



RICE UNIVERSITY

Office of the Dean of Undergraduates

Undergraduate Handbook

Academic Year: 2022-2023

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Administrative Leadership at Rice	4
Administration	4
Dean of Undergraduates Division	5
Residential Colleges	6
Other Important Offices	6
Alcohol Policy	8
Preamble	8
A. Basic Principles	8
B. General Rules	9
C. Regulations for Alcohol at Student Functions	13
D. Rules for Student-Run Events	18
Clubs and Organizations	23
Computing, Networking, and Telephone	24
Computing and Networking	24
Student-owned Computers	24
Using Rice's Computers	24
Help	25
Computing Policies	25
Telephone Services	25
Disability Resource Center	26
Services	26
Responsibilities	26
Website Resources	27
Emergency Procedures	28
Reporting an Emergency	28
Medical Emergencies	28
Psychological or Psychiatric Emergencies	28
In Case of Arrest	29
Emergency Telephone System	29
Rice On-Campus System Phones	29
Financial and Institutional Information for Students	30

Hazing	31
Honor System	32
Obligations under the Honor System	33
Meningococcal Meningitis	34
What is meningococcal meningitis?	34
What are the symptoms?	34
How is meningococcal meningitis diagnosed?	35
How is the disease transmitted?	35
What increases the risk of getting meningococcal meningitis?	35
What are the possible consequences of the disease?	35
Can the disease be treated?	36
How can I find out more information?	36
Vaccinations	37
Student Government	38
Resource Links	39
Code of Student Conduct	39
FERPA	39
General Announcements	39
Housing and Dining Department	39
Health, Counseling, and Wellbeing	39
Missing Persons	39
Rice University Police Department	39
Sexual Misconduct Policy	39

Administrative Leadership at Rice

Administration

- Reginald DesRoches, President
 - Paul Cherukuri, Vice President for Innovation
 - Kelly Fox, Vice President for Finance and Administration
 - Ryan Kirksey, Senior Assistant to the President
 - Caroline Levander, Vice President for Global and Digital Strategy
 - Paul Padley, Vice President for Information Technology and CIO
 - Ramamoorthy Ramesh, Vice President for Research
 - Yvonne Romero Da Silva, Vice President for Enrollment
 - Omar Syed, Vice President and General Counsel
 - Allison Thacker, Vice President for Investments and Treasurer
 - Linda Thrane, Vice President for Public Affairs
 - Kathi Warren, Vice President for Development & Alumni Relations

- Amy Dittmar, Provost
 - Alexander Byrd, Vice Provost for Diversity, Equity, and Inclusion
 - C. Fred Higgs, Vice Provost for Academic Affairs
 - Sarah Lowman, Vice Provost and University Librarian
 - Robert Bruce, Dean, Susanne M. Glasscock School of Continuing Studies
 - Kathleen Canning, Dean, School of Humanities
 - Bridget K. Gorman, Dean of Undergraduates
 - Thomas Killian, Dean, Wiess School of Natural Sciences
 - Rachel Kimbro, Dean, School of Social Sciences
 - Matthew Loden, Dean, Shepherd School of Music
 - Igor Marjanović, Dean, School of Architecture
 - Seiichi Matsuda, Dean, Graduate & Postdoctoral Studies
 - Luay Nakhleh, Dean, George R. Brown School of Engineering
 - Peter Rodriguez, Dean, Jesse H. Jones Graduate School of Business

Dean of Undergraduates Division

- Bridget K. Gorman, Dean of Undergraduates
 - E. Kate Abad, Associate Dean of Undergraduates
 - [Student Center/Activities](#), Kristen Ernst
 - Crisis Management
 - Catherine Clack, Associate Dean of Undergraduates and Director of Multicultural Affairs
 - [Multicultural Affairs](#)
 - [Student Media](#), Katharine Shilcutt
 - [Bands](#), Chuck Throckmorton
 - Shelah Crear, Associate Dean of Undergraduates
 - [Student Success Initiatives](#), Araceli Lopez
 - Brian Gibson, Senior Associate Dean of Undergraduates
 - [Academic Advising](#), Christine Martinez
 - [Center for Career Development](#), Nicole Van Den Heuvel
 - [Center for Teaching Excellence](#)
 - [Study Abroad](#), Beata Loch
 - Caroline Quenemoen, Associate Dean of Undergraduates and Director of Inquiry Based Learning
 - [Center For Civic Leadership](#)
 - Leslie Schwindt-Bayer, Associate Dean of Undergraduate Education
 - Allison Vogt, Associate Dean of Students
 - [Safe Office](#), Cathryn Councill
 - [Student Wellbeing](#), Agnes Ho
 - [Student Judicial Programs](#), Emily Garza
 - [Counseling Center](#), Tim Baumgartner
 - [Student Health Services](#), Jessica McKelvey

Residential Colleges

- Baker College
 - Angela Duno and Luis Duno-Gottberg, Magisters
- Brown College
 - B.J. Fregly and Shirley Fregly, Magisters
- Duncan College
 - Eden King and Winston Liaw, Magisters
- Hanszen College
 - Carlos Martinez-Rivera and Fabiola Lopez Duran, Magisters
- Jones College
 - Trisha Ball and Zachary Ball, Magisters
- Lovett College
 - Denise Klein and Michael Gustin, Magisters
- Martel College
 - Daniel Domingues da Silva and Livia Borges Domingues, Magisters
- McMurtry College
 - Jenifer Bratter and Noe Perez, Magisters
- Sid Richardson College
 - Melissa Marschall, Magister
- Wiess College
 - Fabiana Alves dos Santos and Flavio Cunha, Magisters
- Will Rice College
 - Matthew Bennett and Rebekah Bennett, Magisters

Other Important Offices

- [Athletics](#), Joe Karlgaard
- [Cashier](#), Emily Villarreal
- [Disability Support Services](#), Alan Russell
- [Housing & Dining](#), Mark Ditman
- [International Students & Scholars](#), Adria Baker

- Registrar, David Tenney
- Office Of Diversity And Inclusion, Alexander Byrd
- Office Of Financial Aid, Anne Walker
- Rice University Police Department, Chief Clemente Rodriguez

Alcohol Policy

Preamble

This policy applies to any event intended for undergraduates, hosted by undergraduates, with substantial undergraduate attendance, or organized by undergraduate organizations, clubs, or residential colleges.

A. Basic Principles

1. The Rice community encourages safe, responsible behavior toward alcohol. All students are personally responsible for their behavior, and all students should, under Rice's Culture of Care, consider themselves responsible for the safety of themselves and all fellow students.
2. Persons under age 21 are prohibited from consuming alcohol at Rice, both by Texas law and Rice rules.
3. For those permitted to consume alcohol, Rice encourages—with both rules and sanctions—a shift away from distilled spirits toward beer and wine, which pose a less serious danger of abuse.
4. Students, organizations or colleges violating campus alcohol rules will be sanctioned under the Code of Student Conduct, with sanctions ranging from fines to expulsion. The extent to which students take measures to increase or decrease student safety will be considered in determining the severity of a sanction. Repeat offenses, especially those that endanger others, will result in increased sanctions.
5. Certain alcohol related behaviors are sufficiently dangerous to oneself or others that Rice will impose more serious sanctions for these behaviors. These include but are not limited to: driving while intoxicated, serving alcohol to prospective students under age 21, providing hard alcohol (defined below) to under-aged students, dangerous drinking games, any drinking games involving hard alcohol, any coercive or hazing-like activity involving pressure to consume alcohol, or taking sexual advantage of anyone whose judgment is clearly impaired and thus not able to provide consent.

6. The concepts of “private space” or “private gatherings” in this policy do not condone underage or excessive drinking in private spaces. Rather, the policy arises from the reality that, while police officers enforce state laws, they may not have a need or legal reason to enter students’ private living spaces unless a problem is apparent or a large gathering requires investigation.

7. The rules in this policy are based on a philosophy of shared governance between Rice and students regarding use of alcohol on campus, and Rice’s experience that this philosophy produces the best outcomes for student safety and wellbeing. To maintain this shared governance, students must act reasonably, responsibly and respectfully towards alcohol and observe all Rice rules, including the rules contained within this policy, the Code of Student Conduct, the student handbook, and elsewhere.

B. General Rules

1. Texas law prohibits persons under age 21 from drinking alcohol and makes it illegal to buy alcohol for, or serve alcohol to, those under 21. Rice will not sell, serve or provide alcoholic beverages to anyone under 21. Rice adheres to the federal Drug-Free Workplace and Drug-Free Schools and Communities Acts.

2. All events intended for undergraduates, hosted by undergraduates, or organized by undergraduate organizations, clubs, or residential colleges, where alcohol will be present, must be registered with Student Activities, and receive permission for the event through that approval process. In general, undergraduates seeking to hold events should begin by contacting eventrm@rice.edu. Hosts wanting to hold an event should first contact the approving office *at least* two weeks before the proposed date of the event, or one month or more for larger, more complex events. Student Activities will provide more information about the procedures for registering an event. In some circumstances, events may require the approval of multiple individuals or offices.

3. Organizations sponsoring events (on or off campus) at which alcoholic beverages will be given, sold, served, provided to or consumed by Rice students, must comply with this Policy, including taking precautions so that alcohol is not

available to or consumed by intoxicated persons or those under age 21. With the exception of events described in (B)(4), Rice requires sponsoring organizations to show written plans for complying with this Policy, and afterwards may require follow-up information about the event.

4. At its discretion, Rice may require any event to be registered; however, events hosted by faculty or staff may not need to be registered if they meet all of the following criteria: (1) the event is not affiliated with the colleges or a student organization, (2) the event is one at which student attendance is incidental (i.e. gallery exhibitions, speaker series, etc.), and (3) the event does not involve substantial levels of student participation or attendance.

5. Amnesty. Student health and safety is a primary concern in cases of possible alcohol intoxication or alcohol-related injury. If a student on campus becomes endangered by alcohol use, students should contact Rice EMS (REMS), the duty of which is to provide medical assistance, not to report violations of policy. In these situations, Rice is most concerned that students who need care receive medical attention.

Any student may seek REMS or RUPD assistance or bring an intoxicated or drug-impaired person to University Health Services. Neither the impaired student nor the student providing assistance will face disciplinary action for the possession, use, or provision of alcohol (see exception below) or the possession or use of other drugs, if the students receiving amnesty complete a mandatory follow-up with their College Magister, the Dean of Undergraduates, or the Dean of Graduate And Postdoctoral Studies (or their designees, which may include Rice Counseling Center or Wellness Center). Amnesty does not automatically apply to other prohibited conduct, such as provision of hard alcohol to persons under 21 or distributing dangerous substances (whether legal or illegal). Amnesty may still be extended under these circumstances, but will be determined on a case by case basis, with consideration given to the student's intent, proactive steps taken to ensure the safety of the intoxicated peer, and other relevant factors. Amnesty does not apply in any case of assault, violence, or property damage. Failure by a student, organization, or college to call REMS or RUPD

when faced with an alcohol or other drug related emergency is a serious violation and may be sanctioned with rustication, suspension, or expulsion.

To receive amnesty, a student must initiate a request for assistance before being confronted by Rice for possible alcohol or drug violations. Students may receive amnesty on more than one occasion. Because cooperation is crucial during emergency responses, any interference with REMS, RUPD or others trying to provide care to an injured person is unacceptable and will be severely sanctioned. An intoxicated or drug-impaired student who is belligerent towards emergency responders will not receive amnesty.

A student who, in good faith, reports being the victim of, or a witness to, an incident of sexual assault will not face disciplinary action under this Code for misconduct in relation to the incident. This amnesty does not apply to a student who reports the student's own commission of sexual assault or assistance in the commission of a sexual assault.

6. Alcohol may not be served to or consumed by undergraduates during Orientation Week (from 2 a.m. Sunday of that week through 12 p.m. on the day upper-class students return). The University may also designate other days during which no alcohol is permitted.

7. As a general matter no Rice funds or funds collected by Rice may be used by colleges, student organizations or individual students for procuring alcohol. Colleges and the GSA may, however, use part of their annual per capita monies received to support their activities to fund a college or GSA event at which alcohol is served (including purchasing alcohol for the event) *provided* the event is registered with the University and complies with this Policy.

8. Special Rules for Hard Alcohol. Grain alcohol of any type is prohibited from campus at all times. Other "hard alcohol" is not permitted on campus except in the situations described below. The term "hard alcohol" applies to all alcohol and alcohol-containing beverages except beer, wine, champagne, and pre-made alcoholic drinks not made from distilled spirits; the alcohol content of beverages not considered hard alcohol must be below 22%; distilled spirits of any kind are considered hard alcohol.

- a. Hard alcohol, of any type and quantity, is banned from all residential rooms and suites in which *any* resident of the room or suite is under age 21. The serving, sale, or active or passive provision of hard alcohol to any student under the age of 21 is a serious violation that can lead to rustication or suspension; there is zero tolerance for such violations.
- b. In the residential colleges, in rooms or suites where *all* residents of the room and suite are aged 21 or older, private possession of hard alcohol by students aged 21 or older is permitted, provided the total quantity of all hard alcohol in a suite or in a room (if not part of a suite) does not exceed two liters, and the alcohol content of the hard alcohol does not exceed 50% by volume.
- c. Serving or active or passive provision of hard alcohol, punch made from hard alcohol, or mixed drinks made from hard alcohol are all prohibited in all gatherings in residential rooms or suites in the residential colleges. Hard alcohol, whether alone or in mixed drinks, may be consumed in a private room or suite only by those students who are aged 21 or older, provided that no students under 21 are present and provided that the number of students present does not meet the minimum criteria for a private gathering that must be registered with the CJ (see section (D)(2)(a)).
- d. Serving or active or passive provision of hard alcohol, punch made from hard alcohol, or mixed drinks made from hard alcohol are prohibited in all public events, except at registered public events at which all students are aged 21 or older. One or more students may register and host a public event at which hard alcohol may be served, if it is held in a public, enclosed, approved location and if attendance is restricted only to students aged 21 or older. These closed public events must meet all University registration requirements and also limit admission to students aged 21 or older. (Appropriate locations for public events will be approved by the college government in cooperation with the University and may

include, for example, private dining rooms, libraries, etc., where access can be effectively restricted.)

e. Any undergraduate consumption or serving of hard alcohol is banned from campus on the day of Beer Bike, on the nights of large public parties (including Sid '80s, Casino Party, Bacchanalia, NOD, etc.), on move-in weekend and Explore Rice each fall, and during VISION weekend and OWL Days each spring.

9. This Policy will be reviewed regularly. Whenever necessary, the Dean of Undergraduates will convene an Alcohol Policy Advisory Committee (APAC) to provide input about the Policy and potential revisions.

10. College Chief Justices (CJs) will meet with SJP regularly during the academic year to discuss the Policy and will also have regular meetings with Dean of Undergraduate staff, REMS, and RUPD leadership. Rice will provide training for CJs regarding expectations for the safe and appropriate use of alcohol at Rice.

11. SJP is the primary office for investigating and adjudicating alleged violations of this Policy. The Dean of Undergraduates determines questions of interpretation.

12. Each student is provided a copy of this Policy each academic year (which may be done electronically) and is required to acknowledge that she or he understands the Policy and agrees to comply with it.

C. Regulations for Alcohol at Student Functions

1. General Statement. Rice supports shared responsibility and shared governance with students over regulation of alcohol on campus. Students therefore have an important role in enforcing this Policy, and the role of college leadership, including the college presidents, socials, and chief justices, is vital for this Policy to succeed.

All organizations, groups, or individuals sponsoring alcohol-related events are responsible for complying with law and this Policy, as well as for the individual

good behavior of their members and guests. Failure to meet these requirements will lead to sanctions against the students and/or organizations involved.

2. Location and Manner in Which Alcoholic Beverages May Be Served

a. Host. At least one person must assume the responsibility for every event held in public areas of Rice buildings (or on Rice grounds) at which students will be present and alcohol will be provided, or any other event considered to be a “public function or party.” This person(s) must have successfully completed alcohol server training, and must act as host for the entire event. The host must ensure compliance with the Policy, University regulations, and state and local law. Prior to the event, the host must secure permission through the Student Activities approval process. The university considers the nature of the event in deciding what information, supporting documentation, and other approvals are necessary before the event may be permitted to occur. Typically, the host must provide event information and a security plan. In addition to review and approval by the Student Activities, events occurring at, or sponsored by, a college must also be approved by the Magisters before they can take place. Depending on the event location, Student Activities may require permission of a facility administrator.

b. Alcohol Licenses or Permits. To comply with Texas law, a proper license or permit must be provided when alcohol is sold or will be served “free” at any function where there is an admission charge. Student Activities can provide further information about state permits.

c. Alcohol Servers. Only certified alcohol servers may serve alcohol at public functions. College social coordinators must arrange for a pool of certified alcohol servers for all registered parties in their college; event hosts must choose servers from this pool. Servers must be at least 18 years old and have successfully completed Rice training for that specific academic year. Details on this training is available from Student Activities. Students with TABC certification must still complete this training.

d. Only one drink will be served to an individual at a time. Clear containers are required for alcoholic and non-alcoholic beverages not consumed from original containers. Access to un-served alcoholic beverages must be restricted to the servers and event hosts. Neither grain alcohol nor punch containing alcohol is allowed.

e. Identifying Students of Legal Age. Identification of individuals aged 21 and older must be made at each point and time of service. To receive alcohol service, Rice students and guests must be 21 or older and must show a valid and authentic government issued identification document that includes a photograph of the person. Acceptable forms of identification include, but are not limited to, a state issued ID card, a driver's license, or a passport. Those using false identification to obtain alcohol, or showing proper identification to obtain alcohol for those under age 21, will be sanctioned.

The host of any registered event where alcohol is being served will be responsible for visibly and effectively designating those attendees who can legally consume alcohol, usually using coded wristbands. The banding of these students will take place at entrances to the party or at points where alcohol is being served. The banding of students does not eliminate the need to present proper identification at the point and time of service. Individuals of legal drinking age who do not possess required identification at the event will not receive a band or be served alcohol. Use of a falsely-obtained wristband may be sanctioned under the Code of Student Conduct.

f. Security Plan. All applications for event approval must include a security plan. For large or significant college events, the plan should include consultation with the Magister, the Chief Justice (CJ), and RUPD. For all events, the host will appoint security officials to enforce the Policy, including: (1) preventing unauthorized persons from going behind the bar or causing a disturbance at the bar or elsewhere at the event, (2) ensuring that unauthorized alcohol is not brought into or removed from the function,

and (3) ensuring that visibly intoxicated persons are not admitted or allowed to remain. If a student security official encounters difficulty enforcing the Policy, he or she should contact the host(s), CJs, Magisters, resident associates, or if necessary, RUPD.

g. Rice University Police Department. Student Activities, in consultation with RUPD as necessary, will determine the necessary level of police security for an event. Prior to large or significant events, the host should clarify with RUPD a security plan and respective responsibilities for securing the party and enforcing this Policy, and the host will report these arrangements to Student Activities. RUPD is also willing to include student functions of any size in their routine patrol and to respond to calls for assistance from hosts responsible for parties.

h. Alternatives to Alcohol. Whenever alcoholic beverages are present, suitable and attractive non-alcoholic beverages, as well as food, must be available and featured prominently, and should be included in the application for event approval. Student Activities may require receipts to show the purchase of these items.

i. Advertising. Advertising for social events sponsored by colleges, student organizations and individuals may not focus on alcohol.

j. Use of Funds to Purchase Alcohol for Off Campus Consumption. College and student organization funds, including per capita funds colleges receive each year to support college activities, may not be used to purchase alcohol for consumption off campus, except for alcohol that is purchased and consumed on premises licensed to serve alcohol. Students hosting events occurring off campus in compliance with this Policy may be required to show appropriate state or local licenses and bonding certificates for event approval. Other contracts related to the event may also be required before approval.

k. Accounting for Funds and Alcohol. Colleges and student organizations must keep a record of the source of funds available for alcohol procurement and the expenditure of those funds for alcohol. This record

should be provided at least annually to the Magister (in the case of a college) and Student Activities, and must be provided more often if requested. Misrepresenting how funds are used is a violation of this Policy and exposes the individual, and/or the college or organization to sanctions. The source of funds available for alcohol procurement, in addition to the per capita funds colleges receive each year to support college activities, will be limited to gifts, revenue generated through college or student organization activities or donations and, for student organizations only, membership fees or dues or donations collected directly from the membership by the student organization. Student Activities may require organizations or individuals sponsoring approved events to provide receipts for alcohol purchases for the event and receipts for other event supplies, such as food and non-alcoholic beverages. If alcohol is donated, invoices must still be provided by the donor detailing how much alcohol is donated. Student Activities may require documentation after an event.

l. Further Explanation of What is a Public Party. Any party taking place in a public area of the college, or any party in a private area for which college funds are being spent, is a public party. Any party that is public in spirit or effect is a public party. For example, parties taking place in private areas and overflowing into public spaces (such as into hallways, landings, lounges, bathrooms, or other common areas) or causing undue disturbance to other college members are public parties. Private gatherings that are publicly announced or advertised to college members or students in general are public parties. "Invitation only" events held in public areas are considered public parties. Parties held in college facilities but not sponsored by the college are also public parties, and are the responsibility of the host or sponsoring organization.

m. Guidelines for College Nights, Pub Nights, Beer Bike, major parties, and similar events. College Nights, Pub Nights, Beer Bike events, major parties and other similar events must at all times comply with alcohol laws

and this Policy. Prior to an event, Magisters, resident associates and the college government should agree on rules concerning alcohol consumption by students 21 and over and for preventing underage consumption and for ensuring the safety of attendees and the Rice community. For approval, these rules must be consistent with alcohol laws and this Policy and must contain details for student enforcement of this Policy. Particular attention should be paid to security, safety, and well being of attendees and Rice community members, including during arrival and departure from the event as well as during the event. Major events should have advance planning that includes participation from students and relevant administrators, such as Student Activities, Magisters, RUPD, REMS, the Rice Counseling Center, or the Student Wellbeing Office as appropriate.

n. Disposal of Unused Alcohol. Provisions must be made for the disposal of unused alcohol from a registered party; these details may be required by Student Activities before approval and/or during the follow-up process. Un-opened or partially used bottles of wine or beer or untapped kegs of beer or cider are the property of the sponsoring organization and not for personal student consumption after the event. If the sponsor is a college, storage of the unopened or unused alcohol must be arranged with the Magisters for use by the college at a later time. If the sponsor is not a college, other disposal options must be included in the event plan.

D. Rules for Student-Run Events

1. Public Functions or Parties

The sponsoring organization and host of public parties or events where alcohol is consumed must prevent Policy violations. The following rules specify the steps that sponsoring organizations and hosts must take to comply with the Policy at public functions involving alcohol consumption:

- a. Register the event, obtain all required approvals, provide all required documentation, and post printed documentation of the approval where the alcohol is served, properly secure all unused alcohol before and after the event, and provide the required follow-up information.
- b. Ensure that Rice-certified alcohol servers check IDs each time an attendee is served alcohol, to confirm the attendee is 21 or older. Identification must be in the form of a government issued document that includes a photograph of the person. Acceptable identification documents can include a state ID card, a driver's license, or a passport.
- c. Use a system of wristbands so that attendees of legal drinking age can be readily distinguished from those under age 21. Student Activities may specify the type of bands used and may require party hosts to report, after the event, on the distribution of bands and to return all unused bands.
- d. Must make reasonable and consistent efforts throughout the event to ensure that underage attendees are not consuming alcohol, no one is engaging in dangerous "drinking games" or any other activity that pressures participants to consume alcohol, and that no alcohol is leaving the secure area of the event. To this end, security officials from the sponsoring organization must be on the alert for alcohol consumption by underage attendees or other violations and to secure either compliance from, or the immediate departure of, anyone violating the Policy. The sponsoring organization is responsible for appropriate and adequate training of the security officials at its events, including training on IDing and wrist-banding students and dealing with Policy violations.
- e. Must ensure that responsible security officials from the sponsoring organization are present throughout the event at all entrance and exit points to ensure no unauthorized alcohol is brought into or out of the event.
- f. Must ensure that visibly intoxicated persons must not be allowed either to enter an event or to remain at an event. Event security officials are

responsible for Policy enforcement. RUPD should be called to assist in removing any attendees not complying with this Policy or state law.

g. It is the responsibility of the host, security officials and College Courts to intervene, with the aid of the Magisters, resident associates or RUPD if necessary, if the Policy is being violated at parties. Depending on the severity of the violation, these officials will (1) request immediate compliance; (2) remove those individuals who fail to comply or are disruptive or abusive; or (3) shut down the event. Further disciplinary action may be taken against those who violated this Policy or the Code of Student Conduct.

h. Students are encouraged to seek immediate assistance to intervene when their fellow students violate the Policy, or if they perceive a possible threat to the health, safety or welfare of any individual.

i. Any college, group, or organization violating this Policy (including those using large or numerous “private gatherings” to circumvent the public party provisions), may be charged under the Code of Student Conduct, or this Policy. Repeat offenses, especially those that endanger others, will result in increased sanctions.

2. Private Gatherings in the Residential Colleges

In their private living spaces, students aged 21 or older may wish to host small gatherings that include serving alcoholic beverages to guests who are aged 21 or older. These private gatherings cannot be exempt from state laws concerning possession or consumption of alcohol, and students who privately consume or serve alcoholic beverages must always comply with Rice policies and regulations or face disciplinary sanctions. While police officers enforce state laws, they may not have a need or legal reason to enter students’ private living spaces unless a problem is apparent.

The following rules apply only to private gatherings within the residential colleges and do not apply to any event that is or becomes a public party (see C.2.k. above for further explanation of the nature of a public party).

- a. Those hosting any private gathering with more than 5 guests at which alcohol will be served must register with the CJ (or designee) at least 24 hours in advance, providing the CJ with information about the type and amount of alcohol to be served, number of guests, time, duration, location, names of co-hosts, details about food and non-alcoholic beverages to be provided, and proof of approval by host's roommates/suitemates. Hosts must remain present throughout a private gathering and control and monitor the service of alcohol, ensuring that no intoxicated persons are served, no alcohol leaves the gathering, guest limits are followed, directions of CJs and other college officials are followed, and care is obtained whenever needed. Students on any disciplinary probation are not permitted to host private gatherings involving alcohol.
- b. Hosts of private gatherings may be held responsible for the behavior of their guests and any individuals who possess or consume alcohol in the host's room.
- c. Upon notification, the CJ will discuss policy compliance, safety and security issues with the designated hosts, as needed.
- d. The CJ and other members of the College Court will work with the hosts regarding the safety and welfare of all persons attending a private gathering, and may shut down a private gathering at any time if these concerns are not being met, if this Policy is being violated, or if the gathering has become "public."
- e. All private gatherings must remain truly private or be registered as public parties. Additionally, colleges that circumvent the public party requirements by allowing a significant number of private parties or large private gatherings will be sanctioned under this Policy.
- f. Private gatherings *at which alcohol is served* must be confined to a student room or suite and must limit the number of attendees (guests and hosts) to no more than six (6) times the number of residents assigned to the host room or suite by Rice Housing and Dining. For example, maximum attendance in a 2-person room would be 12 (2 hosts and 10

guests). The ratio of hosts to guests must be no less than 1 to 6; the number of hosts required shall be determined by the CJ.

g. Private spaces in which private gatherings may occur are strictly confined to student bedrooms and common rooms within student residential suites. Private gatherings become public and subject to closure and/or sanction if attendees move in and out of the gathering with alcohol, if the door to the private space is propped open, or if the gathering intrudes into public space (including hallways, stairwells, lobbies, elevator lobbies, lounges, balconies, public bathrooms, courtyards, etc.).

h. Any “crawl-stops” must comply with all private gathering rules, regardless of whether the stop includes alcohol.

Updated June 24, 2019

Clubs and Organizations



With over 300 clubs from eleven different categories, the diversity of Rice’s clubs and organizations is unparalleled. Our clubs provide students with leadership experience, social networking opportunities, career preparation, and experiences that they will cherish for years to come! And the best part? There’s a club to match every interest—the only question is, which one will you choose?

You can search for clubs and organizations on [OwlNest](#), Rice’s student engagement platform, which is overseen by the [Rice Student Center](#). When you click on the “[Organizations](#)” tab, you will be directed to a list of all currently active clubs and organizations on campus. You can also search for clubs and events that match your interests on the main page of OwlNest by keyword. Through OwlNest, you will then be able to message an organization, request membership, learn about upcoming club events, track your out-of-the-classroom experiences and more!

If you have questions about how to get involved, existing clubs or anything related to Student Activities, contact sactclubs@rice.edu.

**Please note: The email addresses listed are only available for contact regarding club related business. You are prohibited from using this information for solicitations.*

Computing, Networking, and Telephone

The Office of Information Technology (OIT) is Rice's centralized computing, networking and telecommunications service organization. Further information can be viewed [online](#) or call the OIT Help Desk at [713-348-HELP \(x4357\)](tel:713-348-HELP).

Computing and Networking

For educational computing needs, students have access to a computing environment that provides email services, computer labs, specialized software, data storage, and network access. Working on their own computer or in a campus lab, students can fulfill coursework requirements, store their academic data, print, browse the web, create web pages, and communicate with professors, classmates, friends, and family.

Student-owned Computers

Students are welcome to bring their own computers. Rice does not have specific computer requirements but students who need advice can read some [purchasing tips](#) and information about [obtaining software](#). Each college dorm room has one active network drop for every occupant, providing a direct connection to the campus network and the Internet. Wireless zones on campus allow students to connect to the campus network. Information about connecting to the network in all of these ways is available [online](#).

Using Rice's Computers

Computer labs are located across campus, including one in each residential college. Most labs are available 24 hours a day with a Rice ID and proper authorization. Some labs are limited to hours of operations for the building or may be used as classrooms

during posted times. Most labs have printers available for student usage at a minimal fee. Some specialized printers (for color printouts, posters, transparencies, theses or resumes) are also available in a centralized location on a fee basis. More on the locations and rates of labs and printers is available [online](#).

Help

Students can obtain computing assistance via the OIT Help Desk. To request help, call xHELP (x4357), drop by Mudd 103, email helpdesk@rice.edu, or [submit a request online](#). Students can obtain help on their own by visiting Rice's [KnowledgeBase](#) (KB).

Computing Policies

Students using Rice computing facilities and services are required to observe Rice's policies and procedures as well as state and federal laws governing computer use. These guidelines exist for using the university's computing resources including the labs and the Rice campus network. Violations can have severe penalties. Prohibited activities include: commercial usage, sharing accounts, network games, copyright infringement, obscene materials, spamming, harassment, unduly increasing network load (MP3 sharing, games, spam) and more. The complete text of Rice's Appropriate Use of Computer Resources Policy is [online](#).

Telephone Services

Campus and local calling service is provided to college residents and includes features such as voicemail, caller ID, and 3-party conference calls. Free domestic long distance service is also available. Each college room/suite has one telephone jack (residents must provide the telephone) with an assigned campus telephone number (713-348-xxxx).

Additional information can be found [online](#), or via phone at [713-348-5555](tel:713-348-5555).

Disability Resource Center

Services

The Disability Resource Center (DRC), located in the Allen Center, provides the following services for students:

- Facilitates academic accommodations for students with documented disabilities. Accommodations may include but not be limited to:
 - Access to taped or digital textbooks
 - Sign language interpreting
 - Assistive listening devices
 - Alternative format materials, Braille, large print
 - Note taking
 - Testing accommodations
- Secures needed adaptive equipment
- Facilitates housing accommodations with the colleges, Housing & Dining, and the Dean of Undergraduates
- Provides referrals and information on diagnosis of learning disabilities and other potentially disabling conditions
- Consults with Study Abroad, Career Services Center and other campus resources for students with disabilities
- Assists with special parking needs for students with disabilities
- Provides support for students with temporary mobility restrictions
- Advises on the Americans with Disabilities Act/Section 504 of the Rehabilitation Act of 1973 about accommodations, accessibility, service animals, etc.
- Trains students with disabilities on use of assistive technology

Responsibilities

Students with disabilities are responsible for:

- Registering with DRC in a timely manner if they expect to need housing or academic accommodations at the university
- Providing current documentation of disability with functional limitations stemming from the condition(s) and resulting accommodation needs
- Delivering Accommodations Letters from DRC to professors promptly
- Maintaining contact with the DRC office for continued support

Website Resources

The following information for students can be found on the DRC website,

<https://drc.rice.edu>:

- Disability documentation guidelines
- Information and links on scholarships, internships and employment matters
- Listing of adaptive technology located at Fondren Library and at the DRC office
- Medical alert process to inform the Emergency Medical Service of any medical conditions that could affect an on-campus emergency
- Guidelines on service/assistance animals
- Grievance procedures

For more information, contact Alan Russell, Director of the Disability Resource Center, at adarice@rice.edu or x5841.

Emergency Procedures

For any emergency on campus, regardless of the time of day, call the [Rice University Police Department](#), 713-348-6000.

Reporting an Emergency

When reporting an emergency, first identify yourself, give the location of the emergency, state the nature of the emergency and give all the facts pertinent to getting aid. The Rice University Police personnel have information and procedures to obtain help for any emergency on campus.

Medical Emergencies

Call the [Rice University Police Department](#), 713-348-6000. They will dispatch the [Rice Emergency Medical Services](#) to provide immediate assistance. University Police and Emergency Medical Services will arrange for transportation to appropriate health care facilities.

Psychological or Psychiatric Emergencies

Emergency service is available 24 hours a day throughout the year with the exception of University holiday periods. During regular office hours, a student should go to the [Rice Counseling Center](#) located in the Rich Health Service Center (next to the Brown Masters House) and Gibbs Wellness Center or call 713-348-4867 and state the nature of the emergency. During evenings and weekends, the professional person on call can be reached by calling 713-348-4867. Your call will be answered by an answering service; the operator will contact the person on call who will return your call as soon as possible.

In Case of Arrest

Students who have been arrested are encouraged to contact the [Magisters](#) of their college.

Emergency Telephone System

Emergency phones have been placed in strategic locations around campus in elevators and at outside locations marked with a blue light. All of these phones will connect you directly with the [Rice University Police Department](#). To make an emergency call, pick up the receiver or push the button and wait for the dispatcher to answer. Give the dispatcher your name and the nature of your problem. These phones can be used to contact the police department to report suspicious activity, persons, a crime in progress, ask for an escort or inquire about any other police business.

Rice On-Campus System Phones

Through this system, the [Rice University Police Department](#) can be reached by dialing x6000.

Financial and Institutional Information for Students

Rice University is required by federal regulations to make available to both enrolled and prospective students a variety of information ranging from financial aid details to crime statistics. This notice either provides you the required information or explains how you may easily obtain the required information. Requests for a paper copy of any of the information described in this notice may be directed to the Office of the General Counsel at MS 94, 713-348-5237 or email: legal@rice.edu.

FINANCIAL AND INSTITUTIONAL INFORMATION FOR STUDENTS

Hazing

Texas criminal law prohibits hazing at private universities, including Rice, and the University's Code of Student Conduct also prohibits any hazing or hazing type activity.

Under state law, hazing can subject a person to criminal penalties. Texas law requires Rice to provide students with this notice. A person commits a criminal violation of hazing if he or she engages in intentional or reckless acts directed at a student that endangers the mental or physical health or safety of the student for purposes of initiation into, affiliation with, holding office or membership in, an organization. Hazing activity can include a wide variety of physical brutality, other physical activities that subject the student to risk of harm, consumption of food or alcohol that subjects the student to risk of harm, intimidation, threats, or requiring the student to violate criminal law.

A person also violates the law if the person engages in, solicits, encourages, directs, aids, or attempts to aid another in hazing activity; if the person recklessly permits hazing to occur; or the person has firsthand knowledge of the planning of hazing or the past occurrence of a hazing incident and fails to report that knowledge in writing to an appropriate university official. It is a Class B misdemeanor to (a) fail to make this report, or (b) to otherwise commit a hazing offense that causes minor bodily injury. The severity of a hazing offense that causes serious bodily injury is raised to a Class A misdemeanor. The seriousness of a hazing violation that causes the death of another is elevated to a state jail felony. Both organizations and individuals may be punished under the anti-hazing law. It is not a defense to criminal prosecution that the person against whom the hazing was directed consented or acquiesced in the activity.

Honor System

The academic Honor System is one of the most valued traditions at Rice, but it can only be effective if the entire student body accepts its responsibilities, individually and collectively, for maintaining the integrity of the system.

The effectiveness of the Honor System also depends upon the support and cooperation of the faculty. The following is intended as a brief guide to policies and procedures. Every student should read the Constitution and By-laws of the Honor Council and the Honor Code. Copies can be obtained in the Office of the Assistant Dean, Student Judicial Programs.

Members of the Honor Council are happy to answer questions students or faculty may have. Each year a faculty liaison is named to explain decisions to faculty members and forward faculty complaints to the council.

Work covered under the Honor System

- All quizzes, tests and examinations are covered by the system.
- All themes, essays and papers are covered by the system. The amount of communication among students (proofreading, discussion of ideas, etc.) and the amount of reference materials allowed is entirely at the discretion of the professor, who should state very precisely what is expected in this area.
- A professor may place homework or any other academic assignment under the Honor System and should be explicit communicating expectations and requirements to students.
- Group projects, laboratory assignments, and computer work are considered covered by the Honor System. Although the professor should make clear the extent of collaboration allowed on these assignments, it is the student's responsibility to ask of the professor her or his requirements for that project.

Obligations under the Honor System

- Entering Students. All students entering Rice affirm their support to the Honor System. The affirmation is completed online during course registration. Students must complete this affirmation in order to be allowed to register for classes.
- Pledge. The examination pledge is required at the end of all examinations, tests and quizzes, and it may appear at the request of the professor on all other projects under the Honor System. The absence of the pledge from the academic work normally covered by the Honor System does not remove that work from under the system.
- Monitoring. Professors may not monitor examinations, but they may remain in the room for questions and consultation.
- Violation of the Honor System. Anyone who discovers evidence of a possible violation of the Honor System should inform the Honor Council or Student Judicial Programs as soon as possible. Under the Honor System, the Honor Council is charged with the responsibility of investigating suspected violations and recommending possible sanctions.
- Confidentiality. Faculty members are requested to observe the same confidentiality required of students with respect to accusations, trials and results.

Additional information can be found on the Honor System [website](#).

Meningococcal Meningitis

Texas state law requires all “entering students” to be vaccinated against bacterial meningitis with the MCV4 vaccine if you are under the age of 22 as of the first day of classes. You must receive the vaccination at least ten days before registration and provide documentation of your vaccination. Documentation of your vaccination must be sent to Student Health Services prior to registration. Rice Student Health also recommends the Meningitis B vaccine. This is not required, but is highly recommended.

Additional information is available on the [Student Health Services](#) website as well as the Texas Higher Education Coordinating Board's [College Vaccine Requirements](#) website.

Note: The Meningococcal vaccination law applies to all students, both degree-seeking and visiting students.

What is meningococcal meningitis?

Meningococcal meningitis, a form of bacterial meningitis, is a serious, potentially deadly disease that can progress extremely fast. It is an inflammation of the membranes that surround the brain and spinal cord. The bacterium that causes meningococcal meningitis can also infect the blood. Although rare, this disease strikes about 3,000 Americans each year, including 100 to 125 on college campuses, leading to five to 15 deaths among college students every year. There is a treatment, but those who survive may develop severe health problems or disabilities.

What are the symptoms?

- High Fever
- Vomiting
- Stiff Neck
- Severe Headache
- Light sensitivity
- Rash or purple patches on skin
- Nausea

- Confusion and sleepiness
- Seizures

There may be a rash of tiny, red-purple spots caused by bleeding under the skin. These can occur anywhere on the body. The more symptoms, the higher the risk. If these symptoms appear, seek immediate medical attention.

How is meningococcal meningitis diagnosed?

- Diagnosis is made by a medical provider and is usually based on a combination of clinical symptoms and laboratory results from spinal fluid and blood tests.
- Early diagnosis and treatment can greatly improve the likelihood of recovery.

How is the disease transmitted?

- The disease is transmitted when people exchange saliva (such as by kissing or by sharing drinking containers, utensils, cigarettes, toothbrushes, etc.) or come in contact with respiratory or throat secretions.

What increases the risk of getting meningococcal meningitis?

- Exposure to saliva by sharing cigarettes, water bottles, eating utensils, food, kissing, etc.
- Living in close conditions (such as sharing a room/suite in a dorm or group home).
- First-year college students living on campus have approximately a five-fold increased risk versus other students.

What are the possible consequences of the disease?

- Death (which can occur as quickly as 8 to 24 hours)
- Permanent brain damage
- Kidney failure
- Learning disability
- Hearing loss, blindness
- Limb damage (fingers, toes, arms, legs) that requires amputation
- Gangrene

- Coma
- Convulsions

Can the disease be treated?

- Antibiotic treatment, if received early, may save lives and increase the chance of recovery. However, permanent disability or death can still occur despite early and appropriate treatment.
- Vaccinations are available and should be considered for:
 - Those living in close quarters; and
 - College students age 25 or younger - especially first-year students
- Vaccinations are effective against the most common types that cause meningococcal disease in the U.S. (but does not protect against all types of meningococcal meningitis or other forms of bacterial meningitis).
- Vaccinations take seven to 10 days to become effective, with protection lasting three to five years.
- The cost of the vaccine varies, so check with your healthcare provider.
- Vaccination is very safe - most common side effects are redness and minor pain at the injection site for up to two days.
- Vaccinations are available through Student Health Services located in the Morton L. Rich Health and Wellness Center (ext. 4966) or through a health care provider of your choosing.

How can I find out more information?

- Contact your own health care provider.
- Contact the Morton L. Rich Health and Wellness Center (ext. 4966), [HTTPS://HEALTH.RICE.EDU/NEW-STUDENTS/MENINGOCOCCAL-MENINGITIS](https://health.rice.edu/new-students/meningococcal-meningitis).
- Contact your local or regional Texas Department of Health office at 888-963-7111, [WWW.DSHS.STATE.TX.US/](http://www.dshs.state.tx.us/).
- Contact the Centers for Disease Control and Prevention at 800-232-4636, [WWW.CDC.GOV/MENINGITIS/INDEX.HTML](http://www.cdc.gov/meningitis/index.html).
- Contact the American College Health Association at 410-859-1500, [WWW.ACHA.ORG/ACHA/RESOURCES/TOPICS/MENINGITIS.ASPX](http://www.acha.org/acha/resources/topics/meningitis.aspx).

Vaccinations

Vaccinations are available through Student Health Services located in the Morton L. Rich Health and Wellness Center (ext. 4966) or through a health care provider of your choosing.

Student Government

All undergraduates are members of the [Rice Student Association](http://sa.rice.edu) (SA), which is governed through the Student Senate. The senate includes the president, two vice presidents, the secretary, the treasurer, the eleven college presidents, and eleven college senators. Each year committees are appointed within the SA to work on immediate projects. The SA strives to communicate with the Rice administration, faculty and staff to implement changes benefiting the Rice population and to collaborate with the eleven colleges to establish a Rice identity. The SA is also the umbrella organization for all registered undergraduate student clubs and is a constant resource for any student. Please visit <http://sa.rice.edu> for more information about the SA.

Award Presentations—The Rice Student Association presents three coveted awards annually, two to students and one to a faculty or staff member. The Rice Outstanding Senior Awards are presented to graduating seniors who have contributed the most to excellence throughout their time at Rice. The Rice Service Award, a memorial to Hugh Scott Cameron, first dean of students at Rice, is awarded to currently enrolled or former members of the association who have rendered distinguished service to the student body. The Mentor Recognition Award recognizes extraordinary service to the student body by a current member of the faculty or staff. A committee of students appointed by the association makes the selections.

Resource Links

The following sections are managed by individual offices, links to their documents and resources can be found below.

Code of Student Conduct

Link to external site - <https://sjp.rice.edu/code-of-student-conduct>

FERPA

Link to external site - <https://registrar.rice.edu/ferpa>

General Announcements

Link to external site - <https://ga.rice.edu/undergraduate-students/>

Housing and Dining Department

Link to external site - <https://housing.rice.edu>

Health, Counseling, and Wellbeing

Link to external site - <https://ga.rice.edu/undergraduate-students/student-services-organizations/health-counseling-wellbeing/>

Missing Persons

Link to external site - <https://rupd.rice.edu/safety/missing-student-policy>

Rice University Police Department

Link to external site - <https://rupd.rice.edu>

Sexual Misconduct Policy

Link to external site - <https://titleix.rice.edu>