

2024-2025

North Hall
Handbook

The Office of Residence Life welcomes you to North Hall and the community within. Please take a moment to familiarize yourself with the material printed in this handbook and NMC Student Rights and Responsibilities policy as it relates to your stay in North Hall and enrollment at Northwestern Michigan College. You are responsible for all the information contained in this handbook, please read it carefully and if you have any questions do not hesitate to contact the Office of Residence Life at 231-995-1400 or email us at: nmchousing@nmc.edu.

The mission of the Office of Residence Life is to ensure that residential students are engaged within their community through programs and activities that will help them develop academically, socially, and professionally.

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assault occurs between another student, resident, guest, visitor or college official, Traverse City Police Department (TCPD) will be contacted and college sanctions may be imposed.

The Office of Residence Life does its best to accommodate the requests and needs of individuals choosing to reside in the facility. If a person(s) does not indicate roommate(s) preference, the placement of individual(s) will be determined based on the housing questionnaire that the prospective resident submitted with their housing application.

Room changes are allowed after the 3rd week of the semester and

Bicycles are a popular way of getting around Traverse City. If you choose to bring a bicycle to campus, chain your bicycle to the bike racks

All motor vehicles parked on Northwestern Michigan

where residents can pick up packages and mail. North Hall residents must show their ID whenever they enter the building and register their guests at this location.

A student may not move college-owned furniture from its designated area to another area outside of the assigned unit. College-owned furniture may not be removed from NMC premises. Common space furniture located in the lobby and lounges are not to be moved to a residential unit.

The manufacture, use, sale, and scent of drugs are prohibited in North Hall and adjacent areas, including the athletic fields and parking lots. Imitation marijuana, drug paraphernalia, and similar substances are also prohibited. These items will be confiscated by the Residence Life staff when found and turned over to the Traverse City Police Department.

If a local, state, federal law has been violated, then the appropriate law enforcement agency will be notified. Similar guidelines apply for

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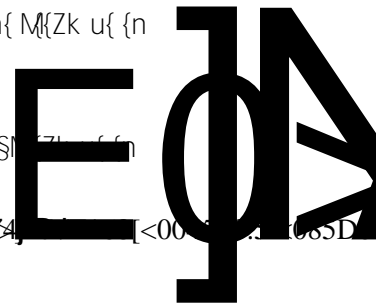
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Northwestern

To reside in North Hall, every resident is required to pay a \$250.00 housing deposit in order to complete the housing application. The deposit is part of the online application process. The housing deposit will be returned to the resident at the end of the semester pending no fines or damages have been charged to the student's designated unit. Housing deposits are returned to the student about one month after the semester has ended or sooner. Residents must reside in North Hall for the entirety of the academic year to be eligible for a housing deposit return.

Northwestern Michigan College (NMC) prohibits sexual misconduct, which includes but is not limited to: rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, and domestic violence. Sexually violent acts, termed sexual misconduct by NMC are violations of NMC's Student Rights & Responsibilities, and can be crimes as well. All reported incidents will be investigated and, if necessary, disciplinary sanctions will be imposed.

1. Legal and Behavioral Definition of Sexual Assault
Sexual assault is any unwanted sexual

- ii. Residence hall students: Residence hall students will be provided the opportunity to attend an orientation on the prevention of sexual assault with emphasis on the prevention of date rape. Residence hall staff will also provide workshops on building and sustaining quality relationships. In some program areas, instructional staff may choose to require the training for a student in their area.
 - iii. Staff: All NMC faculty and staff will have access to periodically scheduled seminars on sexual assault. Campus Safety & Security Staff and resident assistants will be required to attend. This training may include: providing an effective and caring response, referral, sensitivity to the trauma for the victim, procedures to follow, confidentiality, mandatory reporting, questions to ask the victim, and securing counseling for the victim.
 - iv. Files and investigations: The office of the Vice President for Student Services and Technologies will maintain files of all incidents of reported sexual assault. If the victim prefers that said reports be kept confidential, the reports will not contain names of the victim or the information source. An investigation will be conducted by the Assistant Director of Campus Safety & Security if the victim is over the age of 18 and wishes to come forward. An investigation must be conducted for victims under the age of 18.
 - v. Reporting: While the victim may file the anonymous incident report, it may also be filed by a staff member. The victim's permission is not necessary. It is Residence Hall policy that RH staff must file an anonymous incident report of a sexual assault if the victim takes no other action.
 - vi. Distribution of the policy: This policy will be made available to students, faculty and staff through campus publications such as the employee newsletter (Intercom), catalog, and student newspaper. It will also be made available to each person who makes a complaint.
- b. NMC will not:
- i. Stop the victim from reporting the incident to the Vice President for Student Services and Technologies, Office of Residence Life, Student Life – Counseling, Student Health Services, Campus Safety & Security or local law enforcement.
 - ii. Request that the assault be reported as a lesser offense to law enforcement.
 - iii. Stop the victim from talking about it to others.
 - iv. Require the victim to report the incident to the Vice President for Student Services and Technologies, Office of Residence Life, Student Life - Counseling, Student Health Services, Campus Safety & Security or the police if it is against his/her will.
 - v. Suggest that the victim withhold reporting because:
 - 1. of a suggestion that the victim is responsible for the assault;
 - 2. the victim may have been contributorily negligent or assumed the risk for the assault; or
 - 3. the College may incur unfavorable publicity if the sexual assault is reported.
 - vi. Interfere with law enforcement authorities in obtaining, securing, and maintaining evidence.
8. Disciplinary Action
- a. NMC will follow its disciplinary procedures as described in the Student Rights & Responsibilities Policy D-602.01. The victim and the alleged perpetrator shall be notified

The suite mate agreement cannot diminish or change any policies set forth by the North Hall handbook and Student Rights and Responsibilities. If the parties in the suite cannot agree on specific terms, a Residence Life official will create/establish rules for the members of that suite.