CLU will respect the complainant's right to confidentiality in both informal and formal procedures. The complainant will be supported and any attempted reprisals will not be tolerated.

Many additional policies exist for students at California Lutheran University. To access additional policies, go to [www.callutheran.edu/StudentLife](http://www.callutheran.edu/StudentLife) and follow the link to the Online Student Handbook. To request a paper copy of the policies, contact the Office of Judicial Affairs at [judaaffairs@callutheran.edu](mailto:judaaffairs@callutheran.edu) or (805) 493-3220.

## Residence Life

The University is primarily a residential institution with more than 1,300 full-time undergraduate students residing on campus. The residential experience is considered a crucial part of students' education, as significant learning occurs through peer interaction in the residence halls.

## Requirements

All full-time undergraduate students are required to reside on campus through their junior year at CLU. Seniors have the option of living off campus. However, as with all students, once a senior has signed a housing contract, it is expected that the full term of the contract will be honored (one academic year) or there may be financial penalties for breaking the contract. The housing contract includes the meal plan. Room and board are not separable except for residents of apartments and university houses.

Exceptions to the requirements to live on campus would normally fall into one of the following categories:

1. Married students
2. Students living with their parents within a 30-mile radius
3. Graduate and ADEP students
4. Seniors
5. Students who are 23 years of age or older

Note: Students who are seeking an exception to the housing or meal plan requirements must meet with the Housing Review Committee through the Residence Life Office. Students who are not granted an exception to the housing requirements who move off campus will be penalized. This penalty will consist of being charged for room and board for the first semester and loss of university-funded financial aid the subsequent semester.

## Housing Contracts

Student housing contracts are for the full academic year. A student who occupies a room in university housing will be held responsible for that room and the stipulated charges until the end of the academic year unless the student is expressly released from the contract by the Housing Review Committee.

## Room Applications and Assignments

Housing contracts are submitted online to the Residence Life Office, which is responsible for the assignment of rooms and approval of room changes during the year.

## Student Responsibilities

Residential students are expected to uphold CLU's high standards. Each student is responsible for contributing to the positive community environment by being courteous, considerate, honest and ethical. When individuals do not accept these responsibilities, the university administration may take appropriate action for the benefit of the community.

Additionally, students requesting to live on campus are expected to be aware of and abide by all the policies of the University as stated in the University Catalog and Standards of Conduct. These policies include but are not limited to: no alcohol or illegal drugs on campus; quiet hours; and a general respect for the rights of other residents.

By accepting university housing, students agree to observe all housing regulations and respect university property. When an individual is suspended or expelled from a residence hall, fees are not refunded.

## Graduate Housing

CLU provides fully furnished private bedroom residence hall rooms for graduate students in Grace Hall. These rooms are available on a first-come first-served basis. Please visit our website for more information or a virtual tour of the room. Students may request housing by filling out the Graduate Student Housing application.

## Residence Hall Vacation Schedule

All first year residence halls are closed during the winter holiday. Campus Dining closes after the evening meal on the last day of classes prior to the session break. Food service is not available during various holidays, winter break and spring break. The services and facilities reopen the afternoon before the resumption of classes.

## Student Mail

All correspondence will be sent to students' campus mailboxes outside the Mail Room. The student mailing address is:

Student Name

101 Memorial Parkway # \_\_\_\_\_

Thousand Oaks, CA 91360