

Cheyney University Policy SA-2010-3011

Policy on Residence Hall Searches

Approved by: Student Affairs Council/ President's Cabinet

History: Issued -- 4-22-2010

Related Policies: Student Code of Conduct

Additional References: n/a

Purpose

Cheyney University of Pennsylvania (University) recognizes the delicate balance between the rights of the individual and the rights of the community. In the administration of the residence life system, the University must balance the rights of the individual tenants and the rights of the university community. As the landlord of a rented property, the University properly reserves the right to take the necessary steps to maintain order and discipline in the residential community and free students from threats to their health or safety. In this role, the University may have cause to enter a student's room. This policy defines the circumstances under which this is permissible and the obligations of the University to respect student privacy.

Definition

N/A

Policy and Procedure

Administrative Inspections

Cheyney University reserves the right to conduct administrative inspections of students' residence hall rooms to assess violations of health and safety regulations for: unauthorized appliances, damage to University property, recovery of misappropriated property, and for other violations of University rules. Inspections are to be held at reasonable times with respect for the privacy and property of the occupant.

Students discovered in violation of University policies, including but not limited to health and safety regulations, possession of stolen property, and/or illegal or impermissible goods or contraband are subject to normal University disciplinary action as appropriate. During vacation periods, student rooms in University housing are inspected to check heat settings, to ensure that lights and appliances are turned off, and windows are closed. Following such inspections or at other times, facilities management personnel may enter student rooms to make repairs (see Notification of Entry, below).

Cheyney University Policy SA -2010-3011

Policy on Residence Hall Searches

Page 2

When probably cause to suspect student wrongdoing exists, University employees may enter a student's room(s) to investigate. Except in cases of (1) administrative inspections (above) and (2) emergency or other extreme urgency, such entry must be approved in advance, in writing, by the Vice President for Student Affairs and Student Life or designee, and carried out by at least two University employees, both of whom must be present throughout. The written request for an administrative search, which must be fully completed, is included as Supplement 1 to this policy). Furthermore, the Vice President for Student Affairs and Student Life will:

1. Inform the Director of Residence Life and Housing and the Assistant Director of Residence Life and Housing, if practicable, before the search is undertaken;
2. Report the completion of the search and the justification for the search as soon as practicable after the search to the Director of Residence Life and Housing.

Such a search will be performed by University officials whose duties include responsibility for the maintenance of student discipline. They may examine, copy, and/or remove any relevant evidence that they find. However, a search for a particular item will justify intrusion only into the areas of the student's room in which that item may be found.