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Wesleyan University Student Handbook  
maintained by the  
Office of Student Services

Wesleyan University believes that residential life represents an extremely important aspect of the overall college experience. It therefore commits a great deal of its resources and energy to providing students with opportunities for their development as scholars, as social beings, and as individuals. However, to get the most out of these possibilities, it is essential that students bring to residential life a spirit of understanding for, and generosity toward, all members of the community. This spirit, accompanied by an active and enthusiastic willingness to share and participate for the good of all, virtually guarantees the realization of a successful and rewarding residential community. In the spirit of creating and maintaining this unified community at Wesleyan, the University has a residential requirement for all undergraduate students. A limited number of exemptions from the residential requirement are permitted via the off-campus lottery process (information available from the Office of Residential Life). Wesleyan provides university housing sufficient to accommodate all single undergraduate students.

Policy addition to take effect August, 2011:

[Wesleyan continues to recognize the right of existing, private, residential, independently chartered Greek organizations to function at the University provided that they are formally recognized by the University and comply with applicable University rules and regulations. Greek organizations formally recognized by Wesleyan may receive the privileges accorded to student organizations. By recognition, Wesleyan does not endorse any such organization but agrees to provide it with access to certain facilities and privileges.

If a Greek organization limits its membership to students of a single-sex, then in order to be recognized by the University it must satisfy the requirements for social fraternities and sororities established by Title IX of the federal Education Amendments of 1972. These requirements, as now in effect, exempt the membership practices of single-sex Greek organizations from Title IX's anti-discrimination requirements provided that they are tax exempt organizations under section 501(a) of the Internal Revenue Code.

To be recognized by the University, Greek organizations as described above must sign the Wesleyan University Greek Organization Standards Agreement and their members must comply with all applicable University rules and regulations and also with all applicable local, state and federal law. The rules and regulations of Wesleyan take primacy over the rules and procedures of the applicable organization.

Wesleyan students are prohibited from using houses or property owned, leased or operated by Greek organizations that are not recognized by the University. This prohibition includes using such houses or property as residences, taking meals at such houses or property and participating in social activities at such houses or property.]

**Residential Smoking Policy**

Wesleyan University has a responsibility to its students and employees to provide a safe and healthful environment. Secondhand smoke, also known as environmental tobacco smoke, is a Class A carcinogen and has detrimental effects on health. Research findings have established that environmental tobacco smoke triggers asthma attacks and causes lung cancer, cardiovascular, and lung diseases. Secondhand smoke contributes to increased absenteeism, institutional costs for medical care, medical insurance, and fire damage; and cleaning and maintenance costs.

The goal of the former smoking policy was intended to limit exposure to environmental smoke to enclosed spaces in residence halls. This has been found to be ineffective because smoke is transferred through the ventilation systems, hallways, spaces between door frames, and open doors.

To limit environmental smoke, the University prohibits smoking in all residential facilities, and faculty and administrative buildings (including all offices, common areas, and classrooms). The policy also prohibits smoking within 25 feet from the perimeter of all university buildings.

In light of compelling research findings about the effects of environmental tobacco smoke, the University strongly discourages students from smoking in areas where nonsmokers cannot avoid exposure to smoke. These include areas near windows, doorways, breezeways, and ventilation systems.

Effective implementation of this policy depends upon the respect and cooperation of all members of the Wesleyan University community. Students are encouraged to discuss problem situations regarding smoking in residential areas and outdoor areas with fellow students. Complaints and disputes that are not resolved through discussion should be brought to the attention of a resident advisor, house manager, head resident, or area coordinator. If satisfactory resolution is not reached, the director of residence life should be consulted. Students who repeatedly violate the smoking policy may be charged with violating the Code of Non-Academic Conduct.

The Office of Student Health Services (x2470) provides assistance to students who wish to stop smoking. WeWELL, the Office of Health Education (x2466), offers educational programs about the effects of smoking. We encourage all students who smoke to take advantage of these programs to protect their own health and the health of other members of the Wesleyan community.

**Meal Plan Requirement**

As a residential liberal arts college, Wesleyan has a campus dining service to meet the needs of students, staff, and faculty on campus. In 1994, a Committee of WSA conducted an extensive review of the dining program and concluded that to insure the economics of a functional dining program and to promote community on campus; there should be four-year mandatory participation in the residential dining program. The University's Board of Trustees approved the students' recommendation later that year and the meal plan requirement has been in place for all undergraduate students since that time.

In rare circumstances, exemptions from mandatory participation or modification of plan requirements are appropriate. Petitions must be made to the director of the Usdan University Center. The following guidelines have been developed in order to respond to requests for exemptions and/or changes:

- The student is a nontraditional undergraduate. Specifically, the student is 25 years of age or older and resides with his/her/their family (spouse/partner, and dependent children, if any).
- The student has a medical condition that requires dietary restrictions that cannot be accommodated by the dining program. Students requesting exemptions or changes to the meal plan for medical reasons must meet with a physician at University Health Services to review their medical condition. The medical director will consult with Wesleyan's nutritionist (if appropriate) and then forward a recommendation to the director of the Usdan University Center.
- The student has obtained off-campus status (exemption from the residency requirement) and commutes to the University from the residence of a parent/guardian.
- The student has special nonmedical dietary needs that cannot be accommodated within the context of the dining program. Students requesting exemptions or changes to the meal plan for dietary reasons must meet with the dining services nutritionist to review their dietary needs. The nutritionist will forward a recommendation to the director of the Usdan University Center.

These guidelines have been reviewed by the Student Dining Committee.

#### **Social Event Policy**

Social events/parties/concerts occurring in university buildings or on university grounds must be registered with the Office of Student Activities and Leadership Development if the following apply to the event:

*There will be 50 or more people in attendance, or there is no provision for limiting attendance to fewer than 50 people, and any of the following apply:*

- No formal program or agenda is planned.
- Admission will be charged.
- The event will be open to any persons who are not Wesleyan students.

*Specifically excluded from this policy are concerts with fixed seating, lectures, art show openings, meals, closed organizational meetings, and events designed specifically for educational rather than social purposes.*

The University supports students having social gatherings in their houses as long as these gatherings do not create a disturbance to neighbors. All senior houses have a capacity of 49 and thus, under the University's Social Event Policy, do not need to be registered. However, students are encouraged to register their events so that Public Safety may be aware of what is going on around campus.

Events in senior woodframes and backyards with more than 49 but less than 75 are permitted if they are registered with an online form up until the specified deadlines. Events may be alternately registered in advance with the paper form per the University's Social Event Policy. To register online, go to [www.wesleyan.edu/stuact/eventplanning/woodframes.html](http://www.wesleyan.edu/stuact/eventplanning/woodframes.html). This online registration is only available for woodframe house events..

#### **General Guidelines**

This policy is in effect throughout the year, regardless of whether or not classes are in session.

**Quiet Hours:** In support of the Residential Life Quiet Hours Policy, student sponsored events occurring during reading period and finals week in or around residential spaces that have the potential to be disruptive to the community at large will not be approved by the Office of Student Activities and Leadership Development.

**Orientation:** Due to the numerous events provided to encourage a shared experience during New Student Orientation, social event registrations will not be approved prior to the start of classes.

- Students hosting a party should always consult with their neighbors when planning the event. Students must take an active role in ensuring that the event does not disturb neighbors.
- Wesleyan Public Safety has the discretion to shut down social events when they are deemed to be a nuisance and/or after receiving two complaints about noise or disruptive behavior.
- The number of registered parties in any given block/area will be limited to one per night. Events requiring uniformed security officers will be limited to no more than one per weekend and will not be allowed on weekends when there are home football games or other large university events.
- Event hosts must pass a host training on-line course prior to registering the event. Event hosts can register for the on-line class by contacting the Office of Student Activities and Leadership Development at [stuact@wesleyan.edu](mailto:stuact@wesleyan.edu).

In Addition:

- A currently enrolled Wesleyan student or recognized student organization must sponsor the event.
- Alcohol is allowed under established guidelines.
- Weeknights—Events in residential spaces must conclude by midnight. Barring security or nuisance

• **Weeknights**—Events in residential spaces must conclude by midnight. Barring security or nuisance issues, there are no time restrictions on events occurring in non-residential spaces.

• Registration form due by 5 pm the Tuesday prior to events occurring that Friday or later. Alcohol-free events with no special needs (including Event staff, staging/furniture, A/V equipment) may be registered until Thursday at 1 pm for events occurring that Friday or later).

• Five working days notice is needed on all events requiring furniture, staging, catering, electrical set-up, A/V equipment, or event staff.

### **Phases**

#### **Phase I**

*Events specifically for Wesleyan students and their guests.*

Social event/party hosts are responsible for registering events. If the event is registered as an alcohol-free event, hosts will be responsible for ensuring that no alcohol is present at the event. If alcohol is to be part of the event, hosts will be responsible for ensuring that any alcohol at the event is legally procured, dispensed, and consumed.

• All attendees must have a valid Wesleyan picture ID or must be the guest of a Wesleyan student and have a valid state or college ID (Up to 3 guests per Wesleyan student).

• IDs of all non-Wesleyan attendees will be held at the door, rubber banded with the ID of the Wesleyan student of whom they are a guest.

• Upon review of the event registration, the Office of Student Activities and Leadership Development, or designee, may require additional security at the event.

• Certain facilities require the presence of a fire marshal when a State liquor permit has been obtained

• Friday and Saturday nights—With alcohol: Events must conclude at 2 a.m. Without alcohol: Barring security or nuisance issues, there are no time restrictions on this type of event.

#### **Phase II**

*Social events open to Wesleyan students and specifically invited guests from other colleges or universities.*

Those attending the event will be Wesleyan students, individually invited guests, and specifically invited guests from student organizations at other colleges and universities (guest list generated in advance of the event and submitted with the Social Event Registration form).

• The event may take place in a residential or non-residential facility

• IDs of all non-Wesleyan attendees who are not on the guest list will be held at the door, rubber banded with the ID of the Wesleyan student of whom they are a guest.

• Alcohol is not permitted.

• The event must conclude by 2 a.m.

Certain facilities may require a fire marshal present at the event.

#### **Phase III**

*Social events open to non-Wesleyan students—Those attending the event will be Wesleyan students or students who are 18 years or older who have a valid college/university ID.*

• All attendees must have a valid college/university ID.

• Alcohol is not permitted.

• The event must conclude by 1:30 a.m.

• IDs of all non-Wesleyan attendees will be held at the door.

• Security is required. Consult the director/captain of Public Safety regarding requirements.

• The event must take place in a non-residential facility (Fayerweather Building).

• Certain facilities may require a fire marshal present at the event.

*Please Note: Individual exceptions to this policy may be petitioned to the Office of Student Activities and Leadership Development or designee.*

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### **Alcohol Guidelines**

A state liquor permit is required anytime a recognized student group is selling or distributing (serving) alcohol.

• Event host(s) must be at least 21 years old.

• In compliance with Connecticut State law, alcohol may only be served to event attendees who are of legal drinking age.

• Organizers should plan to have an appropriate amount of alcohol based upon the number of attendees of legal drinking age. As a guideline, hosts should plan to have no more than 1 keg per 40 attendees of legal age.

• Whenever alcohol is to be served, the hosts must provide ample snacks and non-alcoholic beverages. As a guideline, an event with 1 keg of beer should have at least 4 lbs. of food and 10 liters of non-alcoholic beverages.

- Door monitors, designated event hosts, bartenders, and event staff cannot consume alcohol during the event.

#### Advertising Guidelines

Any form of off-campus advertising is prohibited without the approval of the Office of Student Activities and Leadership Development (or designee). This includes radio, Internet, television, and newspaper advertisements.

- All advertising should clearly indicate the name of the host organization, date of the event, starting and ending times, location, name of the event, maximum capacity of the event location (if applicable), and entrance fee/ID requirements.

- Phase II and III events will require approval of publicity.

• Alcohol may not, in any context, be the central focus of any event and should not be advertised as such. This document is complimentary to the common set of Community Standards developed by the Wesleyan Student Assembly (WSA) and Association of Wesleyan Area Residents (AWARE). That document can be found at: [www.wesleyan.edu/reslife/policies/standards.html](http://www.wesleyan.edu/reslife/policies/standards.html)

Updated April, 2008 by the Student Life Committee

#### LIQUOR PERMIT: WHO SHOULD OBTAIN ONE ?

A state liquor permit is required anytime a WSA-recognized or university-recognized group is selling or distributing (serving) alcohol. This will apply to any club, organization, athletic team, fraternity, program house, etc. This will not apply to groups of seniors (or others who are of age) living in wood-frame houses or other residential units.

#### Applying for a Liquor Permit

1. Liquor permit applications are available from the director and associate director of public safety.
2. The person applying for the permit must be 21 years old and have a "letter of good conduct" from his/her hometown police department.
3. The application must be received by the Liquor Control Commission (LCC) at least 14 days prior to the event.
4. The application must be completed in this order
  - a. Director or associate director of public safety
  - b. Middletown Fire Department—Fire Marshal's Office
  - c. Middletown Police Department—the person whose name is appearing on the form as the permittee must go to the police department and not someone else affiliated with the group
  - d. Town clerk's office—city of Middletown
  - e. The application must be signed by a notary, then mailed or hand-delivered to the LCC
5. The LCC may do an inspection of the location if the event is at the following locations: Psi Upsilon, Alpha Delta Phi, Delta Kappa Epsilon, 200 Church, and Eclectic. Due to Connecticut state fire code, the locations noted above require the presence of a fire marshal during the event. The group sponsoring the event is responsible for this cost. Public Safety will make these arrangements if applicable.
6. Once the permit is approved, the student must file it with Middletown City Hall or the Middletown Police Department. The student will then receive a temporary permit that must be posted in the bar area during the event.

Note: The LCC will not take a personal check or a check drawn on a Wesleyan account. The LCC will accept cash or a certified check for the filing fee and also the permit fees. Each group can apply for four temporary permits per calendar year.