

Bringle Lake Village Housing Guide

Last updated: November 7, 2019

Dear Reader,

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

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

Contact information:

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

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Director of Student Life:
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Residence Life Coordinator:
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Introduction to Housing

Mission Statement

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

Nondiscrimination Policy

All students shall be free from discrimination based on race, color, ethnic origin, national origin, color, creed, religion, age, gender, marital status, sexual orientation, uniform service or veteran status, physical or mental disability, or political belief.

Amnesty Policy

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

Residence Hall Staff

Resident Assistants (RA)

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

Desk Assistants (DA)

The front desk is staffed when the hall is open. Desk Attendants assist visitors; issue equipment, various sporting items, keys, and other materials available to residents for check-out; report maintenance requests; and perform other administrative tasks that may arise. They are also an

excellent resource for housing and Texas A&M University - Texarkana information. Desk Attendants report to the Residence Life Coordinator (RLC).

Residence Life Coordinator (RLC)

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

Custodians & Maintenance (SSC)

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

Student Groups in the Residence Hall

Residence Hall Association (RHA)

Bringle Lake Village has a student led Residence Hall Association that provides a variety of programs and serves as the students' voice to the residence hall staff and campus administration. Participation in a hall association is an excellent way to get involved in the hall and campus life and can provide leadership development opportunities. Bringle Lake Village's Residence Hall Association (RHA) is a campus-wide student organization. RHA sponsors cultural, recreational, social, and educational events, promotes Texas A&M University - Texarkana school pride, and represents student opinions about residence life issues to the housing administration and the larger campus community.

Programming in Bringle Lake Village

The residence hall staff sponsor numerous academic, cultural, educational, social, and recreational programs. Most programs are provided free to residents and provide opportunities for residents to grow socially, culturally, and educationally while interacting with their peers and having fun. Students requiring special assistance to attend or participate in residence hall programs should contact the Office of Student Life.

The Residence Hall Bill of Rights

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

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

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

"To put this all simply we ask that you follow the *Golden Rule*:

"Treat others the way you want to be treated."

So please be respectful of others and keep quiet during quiet hours, keep your room clean, throw out your trash regularly, don't steal or break others things, and treat the Residence Hall with the same respect that you would be required to have for your home."

-Your Neighbor

Resident responsibilities

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

Housing Guide and the Student Code of Conduct. As a student, you are responsible for becoming familiar with the contents of these publications.

Safety in Bringle Lake Village

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

Emergency procedures

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

1. A Resident Assistant (Also known as an RA)
2. Your Desk Assistant
3. University Police which can be contacted at (903) 334-6611

Fire procedures

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

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

Tornado procedures

When a tornado or other severe weather is reported, residents are to move in an orderly manner to the designated location within the building for shelter. If you are in Bringle Lake Village, please move to the first floor, B-wing hallway. You are also allowed to shelter in the guest bathrooms or the stairwell.

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

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

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

“What comes next are all the rules that we have to follow. It's a long list and not all of them are listed here. Rules cannot be written to take everything into account, so that's why we must listen to those that are paid to be here to ensure our safety. You may not like all of these, nor will you always like what people have to say. However, if we did not have these rules then the Residence Hall could be burned to the ground... Just you wait, we will definitely have a fire drill from someone burning ramen this year.”

-Your Neighbor

Residence Life Rules, Regulations, and Information

Abandoned Property

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

Adhesives

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

Air Conditioners

Students may not install an air conditioner or water cooler in their room. The thermostat is regulated by the university and is centrally controlled. If you are experiencing issues with your thermostat place a maintenance order for it to be fixed, or in the case of an emergency contact your Resident Assistant.

Alcohol Beverages

State and federal statutes concerning alcohol beverages are strictly enforced on campus. Texas A&M University – Texarkana prohibits possession, consumption, or providing to minors, alcoholic beverages within the Bringle Lake Village area. When alcohol consumption or possession occurs within the Bringle Lake Village premises, and/or when consumption causes disruptive behavior, Texas A&M University - Texarkana UPD will be contacted. Students will face Texas A&M University - Texarkana sanctions as well as criminal charges. Alcoholic containers and paraphernalia, even if empty, will be removed from the premises.

Antennas & Satellite Dishes

For safety purposes, students are not permitted to have antennas outside their Bringle Lake Village room.

Appliances

Prohibited electrical appliances include, but are not limited to: air conditioning units, room water coolers, camping stoves, ceiling fans, electric skillets or woks, griddles, halogen touchier lamps, lamps or desk lights with additional USB and electrical outlets, potpourri pots, hot oil popcorn poppers, hot plates, oven broilers, power tools, any appliance with an open coil, space heaters, toasters, or toaster ovens. The hall staff will confiscate any & all unauthorized or misused appliances, and the individual(s) responsible will be subject to disciplinary action. Allowed appliances include: Coffee pots, hot pots, microwave/refrigerator, rice cookers, and blenders. Staff members reserve the right to require any cooking appliances to be removed if the appliance is deemed to be unsafe, or otherwise damages, or could potentially damage the residents of a wing/floor, or the hall community. Allowed appliances should be plugged directly into wall outlets and not into surge protectors.

Babysitting

Babysitting is not allowed in the Residence Hall.

Bed Bugs

If you believe that you have bed bugs in your room, please report the issue to the Residence Life Coordinator.

Bicycles

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

Break Housing

Bringle Lake Village is closed for winter break and between semesters. Residence Life fees do not cover the cost for these break periods. Residents will be required to make payment for break housing and may have to relocate to a temporary room during the break. Residents are permitted to stay over short breaks like Thanksgiving Break when the Residence Life Coordinator and the Assistant Vice President of Student Affairs permits it. The completion of minor paperwork may be required so that the Office of Residence Life may maintain a list of students remaining on campus over said holiday breaks.

Bulletin Boards

Only Resident Assistants, approved campus organizations, or departments of the Texas A&M University – Texarkana may post information on Bringle Lake Village bulletin boards. All items to be posted shall be approved by the Office of Residence Life. Such cases include: the Residence Hall Association bulletin board, RA bulletin boards, and any other bulletin board that is designated to an individual or group by the Residence Hall Director. The RLC reserves the right to have final say over all bulletin boards.

Cable Television

All residence rooms receive basic cable television. Any cable problems should be reported to the front desk.

Candles and Incense

Candles and incense are prohibited in the Residence Hall rooms, lobbies, and storerooms due to possible fire hazards. This rule includes decorative candles with burned or unburned wicks. Candle warmers and potpourri pots are not allowed. Wall plug-ins are permissible. Residents found with candles will be assessed a fine and these objects will be confiscated. Confiscated items will be disposed of at the end of each semester.

Card Access System

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

Chalking

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

Cleaning

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

Cohabitation

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

Cooking

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

Courtyard

The courtyard and amenities are available for student use in accordance with quiet hours. Please see the Courtyard Policies and Procedures and Quiet Hours below for other guidelines.

Damages or Losses

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

Darts/Dartboards

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

Decorations

Pictures, posters, and other items used to decorate a student’s room are allowed if they do not create a health or fire hazard or damage the room. Door decorations must be limited and shall not be offensive in nature. No decorations should wrap around the room doors as this can present a hazard in case of a fire. All decorations are subject to the approval of roommates. All

decorations visible through the window or on the door should be in good taste. Pictures and other materials that may be considered objectionable are not to be displayed in areas that may be visible outside the student's room. Holiday lights may be used on a limited basis. Refer to Holiday Decorations.

Disciplinary Process

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

Drugs

The possession, distribution, consumption, and/or use of illicit drugs, narcotics, or any hallucinatory agent (i.e. Salvia) or other substance not prescribed to the person are prohibited. This includes any property under the control of Texas A&M University – Texarkana, any event sponsored by Texas A&M University - Texarkana or any TAMUT student organization, whether conducted on TAMUT property, including student travel on behalf of TAMUT, is prohibited.

The following items are also prohibited within the residence halls: hookahs, pipes, bongos, or any paraphernalia which may be used to inhale or ingest prohibited drugs.

Elevator

In order to keep elevators in safe working condition, the following actions are prohibited and result in disciplinary action:

- Intentional damage and/or vandalism to the elevators, such as prying elevator doors open, jumping, etc.,
- Overloading the elevator
- Use of emergency alarms and emergency stops in non-emergency situations
- Evacuating people from the elevator without trained personnel

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

Emergencies

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

Escorting of Guests

Any Bringle Lake Village guest must be escorted by their host. Guests are required to wait for their Bringle Lake Village host before proceeding to their host's room. Guests shall be escorted completely out of the Bringle Lake Village entrance. Escorting must also take place in hall courtyard. Never escort anyone that is not your guest. Guests under the age of 18 are permitted in the building when accompanied by their parent and resident at all times. Violating this policy may result in disciplinary sanctions or fines.

Extension Cords/Surge Protectors

Extension cords may not be used while living in the hall. Power strips/Surge protectors shall never be placed above the ceiling tiles, underneath carpet, stapled, or pinched in anyway. The daisy-chaining or connecting of multiple power strips is strictly prohibited. Block surge protector are considered multi-plug units and are not allowed in Bringle Lake Village. All surge protectors must have an electrical cord that connects to the wall outlet. Only power strips with built in circuit breakers (surge protectors) may be used in rooms. Improper use of surge protectors may result in disciplinary sanctions and/or fines. The definition of a Power Strip/Surge Protector is hereby defined as: A device used to extend power connections and/or split into multiple connections that contains a reset mechanism to safely protect all electronics against surges of power.

Exterior Door

The exterior doors with card access are always locked . Residents are expected to carry their student ID card to gain access to the locked hall. Propping of exterior doors and/or tampering with locks are considered serious security violations. Residents are expected to aid in maintaining the security of the hall. Student ID cards are never to be given to another person to gain entry into Bringle Lake Village. Violating this policy may result in disciplinary sanctions or fines.

Extermination of Pests

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

Fighting, Threatening, or Acts of Violence

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

Finals

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

Fire Doors

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

Fire Drills/Equipment

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

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

- Tampering or playing with fire extinguishers, smoke detectors, exit lights, or emergency lights
- Tampering with or pulling a fire alarm under false pretense
- Removing smoke detector batteries or otherwise rendering a smoke detector inoperable
- Propping open fire doors
- Obstructing halls and stairwells with furniture, debris and other materials
- Hanging objects from smoke detectors

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

Firearms, Weapons, Ammunition, Explosives, and Fireworks

Firearms, weapons, ammunition, explosives and fireworks are strictly prohibited in the residence hall unless you are a concealed handgun license holder. A concealed handgun license holder may carry a concealed handgun on or about the license holder's person while the license holder is on the campus of Texas A&M University-Texarkana, unless prohibited by TAMUT rule, state or federal law. When in Bringle Lake Village, any resident of campus housing who is a

concealed handgun license holder must store their handgun in a safe that is provided and installed by Texas A&M University - Texarkana.

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

Floor Meetings

Each semester mandatory meetings are held in each living area. Attendance at these meetings is mandatory because information concerning safety and security as well as other important information is distributed. Residents are responsible for all the information distributed at these meetings. Roommate contracts must also be completed by the end of the first two weeks of school. An example of the roommate agreement contract is at the back of this guide.

Front Desk

The front desk is a station manned at various times by Desk Attendants. In the event a Desk Attendant is not present there should be a sign up stating when the DA will return or who to contact in case of an emergency. If you are having an emergency contact the Resident Assistant on call at: (903) 277 - 4566. Residents that are not Residence Life Staff are not permitted behind the front desk or allowed to use the intercom without express permission from an RA or the RLC. Residents are not allowed to sit on the counter-top of the front desk. Residence Life Staff are the only ones permitted to use the computer behind the front desk. This includes viewing the monitor as sensitive information is stored on that computer. Failure to comply with these rules may result in a disciplinary sanction and/or fine.

Furniture

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

Group Billing

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

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

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

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

Guests

A guest is defined as a person who is not assigned to the room they are visiting. Residence hall students can host guests in their rooms according to the rules outlined below. However, violating a roommate's right of entry into the room, or hindering a roommate's ability to study and/or sleep within their room is considered a violation of guest privileges. Roommates have the right to deny overnight guests. Children under 18 years of age are not allowed in the residence hall as overnight guest. Any guest that is not currently enrolled in classes at Texas A&M University-Texarkana and is 18 years of age or older is required to check in with a front desk staff. Guests under the age of 18 are permitted in the building when accompanied by their parent and resident at all times.

- Host responsibilities – Hosts are responsible for the behavior of their guest at all times and are obligated to inform the guest of all Texas A&M University - Texarkana and Bringle Lake Village rules and regulations. Any violation of rules or regulations by a guest may result in disciplinary action being taken against both the host and the guest.
- Escorting Guests – Guests must always be escorted . Guest left unattended or found to be unescorted may be documented and escorted out of the building. Residents should never agree to escort a person they do not know.
- Overnight Guest – Overnight guest are allowed, but only with the permission of the roommate and only at designated times during the semester. Overnight guests may not stay in a room for more than three (3) consecutive nights. Guest stays of more than six total nights in one month are subject to the Office of Residence Life approval. A maximum of two guests can be in a room on a given night and residents can be billed for their guests if they

exceed the nightly limit. Residents are required to complete the process, including all paperwork, permitting the student to host an overnight guest(s).

Halogen Lamps

Due to fire safety, halogen torch lamps or other lamps using halogen bulbs are prohibited in the Bringle Lake Village. Failure to remove the items listed may result in disciplinary sanctions and/or fines.

Harassment

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

Telephone harassment includes annoying, abusive, or obscene phone calls designed to irritate, anger, or threaten a listener. If a resident should receive harassing phone calls, they should notify their RA and UPD. Residents will be encouraged to file a report with UPD and the Office of Residence Life.

Health and Safety Checks

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

Heaters

For safety reasons, no portable heating units may be used in a Residence Hall.

Holiday Decorations

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

- Trees and other greenery must be artificial and must have proof of flame resistance
- Lights must be UL-approved and of low wattage – only miniatures – Lights may not be used until after Thanksgiving (Christmas holiday use only)

- All decorations are to be removed within two days following the holiday and artificial spray or fabric snow is prohibited. Students are not allowed to wrap their doors with wrapping or other forms of paper.
- Holiday lights and rope lights must be taken down in the time mentioned above.
- Fire alarm pull stations, fire extinguisher cabinets, smoke detectors, sprinkler heads and exit signs must not be covered and exits must not be blocked.
- No candles, or any open flame may be used.

Identification

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

Incident Reports

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

Keys

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

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

Laundry Rooms/Machines

Laundry machines are in Bringle Lake Village on the 2nd and 3rd floors. Abuse of vending, laundry, and/or ice machines can lead to disciplinary sanctions and/or fines. Please report machine malfunctions to the front desk. Continued use of impaired machines only aggravates whatever problem the machine may have and is prohibited. Knowledgeable use of impaired machines may lead to disciplinary sanctions and/or fines. Only residents of the hall are permitted to use the laundry machines. Residents have a 10-minute grace period to remove their articles from the washer or dryer before their articles will be removed and placed on the laundry room table. Abandoned clothes will be disposed of at the end of each week and repeated incidents may result in disciplinary sanctions and/or fines.

Liability

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

Lobby Use

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

Mail and Packages

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

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

Mail, including packages, from the United States Postal Service cannot be delivered to the Residence Halls.

Motorcycles

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

Microwave

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

Non-Compliance with Authority

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

Offensive Odors

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

Open Flame

No items that have open flames, flammable fuels or open coils may be used within the Bringle Lake Village premises. This includes, but is not limited to candles, lanterns, heaters, and incense. Violation of this rule may result in immediate relocation and disciplinary action. These items will be confiscated immediately.

Painting of Rooms

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

Parking

Residents can park in the parking lots to the East and West of the Residence Hall. People without handicap parking tags or plates are not allowed to park in the handicap parking spaces. Residents are also not allowed to park in the Hall Coordinator's parking spot. Those that park in

spots they are not permitted to may be given disciplinary sanctions, fines, and/or have their vehicle towed.

Personal Furniture/Items and Clothing

Students are welcome to bring personal items from home for their rooms. However, all these items shall be kept in their room and should not be stored in any other location. Personal property left in any common area, such as bathrooms, hallways, or lobbies will be moved to the front desk of Bringle Lake Village, or closest storage room, and may be discarded by the University after 72 hours. Items left behind after a student has checked out of the hall may be discarded immediately.

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

Pets

For reasons of health and safety, no pets, except fish, are permitted in Residence Hall rooms (except by faculty or full-time professional staff when approved by the Assistant Vice President of Student Affairs). Aquariums are limited to 10 gallons in size.

Pranks

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

Profanity/Obscenity

The use of rude, vulgar, indecent or obscene verbal or written expressions, while protected by the First Amendment, is considered detrimental to the community environment. The residence hall staff reserves the right to refuse postings, which contain rude, vulgar, indecent, or obscene expressions. Residents will be asked to refrain from this type of language when in common areas.

Projectiles

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

Publicity

Only recognized student organizations or departments can put up any type of publicity in the hall. All desired publicity must be approved by the Residence Life Coordinator via email before it can be put out.

Publicity must be taken down by the organization and/or department that put it up within 24 hours after the event. Publicity can only be placed in the common areas. All publicity must also follow the current guidelines of the building and shouldn't damage any surface.

Quiet/Courtesy Hours

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

Each living area must observe quiet hours from 10:00 p.m. to 9:00 a.m., Sunday through Thursday and Midnight to 9:00 a.m. on Friday and Saturday. Each living area may vote to extend these hours. The Residence Life department reserves the right of final approval for such hours.

Courtesy hours are in effect throughout Bringle Lake Village 24 hours a day. Therefore, noise (stereo, radio, TV, musical instruments and voices) must be maintained at levels that will not interfere with the study or sleep of other residents. If you encounter excessive noise, first request that the offenders be quiet. If they persist, contact your RA or the staff member on call.

To help promote an intense study period, there are 24-hour, quiet hours in effect during final exams week throughout BLV. The Residence Life Coordinator has the ability to deny all guests/visitors to be checked into BLV in an effort to maintain a quiet environment in the building. The Residence Life Coordinator may also choose to grant a single hour, per day during finals week where residents are exempt from quiet hours.

Rappelling

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

Restrooms

Use of the opposite gender assigned at birth restroom is prohibited.

Rooftops

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

Room Entry

The University recognizes residents' desire for privacy, particularly in the context of their group living situation, and will do what it can to protect and guarantee their privacy. However, Texas A&M University - Texarkana, through a Bringle Lake Village staff member or Texas A&M University - Texarkana Official, reserves the right to enter a resident's room at any time for the following purposes:

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

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

Room Use

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

Rule Changes

In order to change a current residence hall rule, a proposal must be submitted to the Residence Life Coordinator in written form, including all the following:

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

The proposal will be considered based on any or all the following: survey results, need, cost, national trends, or research on the area of change. Not only does Residence Life need to

approve all changes, they may require the approval of the Vice President of Student Enrollment, Engagement and Success, the President, or possibly the TAMU Board of Regents.

Running/Roughhousing

Residents are asked to refrain from, but not limited to, the following: running, rollerblading, skateboarding, skating, roughhousing, scuffling, use of water guns, the throwing, bouncing, or kicking of objects in halls, stairwells, and other common areas for safety reasons. Also, residents must wear shoes while outside of a resident's rooms throughout Bringle Lake Village. Running or roughhousing on the Bringle Lake Village premises, as well as not wearing shoes, may lead to disciplinary sanctions and/or fines.

Smoke Detectors

All student rooms are equipped with smoke detectors. Detectors will be checked prior to the start of each semester and during Health and Safety Checks by the Bringle Lake Village staff. Residents that detect a problem with their smoke detector should contact the Bringle Lake Village staff immediately. Disciplinary action will result if a student removes or otherwise renders the detector inoperative and a \$100.00 fine or community service may be assessed. Disciplinary action could also result for residents who cause potential fire hazards through unsafe practices (i.e. overloading circuits, use of inappropriate extension cords, use of unauthorized cooking appliances, etc.).

Smoking / Vaping

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

As of October 3, 2019, e-cigarettes and vaping on campus is strictly prohibited and will result in a fine. Beginning January 1, 2020, the smoking of cigarettes on campus will be prohibited and will also result in a fine.

All common areas and rooms within Bringle Lake Village are smoke free. Smoking cigarettes is permissible outside the buildings and at the designated areas across campus until January 1, 2020. Every person who smokes is responsible for their own cigarette remains. Smoking in a room will result in a \$100.00 fine and/or community service. The following items are also

prohibited within Bringle Lake Village: hookahs, pipes, bongs, or any paraphernalia that may be used to inhale or ingest prohibited drugs.

Solicitation

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

Sprinkler System

Bringle Lake Village has a sprinkler system for fire protection in the building.

This system is extremely sensitive. Remember:

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

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

SSC/Repair Request

SSC requests or other room concerns should be reported to the front desk, to a Resident Assistant, or through the online portal in a timely manner. For emergency repairs contact a staff member immediately. If repairs are not completed to your satisfaction, (within one week for regular repairs or within a day for emergencies) notify the Residence Life Office. It will be helpful if you report SSC problems early and with as much detail as possible. Students who discover insect problems should report them to the front desk so that their rooms may be treated. Remember: Food attracts insects. SSC personnel work between 8:00 a.m. and 5:00 p.m. on weekdays and may not always be able to arrive at hours most convenient to students.

Storage

Storage is not available. All furniture must remain in the room. No space is available for students who wish to store belongings over the summer or while they are not enrolled. The only storage available is for kitchen appliances in the kitchen. See Kitchen Policies below for more information.

Stowable Transportation

Stowable transportation is any transportation device that can fit through a regular room door. Examples of stowable transportation include, but are not limited to bicycle, moped, scooter, and skateboard. Hover boards are strictly prohibited. Any stowable transportation left outside of Bringle Lake Village should always be locked to prevent theft. Students may store these transportation devices in their rooms, with roommate's consent, if they are cleaned before entering the hall. They shall not block room entry or exit. Under no circumstances, is anyone allowed to ride or store a transportation device in the lobby or hallway of Bringle Lake Village. Bicycles are not to be left in the courtyard, at any time of the year, or chained to bike racks after a resident checks out of Bringle Lake Village. Texas A&M University - Texarkana will dispose of or sell unclaimed transportation devices.

Student Conduct

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

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

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

Street/Road Signs

Street/Road signs are considered the property of the respective government agencies where located and any inappropriate taking or possession by unauthorized individuals may result in

judicial or legal action. Individuals possessing street/road signs may be requested to provide proof of ownership.

Syringe Disposal

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

Temperature Control

Bringle Lake Village is maintained at a temperature “comfort zone” between 71- and 75- degrees Fahrenheit. If a resident feels that the temperature in their room is uncomfortable, they should contact the front desk. All issues regarding the temperature of a student’s room, and said temperatures interfering with sleep or study, will be treated as an emergency and dealt with as soon as possible regardless of time.

Thefts and Assaults

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

Tunnels/Crawl Spaces

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

Trash

Residents are responsible for their personal trash by taking it to the dumpster. Personal trash left in the halls or in the restrooms will be considered improper trash disposal. Disposing of personal trash from your personal room in the hall trash cans will be considered improper trash disposal. Improper trash disposal will lead to disciplinary sanctions and/or fines. Any questions, please contact the Office of Residence Life.

University Police Department

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

Use of University Property

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

Vandalism

Residents who remove, destroy, or deface any property or area related to Texas A&M University – Texarkana, Bringle Lake Village, or the Office of Residence Life (including vandalism of the elevators, ceilings, and grounds surrounding the buildings) are subject to disciplinary action and will be required to pay for any damages.

Vending Machines

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

Verbal Abuse

Frequently, staff members must confront residents and/or their guest in order to remind them of various rules. Unfortunately, residents sometimes persist in being argumentative, respond by shouting, or make rude, vulgar, indecent or obscene comments and/or gestures to the staff member. Anytime this is done within earshot of the staff member, it is considered verbal abuse. This type of interaction could lead to additional disciplinary sanctions.

Video Copyright Guidelines

Due to federal copyright laws, the Office of Residence Life does not permit the showing of videotapes/DVDs/Blu-Rays in lobbies or public areas without specific authorization from the owner of the copyright. However, you may view these in the privacy of your room.

Visitation

Guests and hosts are responsible for knowing and observing the visitation hours established for the residence hall. **Visitation Hours at Bringle Lake Village are from 9:00 a.m. – 2:00 a.m., seven days a week.** Guests must always be escorted . Please refer to Escorting and Guests for additional information related to visitation rules. Guests are not to enter or be present in a

room or suite without the host being present. Violating this policy may result in disciplinary sanctions or fines. Roommate contracts per room determine if student visitation is allowed.

Wallpaper and Border

Wallpaper and border may not be used in rooms.

Waterbeds

Waterbeds are not permitted in any student rooms due to safety and SSC concerns.

Windows/Window Screens

Windows are not to be used as a room exit unless residents do so for emergency reasons. Window screens shall not be removed. Residents will be charged for damages to screens and for the reinstallation of any removed screen. Throwing, hanging, or spitting objects from windows is prohibited. Excessive window coverings are not allowed (may include paper or foil).

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

Common Area Policies and Procedures

Assumption of Risk

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

The participant agrees to follow the policies, procedures, and university personnel while on school premises, and/or using school equipment or facilities. Failure to abide by this directive may result in removal from the facility and future denial of access, as well as other appropriate measures.

Courtyard Policies

General Overview

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

Courtyard Hours

The courtyard is open 9:00 a.m. to 10 p.m., Sunday through Thursday, and 9:00 a.m. to Midnight, Friday and Saturday, unless otherwise noted. Moreover, quiet hours are in effect for the courtyard just like the remaining parts of Bringle Lake Village. Quiet hours are from 10:00 p.m. to 9:00 a.m. with courtesy hours being in effect 24 hours a day. Inclement weather and other unforeseen issues may cause the daily schedule to be altered. Generally, the courtyard is available for open recreation use by authorized residents of Bringle Lake Village.

Courtyard Rules

- No running, boisterous, or rough play in the pool or around the pool area. (See Pool Rules below for more rules pertaining to the pool.)
- No person under the influence of alcohol or drugs shall be permitted in the courtyard.
- Limit of 2 guests per resident of Bringle Lake Village. All guests must be present with the resident of Bringle Lake Village. No exceptions.
- Only Service Animals are allowed in the courtyard area and must remain on their leads unless previously discussed with the Residence Life Coordinator.
- Do not dig holes or remove sand from the volleyball court.
- Appropriate clothing is required to use the courtyard.
- Smoking/Vaping is only allowed in the designated areas.
- Trash created by discarded cigarettes must be disposed of properly.

Failure to follow these rules may lead to Disciplinary Sanctions and/or Fines.

Courtyard Procedures

Animals

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

General Use

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

Grill

- Before using the grill ensure that the grill is properly and securely connected to the propane canisters, that there is not any flammable debris under the grill plate, and that nothing highly flammable is around the grill.
- Make sure that the grill is not underneath any part of the Bringle Lake Village portico before grilling.
- While using the grill make sure that nothing flammable meets the grill that the grill is not moved, and that someone is always watching the grill .
- After using the grill ensure that all flames have been extinguished, turn off all gas feeding into the grill, clean the grill, and then close the grill.

Organizational Use

- Organizations reserving the courtyard must reserve the courtyard at least 2 days in advance.
- Organizations reserving the courtyard also must leave the courtyard in better condition than it was when they arrived.

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

Volleyball Court

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

Pool

See Pool Policies below for rules, procedures, and policies.

Kitchen Policies

General Overview

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

Kitchen Hours

Typically, the kitchen will be open from 10:00 a.m. until 10:00 p.m., Sunday through Thursday, and 10:00 a.m. to Midnight, Friday and Saturday, unless otherwise noted. Students can use the kitchen during these hours unless the area becomes unclean and unkept. Past that point, the kitchen door will be locked and in order to use the kitchen both inside and outside of regular open hours, a resident must check out the space from the Front Desk with their student ID. The kitchen is available for private usage by officially recognized student organizations with prior reservations. Reservations should be made through the Office of Residence Life. The kitchen may be reserved for a three-hour period. All persons in attendance are required to adhere to all kitchen rules as well as all regulations, policies, and procedures of Texas A&M University – Texarkana and Bringle Lake Village. The kitchen may be reserved for official university functions as deemed appropriate.

Kitchen Rules

- No running, boisterous, or rough play in the kitchen.
- No person under the influence of alcohol or drugs shall use the kitchen.
- Limit of 2 guests per resident of Bringle Lake Village. All guests must be present with the resident of Bringle Lake Village. No exceptions.
- No animals are allowed in the kitchen unless they are a recognized service animal.
- Smoking/Vaping is not allowed in the Kitchen.
- Items that are left in the cabinets must not be left to rot or create foul odors. The person who has checked out said cabinet and/or the person/group who left the item in the cabinet may be given disciplinary sanctions and/or fines.
- Do NOT leave the kitchen in a messy or dirty state.

Failure to follow these rules may lead to Disciplinary Sanctions and/or Fines

Kitchen Procedures

General Use

- A first aid kit is located at the front desk.
- All who use the kitchen are responsible for the trash they produce while in the kitchen. Properly dispose of all and any trash that is left.
- All who use the kitchen are responsible for the cleanliness of the kitchen. Properly clean the kitchen after each use.

Using the Freezer

- When storing items in the freezer make sure to leave them inside for the required amount of time, and that it is not forgotten.
- If you make a mess in the freezer it is your duty to *immediately* clean the freezer.
- Label items you store in the freezer with your name and the date that you put it in.

Using the Kitchen Cabinets

- Only store kitchen related items in the cabinets.
- To reserve a cabinet, you must check out a space from the front desk of Bringle Lake Village. You are limited to one shelf. If you would like to share a cabinet with four friends, please let the front desk staff know.
- **PERSONAL BIKE LOCKS ARE NOT ALLOWED!**
- Items left in the cabinets after checkout will be confiscated by the Office of Residence Life.

Using the Kitchen Supplies

- Kitchen supplies can be checked out from the front desk. To check an item out you will need to leave your student ID with the front Desk Attendant until you have finished using the supply that was checked out. All supplies rented from the front desk must be returned fully cleaned. Failure to return the item clean may result in disciplinary sanctions and/or fines.
- While using the kitchen supplies only use them for their intended uses and in the spaces where they can be used. Supplies checked out of the kitchen supplies closet that conflict with the appliances section above may lead to disciplinary sanctions and/or fines.
- Items can be checked out of the kitchen supply closet for as long as necessary, however, we ask that you be mindful of your fellow students and the fact that you will not have access to your student ID as long as you have an item checked out.
- Organizations can use items from the kitchen supplies closet if they have the kitchen reserved. However, instead of holding a student's ID, we reserve the right to not allow organizations that do not return items and leave the kitchen a mess access to the kitchen.

Using the Microwave

- See Microwave as a part of the General Rules above.

Using the Sink

- Do not pour grease, fat, or oils down the sink.
- Plates, Cutlery, Bowls, Pans, and other assorted cookware may be cleaned in the sink. If they are left in the sink, then the person who left them may receive disciplinary sanctions and/or fines.
- If the sink becomes clogged it is your duty to try and unclog the sink. If you cannot contact residence life staff in order to get help and access to the proper tools to unclog the sink. A work order may need to be filed to get the sink fixed.
- Do not force cutlery down the sink.

Using the Stove/Oven

- Before using the stove ensure that no one else has left any residue on the stove that may catch fire.
- Before using the oven ensure that no one has left something inside the oven. We also suggest that you make sure that you have the appropriate cooking tools to remove items from the oven before you begin using the oven.
- While using the stove or oven someone must always keep an eye on it .
- After you have finished cooking your items it is your duty to clean up the mess you make.
- Additionally, it is your duty to make sure that the oven/stove is turned off before you leave the kitchen.
- Do not set hot items from the stove or oven directly on the countertop.
- Do not set anything plastic on the stove.
- Do not use water to try and put out a grease fire.

Laundry Room Policies

General Overview

The primary purpose of the laundry room is for use by the residents of Bringle Lake Village to clean their clothes and/or fabric items. The following policies and procedures have been developed to provide a safe and enjoyable environment that meets state and industry standards.

Laundry Room Hours

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

Laundry Room Rules

- No running, boisterous noise, or rough play in the laundry rooms.
- No person under the influence of alcohol or drugs shall use the laundry rooms.
- Guests and non-residents are not permitted to use the laundry rooms.
- No animals are allowed in the laundry room unless they are an identified service animal.
- Appropriate clothing must always be worn . This means that you cannot change in the laundry room.
- Do not put yourself, others, plants, and/or animals in the machines.
- Do not put shoes in the machines.
- Do not put explosives, non-fabric cleaning liquids, or any other potentially hazardous materials into the washing or drying machines.
- Do not use the machines as a chair.
- Do not intentionally overload the machines.
- Do not remove clothes from the machines unless you have already waited 10 minutes for the appropriate owner to arrive. We ask that you do not touch clothing articles that are not yours unless you have been given express permission by the owner of said clothes.
- Do not leave your clothes in the machines for more than 10 minutes. Remove them as quickly as possible. Please set an alarm.
- Do not eat or drink cleaning liquids and/or tide pods.
- Do not leave personal items strewn about the laundry room.

Failure to follow these rules may lead to Disciplinary Sanctions and/or Fines

Laundry Room Procedures

General Use

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

Using the Washing Machine

- Before using a washing machine, ensure that no one has left any clothing behind. If there are any articles left in the machine, please move these articles to the abandoned items table.
- Place your items one at a time into the machine to make sure that you do not accidentally place hazardous items to be washed. Leave the top quarter or fifth of the machine empty.
- Make sure that you are using the proper amount of cleaning liquids or tide pods before adding them to your clothes.
- We suggest setting a timer to remind you when your clothes have finished washing. This will help free up our machines for the other residents of Bringle Lake Village.

Using the Dryer

- Before using a dryer, ensure that no one has left any clothing behind. If there are any articles left in the machine, please move these articles to the abandoned items table.
- Before using a dryer, ensure that you remove any lint left behind by other residents who used the dryer before you.
- If you use dryer sheets, make sure that you are using the proper amount.
- We suggest setting a timer to remind you when your clothes have finished drying. This will help free up our machines for the other residents of Bringle Lake Village.
- After using the dryer remove the lint from the lint tray.

Pool Policies

General Overview

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

Pool Hours

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

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

Pool Rules

- No running, boisterous, or rough play in the pool or around the pool area. Do not hold anyone, including yourself, below the water. No diving allowed.
- No person under the influence of alcohol or drugs shall use the pool.
- Limit of 2 guests per resident of Bringle Lake Village. All guests must be present with the resident of Bringle Lake Village. No exceptions.
- No spitting, blowing nose, vomiting, defecating, or urinating in pool.
- No using the pool to bathe.
- Persons with a communicable disease shall not enter the pool.
- Persons with skin, eye, ear, bowel issues, or nasal infections shall not enter the pool.
- No animals or pets allowed in the pool.
- No glass allowed in the pool or on the deck. Food and beverages are not allowed within six feet of the pool.
- Swimmers must wear appropriate swimming attire. No cutoff jeans.
- Any flotation devices used must be U.S. Coast Guard approved.
- Smoking is not allowed in the Pool Area.

Pool Procedures

General Use

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

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

Failure to follow these rules may lead to Disciplinary Sanctions and/or Fines

Residence Life Housing Agreements

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

Residence Hall Requirement

The University requires all students to live on campus unless the student meets one of the exemptions below:

- Has reached the age of 21 prior to the first-class day of class each semester (fall/spring)
- Has completed 60 or more semester credit hours prior to the first day of class each semester (fall/spring)
- Is enrolled in nine (9) or fewer semester credit hours for the fall or spring semester (student must file exemption for each semester enrollment is eight or less semester credit hours)
- Lives with parent or legal guardian within 30 miles of campus
Is married or has dependent children.
- Hardship exceptions are approved through the Office of Residential Life

Exemptions:

All exemptions for the Bringle Lake Village housing requirement must be documented and approved by the Office of Residence Life. Exemption forms are available on the Residential Life web page as well as at the Office of Residence Life. Students must seek approval for exemption each academic year while under the age of 21 or semester credit hour requirement. Once students achieve 21 years of age or 60 semester credit hours, they are no longer required to file for an exemption to live off campus.

Checking in to Bringle Lake Village

Check-in is supervised by the Residence Life staff and is conducted according to a specific schedule of dates and times. When you check in, you will be given keys and a room inventory sheet (to check the condition of your room).

Checking out of Bringle Lake Village

Residents are expected to vacate their rooms by the day, time, and procedures posted. Each resident must check out by an RA. Rooms are to be clean and in the same general or better condition as they were at the beginning of students' occupancy. Residents should contact the Residence Life Coordinator prior to the deadline should they need special check out arrangements.

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

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

Housing Application Fee

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

Occupancy

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

Reassignment

The Office of Residence Life reserves the right to assign a second student to a double room in which only one student is living. The right is also reserved to assign or reassign rooms in any way that will best utilize the facilities available. For this purpose, or for other reasonable cause, the Office of Residence Life may change room assignments or require a student to move to different accommodations. Students will be given two days', or 48 hours, notice to move.

Room Changes

Students have the option to change rooms after the 12th class day when approved by the Residence Life Coordinator. Residents must request a room change through the Residence Life Coordinator prior to moving. Non-approved room changes or unfinished room changes may result in a disciplinary sanction and/or fine.

Required Hours

To be eligible to live on campus a student must be enrolled in a minimum of nine (9) undergraduate and/or six (6) graduate hours. Students dropping below the required number of hours may be required to move out of Bringle Lake Village. Student enrolled in Intensive English Classes are exempt from the minimum hour requirement. The Residence Life Coordinator will have final say on who can stay if requirements are not met on a case-by-case basis.

Acceptable Use for Network Connections in the Residence Hall

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

Fines and Disciplinary Sanctions

Sanctions

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

Warning

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

Loss of Privileges

A temporary or permanent loss of housing privileges.

Educational Sanctions

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

Community Service Hours

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

Fines

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

Restitution for Damages

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

Disciplinary Change of Assignment

A resident may be transferred to a different room, different wing, or different floor within Bringle Lake Village.

Disciplinary Termination of Housing Agreement

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

Fines and Fees

Rules and Regulation Fines

Please remember that these are all approximations and the institution has moved to community service hours before fines.

Candles and Incense

Use or ownership of candles/incenses will result in a fine of up to \$50 for the first offense. \$50 for the second offense. Any offense after the second shall be \$10 more than the previous offense.

Cleaning

Failure to clean one's room, kitchenette, or bathroom when required will result in a fine up to \$50 per room.

Cohabitation

If a resident is found to be cohabitating with another person, it will result in a fine up to \$175.

Drugs

- Ownership of illegal drug paraphernalia will result in a fine of up to \$150.
- Ownership of illegal drugs will result in a fine of up to \$250.
- Use of illegal drugs in the Residence Hall will result in a fine of up to \$400.

Escorting Guests

Leaving guests by themselves, losing sight of them, and/or leaving your guest with someone else will result in a fine up to \$50 per offense.

Extension Cords / Surge Protectors

- Use of improper electronic multi-plugs will result in a fine of up to \$25 for the first offense. \$25 on the second offense. Any offense after the second shall be \$10 more than the previous offense.
- Improper use of proper electronic multi-plugs will result in a fine up to \$20.

Exterior Locking Doors

The propping of exterior doors, giving access to non-residents who are not checked in at the front desk, and disregard to safety by giving non-residents access to Bringle Lake Village by any other means will result in a fine up to \$75 for each offense.

Fighting, Threatening, or Acts of Violence

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

Fire Doors

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

Fire Drills

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

Firearms, Ammunition, Weapons, Explosives, and Fireworks

- The possession of items not allowed within Bringle Lake Village or on campus (see Firearms, Ammunition, Weapons, Explosives, and Fireworks in Residence Life Rules, Regulations, and Information above for more information.) will result in a fine of up to \$150.
- The threatened use or use of such items will result in a fine up to \$250.
- Use of swords for anything other than decoration or defense will result in a fine of up to \$300

Front Desk

- Non-Residence Life Staff members who sit behind the front desk will be fined up to \$35.
- Non-Residence Life Staff members who use the computer behind the front desk will be fined up to \$75.
- Using the intercom without express permission from an RA or the Residence Life Coordinator will result in a fine up to \$75.

Halogen Lamps

Failure to remove items listed in the Halogen Lamps section of Rules, Regulations, and Information listed above will result in a fine of up to \$50.

Keys

Use of keys that do not belong to you without express permission of the owner will result in a fine of up to \$150.

Lobby Use

- Damage of university property will result in a fine of up to \$50.
- Public Indecency will result in a fine of up to \$250.

Offensive Odors

If a resident does not deal with the odor in question within 24 hours. The resident will be fined \$25 per day that the odor is not dealt with.

Painting Rooms

Residents that paint any portion of their room will be fined up to \$75 per room.

Parking

Students that park in handicap or reserved spots will be fined up to \$20 an hour starting the moment they park in the spot.

Personal Furniture / Items and Clothing

- Failure to wear shoes at all times in the Residence Hall will result in a fine up to \$25.
- Leaving personal furniture, personal belongings, and clothing in one's room after checking out will result in a fine of up to \$50.
- Leaving personal furniture, personal belongings, and clothing in areas other than one's room will result in a fine of up to \$50.

- Not wearing appropriate clothes (Public Indecency) will result in a fine of up to \$250.

Pets

Having a pet that is not a registered ESA or recognized by Texas A&M University - Texarkana as a service animal is not allowed within Bringle Lake Village will result in a fine of up to \$50.

Profanity and Obscenity

- Public Indecency will result in a fine of up to \$250.
- Public Fornication will result in a fine of up to \$500.

Quiet Hours

Failure to remain quiet during quiet hours will result in a fine up to \$45.

Smoke Detectors

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

Smoking

- Leaving cigarette remains around the Residence Hall and not in the trash will result in a fine up to \$75.
- Smoking in the Residence Hall will result in a fine of \$100.
- Possession of smoking paraphernalia for drugs will result in a fine up to \$150.

Sprinkler Systems

Tampering with the sprinkler system in any way will result in a fine up to \$500.

Trash

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

Vending Machines

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

Visitation

Leaving guests by themselves, losing sight of them, and/or leaving your guest with someone else will result in a fine up to \$50 per offense.

Misc.

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

Common Area Policy and Procedure Fines

Courtyard

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

Kitchen

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

Laundry Room

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

Pool

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

Fees

Housing Deposit

First Year Students must submit a \$100 deposit to reserve a room at the school in the months before their first semester.

Keys

- \$5 — Lost key off-campus
- \$25 — Failure to return key at check-out
- \$75 — Lost key on-campus (requires door lock replacement)
- \$25 — Lost Student ID card

Parking Pass

A parking pass can be bought from the Central Plant for \$25.

Troubleshooting Guide

Cable

For problems with cable television, contact a Bringle Lake Village staff member

Difficult Personal Situation

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

Fire

Pull the nearest fire alarm and evacuate the building.

Housing Cancellation

Contact your Resident Assistant and the Office of Residence Life.

Intramural Information

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

Internet

Contact IT for help with the internet and Texas A&M University - Texarkana network.

Locked Out of Your Room

Call the RA on call or go to the Front Desk Assistant.

Lost Key

Contact your Resident Assistant or Residence Life Coordinator.

Micro Fridge Units and Microwaves

Contact your Resident Assistant or the Residence Life Coordinator.

Pest Control

Contact your Resident Assistant or the Residence Life Coordinator.

Room Changes

See your Resident Assistant or Residence Life Coordinator.

Room Maintenance

Contact a Resident Assistant to fill out a work order.

Roommate Conflicts

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

Sexual Assault/Rape

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

Student Escort

If you feel uncomfortable walking alone at night, please call (903) 334-6611 to request an escort from a UPD officer.

Theft

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

Roommate Agreement

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

A few things to begin asking your roommate(s) as you work out your contract are:

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

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

On the following page is a sample Roommate Agreement Contract for you to take and make alterations to. We suggest that you draft up your own or borrow the sample provided. If you need to make an amendment to your contract discuss the situation with your roommates, sign and date the amendment, and make your RA aware of the change.

Bringle Lake Village

Roommate Agreement

Building: _____ Room Number: _____ Date: _____

On, the date listed above, we, the tenants named below, sign this agreement ensuring that we will uphold our responsibilities, work to understand our differences, and abide by the rules set forth in the Bringle Lake Village Hall Housing Guide. By entering into this roommate agreement, we hope to ensure that our responsibilities will be understood and shared by all roommates as described in this agreement.

This Roommate Agreement (the “Agreement”) is made by and between the following:

_____, _____, _____, and _____, for the room listed above. We are entering into this Agreement to identify the rights and responsibilities of each tenant for the duration of our stay.

This Agreement runs concurrently with the fall and spring semesters of Texas A&M University - Texarkana, which is effective from Fall _____ to Spring _____.

Based on the preferences in the chart below, we agree to respect each other’s preferences by using items when allowed, not using items when not allowed, and asking when we have stated that we would like to be asked to use our items.

Roommate Name:	Notes for other roommates.				
Stereo/Speaker		YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____
TV / Video Games		YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____
Furniture		YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____
Appliances		YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____
Clothing		YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____
Food		YES _____	YES _____	YES _____	YES _____

		NO _____ ASK _____	NO _____ ASK _____	NO _____ ASK _____	NO _____ ASK _____
Computer		YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____
Cell Phone		YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____
Personal Care Items		YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____
Other Items:		YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____	YES _____ NO _____ ASK _____

Based on the preferences in the chart below, we agree to respect each other's preferences by being considerate of others when they are trying to study. This means that we will try to mitigate the issues that might impair other abilities to study.

Roommate Name:				
Can you study with music turned on?	Yes / No	Yes / No	Yes / No	Yes / No
Can you study with a TV turned on?	Yes / No	Yes / No	Yes / No	Yes / No
Can you study in Silence?	Yes / No	Yes / No	Yes / No	Yes / No
Where do you prefer to study?				
When do you prefer to study?				
How do you prefer to study?				

Based on the preferences in the chart below, we agree to respect each other's preferences by working together to maintain the security and safety of our room.

Roommate Name:				
Will we lock the room?	Yes / No	Yes / No	Yes / No	Yes / No
When will we lock the room?				
Is there anyone whom we will allow to access our room when no of us are there?				

Based on the preferences in the chart below, we agree to respect each other's preferences by trying to be adhere to each other's preferences when the others wish to rest.

Roommate Name:				
By what time should the room be quiet on the weekdays?				
By what time should the room be quiet on the weekends?				
Most weekdays what time will you go to sleep?				
Most weekends what time will you go to sleep?				
Do you sleep with music or sounds on?	Yes / No	Yes / No	Yes / No	Yes / No
Do you need silence to sleep?	Yes / No	Yes / No	Yes / No	Yes / No

Based on the preferences in the chart below, we agree to respect each other's preferences by working together to keep our room clean.

Roommate Name:				
How clean do you expect the room to be kept?				
Who will empty the trash?				
Who will vacuum?				
Who will do the dishes?				
Who will clean the restrooms?				
When will you clean?				
How will we tell one another if something is not clean enough?				
When will you clean your personal room?				

Based on the preferences in the chart below, we agree to respect each other's preferences by limiting the amount, timing, and style of visitation we will allow in our room.

Roommate Name:				
Are daytime guests allowed?	Yes / No	Yes / No	Yes / No	Yes / No
How many guests at a time are okay?				
What purposes are okay?	Studying / Socializing	Studying / Socializing	Studying / Socializing	Studying / Socializing
Are overnight guests okay?	Yes / No	Yes / No	Yes / No	Yes / No
Does gender matter?	Yes / No	Yes / No	Yes / No	Yes / No
How much notice should we give for an overnight guest?				

Based on the preferences in the chart below, we agree to respect each other's preferences by stating here how we will let others know we want some alone time.

Roommate Name:				
How will you mark that you are having some alone time?				
How would you like to be contacted if necessary, during alone time?				
Is there a time of the day/week we should set aside for alone time?				

Based on the preferences in the chart below, we agree to respect each other’s preferences by stating here how we would like for others to let us know what we do that bothers them.

Roommate Name:				
How do you like to be told that you are bothering someone else?				
What causes you stress?				
How do you express stress?				
How can your roommates help alleviate your stress?				

We the undersigned hereby agree to the contract listed above and will do our best to uphold all the preferences of our cohabitants. If we break this agreement, then we give our roommates the right to address the grievance through the method listed above.

Roommate 1 Signature: _____ Date: _____

Roommate 1 Printed Name: _____

Roommate 2 Signature: _____ Date: _____

Roommate 2 Printed Name: _____

Roommate 3 Signature: _____ Date: _____

Roommate 3 Printed Name: _____

Roommate 4 Signature: _____ Date: _____

Roommate 4 Printed Name: _____

Please note that this Agreement does not supersede the rules of Texas A&M University – Texarkana, Bringle Lake Village, or the law. The Residence Life Dept. and Texas A&M University – Texarkana are not bound by this Agreement and are not obligated to enforce all its terms.

Publication Notice

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

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