

110—Property Abuse

Abuse of College property or private property, including but not limited to:

a. Theft of, unauthorized possession of, damage to, or destruction of property of the College or to property of a member of the college community or of a visitor to the College.

b. Littering of the campus.

111—Technology

Abuse of computers and other technology, including but not limited to:

a. Unauthorized entry into a file, to use, read, change, or transfer the contents, or for any other purpose.

b. Misrepresentation of self or a student or a student organization through computer or electronic means.

c. Unauthorized use of another individual's identification and /or password.

d. Use of computing facilities to interfere with the work of another member of the college community.

e. Use of computing facilities to view or send obscene or abusive messages.

f. Use of computing facilities to interfere with normal operation of the college computing system.

g. Other violations of the computer usage policy (see page 115 of this *Bulletin*).

112—Residence Hall Policies

See page 104 of this *Bulletin*.

113—Learning Resources Code of Conduct

See page 121 of this *Bulletin*.

114—Dress Code

See page 122 of this *Bulletin*.

115—Student Organization Regulations

See page 113 of this *Bulletin*.

116—Federal, State and/or Local Laws

Students should reference the Student Conduct Procedures found in the Annual Security Report section of this *Bulletin*.

Automobile Regulations

Vehicle Services

The following services are available to all students while located on school property; Northwest is not liable for any damage incurred during these services. Vehicle services are not available off campus.

- Vehicle Unlock
- Vehicle Boost (by use of power packs **only**; no booster cables will be used)

If a vehicle requires one of the above services more than once in an eight-hour period, there will be a \$5 charge for all services after the initial service.

These services are by courtesy of the Campus Police Department and are subject to officer availability.

General Regulations

Northwest strives to be a pedestrian-friendly campus. All drivers are admonished to respect the rights of pedestrians while driving on campus. Thorough understanding of these regulations is important because violations will result in needless expense and inconvenience to the student.

1. A vehicle is defined as any car, truck, motorcycle, or any other type of movable motorized transportation.

2. All students, faculty, administration, and staff must register and obtain a decal for vehicle operation on campus at the time of school registration. The decal is to be permanently affixed to the left rear window or bumper of the vehicle in a manner in which removal of a decal would destroy the decal. Taping a decal to the window is not sufficient.

3. There is no cost for the decal of the first vehicle registered. To obtain your first decal please have the following information: your student ID number; the tag number of the vehicle; the year, make, model and color of the vehicle; and your promissory note. Additional decals are \$5 each.

4. A student who changes his or her place of residence or whose decal becomes illegible is responsible for re-registration of his or her car immediately in order to secure the proper decal. Also, when the owner trades his or her car, he or she is responsible for removing the old decal. Any violations noted against the old decal will be charged to the person to whom it was issued.

5. No motor vehicle shall display more than one Northwest Mississippi Community College decal at any one time. No person who has registered a vehicle and received a decal shall affix, or permit any other person to affix, such decal to any vehicle other than the vehicle for which the decal was issued. Decals are non-transferable.

6. Driving in a reckless manner is prohibited.

7. Northwest is not responsible for contents in vehicles parked on campus.

8. Speed limit on the Northwest campus is 20 mph unless posted differently. Speed limit in all parking lots is 5 mph.

9. Registered operators must observe and obey all traffic and parking signs on campus.

10. Registered students are responsible for their vehicles on campus.

11. Vehicle operators must not repair vehicles on campus grounds or parking lots.

12. Abandoned vehicles are not to be left on campus for more than 48 hours.

13. Vehicles are not to be parked on grass, sidewalks, entrances, streets or exits.

14. All accidents should be reported immediately to Campus Police.

15. Northwest reserves the right to impound vehicles or remove illegally parked vehicles at the expense of the owner or registered student.

16. No faculty or staff person shall register any vehicle and obtain a decal for any full- or part-time student. No person shall utilize in any manner a decal issued to some other person.

17. Summer school students must obtain a decal if they did not obtain one during the previous fall or spring semester.

18. Records of all violations are kept by Campus Police.

19. Music volume must be adjusted so that it can only be heard by the occupants of the vehicle.

20. Any window of a vehicle that has tint film or that has been darkened otherwise, so that the interior of the vehicle has light transmittance of 35 percent or more, must have a certifying label attached to the window approving that the tint is within state, county, and city guidelines.

21. All motor vehicles must at all times be equipped with a muffler in good working order and in constant operation to prevent excessive or unusually loud noise and/or annoying smoke. No vehicle is allowed using a muffler that has been cut out, bypassed, or altered using external devices.

22. **Temporary Decal:** Temporary Decals will be issued by Campus Police for a period not to exceed two weeks. Students will be issued 1 temporary decal per semester for personal vehicles and any vehicle used throughout the semester. After the expiration of the temporary decal a permanent decal must be purchased and properly displayed on the vehicle. Students driving a rental car will only be required to display a temporary decal.

There is no fee for the temporary decal. The first permanent decal is free, and \$5.00 for each additional. Please be aware that due to temporary decals being placed on the interior of the rear glass, dark tint can hinder Campus Police from being able to see the decal.

In addition to the above rules and regulations, all state laws pertaining to traffic and all other state and federal laws are in full force at all times.

Parking Regulations—Senatobia

The responsibility for finding legal parking spaces rests with the motor vehicle operator. Lack of space is not considered a valid excuse for violation of any parking regulation. The College does not guarantee a parking space in your desired zone. The Howard Coliseum parking lot is designated as an overflow parking area. Failure by any individual to find a legal parking space shall not be an excuse for the violation of these regulations.

1. The color of the decal issued will designate the zone in which vehicles may be parked. Any motor vehicle which is parked in an area not designated as the proper zone will be ticketed. Resident students must park at their assigned residence hall lot.

2. Decals for the Senatobia campus are color coded as follows:

- a. Male residence hall students—white
- b. Female residence hall students—blue
- c. Commuting students—green
- d. Faculty and staff—red

3. No student may park in a red zone (faculty and staff parking space) for any reason for any length of time.

4. If a student changes residence halls, the student must obtain and affix the appropriate parking decal on the day of the move. There is no charge for this change of decal.

5. Commuting students must park only in their designated parking areas. Commuter students are not permitted to park at residence halls for any reason. Residence hall students are only permitted to park at their residence hall. Having a white decal (male residence hall) does not entitle a student to park in any male residence hall parking lot, other than the residence hall they are assigned to. Having a blue decal (female residence hall) does not entitle a student to park in any female residence hall parking lot, other than the residence hall they are assigned to. Administrators, faculty, and staff may park wherever necessary on campus (except in spaces designated for the disabled, where curbing is painted yellow, on sidewalks, across parking lanes, or on campus lawns).

6. In the event that a residence hall student must attend a class at the Oxford or DeSoto Centers, their residence hall decal will be honored as a commuter decal.

These students must park in areas designated for commuter parking only. These students are not permitted to park in areas designated for faculty and staff.

7. The Band Field Parking Lot, the Highway 51 Parking Lot and the North Physical Science Parking Lot, with the exception of faculty/staff parking spaces, are for commuter parking only.

8. Disabled persons will receive special consideration upon application to the Office of Disability Services.

9. Vehicles are not to be parked where curbing is painted yellow, on sidewalks, across parking lanes, in the street, or on campus lawns. Students, faculty, or staff members may park in the 15-minute zones at any time, but not longer than 15 minutes.

10. Abandoned vehicles or vehicles causing a traffic hazard may be towed by a local wrecker service at the owner's expense without warning to the owner.

11. Any vehicle operated by a person whose driving privileges have been suspended will be towed away at the owner's expense if found by Campus Police.

12. Any vehicle parked in a reserved or no parking area can be towed if deemed necessary by Campus Police.

Parking Regulations—DeSoto Center/ Lafayette-Yalobusha Technical Center

The responsibility for finding legal parking spaces rests with the motor vehicle operator. Lack of space is not considered a valid excuse for violation of any parking regulation.

1. The color of the decal issued will designate the zone in which vehicles must be parked **at all times**. Any motor vehicle improperly parked will be ticketed.

2. Disabled persons will receive special consideration upon application to the Office of Campus Police.

3. Vehicles are not to be parked where curbing is painted yellow, in the street, on sidewalks, across parking lanes, or on campus lawns.

4. Abandoned vehicles or vehicles causing a traffic hazard may be towed by a local wrecker service at the owner's expense without warning to the owner.

5. Any vehicle operated by a person whose driving privileges have been suspended will be towed at the owner's expense if found by Campus Police.

6. Any vehicle parked in a reserved or no parking area can be towed if deemed necessary by Campus Police.

7. The DeSoto Center front gate opens at 7 a.m. and closes at 10 p.m. **Vehicles left in the parking lot after 10 p.m. will remain secured until 7 a.m. the next morning.**

8. The speed limit in all parking lots is 5 mph.

Visitor Parking

Only visitors are allowed to park in spaces designated for visitors. For the purpose of these regulations, the term "visitor" includes all individuals who are NOT affiliated with the College as a student enrolled in classes, staff, faculty, external employee or vendor/construction worker.

Penalties

Penalties for violations shall be as follows:

1. **Moving Violations**
 - a. Running stop signs \$50
 - b. Careless driving \$75
 - c. Speeding:
up to 10 mph above limit \$25

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| 11 to 20 mph above limit | \$50 |
| over 20 mph above limit | \$100 |
| d. Reckless/dangerous driving | \$100 |

2. Parking/Other Violations

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| a. Improper parking | \$25 |
| b. Parking in no parking zones | \$25 |
| c. Unauthorized parking in faculty/staff space | \$25 |
| d. Unauthorized parking in disabled space | \$150 |
| e. Decal improperly located | \$10 |
| f. Excessive noise (radio or muffler) | \$100 |
| g. Other violations | \$20 |
| h. Unauthorized parking on lawns | \$25 |
| i. No decal | \$20 |
| j. Tinted window violation | \$50 |

Cost of decals are as follows:

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| First faculty/staff decal | Free |
| Extra faculty/staff decal | \$5 |
| First student decal | Free |
| Extra student decal | \$5 |
| Temporary decal (2 weeks maximum) | Free |
| Summer school (new students) | Free |

Decals are valid for one academic year (including summer school) and expire July 31.

Students are reminded that violations of automobile and parking regulations are also violations of the Code of Student Conduct. As such, these violations can be forwarded for discipline procedures.

Procedure for Paying Tickets

1. Tickets are to be paid at the College Business Office or via the myNWCC student portal.
2. Northwest traffic regulations apply to all faculty and staff. Faculty and staff will be ticketed.

Appeals

A student wishing to appeal a violation penalty should make the appeal to the Campus Police Office **within five working days of receiving a citation**. Any person who fails to appear and contest a ticket after five days from the date of the ticket shall be considered to have waived the right to an appeal. **Ignorance of the regulations or unavailability of a legal parking space is not grounds for an appeal.** Ticket appeals will be forwarded to the issuing officer for review. If the ticket is not dismissed by the officer, it will be referred to the Ticket Appeal Committee for consideration. The decision of the committee is final; there is no second appeal process. Any student found responsible for violating Sections 105, 106, or 109 of the Student Code of Conduct automatically terminates their right to filing an appeal for a citation connected to that incident.

Information about the Ticket Appeal Committee, including meeting dates, may be obtained at the Campus Police Office.

Tips for Writing a Successful Citation Appeal:

Read over the traffic and parking rules and regulations to see why your citation was issued. Determine if there is something stating your documented violation is allowed by the traffic and parking rules and regulations. Appealing for the wrong violation will not result in a successful appeal.

Common reasons for unsuccessful appeals:

1. Improper display of decal or the decal is not permanently affixed
2. Failure to purchase any decal or appropriate decal
3. Inclement weather
4. Late arrival for class or meeting
5. Parking in a disabled space when you do not have the required decal

Also, keep in mind that traffic and parking citations are given all day, every day. Lastly, remember that you are responsible for your registered vehicle. If someone else is driving your vehicle and it is issued a parking citation, you are responsible for the citation.

Residence Hall Policies

Residence Halls

Residence halls are provided by Northwest Mississippi Community College for the convenience of students who cannot or do not wish to commute on a daily basis. Residence hall life often makes for a fuller and richer college experience for students. Our mission is to first serve the residents of our eleven-county district and then the other residents of the state of Mississippi. Northwest does not offer campus housing to out-of-state students due to demand from in-district and in-state students (exceptions are made for scholarship athletes, special programs, and during the spring semester if there is available space after all in-state students are housed).

Northwest operates nine residence halls housing approximately 1,069 students. Residence halls are available only to students who take a full academic, career, or technical courseload (excluding virtual classes) and who attend class regularly. Students must also meet the grade point requirement for residence students. Students are limited to six semesters (not including summer sessions) to reside in the residence halls. All residence hall policies are described in the *Bulletin*.

Students who wish to apply for housing should obtain a residence hall application from the Housing or Recruiting offices or via the Housing page of the Northwest website. Completed housing applications should be submitted to the Housing Office, located on the first floor in Tate Hall, with a deposit of \$100 for Benton, DeSoto, Marshall or Tallahatchie halls or \$50 for all other halls. The deposit is refundable under certain circumstances as described in the *Bulletin*, less a \$25 cancellation fee.

Liability

Northwest does not assume any legal obligation to pay for loss or damage to the student's personal property if it occurs in its buildings or on its grounds, prior to, during, or subsequent to the period of the student's residence on-campus. The student or student's parents are encouraged to carry appropriate insurance to cover such losses.

What is a Residence Life Coordinator?

An "RLC" is a professional Northwest employee who supervises the Residence Hall