

VISITATION AND GUEST POLICY

Definitions

The following definitions will apply to the different rules for visitation in the residence living facilities for members of the Siena college community and those who are not:

- A *guest* is defined as any person who is not affiliated with Siena College as a current student, employee or faculty member.
- A *visitor* is defined as a Siena College student, staff, faculty or employee who is not an assigned residence of the particular room, suite or townhouse. College officials and employees who are in student rooms for the purposes of fulfilling job responsibilities are not considered visitors.
- *Commuter* students visiting the residence halls are considered visitors and therefore must abide by the visitation policy. Commuter students visiting the residence halls with non-students (guests) are required to register their guests.

Philosophy Regarding Visitation Among Students and Hosting of Guests

Siena's policies regarding visitation and hosting guests have been shaped by four values from the College's Catholic and Franciscan heritage: the virtue of hospitality, concern for the common good, reverence for the individual and the fundamental goodness and sanctity of human sexuality.

To be hospitable, to welcome the stranger, to allow one's space and one's routine to be rearranged temporarily by a guest, to treat each visitor as if he or she were a divine gift from heaven — these are ancient and venerable customs within the human family and the Franciscan tradition. On the other hand, hospitality toward guests must be balanced by concern for the common good of all who call the residence halls their home. The College's residences are neither hotels nor private apartment buildings. They are spaces in which communities form and function. These communities consist of students, resident directors, resident assistants, campus ministers and friars-in-residence, as well as support staff. The individual student must always exercise his or her right to offer hospitality to guests within the context of the community's right to protect and promote its way of life by insisting that certain norms and procedures be followed both by residents and visitors. A community that does not welcome guests cannot call itself truly human, Christian or Franciscan. An individual who abuses a community's hospitality cannot call him or herself a guest.

All behavior in Siena's residence halls must be governed by the core value of reverence for others: reverence and respect for one's guests, one's hosts, one's roommate(s), one's wing, floor and hall mates. Franciscan respect goes far deeper than mutual tolerance of one another. It affirms the God-given dignity of each person who has been uniquely created in God's image, and it steadfastly refuses to treat other human beings as objects that can either be disregarded and ignored, or used, abused or manipulated for one's own selfish ends.

Finally, the College's religious heritage teaches that human sexuality is a gift from God, a gift whose goodness and beauty should never be trivialized or demeaned. In the Christian tradition, sexual behavior, like all other areas of human existence, falls under the commandment of Jesus to "love one another as I have loved you," a love defined by Jesus as the laying down one's life for the other. Physical self-giving in sexual relations is the symbolic expression of willingness to place all that one is and all that one has at the disposal of and in the service of the other. As such, we believe that the proper context for sexual union is an all-encompassing union of life and love within the covenant of marriage.

At Siena College, hosting visitors of the campus community and guests is a privilege and not a right. In keeping with the Franciscan and Catholic identity of the College and our emphasis on respect of the individual, the following rules and regulations of the College's visitor and guest policies are meant to promote these values, to protect residents and their guests and to safeguard the quality of our life together.

Regulations

1. All guests must be registered (not just overnight guests.) The safety of the Siena Community, including guests, is paramount. Accounting for guests in times of emergency is necessary to maintain a safe community for Siena students and staff in addition to aiding emergency personnel in times of crisis. To register a guest, the host must complete a guest registration form available online at www.siena.edu/studentaffairs/visitation_policy.asp. The guest registration form must be completed prior to the arrival of one's guest. Guests are to be provided with a copy of the form and are expected to keep it in their possession for the duration of their stay.
2. If resident students become separated from their guests, if guests become disruptive or noncompliant, or if at any point during the guest's stay, the resident student no longer wishes for the individual(s) to be a guest, it is the resident students' responsibility to contact Public Safety immediately. If plans change for any reason and the guest is no longer with the resident student, that student must register the guest again with a new host.
3. Students are permitted to host/register a maximum of two guests at any one time (regardless of whether this is an overnight or shorter stay). Students hosting guests and/or visitors must ensure that doing so does not disrupt any roommate's right to expect to be able to read, study and sleep in their room free from the undue interference of guests/visitors. Siena College students' primary purpose is to achieve academic success. We strive to create living and learning environments within the residence halls/areas that are conducive to study, sleep and healthy living. The right of any resident to sleep, study, or simply enjoy privacy will always take precedence over a roommate's privilege to host guests/visitors in the room. A student's right to have a guest/visitor is, in all cases, superseded by the roommates, suitemates or townhouse-mates' right to the uninterrupted use of the room/suite or townhouse. The privacy of the roommate(s) will take priority over a guest/visitor. A roommate should not be compelled to leave the room in order to accommodate a guest or visitor, nor should he or she be placed in situations that might cause embarrassment or inconvenience.
4. Guests with vehicles must obtain a parking pass from Public Safety. Unregistered vehicles of guests are subject to be towed in accordance with traffic rules and regulations. To obtain a parking permit, guests must provide a copy of the guest registration form, a valid license and vehicle registration.
5. Guests are not permitted to bring alcohol to campus regardless of their age or the age of their host.
6. Any guest who violates College policy or state and federal laws may be required to leave the College immediately. The person may be notified in writing that he or she is banned from College property until further notice.
7. A student may host overnight guests on a limited and infrequent basis. Conversely, any individual guest may only stay overnight anywhere on campus on a limited and infrequent basis, regardless of host(s). An individual guest is limited to one two-night overnight stay on campus per 30 days. For an exception to this limit, a student should seek permission from the residence director on duty, who may be contacted via Public Safety.
8. To ensure a safe campus supportive of the College's mission, the College reserves the right to restrict guests. Students may not be permitted to register/host guests during specified weekends or high-risk time periods, which are determined at the discretion of the vice president for student affairs. Any such restrictions will be announced in advance. In addition, guests are not permitted during final-exam time periods in order to support student academic success. Guests are also not permitted during Thanksgiving, Christmas, spring break or Easter break. Guests are restricted during summer session housing as designated on the summer housing agreement.
9. Each member of the Siena College community is responsible for actively promoting an educational/living environment that is free from incidents of sexual harassment.

10. Students may only host overnight guests/visitors of the same gender, 16 years of age or older (including family members), overnight. Any guests of the opposite gender must either find off-campus accommodations or they may stay with another student of the same gender, who must be identified on the guest registration form. Siblings Weekend: All siblings (defined as a student's brother or sister) will be allowed on this weekend only to stay with their sibling student of the opposite gender, if applicable. Students participating in the program will be required to register their siblings formally through the Siblings Weekend program or will be subject to disciplinary action if they do not.
11. Sexual intimacy is not permitted on the Siena College campus.
12. Guests and visitors are required to use bathroom facilities designated for their gender.
13. Visitation hours and designated 24-hour spaces:
 - Visitation hours are defined as the time period that students living on campus may host visitors and guests of the opposite gender in their individual rooms as well as when they may be on single gender floors and/or wings. Visitation hours apply to the individual residence halls and the individual bedrooms and upstairs of all townhouses.
 - After visitation hours, any student (including commuters) in a residential facility other than their assigned residence must be accompanied by a resident who is assigned to that building and follow the gender-related guidelines.
 - Visitation hours in all campus residences are:
 - Sunday-Thursday: 9:00 a.m. – 1:00 a.m.
 - Friday and Saturday: 9:00 a.m. – 2:00 a.m.
 - 24-hour visitation is permitted in the lobbies of each residence hall, the main lounge in Plassmann, the lobby lounge in Hennepin, all lounges in Padua, the first floor lounge in Ryan, the first floor living room and dining areas of the townhouses, garden level, dining room, lobby, all lounges of the New Hall and the fifth floor lounge in Hines. Living rooms, common areas, lounges and lobbies may not be used as sleeping quarters. Laundry facilities in each hall are for the sole purpose of doing one's laundry, with 24-hour access
14. Cohabitation is defined as living together. Only assigned residents of a townhouse, suite or room may take up residence/live in the assigned room/suite/townhouse. The College does not permit anyone to live in a room/suite or townhouse except those assigned to that room by the College. Cohabitation is not permitted except by assigned roommates.