

RESIDENCE DORM POLICY

Section 1: Housing Agreement

All students who use the residence dorms at the Larry and Gail Miller Public Safety, Education and Training Center, are subject to the rules, regulations and policies established by the Department of Public Safety (DPS), the Utah Department of Corrections (UDC), and the Salt Lake Community College (SLCC), Miller Campus. Any damage to the facility or its contents, resulting from misconduct, will be charged to the student or their department.

Section 2: Registration & Check Out

Basic training recruits, students attending in-service training, and professional development students who live outside a **30 mile** radius may be assigned a room upon their request. Students who do not want to stay in the residence dorms will be responsible for their own housing arrangements, including the cost.

Cadets staying at the residence dorms will inspect their room for any damage. If there is damage they need to bring it to the attention of their respective departments training staff or the SLCC Front Desk.

Students housed in the dorms to attend in-service training will inspect their dorms and notify SLCC Front Desk Staff of any damage.

The main doors to the Public Safety Education and Training (PSET) building will be open on Sunday evening from 6:00 pm until 10:00 pm allowing those arriving Sunday night to enter into the building. The slide cards for the room will also work on the outside exterior door as doors to the PSET building are locked during the week after 10:00 pm.

All rooms are double occupancy

All residents must check out of their rooms on the last day of class by 5:00 PM. The room must be cleaned prior to checkout. The following will be completed:

1. Trash emptied and placed in the dumpster located outside at the south east corner of the dorms.
2. Water and lights turned off
3. All issued property, including electronic key cards, and loaned bedding, if issued, must be returned to the front desk. If no one is at the front desk, place the bedding in the dorm lobby area and the key card in the left box on the wall prior to going out the double doors from the dorm lobby.

If other arrangements are necessary for a resident's departure or permission to stay into the weekend, the class coordinator or academy staff member, if the student is a cadet, will make that arrangement with the SLCC Coordinator or front desk personnel.

Section 3: **Weapons, O.C. Spray and Tasers**

Basic training recruits with UDC and POST will not store weapons or ammunition in the dorms; this includes O.C. spray, Tasers and less than lethal weapons of any kind.

Sworn officers attending in-service training or sworn officers attending in-service or professional development training classes will be permitted to wear duty weapons when staying in the dorms. Officers choosing to carry weapons are subject to rules and regulations regarding the carrying or possession of firearms and deadly weapons while in and about the training facility. Weapons should not be removed from holsters except for policy-approved situations or to secure the weapon when staying in the dorms. Officers shall not engage in any unsafe activity or "horseplay" involving firearms.

Cleaning and "dry firing" weapons will not be permitted in the residence halls or dorm rooms.

Section 4: **Conduct while in the dorms**

No sexual activity allowed. A violation may result in immediate eviction and possible dismissal from the academy. If the aforementioned situation arises and the cadet is allowed to continue training, the cadet will seek alternative living quarters at his/her own expense.

All students living in the residence dorms shall conduct themselves in an orderly, professional manner. Any dangerous or disruptive behavior such as, but not limited to, rowdiness, loud noises, theft, and illegal or obscene conduct, will not be tolerated and will be dealt with accordingly.

Residents must wear appropriate clothing outside of their rooms. Appropriate clothing, at a minimum, consists of pants/shorts, shirt and footwear.

Students shall not have any person of the opposite sex in his/her dorm room without written permission of the class coordinator or member of the training staff.

Quiet hours are designated from 11:00 pm to 6:00 am. Courtesy hours are in effect 24 hours a day. Residents need to be considerate of others and respect other students' requests to be quiet. Noise is considered excessive and/or a blatant disturbance (i.e. loud voices, stereos, televisions, etc.) when it can be heard from outside of the dorm room.

Section 5: **Emergency Procedures**

In case of an emergency where medical, police, or fire personnel are required, use any phone and dial 9 1 1 for assistance. After phoning, contact the training coordinator or training staff immediately.

If the residence dorms or administration building must be evacuated for any reason, all students are to leave the building by the nearest exit (do not use the elevators) and proceed to the designated assembly area located in the building parking lot directly in front of the dorms (**south side**).

Section 6: **Residence Dorm Slide Card**

When staying in the dorms at the Miller facility, each student shall be issued an electronic key card that will allow access to the main exterior doors as well as their individual dorm room. Transfer of cards is strictly prohibited and unauthorized use of the card will not be tolerated and will be dealt with accordingly. Some students will also use cards, when allowed by their department, to pay for food at the cafeteria. Cards should not be used unless specific arrangements have been made with SLCC Front Desk Staff and approval given by the student's department.

Electronic key cards shall be turned in at the time of checkout.

Section 7: **Linen**

Basic training cadets staying in the dorms need to bring their own sheets, blanket, pillow, pillowcase, towel and washcloth.

Students supplying their own linens shall launder them at their own expense on a weekly basis.

Students attending in-service, who fly in for training, may make special arrangements for bed linen to be issued upon arrival.

Section 8: **Room Maintenance**

“Request for Maintenance” form is available at the front desk. Be specific as to the need and location of the maintenance/repair. The completed form can either be left at the front desk or turned in to the class coordinator for action. **If it is an emergency and the front desk is unoccupied, contact any staff member for assistance.** Students causing damage to the room or failing to report any damage in a timely manner will be responsible for the cost of the repair.

Section 9: Personal Room Appliances

The appliances/electronics permitted in the rooms are: radio/stereo, TVs, computer, personal refrigerator (32" high and 22" wide or smaller), curling irons and fans.

Appliances not permitted in the dorms include: Microwaves, hot plates, toaster ovens, deep fryers, electric frying pans, "George Foreman" grills, sandwich makers any appliance or space heater with an open heating element, and coffee pots.

Electric extension cords must be UL approved. Only one item may be plugged into the extension cord at a time. Hooking extension cords together (daisy chaining) is not permitted. Power strips must have a self-contained circuit breaker.

No open flames are permitted in the building (i.e. candles or incense burning).

Section 10: Television Connection

There is a basic television cable connection available for local channels in the rooms. Students are allowed to bring their own television for personal use. Older T.V.'s will need a converter box.

Section 11: Telephone Service

A phone will be available in the lobby of the dorm area, in the fitness center and two phones in the gym/defensive tactics area. **These phones are to be utilized for emergencies only.**

Section 12: Smoking

Smoking, e-cigarette vaporizers and smokeless tobacco products are not allowed in any building on the Salt Lake Community College Miller Campus, including the dorms. This includes student rooms, hallways, bathrooms, entranceways, stairwells and all common areas. Smoking and smokeless tobacco products are only permitted outside the premises and are subject to the Utah Clean Air Act requirements.

Section 13: Alcoholic Beverage/Drug/Substance Abuse

The purchase, possession, use, consumption, sale or distribution or storage of any alcoholic beverage, controlled substance or illegal drug is prohibited on SLCC campuses and training sites and at all College and law enforcement activities.

This includes beverages called "Near Beer" or "O'Doul's" or drinks which are similar in nature to beer or alcoholic beverages despite the fact they have low levels of alcohol by volume or weight.

Note: This policy shall not apply to Certified Alcohol Technicians, licensed by the State of Utah to dispense alcohol, that possess or distribute alcohol in conjunction with a

bonafide training class for the purpose of training officers in techniques used to detect and investigate alcohol related crimes. This policy shall also not apply to staff or volunteers who are serving as test subjects and consume alcohol during the course of a bonafide training class for the purpose of training officers in techniques used to detect and investigate alcohol related crimes.

Section 14: Security

Exterior access to the training facility is through an electronic key system. Do not prop open exterior doors. Students must ensure that their individual room is secure upon departure. DPS, POST, UDC and SLCC shall not assume responsibility for lost, stolen or damaged personal property. Security is every resident's responsibility; report immediately any suspicious individuals/occurrences to the front desk staff or other staff members.

Section 15: Parking

Student parking is located on the South side of the Miller PSET and Dorm Building. Parking is not permitted on the west side of the Miller PSET Building. All POST and UDC cadets will park south of the building leaving closest parking for staff and visitors. **Students will not park in the blue parking stalls; these are reserved for staff parking.** Overflow parking is available on the North side of the Culinary Arts Building.

Section 16: Room Inspections

DPS and UDC Staff and authorized SLCC Staff are allowed to enter rooms at anytime for safety, security, maintenance, and disturbances. Staff will confiscate prohibited property or items when just cause is established. Before entering a room, staff personnel will knock and identify themselves.

Section 17: Pets/Animals

Neither pets nor animals of any kind shall be kept in the resident dorms unless prior approval has been granted from the POST Facility Coordinator and SLCC Building Administrator. This includes K-9 dogs being used in training while the handler is staying at the dorm. There are kennels available at the Calvin Rampton Building, 2700 W. 4501 South, and arrangements need to be made with the K-9 program coordinator to secure a kennel for a K-9.

Section 18: Lost and Found

Found items are to be turned in at the front desk reception area, or to one of the staff members.

Section 19: **Weekend Resident Room Occupancy**

Students are **not** permitted to remain in the residence during the weekend. If there is a requirement for a student to remain for the weekend, the class coordinator or training supervisor will arrange it through the SLCC Building Administrator and POST Staff.

Section 20: **Visitors**

Residents will not be allowed to have “non-student” visitors in the Dorms, visitors are permitted in the main lobby only.

Section 21: **Windows, Walls, Ceilings and Furniture**

Windows will remain closed and locked at all times. Items are not to be placed on window ledges or hung outside windows. Posters, pictures plaques or other hanging items will not be suspended from the room walls or ceilings. Pictures may be placed on nightstands and desks. Damage to the furniture, carpets, walls, doors, and fixtures, including things being spilled on carpet or furniture, must be reported immediately to the front desk staff.

Section 22: **Laundry Room**

There is a laundry room located on the first floor and is available to residents in the dorms. Washer and dryer filters are to be cleaned by the user after each use. Students need to be present when the washer or dryer has completed its cycle and empty the appliance for others to use.

Irons and ironing boards are available in the laundry room for students use. **Do not remove them from the laundry room.**

Toilet plungers are located in every dorm room of the Residence Dorm Building, clean them after each use.

Section 23: **Recreation/Game Room**

The recreation/game/T.V. room is available to all students during off hours from class but not before 7:00 am or after 10:30 pm hours. Please report any damage to the front desk.

.Section 24: **Vending Machines**

Vending machines are available on the second floor of the PSET Building. Report any malfunctioning or vandalized machines to the front desk or staff members.

The SLCC cafeteria “Jerry’s” is available for food and beverage from 6:30 am to 7:00 pm, Monday through Thursday. They are open Friday from 7:00 am to 1:00 pm. Cafeteria is closed Saturday and Sunday.