

Three Rivers Community College
PA-14-11
Sexual Violence Report
1 July 2014 to 31 December 2014

The following narrative explains the institutional statistics for Fall semester 2014 relevant to sexual violence training and education programs and student reports and disclosures of sexual violence received in the Fall semester of 2014. Since PA-14-11 took effect on 1 July 2014, the college was not collecting this data before that time. This report covers data collected from 1 July 2014 to 31 December 2014.

The following campus campaigns, events and programs served to raise awareness, prevent sexual violence, and reduce the risk that our students, faculty, and staff would become victims or perpetrators of sexual violence.

Training Seminars: Training seminars were directed at faculty, staff, and members of the Campus Resource Team. Each one ran 4 times.

- Title IX / TRCC Sexual Misconduct Policy – total attendance 59
- Trauma-Informed Response – total attendance 68
- Role of Community Crisis Organizations – total attendance 68.

Events/Programs/Campaigns: The following activities either explicitly focused on Sexual Violence or the Title IX Officer and/or other Sexual Violence Resource Representatives were present to answer questions, provide handouts, and engage students in various activities.

- New Student Orientation (handouts & activities)
- Fresh Check Day (handouts & activities)
- Infusion Arts and Culture Night (DV focus)
- Purple Tie Tuesday (DV focus)
- Silent Witness Project (DV focus)
- On-Site DV Advocate
- Sexual Misconduct in FYE Curriculum
- Sexual Misconduct and Resources website

The following narrative accompanies the statistical data mandated by PA 14-11.

There were a total of four (4) reports and disclosures of reportable sexual violence at Three Rivers Community College between 1 July and 31 December 2014.

One (1) report of sexual assault occurred, involving an unwanted touching of the genital area, resulting in a full investigation and the placement of the offender on probation for one year. One (1) disclosure of stalking occurred, but the victim refused to be identified and did not want to take any action. Two (2) disclosures of intimate partner violence occurred, but in both cases the alleged perpetrators were not students, and the victims were referred to counseling and advocacy services at Safe Futures.



CONNECTICUT STATE COLLEGES & UNIVERSITIES

BOARD OF REGENTS FOR HIGHER EDUCATION

PUBLIC ACT 14-11: REPORTABLE STATISTICS AND DATA

CSCU INSTITUTION: Three Rivers Community College
REPORTING OFFICE/DEPARTMENT: Equity and Diversity Office
INSTITUTION CONTACT: Vicki Baker, Interim Acting EDO
YEAR: 2014

I. SEXUAL VIOLENCE* PREVENTION, AWARENESS, AND RISK REDUCTION PROGRAMS:

Program Category	Number of Programs		
	Prevention:	Awareness:	Risk Reduction:
Sexual Assault	14	14	14
Stalking	14	14	14
Intimate Partner Violence	16	16	16

Program Types:

(List and Describe Each Program Type)

Training Seminars: Title IX / TRCC Sexual Misconduct Policy; Trauma-Informed Response; Role of Community Crisis Organizations (each one ran 4 times)

New Student Orientation (handouts & activities); Fresh Check Day (handouts & activities); Infusion Arts and Culture Night (DV focus); Purple Tie Tuesday (DV focus); Silent Witness Project (DV focus)

On-Site DV Advocate; Sexual Misconduct in FYE Curriculum; Sexual Misconduct and Resources website

II. SEXUAL VIOLENCE PREVENTION AND AWARENESS CAMPAIGNS:

Program Category	Number of Campaigns	
	Prevention:	Awareness:
Sexual Assault	3	3
Stalking	3	3
Intimate Partner Violence	4	4

III. TOTAL REPORTED INCIDENTS OF SEXUAL VIOLENCE:

Program Category	Number of Reports:	Number of Disclosures:
Sexual Assault	1	0
Stalking	0	1
Intimate Partner Violence	0	2

IV. DISCIPLINARY CASES AND FINAL OUTCOMES OF DISCIPLINARY CASES RELATING TO SEXUAL VIOLENCE (STUDENTS):

Program Category	Total Number of Cases:	Final Outcome						
		Warning:	Probation:	Suspension:	Expulsion:	Persona Non Grata (PNG):	Sanctions/ Sexual Violence Remediation:	Other:
Sexual Assault	1		1					
Stalking	0							
Intimate Partner Violence	2							both cases involved non-campus respondents and victims were referred to counseling and advocacy services.

IVa. FINAL OUTCOMES OF APPEALS OF ORIGINAL OUTCOMES OF CASES RELATING TO SEXUAL VIOLENCE (STUDENTS):

Program Category	Total Number of Cases:	Outcome of Appeal Decision:	
		Upheld:	Overtured:
Sexual Assault	0		
Stalking	0		
Intimate Partner Violence	0		

V. DISCIPLINARY CASES AND FINAL OUTCOMES OF DISCIPLINARY CASES RELATING TO SEXUAL VIOLENCE (EMPLOYEES):

Program Category	Total Number of Cases:	Final Outcome				
		Reprimand:	Education/ Training:	Administrative Leave:	Termination:	Other:
Sexual Assault	0					
Stalking	0					

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Va. FINAL OUTCOMES OF APPEALS OF ORIGINAL OUTCOMES OF CASES RELATING TO SEXUAL VIOLENCE (EMPLOYEES):		
Type	Outcome of Appeal Decision:	
	Upheld:	Overturned:
<i>Sexual Assault</i>		
<i>Stalking</i>		
<i>Intimate Partner Violence</i>		

VI. TOTAL ANONYMOUS AND CONFIDENTIAL SEXUAL VIOLENCE REPORTS OR DISCLOSURES TO THE INSTITUTION:		
Program Category	Number of Reports:	Number of Disclosures:
<i>Sexual Assault</i>	0	0
<i>Stalking</i>	0	1
<i>Intimate Partner Violence</i>	0	0

*"Sexual Violence" was used aggregately to encompass sexual assault, stalking, and intimate partner violence, as defined by C.G.S. The full text of each of the above reportables is as follows:

- I. The number of sexual assault, stalking and intimate partner violence prevention, awareness and risk reduction programs at the institution.
- II. The type of sexual assault, stalking and intimate partner violence prevention and awareness campaigns held by the institution.
- III. The number of incidences of sexual assault, stalking and intimate partner violence reported to such institution.
- IV. The number of reports or disclosures to the institution related to sexual assault, stalking and intimate partner violence.
- V. The number of disciplinary cases at the institution related to sexual assault, stalking and intimate partner violence.
- VI. The final outcome of all disciplinary cases at the institution related to sexual assault, stalking and intimate partner violence, including, but not limited to, the outcomes of any appeals of such final outcome, to the extent reporting on such outcomes does not conflict with federal law.

STATUTORY REFERENCES AND DEFINITIONS

SEXUAL ASSAULT

Sec. 53a-70. Sexual assault in the first degree: Class B or A felony. (a) A person is guilty of sexual assault in the first degree when such person (1) compels another person to engage in sexual intercourse by the use of force against such other person or a third person, or by the threat of use of force against such other person or against a third person which reasonably causes such person to fear physical injury to such person or a third person, or (2) engages in sexual intercourse with another person and such other person is under thirteen years of age and the actor is more than two years older than such person, or (3) commits sexual assault in the second degree as provided in section 53a-71 and in the commission of such offense is aided by two or more other persons actually present, or (4) engages in sexual intercourse with another person and such other person is mentally incapacitated to the extent that such other person is unable to consent to such sexual intercourse.

(b) (1) Except as provided in subdivision (2) of this subsection, sexual assault in the first degree is a class B felony for which two years of the sentence imposed may not be suspended or reduced by the court or, if the victim of the offense is under ten years of age, for which ten years of the sentence imposed may not be suspended or reduced by the court.

(2) Sexual assault in the first degree is a class A felony if the offense is a violation of subdivision (1) of subsection (a) of this section and the victim of the offense is under sixteen years of age or the offense is a violation of subdivision (2) of subsection (a) of this section. Any person found guilty under said subdivision (1) or (2) shall be sentenced to a term of imprisonment of which ten years of the sentence imposed may not be suspended or reduced by the court if the victim is under ten years of age or of which five years of the sentence imposed may not be suspended or reduced by the court if the victim is under sixteen years of age.

(3) Any person found guilty under this section shall be sentenced to a term of imprisonment and a period of special parole pursuant to subsection (b) of section 53a-28 which together constitute a sentence of at least ten years.

Sec. 53a-71. Sexual assault in the second degree: Class C or B felony. (a) A person is guilty of sexual assault in the second degree when such person engages in sexual intercourse with another person and: (1) Such other person is thirteen years of age or older but under sixteen years of age and the actor is more than three years older than such other person; or (2) such other person is impaired because of mental disability or disease to the extent that such other person is unable to consent to such sexual intercourse; or (3) such other person is physically helpless; or (4) such other person is less than eighteen years old and the actor is such person's guardian or otherwise responsible for the general supervision of such person's welfare; or (5) such other person is in custody of law or detained in a hospital or other institution and the actor has supervisory or disciplinary authority over such other person; or (6) the actor is a psychotherapist and such other person is (A) a patient of the actor and the sexual intercourse occurs during the psychotherapy session, (B) a patient or former patient of the actor and such patient or former patient is emotionally dependent upon the actor, or (C) a patient or former patient of the actor and the sexual intercourse occurs by means of therapeutic deception; or (7) the actor accomplishes the sexual intercourse by means of false representation that the sexual intercourse is for a bona fide medical purpose by a health care professional; or (8) the actor is a school employee and such

other person is a student enrolled in a school in which the actor works or a school under the jurisdiction of the local or regional board of education which employs the actor; or (9) the actor is a coach in an athletic activity or a person who provides intensive, ongoing instruction and such other person is a recipient of coaching or instruction from the actor and (A) is a secondary school student and receives such coaching or instruction in a secondary school setting, or (B) is under eighteen years of age; or (10) the actor is twenty years of age or older and stands in a position of power, authority or supervision over such other person by virtue of the actor's professional, legal, occupational or volunteer status and such other person's participation in a program or activity, and such other person is under eighteen years of age; or (11) such other person is placed or receiving services under the direction of the Commissioner of Developmental Services in any public or private facility or program and the actor has supervisory or disciplinary authority over such other person.

(b) Sexual assault in the second degree is a class C felony or, if the victim of the offense is under sixteen years of age, a class B felony, and any person found guilty under this section shall be sentenced to a term of imprisonment of which nine months of the sentence imposed may not be suspended or reduced by the court.

Sec. 53a-72a. Sexual assault in the third degree: Class D or C felony. (a) A person is guilty of sexual assault in the third degree when such person (1) compels another person to submit to sexual contact (A) by the use of force against such other person or a third person, or (B) by the threat of use of force against such other person or against a third person, which reasonably causes such other person to fear physical injury to himself or herself or a third person, or (2) engages in sexual intercourse with another person whom the actor knows to be related to him or her within any of the degrees of kindred specified in section 46b-21.

(b) Sexual assault in the third degree is a class D felony or, if the victim of the offense is under sixteen years of age, a class C felony.

SEXUAL ASSAULT/INTIMATE PARTNER VIOLENCE

Sec. 10a-55m. a (4) "Intimate partner violence" means any physical or sexual harm against an individual by a current or former spouse of or person in a dating relationship with such individual that results from any action by such spouse or such person that may be classified as a sexual assault under section 53a-70, 53a-70a, 53a-70b, 53a-71, 53a-72a, 53a-72b or 53a-73a, stalking under section 53a-181c, 53a-181d or 53a-181e, or family violence as designated under section 46b-38h.

Sec. 53a-70b. Sexual assault in spousal or cohabiting relationship: Class B felony. (a) For the purposes of this section:

(1) "Sexual intercourse" means vaginal intercourse, anal intercourse, fellatio or cunnilingus between persons regardless of sex. Penetration, however slight, is sufficient to complete vaginal intercourse, anal intercourse or fellatio and does not require emission of semen. Penetration may be committed by an object manipulated by the actor into the genital or anal opening of the victim's body; and

(2) "Use of force" means: (A) Use of a dangerous instrument; or (B) use of actual physical force or violence or superior physical strength against the victim.

(b) No spouse or cohabitor shall compel the other spouse or cohabitor to engage in sexual intercourse by the use of force against such other spouse or cohabitor, or by the threat of the use of force against such other spouse or cohabitor which reasonably causes such other spouse or cohabitor to fear physical injury.

(c) Any person who violates any provision of this section shall be guilty of a class B felony for which two years of the sentence imposed may not be suspended or reduced by the court.

STALKING

Sec. 53a-181c. *Stalking in the first degree: Class D felony.* (a) A person is guilty of stalking in the first degree when such person commits stalking in the second degree as provided in section 53a-181d and (1) such person has previously been convicted of a violation of section 53a-181d, or (2) such conduct violates a court order in effect at the time of the offense, or (3) the other person is under sixteen years of age.

(b) Stalking in the first degree is a class D felony.

Sec. 53a-181d. *Stalking in the second degree: Class A misdemeanor.* (a) For the purposes of this section, "course of conduct" means two or more acts, including, but not limited to, acts in which a person directly, indirectly or through a third party, by any action, method, device or means, (1) follows, lies in wait for, monitors, observes, surveils, threatens, harasses, communicates with or sends unwanted gifts to, a person, or (2) interferes with a person's property.

(b) A person is guilty of stalking in the second degree when:

(1) Such person knowingly engages in a course of conduct directed at a specific person that would cause a reasonable person to fear for such person's physical safety or the physical safety of a third person; or

(2) Such person intentionally, and for no legitimate purpose, engages in a course of conduct directed at a specific person that would cause a reasonable person to fear that such person's employment, business or career is threatened, where (A) such conduct consists of the actor telephoning to, appearing at or initiating communication or contact at such other person's place of employment or business, provided the actor was previously and clearly informed to cease such conduct, and (B) such conduct does not consist of constitutionally protected activity.

(c) Stalking in the second degree is a class A misdemeanor.

Sec. 53a-181e. *Stalking in the third degree: Class B misdemeanor.* (a) A person is guilty of stalking in the third degree when he recklessly causes another person to reasonably fear for his physical safety by wilfully and repeatedly following or lying in wait for such other person.

(b) Stalking in the third degree is a class B misdemeanor.

PROGRAMMING:

Sec. 10a-55m. a (1) "Awareness programming" means institutional action designed to communicate the prevalence of sexual assaults, stalking and intimate partner violence, including the nature and number of cases of sexual assault, stalking and intimate partner violence reported at each institution of higher education in the preceding three calendar years, including, but not limited to, poster and flyer campaigns, electronic communications, films, guest speakers, symposia, conferences, seminars or panel discussions;

Sec. 10a-55m. a (5) "*Primary prevention programming*" means institutional action and strategies intended to prevent sexual assault, stalking and intimate partner violence before it occurs by means of changing social norms and other approaches, including, but not limited to, poster and flyer campaigns, electronic communications, films, guest speakers, symposia, conferences, seminars or panel discussions;

"Risk Reduction"

"*Risk Reduction*" is not statutorily defined. However, the Federal regulations for the Violence Against Women Act amendments to the Clery Act (VAWA), provides the following definition:

- Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

While VAWA's definition is criticized as implying that victims can prevent sexual violence by participating in risk reduction programs, it is still helpful in categorizing institution's sexual violence programs and initiatives for reporting purposes. Examples of risk reduction programs related to sexual violence include, but are not limited to: blue safety lights on campus, self-defense classes, safety tips, bystander intervention techniques, the buddy system, rape whistles, and related educational programming.

CONCERNING "REPORTS" vs "DISCLOSURES" IN PART IV OF THE AFOREMENTIONED:

A *disclosure* is a communication of an incident of sexual violence not accompanied with a request for an investigation or adjudication, although there may be a request for accommodations and referral to services.

A *report* is a disclosure accompanied by an immediate request for an investigation and adjudication.

CT BOARD OF REGENTS FOR HIGHER EDUCATION

RESOLUTION

concerning

Policy Regarding

Sexual Misconduct Reporting, Support Services and Processes Policy

January 15, 2015

WHEREAS, The Board of Regents in accord with the Connecticut State Colleges and Universities comprised of seventeen institution and a System Office, is committed to insuring that each member of every BOR governed college or university community has the opportunity to participate fully in the process of education and development; and

WHEREAS, The BOR and CSCU strive to maintain a safe and welcoming environment free from acts of sexual misconduct and relationship violence. It is the intent of the BOR and each of its colleges or universities to provide safety, privacy and support to victims of sexual misconduct and relationship violence; and

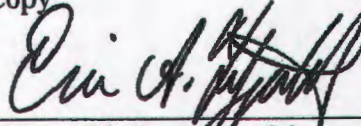
WHEREAS, The Board of Regents for Higher Education adopted policy regarding "Sexual Misconduct, Sexual Assault and Intimate Partner Violence Policy" on March 13, 2014; and

WHEREAS, Public Act 14-11 An Act Concerning Sexual Assault, Stalking and Intimate Partner Violence on Campus and the federal Campus Sexual Assault Violence Elimination Act imposed new requirements on colleges and universities to address sexual violence on campuses; and

WHEREAS, The Board of Regents consistent with the goal providing safe environments at all of its campuses for all who frequent them, has reviewed its policy regarding "Sexual Misconduct, Sexual Assault and Intimate Partner Violence Policy" and revised the policy so that it is consistent with the law; therefore be it

RESOLVED, That the Board of Regents formally rescinds the "Sexual Misconduct, Sexual Assault and Intimate Partner Violence Policy" dated March 13, 2014 and adopts the "Sexual Misconduct Reporting, Support Services and Processes Policy" in substitution.

A True Copy:



Erin A. Fitzgerald, Secretary of the
CT Board of Regents for Higher Education

**Board of Regents for Higher Education
Connecticut State Colleges and Universities
Policy Regarding**

Sexual Misconduct Reporting, Support Services and Processes Policy

Statement of Policy

The Board of Regents for Higher Education (BOR) in conjunction with the Connecticut State Colleges and Universities (CSCU) is committed to insuring that each member of every BOR governed college and university community has the opportunity to participate fully in the process of education and development. The BOR and CSCU strive to maintain a safe and welcoming environment free from acts of sexual misconduct and intimate partner violence. It is the intent of the BOR and each of its colleges or universities to provide safety, privacy and support to victims of sexual misconduct and intimate partner violence.

The BOR strongly encourages victims to report any instance of sexual misconduct, including sexual harassment, sexual assault, sexual exploitation, stalking and intimate partner violence, as an effective means of taking action by reporting such acts to the appropriate officials and pursuing criminal or disciplinary remedies, or both. The only way that action can be taken against anyone who violates another in such a manner is through reporting. Each and every BOR governed college and university shall provide those who report sexual misconduct with many supportive options, including referral to agencies that provide medical attention, counseling, legal services, advocacy, referrals and general information regarding sexual misconduct. Each and every BOR governed college and university will preserve the confidentiality of those who report sexual misconduct to the fullest extent possible and allowed by law. All BOR and CSCU employees, victim support persons and community victim advocates being consulted will make any limits of confidentiality clear before any disclosure of facts takes place. Other than confidential resources as defined above, in addition to employees who qualify as Campus Security Authorities under the Jeanne Clery Act, all BOR and CSCU employees are required to immediately communicate to the institution's designated recipient any disclosure or report of sexual misconduct regardless of the age of the reported victim.

Sexual intimacy is permissible only if it is agreed to by all participants and all activity is affirmatively consensual at all times. Sexual misconduct, as defined herein, is a violation of BOR policies and, in addition, may subject an accused student or employee to criminal penalties. The BOR and each of its governed colleges and universities are committed to providing an environment free of personal offenses. Sexual relationships of any kind between staff, faculty and students are discouraged pursuant to BOR policy.

The Board of Regents for Higher Education hereby directs the Connecticut State Colleges and Universities to implement the Policy stated above pursuant to the following provisions:

Terms and Usage

Consent is the equal approval, given freely, willingly, and knowingly of each participant to desired sexual involvement. Consent is an affirmative, conscious decision – indicated clearly by words or actions – to engage in mutually accepted sexual contact. Consent cannot be assumed because there is no physical resistance or other negative response. A person who initially consents

to sexual activity shall be deemed not to have consented to any such activity which occurs after that consent is withdrawn. A lack of consent may result from mental incapacity (e.g., ingestion of alcohol or drugs which significantly impair awareness or judgment) or physical incapacity (e.g., the person is unconscious or otherwise unable to communicate consent). The existence of a dating relationship between the persons involved, or the fact of past sexual relations between them, should never by itself be assumed to be an indicator of consent."

Sexual misconduct includes engaging in any of the following behaviors:

- (a) **Sexual harassment**, which can include any unwelcome sexual advance or request for sexual favors, or any conduct of a sexual nature when submission to such conduct is made either explicitly or implicitly a term or condition of an individual's education or employment; submission to or rejection of such conduct by an individual is used as a basis for academic or employment decisions affecting the individual; or such conduct has the purpose or effect of substantially interfering with an individual's academic or work performance or creating an intimidating, hostile or offensive educational or employment environment. Examples of conduct which may constitute sexual harassment include but are not limited to:

- sexual flirtation, touching, advances or propositions
- verbal abuse of a sexual nature
- pressure to engage in sexual activity
- graphic or suggestive comments about an individual's dress or appearance
- use of sexually degrading words to describe an individual
- display of sexually suggestive objects, pictures or photographs
- sexual jokes
- stereotypic comments based upon gender
- threats, demands or suggestions that retention of one's educational status is contingent upon toleration of or acquiescence in sexual advances.

Retaliation is prohibited and occurs when a person is subjected to an adverse employment or educational action because he or she made a complaint under this policy or assisted or participated in any manner in an investigation.

- (b) **Sexual assault** shall include but is not limited to a sexual act directed against another person without the consent (as defined herein) of the other person or when that person is not capable of giving such consent:

Sexual assault is further defined in sections 53a-70, 53a-70a, 53a-70b, 53a-71, 53a-72a, 53a-72b and 53a-73a of the Connecticut General Statutes.

- (c) **Sexual exploitation** occurs when a person takes non-consensual or abusive sexual advantage of another for anyone's advantage or benefit other than the person being exploited, and that behavior does not otherwise constitute one of the preceding sexual misconduct offenses. Examples of behavior that could rise to the level of sexual exploitation include:

- Prostituting another person;
- Non-consensual visual (e.g., video, photograph) or audio-recording of sexual activity;
- Non-consensual distribution of photos, other images, or information of an individual's sexual activity, intimate body parts, or nakedness, with the intent to or having the effect of embarrassing an individual who is the subject of such images or information;
- Going beyond the bounds of consent (for example, an individual who allows friends to hide in the closet to watch him or her having consensual sex);
- Engaging in non-consensual voyeurism;
- Knowingly transmitting an STI, such as HIV to another without disclosing your STI status;
- Exposing one's genitals in non-consensual circumstances, or inducing another to expose his or her genitals; or
- Possessing, distributing, viewing or forcing others to view illegal pornography.

Sexual exploitation is further defined as a crime in Connecticut State Law.

- (d) **Intimate partner, domestic and/or dating violence means** any physical or sexual harm against an individual by a current or former spouse of or person in a dating or cohabitating relationship with such individual that results from any action by such spouse or such person that may be classified as a sexual assault under section 53a-70, 53a-70a, 53a-70b, 53a-71, 53a-72a, 53a-72b or 53a-73a of the general statutes, stalking under section 53a-181c, 53a-181d or 53a-181e of the general statutes, or domestic or family violence as designated under section 46b-38h of the general statutes. This includes any physical or sexual harm against an individual by a current or former spouse or by a partner in a dating relationship that results from (1) sexual assault (2) sexual assault in a spousal or cohabiting relationship; (3) domestic violence; (4) sexual harassment (5) sexual exploitation, as such terms are defined in this policy.

Offenses that are designated as "domestic violence" are against family or household members or persons in dating or cohabitating relationships and include assaults, sexual assaults, stalking, and violations of protective or restraining orders issued by a Court. Intimate partner violence may also include physical abuse, threat of abuse, and emotional abuse.

- Physical abuse includes, but is not limited to, slapping, pulling hair or punching.
- Threat of abuse includes but is not limited to, threatening to hit, harm or use a weapon on another (whether victim or acquaintance, friend or family member of the victim) or other forms of verbal threat.
- Emotional abuse includes but is not limited to, damage to one's property, driving recklessly to scare someone, name calling, threatening to hurt one's family members or pets and humiliating another person.
- Cohabitation occurs when two individuals dwell together in the same place as if married.
- The determination of whether a "dating relationship" existed is to be based upon the following factors: the reporting victim's statement as to whether such a relationship existed, the length of the relationship, the type of the relationship and the frequency of the interaction between the persons reported to be involved in the relationship.

- (e) **Stalking**, which is defined as repeatedly contacting another person when contacting person knows or should know that the contact is unwanted by the other person; and the contact causes the other person reasonable apprehension of imminent physical harm or the contacting person knows or should know that the contact causes substantial impairment of the other person's ability to perform the activities of daily life.

As used in this definition, the term "contacting" includes, but is not limited to, communicating with (including internet communication via e-mail, instant message, on-line community or any other internet communication) or remaining in the physical presence of the other person.

Confidentiality

When a BOR governed college or university receives a report of sexual misconduct all reasonable steps will be taken by the appropriate CSCU officials to preserve the privacy of the reported victim while promptly investigating and responding to the report. While the institution will strive to maintain the confidentiality of personally identifiable student information reported, which information is subject to privacy requirements of the Family Education Rights Privacy Act (FERPA), the institution also must fulfill its duty to protect the campus community.

Confidential resources are defined as follows: For the Universities, entities with statutory privilege, which include campus based counseling center, health center and pastoral counseling staff members whose official responsibilities include providing mental health counseling to members of the University community as well as off campus counseling and psychological services, health services providers, member(s) of the clergy, and the local Sexual Assault Crisis Center and Domestic Violence Center. For the Colleges, confidential resources are limited to entities with statutory privilege, such as off campus counseling and psychological services, health services providers, member(s) of the clergy, and the local Sexual Assault Crisis Center and Domestic Violence Center. The personnel of these centers and agencies are bound by state statutes and professional ethics from disclosing information about reports without written releases.

Information provided to a confidential resource by a victim of a sexual misconduct or the person reported to have been the victim of sexual misconduct cannot be disclosed legally to any other person without consent, except under very limited circumstances, such as an imminent threat of danger to self or others or if the reported victim is a minor. Therefore, for those who wish to obtain the fullest legal protections and disclose in full confidentiality, she/he must speak with a confidential resource. Each BOR governed college and university will provide a list of such confidential resources in the College or University's geographic region to victims of sexual misconduct as well as publish these resources on-line and in various publications.

Where it is deemed necessary for the institution to take steps to protect the safety of the reported victim and/or other members of the campus community, the institution will seek to act in a manner so as not to compromise the privacy or confidentiality of the reported victim of sexual misconduct to the extent reasonably possible.

Mandated Reporting by College and University Employees

Other than confidential resources as defined above, in addition to employees who qualify as Campus Security Authorities under the Jeanne Clery Act, all employees are required to immediately communicate to the institution's designated recipient any disclosure or report of sexual misconduct regardless of the age of the reported victim. A disclosure is the receipt of any communication of an incident of sexual misconduct not accompanied by a request for an investigation or adjudication by the institution. A report of sexual misconduct, on the other hand, is the receipt of a communication of an incident of sexual misconduct accompanied by a request for an investigation or adjudication by the institution. Upon receiving a disclosure or a report of sexual misconduct, employees are expected to supportively, compassionately and professionally offer academic and other accommodations and to provide a referral for support and other services.

Further, in accordance with Connecticut State law, with the exception of student employees, any paid administrator, faculty, staff, athletic director, athletic coach or athletic trainer who, in the ordinary course of their employment, has a reasonable cause to suspect or believe that a person under the age of 18 years has been abused or neglected, has been placed in imminent harm or has had a non-accidental injury is required by law and Board policy to report the incident within twelve hours to their immediate supervisor and to the Department of Children and Families.

Rights of Those Who Report

Those who report any type of sexual misconduct to any BOR governed college or university employee will be informed in a timely manner of all their rights and options, including the necessary steps and potential outcomes of each option. When choosing a reporting resource the following information should be considered:

- All reports of sexual misconduct will be treated seriously and with dignity by the institution.
- Referrals to off-campus counseling and medical services that are available immediately and confidential, whether or not those who report feel ready to make any decisions about reporting to police, a college or university employee or the campus's Title IX Coordinator.
- Those who have been the victim of sexual misconduct have the right to take both criminal and civil legal action against the individual allegedly responsible.
- Those who seek confidentiality may contact a clergy member(s), a University counseling center psychologist, a University health center care provider, the Sexual Assault Crisis Center of Connecticut and/or the Connecticut Coalition Against Domestic Violence – all of whom are bound by state statutes and professional ethics to maintain confidentiality without written releases.

Options for Changing Academic, Housing, Transportation and Working Arrangements

The colleges and universities will provide assistance to those involved in a report of sexual misconduct, including but not limited to, reasonably available options for changing academic, campus transportation, housing or working situations as well as honoring lawful protective or temporary restraining orders. Each and every BOR governed college and university shall create and provide information specific to its campus detailing the procedures to follow after the commission of such violence, including people or agencies to contact for reporting purposes or to request assistance, and information on the importance of preserving physical evidence.

Support Services Contact Information

It is BOR policy that whenever a college or university Title IX Coordinator or other employee receives a report that a student, faculty or staff member has been subjected to sexual misconduct, the Title IX Coordinator or other employee shall immediately provide the student, faculty or staff member with contact information for and, if requested, professional assistance in accessing and using any appropriate campus resources, or local advocacy, counseling, health, and mental health services. All CSCU campuses shall develop and distribute contact information for this purpose as well as provide such information on-line.

Right to Notify Law Enforcement & Seek Protective and Other Orders

Those who report being subjected to sexual misconduct shall be provided written information about her/his right to:

- (1) notify law enforcement and receive assistance from campus authorities in making the notification; and,
- (2) obtain a protective order, apply for a temporary restraining order or seek enforcement of an existing order. Such orders include:
 - standing criminal protective orders;
 - protective orders issued in cases of stalking, harassment, sexual assault, or risk of injury to or impairing the morals of a child;
 - temporary restraining orders or protective orders prohibiting the harassment of a witness;
 - family violence protective orders.

Employee Conduct Procedures

Employees who are reported to have engaged in sexual misconduct are subject to discipline in accordance with the procedures applicable to the employee's classification of employment.

Student Conduct Procedures

The **Student Code of Conduct** provides the procedures for the investigation, definitions of terms, and resolution of complaints regarding student conduct, including those involving sexual misconduct, as defined herein.

The Title IX Coordinator can assist in explaining the student conduct process. The Student Code of Conduct provides an equal, fair, and timely process (informal administrative resolution or a formal adjudication) for reported victims and accused students.

Reported victims of sexual misconduct shall have the opportunity to request that disciplinary proceedings begin promptly; that such disciplinary proceedings shall be conducted by an official trained annually in issues relating to sexual misconduct and shall use the preponderance of the evidence (more likely than not) standard in making a determination concerning the alleged sexual misconduct.

Both the reported victim of sexual misconduct and the accused student are entitled to be accompanied to any meeting or proceeding relating to the allegation of sexual misconduct by an

advisor or support person of their choice, provided the involvement of such advisor or support person does not result in the postponement or delay of such meeting as scheduled and provided such an advisor or support person may not directly address the Hearing Body, question witnesses or otherwise actively participate in the hearing process or other meeting pertaining to a report of sexual misconduct and each student shall have the opportunity to present evidence and witnesses on her/his behalf during any disciplinary proceeding.

Both the reported victim and accused student are entitled to be provided at the same time written notice of the results of any disciplinary proceeding, normally within one (1) business day after the conclusion of such proceeding, which notice shall include the following: the name of the accused student, the violation committed, if any, and any sanction imposed upon the accused student. Sanctions may range from a warning to expulsion, depending upon the behavior and its severity of the violation(s). The reported victim shall have the same right to request a review of the decision of any disciplinary proceeding in the same manner and on the same basis as shall the accused student; however, in such cases, if a review by any reported victim is granted, among the other actions that may be taken, the sanction of the disciplinary proceeding may also be increased. The reported victim and the accused student are entitled to be simultaneously provided written notice of any change in the results of any disciplinary proceeding prior to the time when the results become final as well as to be notified when such results become final.

In accordance with the Family Educational Rights and Privacy Act (FERPA), the accused student and the reported victim have the right to keep their identities confidential.

Dissemination of this Policy

Upon adoption by the Board all CSCU institutions shall, upon receipt, immediately post and maintain this policy at all times in an easily accessible manner on each institution's website. This policy shall thereafter be annually provided to all Title IX Coordinators, campus law enforcement officers and security personnel, and other campus personnel. Further, this policy shall be presented at student orientation and at student awareness and prevention trainings, and made broadly available at each campus. The policy shall be expanded upon by each institution to provide resources and contact information specific to their institution and geographic area as set forth above.

ITEM

The Board of Regents for Higher Education replaces its' a policy regarding "Sexual Misconduct, Sexual Assault and Intimate Partner Violence Policy" by adopting the "Sexual Misconduct Reporting, Support Services and Processes Policy" which shall be applicable to each of the Connecticut State Colleges and Universities.

BACKGROUND

Although the Board approved the Sexual Misconduct, Sexual Assault and Intimate Partner Violence Policy in March 2013, it was understood that the Connecticut State Legislature and federal sources were developing additional requirements. The resolution underlying the adoption of the policy included a provision that the policy would be reviewed and revised in the fall of 2014 so that it would remain consistent with the law. Consequently, the attached re-titled policy is an updated version of the policy reviewed and approved by the Board in March 2014.

ANALYSIS

In accordance with the new provisions and greater clarity of the issues and their impact upon the colleges and universities, this policy has been re-titled so that it reflects its purpose of outlining not only the statement of the board policy, but also describe the services and processes to which the institutions must adhere. Revisions to the policy clarify that reported victims are encouraged to report and that employees must report disclosures of sexual misconduct. Terms and usage are more central to the operation of the document, and certain definitions have been revised and expanded, i.e. consent, stalking and sexual harassment. Stalking and dating violence are included under the provisions of sexual misconduct. The section regarding confidentiality has also been revised so that readers will understand who can keep reports confidential and who cannot. This revised policy also specifically addresses employees who may report sexual misconduct.

RECOMMENDATION

That the Board of Regents for Higher Education to rescind the policy regarding "Sexual Misconduct, Sexual Assault, and Sexual Intimate Partner Violence" by adopting the Sexual Misconduct reporting, Support Services and Processes Policy.

12/5/2014 – BOR Academic & Student Affairs Committee
1/15/2015 – Board of Regents



BOR/CSCU STUDENT CODE OF CONDUCT

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I. STUDENT CODE OF CONDUCT

PREAMBLE

Academic institutions exist for the transmission of knowledge, the pursuit of truth, the development of students, and the general well-being of society. In line with this purpose, the Board of Regents for Higher Education ("BOR") in conjunction with the Connecticut State Colleges and Universities ("CSCU") has the duty to protect the freedoms of inquiry and expression, and furthermore, has the responsibility to encourage all of its members to develop the capacity for critical judgment in their sustained and independent search for truth.

CSCU has certain self-defined institutional values. Principal among these values is respect for the safety, dignity, rights, and individuality of each member of the CSCU Community. The opportunity to live, study, and work in an institution which values diverse intellectual and cultural perspectives and encourages discussion and debate about competing ideas in an atmosphere of civility is a basic component of quality higher education.

All members of CSCU must at all times govern their social and academic interactions with tolerance and mutual respect so that the students who pass through a CSCU door are enriched by these experiences and are prepared for full and enlightened participation in a multi-cultural society. Because of the BOR's and CSCU's commitment to principles of pluralism, mutual respect, and civility, certain activities are not acceptable on CSCU campuses. Acts of intolerance, of hatred or violence based on race, religion, sexual orientation or expression, disability, gender, age, or ethnic background are antithetical to the BOR's and CSCU's fundamental principles and values. It is the BOR's and CSCU's responsibility to protect our students' right to learn by establishing an environment of civility.

The disciplinary process is intended to be part of the educational mission of CSCU. Student disciplinary proceedings are not criminal proceedings and are not subject to court rules of procedure and evidence.

INTRODUCTION

This Student Code of Conduct (hereinafter the "Student Code" or "Code") is intended to present a clear statement of student rights and responsibilities established by the Board of Regents for Higher Education. The BOR has charged the President of the Board of Regents for Higher Education with developing procedures to protect those rights and to address the abdication of responsibilities in collaboration with the four State Universities, the twelve Community Colleges and Charter Oak State College. The Student Code describes the types of acts that are not acceptable in an academic community.

Disclaimer: This Code is neither a contract nor an offer of a contract between any BOR governed institution and any student. The provisions of this Code are subject to revision at any time.

PART A: DEFINITIONS

The following list of defined terms utilized throughout this Student Code is provided in an effort to facilitate a more thorough understanding of the Code. This list is not intended to be a complete list of all the terms referenced in the Student Code that might require interpretation or clarification. The Vice President for Student Affairs at a University, the Dean of Students at a Community College, the Provost at Charter Oak State College or their designee shall make the final decision of the interpretation of the definition of any term found in the Student Code. For purposes of interpretation and application of the Student Code only, the following terms shall have the following meanings:

1. **"Accused Student"** means any student accused of violating this Student Code.
2. **"Advisor"** means a person who accompanies an Accused Student or an alleged victim to a hearing (or a proceeding pertaining to a report of sexual violence) for the limited purpose of providing advice and guidance to the student. An advisor may not directly address the Hearing Body, question witnesses, or otherwise actively participate in the hearing process (or other proceeding pertaining to a report of sexual violence).
3. **"Appellate Body"** means any person or persons authorized by the University Vice President for Student Affairs, Community College Dean of Students, Charter Oak State College Provost or their designee to consider an appeal from a determination by a Hearing Body that a student has violated the Student Code.
4. **"Calendar Days"** means the weekdays (Mondays through Fridays) when the University or College is open.
5. **"College"** means either collectively or singularly any of the following institutions: Asnuntuck Community College, Capital Community College, Gateway Community College, Housatonic Community College, Manchester Community College, Middlesex Community College, Naugatuck Valley Community College, Northwestern Connecticut Community College, Norwalk Community College, Quinebaug Valley Community College, Three Rivers Community College, Tunxis Community College, and Charter Oak State College.
6. **"Complainant(s)"** means the person(s) who initiates a complaint by alleging that a Student(s) violated the Code.
7. **"CSCU"** means either collectively or singularly, any of the following institutions: Central Connecticut State University, Eastern Connecticut State University, Southern Connecticut State University, Western Connecticut State University; Asnuntuck Community College, Capital Community College, Gateway Community College, Housatonic Community College, Manchester Community College, Middlesex Community College, Naugatuck Valley Community College, Northwestern Connecticut Community College, Norwalk Community College, Quinebaug Valley Community College, Three Rivers Community College, Tunxis Community College, and Charter Oak State College.

8. **"CSCU Affiliates"** means individuals and/or entities with whom or with which the College or University has a contractual relationship.
9. **"CSCU Official"** means any person employed by the College or University to perform assigned administrative, instructional, or professional responsibilities.
10. **"CSCU Premises"** means all land, buildings, facilities, and other property in the possession of, or owned, used, and/or controlled by, the University or College, either solely or in conjunction with another entity.
11. **"Disciplinary Officer" or "Conduct Administrator"** means a University, College or CSCU official who is authorized to determine the appropriate resolution of an alleged violation of the Code, and/or to impose sanctions or affect other remedies as appropriate. Subject to the provisions of this Code, a disciplinary officer or conduct administrator is vested with the authority to, among other duties: investigate a complaint of an alleged violation of the Code decline to pursue a complaint, refer identified disputants to mediation or other appropriate avenues of resolution, establish charges against a student, enter into an administrative agreement developed with an Accused Student in accordance with Section II-B-3 of this Code, advise a Hearing Body, and present the case before the Hearing Body.
12. **"Hearing Body" or "Hearing Panel"** means any person or persons authorized by the University Vice President for Student Affairs, Community College Dean of Students or Charter Oak State College Provost to determine whether a student has violated the Code and to impose sanctions as warranted, including a hearing officer or hearing board.
13. **"Institution"** means the University or College within CSCU.
14. **"Instructor"** means any faculty member, teaching assistant or any other person authorized by the University to provide educational services, including, but not limited to, teaching, research, and academic advising.
15. **"Member of the CSCU Community"** means any person who is a student, an official or any other person who works for CSCU, either directly or indirectly (e.g., for a private enterprise doing business on a CSCU campus).
16. **"Policy"** means the written regulations, standards, and student conduct expectations adopted by the BOR and found in, but not limited to the Student Handbook, the Residence Life Handbook, the housing contract, the graduate and undergraduate catalogs, and other publicized University and College notices.
17. **"Prohibited Conduct"** means the conduct prohibited by this Code, as more particularly described in Part I-D of this Code.

18. **"Reporting Party"** means any person who alleges that a student has violated this Code.
19. **"Student"** means either (1) any person admitted, registered, enrolled or attending any CSCU course or CSCU conducted program, whether full-time or part-time, and whether pursuing undergraduate, graduate or professional studies, or continuing education; (2) any person who is not officially enrolled for a particular term but who has a continuing relationship with a CSCU; or (3) any person within two calendar years after the conclusion of their last registered Community College course unless the student has formally withdrawn, graduated or been expelled from the College.
20. **"Student Code" or "Code"** means this Student Code of Conduct.
21. **"Student Organization"** means an association or group of persons that have complied with the formal requirements for University or College recognition.
22. **"Support Person"** means a person, who accompanies an Accused Student, a Reporting Party or a victim to a hearing for the limited purpose of providing support and guidance. A support person may not directly address the Hearing Body, question witnesses, or otherwise actively participate in the hearing process.
23. **"University"** means any of the following institutions: Central Connecticut State University, Eastern Connecticut State University, Southern Connecticut State University, and Western Connecticut State University, whichever the alleged violation of the Code occurred.
24. **"Shall" and "will"** are used in the imperative sense.
25. **"May"** is used in the permissive sense.

PART B: APPLICATION, DISTRIBUTION, AND ADMINISTRATION OF THE STUDENT CODE OF CONDUCT

1. **Application of the Student Code:** The Student Code shall apply to the four Connecticut State Universities, the twelve Community Colleges, and the on-line college: Central Connecticut State University, Eastern Connecticut State University, Southern Connecticut State University, Western Connecticut State University; Asnuntuck Community College, Capital Community College, Gateway Community College, Housatonic Community College, Manchester Community College, Middlesex Community College, Naugatuck Valley Community College, Northwestern Connecticut Community College, Norwalk Community College, Quinebaug Valley Community College, Three Rivers Community College, Tunxis Community College, and Charter Oak State College.

An alleged violation of the Student Code shall be addressed in accordance with the Code of Conduct, even if the accused Student has withdrawn from the Institution prior to the completion of the disciplinary procedures.

The Student Code shall apply to Students and to University Student Organizations. The term "student" shall generally apply to the student as an individual and to a Student Organization as a single entity. The officers or leaders of a particular Student Organization usually will be expected to represent the organization during the disciplinary process. Nothing in this Student Code shall preclude holding certain members of a Student Organization accountable for their individual acts committed in the context of or in association with the organization's alleged violation of this Code.

2. Distribution of the Student Code: The Student Code shall be made readily available electronically and/or in a printed publication to students, faculty and staff. The office responsible for Student Affairs will annually distribute and make available to students, faculty and staff, electronically and/or in a printed publication, any revisions to the Code.

3. Administration of the Student Code: A University's and Charter Oak State College's Provost or a Community College's Dean of Students shall be the person designated by the institution President to be responsible for the administration of the Academic Misconduct portion of the Student Code. A University's Vice President for Student Affairs, a Community College's Dean of Students, or Charter Oak State College's Provost shall be the person designated by the institution President to be responsible for the administration of the Non-Academic Misconduct portion of the Student Code.

PART C: SCOPE OF AUTHORITY

A Student who is found responsible for engaging in conduct that violates the Student Code on any CSCU campus or on property controlled by the BOR or by any CSCU Affiliate or any CSCU sponsored function or event shall be subject to the sanctions described in this Code. The Student Code of Conduct also applies to online activities, where applicable. Students who attempt to engage in conduct that violates this Code, who knowingly encourage, aid or assist another person in engaging in such conduct, or who agree with another person, explicitly or otherwise, to engage in such conduct, may also be subject to disciplinary action.

Off-campus misconduct by University students may be subject to the jurisdiction of the University and addressed through its disciplinary procedures if one of the following conditions is met: (i) a Student engages in prohibited conduct at an official University event, at a University-sanctioned event, or at an event sponsored by a recognized University Student Organization; or (ii) a Student engages in prohibited conduct under such circumstances that reasonable grounds exist for believing that the Accused Student poses a threat to the life, health or safety of any member of the CSCU or to the property of the CSCU.

Community College students conduct is subject to the Code on campus and off-campus whenever such conduct impairs College-related activities or affairs of another member of the College community or creates a risk of harm to a member or members of the College community. Students must be aware that, as citizens, they are subject to all federal and state laws in addition to all CSCU

regulations governing student conduct and responsibilities. Students do not relinquish their rights nor do they shed their responsibilities as citizens by becoming members of the CSCU Community. However, where a court of law has found a student to have violated the law, an institution has the right to impose the sanctions of this Code even though the conduct does not impair institution-related activities of another member of the university or college community and does not create a risk of harm to the college or university community. The decision to exercise this right will be in the sole discretion of the President of the impacted institution or his/her designee.

Charter Oak State College applies this Code to matriculated and non-matriculated students, including those participating in portfolio assessment, credential evaluation, testing, or contract learning. Jurisdiction shall be limited to student conduct that occurs while students are taking Charter Oak State College courses or availing themselves of Charter Oak State College services. However, if a matriculated Charter Oak State College student is found guilty of student misconduct at another institution, including but not limited to misrepresentation of records from other institutions, the student may be subject to disciplinary action at Charter Oak State College.

PART D: PROHIBITED CONDUCT

The following list of behaviors is intended to represent the types of acts that constitute violations of this Code.

1. Academic misconduct, which includes, but is not limited to, plagiarism and all forms of cheating.

Plagiarism is defined as the submission of work by a student for academic credit as one's own work of authorship which contains work of another author without appropriate attribution.

Cheating includes, but is not limited to: (i) use of any unauthorized assistance in taking quizzes, tests or examinations; (ii) use of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems or carrying out other assignments; (iii) the acquisition, without permission, of tests or other academic material belonging to a member of the University faculty or staff; and (iv) engaging in any other behavior specifically prohibited by a faculty member in the course syllabus.

2. Acts of dishonesty, including but not limited to the following:
 - a. Misuse of University or College documents, including, but not limited to forging, transferring, altering or otherwise misusing a student fee card, student payroll card, identification card or other College or University identification document, course registration document, schedule card, transcript, or any other institution-issued document or record.
 - b. Knowingly furnishing false information to any CSCU Official, faculty member or office.

3. Theft of property or services, or damage to, defacement or destruction of, or tampering with, real or personal property owned by the State of Connecticut, CSCU/BOR, the institution, or any member of the CSCU Community.
4. Actual or threatened physical assault or abuse, threatening behavior, intimidation, or coercion.
5. Sexual misconduct may include engaging in one of more behaviors:
 - (a) **Sexual harassment**, which can include any unwelcome sexual advance or request for sexual favors, or any conduct of a sexual nature when submission to such conduct is made either explicitly or implicitly a term or condition of an individual's education; submission to or rejection of such conduct by an individual is used as a basis for academic decisions affecting the individual; or such conduct has the purpose or effect of substantially interfering with an individual's academic performance or creating an intimidating, hostile or offensive educational environment. Examples of conduct which may constitute sexual harassment include but are not limited to:
 - sexual flirtation, touching, advances or propositions
 - verbal abuse of a sexual nature
 - pressure to engage in sexual activity
 - graphic or suggestive comments about an individual's dress or appearance
 - use of sexually degrading words to describe an individual
 - display of sexually suggestive objects, pictures or photographs
 - sexual jokes
 - stereotypic comments based upon gender
 - threats, demands or suggestions that retention of one's educational status is contingent upon toleration of or acquiescence in sexual advances.

(b) **Sexual assault** shall include but is not limited to a sexual act directed against another person when that person is not capable of giving consent, which shall mean the voluntary agreement by a person in the possession and exercise of sufficient mental capacity to make a deliberate choice to do something proposed by another.

A person who initially consents to sexual activity shall be deemed not to have consented to any such activity which occurs after that consent is withdrawn. Consent cannot be assumed because there is no physical resistance or other negative response. A lack of consent may result from mental incapacity (e.g., ingestion of alcohol or drugs which significantly impair awareness or judgment) or physical incapacity (e.g., the person is unconscious or otherwise unable to communicate consent).

Sexual assault is further defined in sections 53a-70, 53a-70a, 53a-70b, 53a-71, 53a-72a, 53a-72b and 53a-73a of the Connecticut General Statutes.

(c) **Sexual exploitation** occurs when a person takes non-consensual or abusive sexual advantage of another for anyone's advantage or benefit other than the person being exploited, and that behavior does not otherwise constitute one of the preceding sexual misconduct offenses. Examples of behavior that could rise to the level of sexual exploitation include:

- Prostituting another person;
- Non-consensual visual (e.g., video, photograph) or audio-recording of sexual activity;
- Non-consensual distribution of photos, other images, or information of an individual's sexual activity, intimate body parts, or nakedness, with the intent to or having the effect of embarrassing an individual who is the subject of such images or information;
- Going beyond the bounds of consent (such as letting your friends hide in the closet to watch you having consensual sex);
- Engaging in non-consensual voyeurism;
- Knowingly transmitting an STI, such as HIV to another without disclosing your STI status;
- Exposing one's genitals in non-consensual circumstances, or inducing another to expose his or her genitals; or
- Possessing, distributing, viewing or forcing others to view illegal pornography.

6. Intimate partner violence is defined as:

- Including intimate partner violence, which is any physical or sexual harm against an individual by a current or former spouse or by a partner in a dating relationship that results from (1) sexual assault, as defined in section 5 above; (2) sexual assault in a spousal or cohabiting relationship; (3) domestic violence; (4) sexual harassment, as defined in section 5 above or, (5) sexual exploitation, as defined in section 5 above.
- Physical abuse, which can include but is not limited to, slapping, pulling hair or punching.
- Threat of abuse, which can include but is not limited to, threatening to hit, harm or use a weapon on another (whether victim or acquaintance, friend or family member of the victim) or other forms of verbal threat.
- Emotional abuse, which can include but is not limited to, damage to one's property, driving recklessly to scare someone, name calling, threatening to hurt one's family members or pets and humiliating another person.

7. Violations of privacy, including, but not limited to, voyeurism and the use of web-based, electronic or other devices to make a photographic, audio or video record of any person without his or her express consent, when such a recording is intended or likely to cause injury or distress. This includes, but is not limited to: (i) surreptitiously taking pictures or videos of another person in spaces such as sleeping areas, bathrooms, gymnasiums, locker rooms, and changing areas; and (ii) sexually exploiting another person by electronically recording or permitting others to view or electronically record, consensual sexual activity without a partner's knowledge or permitting others to view or listen to such video or audio tapes without a partner's knowledge and consent. Publicizing or threatening to publicize such records will also be considered a violation of this Code.

8. Hazing, which is defined as an act which endangers the mental or physical health or safety of a Student, or which destroys, damages, or removes public or private property for the purpose of initiation or admission into, affiliation with or as a condition for continued membership in a group or organization. The express or implied consent of the victim will not be a defense to an allegation of hazing. Consenting to the activity by

remaining silent or not objecting in the presence of hazing is not a neutral act and is also a violation of this Student Code.

9. Stalking, which is defined as repeatedly contacting another person when:
- a. The contacting person knows or should know that the contact is unwanted by the other person; and
 - b. The contact causes the other person reasonable apprehension of imminent physical harm or the contacting person knows or should know that the contact causes substantial impairment of the other person's ability to perform the activities of daily life.

As used in this definition, the term "contacting" includes, but is not limited to, communicating with (including internet communication via e-mail, instant message, on-line community or any other internet communication) or remaining in the physical presence of the other person.

10. Harassment, which is defined as conduct which is abusive or which interferes with a person's pursuit of his or her customary or usual affairs, including, but not limited to, such conduct when directed toward an individual or group because of race, ethnicity, ancestry, national origin, religion, gender, sexual orientation or expression, age, physical attribute, or physical or mental disability or disorder, including learning disabilities and mental retardation.
11. Conduct that is disorderly, lewd or indecent (including, but not limited to, public nudity and sexual activity in areas generally open to members of the campus community), breach of peace or aiding, abetting or procuring another person to breach the peace on CSCU premises or at functions sponsored by, or affiliated with the University or College.
12. Behavior or activity which endangers the health, safety, or well-being of oneself or others.
13. Offensive or disorderly conduct which causes interference, annoyance or alarm or recklessly creates a risk thereof at CSCU or CSCU premises, CSCU web or social media sites, at a CSCU-sponsored activity or in college or university courses, including cyber bullying. This offense does not apply to speech or other forms of constitutionally protected expression.
14. Unauthorized possession, duplication or use of keys (including, but not limited to, card access, card keys, fobs, etc.) to any CSCU premises or forcible and/or unauthorized entry on or into CSCU premises.
15. Starting fires, causing explosions, falsely reporting the presence of fire, bombs, incendiary or explosive devices, or falsely reporting an emergency.
16. Unauthorized or improper possession, use, removal, tampering or disabling of fire and/or safety equipment and warning devices, failure to follow standard fire and/or emergency

safety procedures, or interference with firefighting or emergency response equipment or personnel.

17. Use, possession, purchase, sale or distribution of alcoholic beverages, except as expressly permitted by law and CSCU regulations. Alcoholic beverages may not, under any circumstances, be used by, possessed by, or distributed to any person under twenty-one (21) years of age.
18. Use, possession, purchase, sale, distribution or manufacturing of narcotics, controlled substances and/or drugs, including, but not limited to, marijuana and heroin, or drug paraphernalia, except as expressly permitted by law.
19. Use, possession or distribution of firearms, ammunition for firearms, other weapons or dangerous instruments, facsimiles of weapons or firearms, fireworks, explosives or dangerous chemicals. A dangerous instrument is any instrument, article or substance that, under the circumstances in which it is being utilized, is capable of causing death or serious physical injury. The possession of a deadly weapon or dangerous instrument on campus is strictly prohibited, even if such item is legally owned.
20. Gambling, including, but not limited to, promoting, wagering, receiving monies for wagering or gambling for money or property on CSCU premises.
21. Disruption or obstruction of any College or University function, activity or event, whether it occurs on or off the campus, or of any non-University or College function, activity or event which is authorized by the institution to occur on its premises.
22. Intentional obstruction of the free flow of pedestrian or vehicular traffic on CSCU premises or at University or College-sponsored or supervised functions or interference with entry into or exit from CSCU premises or with the free movement of any person.
23. Failure to comply with the directions of CSCU officials or law enforcement officers acting in the performance of their duties and/or failure to identify oneself to these persons when requested to do so.
24. Conduct that violates published BOR/CSCU policies, rules, and regulations, including, but not limited to, residence hall rules and regulations.
25. Conduct prohibited by any federal, state, and/or local law, regulation or ordinance.
26. Unauthorized use of CSCU property or the property of members of the CSCU Community or of CSCU Affiliates.
27. Theft, unauthorized use, or abuse of University or College computers and/or peripheral systems and networks, including, but not limited to:
 - a. Unauthorized access to CSCU computer programs or files;

- b. Unauthorized alteration, transfer or duplication of CSCU computer programs or files;
- c. Unauthorized use of another individual's identification and/or password;
- d. Deliberate disruption of the operation of CSCU computer systems and networks;
- e. Use of the Institution's computing facilities and resources in violation of copyright laws (including unauthorized peer-to-peer file sharing of copyrighted material, including, but not limited to, copyrighted music, movies, and software);
- f. Use of computing facilities and resources to send obscene messages (which are defined as messages which appeal mainly to a prurient, shameful or morbid interest in nudity, sex, excretion, sadism or masochism, go well beyond customary limits of candor in describing or representing such matters, and are utterly without redeeming social value); and
- g. Violation of the BOR Policy Statement on Acceptable and responsible use of Information Technology resources and/or any applicable BOR computer use policy.

28. Abuse of the CSCU conduct and disciplinary system, including but not limited to:

- a. Failure to obey the notice from a Hearing Body or CSCU Official to appear for a meeting or hearing as part of the Student Conduct system;
- b. Falsification, distortion, or intentional misrepresentation of information to a Disciplinary Officer or Conduct Administrator, or before a Hearing Body;
- c. Initiation of a conduct or disciplinary proceeding knowingly without cause;
- d. Disruption or interference with the orderly conduct of a disciplinary proceeding;
- e. Attempting to discourage an individual's proper participation in, or use of, the disciplinary system;
- f. Attempting to influence the impartiality of a Disciplinary Officer, Conduct Administrator or member of a Hearing Body prior to, and/or during the course of, the disciplinary proceeding;
- g. Harassment (verbal or physical) and/or intimidation of a Disciplinary Officer, Conduct Administrator, or member of a Hearing Body prior to, and/or during the course of the disciplinary proceeding;
- h. Failure to comply with the sanction(s) imposed under the Student Code; and
- i. Influencing or attempting to influence another person to commit an abuse of the disciplinary system.

PART E: HEARING PROCEDURES FOR SEXUAL MISCONDUCT, SEXUAL INTIMATE PARTNER, DOMESTIC VIOLENCE & STALKING REPORTS

In addition to disciplinary procedures applicable to State University students in Section II, Community College students in Section III, or Charter Oak State College Students in Section IV, for any hearing conducted involving allegations of sexual misconduct, including sexual harassment, sexual assault, sexual exploitation, stalking and intimate partner violence the reported victim and the accused student shall each have the following rights::

1. At any meeting or proceeding, both the reported victim and accused student may be accompanied by an advisor or support person of the student's choice provided the advisor or support person does not cause a scheduled meeting or hearing to be delayed or postponed and provided an advisor or support person may not directly address the Hearing Body, question witnesses, or otherwise actively participate in the hearing process (or other proceeding or pertaining to a report of sexual misconduct);
2. The reported victim of sexual misconduct is entitled to request that disciplinary proceedings begin promptly;
3. Any hearing regarding an accusation of sexual misconduct shall (i) be fair, prompt and impartial; (ii) be conducted by a Hearing Body annually trained in issues relating to sexual misconduct (iii) use the preponderance of evidence (more likely than not) standard; (iv) shall allow both the accused student and reported victim the opportunity to present evidence and witnesses on their behalf during any disciplinary proceeding; and (v) shall provide both the accused student and the reported victim with equal access to any information that will be used during meetings and hearings.
4. In accordance with the Family Educational Rights and Privacy Act (FERPA), the accused student and the reported victim have the right to keep their identities confidential;
5. Any reported victim shall be provided written notice of the decision of the Hearing Body at the same time as the accused student, normally within one (1) business day after the conclusion of the Hearing. In accordance with the Family Educational Rights and Privacy Act (FERPA) the notice to any reported victim of sexual misconduct shall contain only the following: the name of the accused student, the violation committed, if any, and any sanction imposed against the accused student.
6. The reported victim shall have the same right to request a review of the decision of the Hearing Body (appeal rights) in the same manner and on the same basis as shall the accused student; however, if a request for review by a reported victim is determined to be properly made and if the review determines there is sufficient grounds for altering the decision of the Hearing Body, among the other actions that may be taken as set forth above, the sanction of the hearing may also be increased. Notwithstanding the foregoing, in any hearing pertaining to sexual misconduct both the reported victim and the accused student are entitled to be simultaneously provided notice of any change in the results of the hearing prior to the time when the results become final as well as to be notified when such results become final.

PART F: CONDUCT AND DISCIPLINARY RECORDS

The written decision resulting from an administrative conference or a hearing under this Code shall become part of the student's educational record and shall be subject to the provisions of the Family Educational Rights and Privacy Act (FERPA). A student's disciplinary record shall be maintained separately from any other academic or official file maintained by the Institution. Disciplinary records will be maintained for a period of five (5) years from the date of the incident, except that the sanction of expulsion shall be noted permanently.

While student education records are generally protected from disclosure by FERPA, there are a number of exceptions to this rule. Students should be aware that a record concerning his/her behavior while a student at the College or University may be shared with other colleges or universities to which the student may subsequently wish to transfer or be admitted. Similarly, prospective employers may require a student to provide access to his/her education records as part of the employment application process. A record of having been sanctioned for conduct that violates Section I.D. of the Code may disqualify a student for admission to another college or university, and may interfere with his/her selection for employment.

PART G: INTERPRETATION AND REVISION

Questions regarding the interpretation of this Code shall be referred to the University's and Charter Oak State College's Provost or a Community College's Dean of Students or their designees for the administration of the Non-Academic Misconduct portion of the Student Code and to the University's Vice President for Student Affairs, a Community College's Dean of Academic Affairs or Charter Oak State College's Provost or their designees for the administration of the Academic Misconduct portion of the Student Code.

This Code shall be reviewed and revised, if and as necessary, every five (5) years, or as directed by the President of the Board of Regents for Higher Education.

II. CONDUCT AND DISCIPLINARY PROCEDURES APPLICABLE TO STATE UNIVERSITY STUDENTS

Procedures for University students differ from those procedures applicable to either the Community Colleges or Charter Oak State College. This is due to the environmental, cultural, and administrative differences within the types of the institutions comprising CSCU. Procedures for addressing allegations and sanctions regarding academic misconduct (as defined in Section I.D.1) for University Students as set for in this Section II of the Code.

PART A: DISCIPLINARY PROCEDURES - ACADEMIC MISCONDUCT

1. Instructor's Role:
When the instructor of record or his or her designee believes that an act of academic misconduct has occurred, he or she shall notify the student of the allegation and save any evidence of such misconduct in its original form. (Copies of the Accused Student's work will be provided to the Student upon request.) In addition, the instructor shall not transmit a final grade to the Registrar until such time as the allegation(s) of academic misconduct are finally determined. Each institution shall establish implementation guidelines in accordance with this Code.
2. Information from Person Other than Student's Instructor: Any member of the CSCU Community may provide information which might lead to a complaint against a Student alleging academic misconduct.
3. The Academic Misconduct Hearing Board: There shall be an academic misconduct hearing board convened by the University's Disciplinary Officer to consider allegations of academic misconduct lodged against a Student. The University's disciplinary officer shall be a non-voting member of the board and act as convener.
4. Hearing Process: The Accused Student shall be afforded adequate notice of the allegation, an opportunity to discuss the allegation with the instructor, and adequate time to request and prepare for a hearing. All parties shall have an opportunity to be heard and a record of the proceedings shall be made. The decision of a hearing board shall be communicated in writing.
5. Sanctions: If the academic misconduct hearing board determines that the Accused Student is "Not Responsible," the board shall not impose any sanctions. The board shall so advise the Student's instructor and the instructor shall reevaluate the student's course grade in light of the Board's determination. If the academic misconduct hearing board determines that the Accused Student is "Responsible," the academic sanction set forth in the instructor's course syllabus shall be imposed.

The academic misconduct hearing board may make a recommendation to change the academic sanction imposed by the instructor on the basis of its hearing of the evidence of academic misconduct. (Should the academic sanction not be changed pursuant to this recommendation, the University reserve the right to change the academic sanction.)

Upon consideration of the Accused Student's record of misconduct and/or the nature of the offense, the academic misconduct hearing board may impose additional non-academic sanctions in proportion to the severity of the misconduct. These sanctions may include the following: warning, written reprimand, discretionary sanctions, suspension and/or expulsion, as described in II.D of this Student Code of Conduct.

6. Appeals: The decision rendered by the academic misconduct hearing board may be appealed to the Provost/Academic Vice President, who shall review the record of the hearing, including any and all documents presented to the academic misconduct hearing board. An appeal shall be in writing and shall be delivered to the Provost/Academic Vice President within three (3) calendar days of receipt of the academic misconduct hearing board's written decision.

An appeal may be brought on any of four grounds: (a) a claim that error in the hearing procedure substantially affected the decision; (b) a claim that new evidence or information material to the case was not known at the time of the hearing; (c) a claim that the non-academic sanction(s) imposed were not appropriate for the violation of the Code for which the accused student was found responsible; and/or (d) a claim that the academic sanction imposed has resulted in a palpable injustice. The Provost/Academic Vice President shall have the right to deny an appeal not brought on any of the foregoing grounds. The decision rendered by the Provost/Academic Vice President shall be final and there shall be no further right of appeal.

PART B: DISCIPLINARY PROCEDURES - NONACADEMIC MISCONDUCT

The following procedures shall be followed in addressing allegations of non-academic misconduct.

1. Providing Information leading to a Complaint: Any person may provide information leading to the filing of a complaint against a Student or a Student Organization alleging a violation of the Student Code. A complaint must be made in writing and submitted to the University's Disciplinary Officer or Conduct Administrator.
2. Disciplinary Proceedings Against a Student Charged with a Violation of Law and a Violation of the Code: University proceedings may be instituted against an Accused Student who has been charged with a violation of state or federal law for conduct which also constitutes a potential violation of this Code (that is, if both possible violations result from the same factual situation) without regard to the pendency of civil or criminal litigation in court or criminal arrest and prosecution. Proceedings under this Student Code may be carried out prior to, simultaneously with, or following the institution of civil or criminal court proceedings against the Accused Student. Determinations made or sanctions imposed under this Student Code shall not be subject to change because criminal charges arising out of the same facts giving rise to violation of University rules were dismissed, reduced, or resolved in favor of or against the criminal law defendant.

3. Disciplinary Proceedings Against a Student Charged with Sexual Assault, Sexual, Intimate Partner, Domestic Violence or Other Sex Related Offense: See Section I.E.
4. Pre-Hearing Investigation and Administrative Disposition:
 - a. The Disciplinary Officer or Conduct Administrator may conduct an investigation to determine if the charges have merit and/or if they can be disposed of administratively by mutual consent of the Accused Student and the Disciplinary Officer or Conduct Administrator. Such disposition shall be final and there shall be no subsequent proceedings. If the charges are not admitted and/or cannot be disposed of by mutual consent, the Disciplinary Officer or Conduct Administrator may also present the case for the University at any subsequent hearing, but if he or she does, he or she shall not serve as a member of the Hearing Body.
 - b. The Disciplinary Officer or Conduct Administrator may conduct an investigation to determine if there is reason to believe the student has committed a violation of any part of Section I.D. of the Code and, after considering both the possible violation and the prior conduct record of the student, if the Disciplinary Officer or Conduct Administrator determines that a sanction of less than residential hall separation or suspension or expulsion from the University is appropriate, the Disciplinary Officer or Conduct Administrator shall schedule an administrative conference with the student. The student shall be given reasonable notice of the time and place of the conference. At the administrative conference, the student shall have the opportunity to present information for the Disciplinary Officer's or Conduct Administrator's consideration. At the conclusion of the administrative conference, the Disciplinary Officer or Conduct Administrator shall determine whether it is more likely than not that the student has violated the Policy and, if so, impose a sanction less than residential hall separation, or suspension or expulsion from the University. The Disciplinary Officer or Conduct Administrator shall provide the student with a written explanation for the determination. The decision of the Disciplinary Officer or Conduct Administrator shall be final.
5. Hearing Bodies: A Student accused of misconduct has the right to be heard by an impartial Hearing Body. Any concern surrounding the impartiality of the Hearing Body or any member thereof will be referred to the Vice President for Student Affairs or his or her designee, who will review the matter and make a determination. Any Hearing regarding an accusation of sexual assault, sexual misconduct, intimate partner, domestic violence or other sex related offense or intimate partner violence shall be conducted by an impartial Hearing Body trained in issues relating to sexual assault, sexual violence, intimate partner, and domestic violence.
6. Hearing Procedures:
 - a. Notice of Hearing: Normally, a hearing will be conducted within ten (10) calendar days of the Accused Student being notified of the charges. Notice may be provided to the Accused Student by in-hand delivery, by registered mail, with delivery receipt attached or by certified mail, return receipt requested by University email or by overnight delivery with signature of recipient required.

Should the Accused Student refuse to accept in-hand delivery, a written statement of the attempted delivery of the notice signed by the person attempting to make such delivery shall constitute notice. Should the Accused Student refuse to sign for registered or certified mail, the postal document indicating such refusal shall constitute notice.

The notice shall advise the Accused Student of each section of the Student Code alleged to have been violated and, with respect to each such section, a statement of the acts or omissions which are alleged to constitute a violation of the Code, including the approximate time when and the place where such acts or omissions allegedly occurred.

The Accused Student shall be afforded a reasonable period of time to prepare for the hearing, which period of time shall not be less than three (3) Calendar Days. The Accused Student, the Reporting Party and/or any alleged victim may request a delay of the hearing due to extenuating circumstances. Any decision to postpone the hearing shall be made by the Disciplinary Officer or Conduct Administrator or by the Hearing Body, or by the designee of the Vice President for Student Affairs.

- b. Hearing: Hearings shall be closed, but the Hearing Body may, in its discretion, admit any person into the hearing room. The Hearing Body shall have the authority to discharge or to remove any person whose presence is deemed unnecessary or obstructive to the proceedings.

The Accused Student, the Reporting Party and any alleged victim shall have the right to be present at all stages of the hearing process except during the private deliberations of the Hearing Body and the presentation of sanctions. In hearings involving more than one Accused Student, the Hearing Body may determine that, in the interest of fairness, separate hearings should be convened.

In any Hearing alleging sexual assault, sexual, intimate partner, domestic violence or other sex related offense, any alleged victim and the Accused Student are entitled to:

- 1) be accompanied to any meeting or proceeding by an advisor or support person of their choice, provided that the advisor or support person does not cause a scheduled meeting to be delayed or postponed;
- 2) present evidence and witnesses on their behalf;
- 3) in accordance with the Family Educational Rights and Privacy Act (FERPA), to have their identities kept confidential.

In addition, the alleged victim of sexual assault, sexual, intimate partner, domestic violence or other sex related offense is entitled to request that disciplinary proceedings begin promptly.

- c. Record of Hearing: When expulsion or suspension from the University or residence hall separation is a possibility, the University shall make a recording of

the hearing. The recording shall be the property of the University. No other recordings shall be made by any person during the hearing. Upon request, the Accused Student may review the recording in a designated University office in order to prepare for an appeal of the decision rendered by the Hearing Body. Further disclosure of the recording shall be governed by applicable state and federal law.

- d. Opportunity to Present a Defense: The Accused Student shall have the full opportunity to present a defense and information, including the testimony of witnesses, in his or her behalf. The Reporting Party and the Accused Student may question the statements of any person who testifies in a manner deemed appropriate by the Hearing Body. The Reporting Party and the Accused Student may make concluding statements regarding the charges made and the information presented during the hearing. The Hearing Body may question the Accused Student and the Reporting Party, any witness presented by the Accused Student or the Reporting Party, and any other witness(es) the Hearing Body may choose to call to testify.
- e. Accused Student Can Choose Whether or Not to Testify in His or Her Own Defense: The Accused Student who is present at the hearing shall be advised by the Hearing Body that he or she is not required to testify, to answer questions, or to make any statement regarding the complaint or the allegations set forth in the complaint. Refusal to do so shall not be considered by the Hearing Body to constitute evidence of responsibility.
- f. Non-Appearance of Accused Student at Disciplinary Hearing: If an Accused Student does not appear at a disciplinary hearing, the Hearing Body shall enter a plea of "not responsible" on behalf of such student and the hearing shall proceed in the normal manner of hearing evidence, weighing facts, and rendering judgment. The failure of an Accused Student to appear at the disciplinary hearing shall not be considered by the Hearing Body to constitute evidence of responsibility.
- g. Advisors and Support Persons: The Reporting Party, any alleged victim, and the Accused Student shall each have the right to be accompanied by an Advisor and Support Person. The Advisor and the Support Person should be someone whose schedule allows attendance at the scheduled date and time for the disciplinary hearing because delays will not normally be allowed due to the scheduling conflicts of an Advisor or Support Person.
- h. Presentation of Evidence: Only evidence introduced at the hearing itself may be considered by the Hearing Body in determining whether it is more likely than not that the alleged violation was committed by the accused student.
- i. Evidence of Prior Convictions or Disciplinary Actions: Evidence of prior criminal convictions or University disciplinary actions may be presented to the Hearing Body only after a determination of responsibility has been made and only for consideration in connection with determining the sanction.

- j. Accommodation of Witnesses: The Hearing Body may accommodate concerns for the personal safety, well-being, and/or fears of confrontation of the Reporting Party, the Accused Student, and/or other witnesses during the hearing by providing separate facilities, by using a visual screen, and/or by permitting participation by telephone, videophone, closed circuit television, video conferencing, videotape, audio tape, written statement, or other means, where and as determined in the sole judgment of the Hearing Body to be appropriate.
- k. Written Notice of Decision: The Accused Student shall receive written notice of the decision of the Hearing Body that shall set forth the decision rendered, including a finding of "responsible" or "not responsible," and the sanctions imposed, if any. The decision of the Hearing Body, as well as the sanction(s) imposed, if any, generally will not be released to third parties without the prior written consent of the Accused Student. However, certain information may be released if and to the extent authorized by state or federal law.

With respect to Hearings alleging sexual assault, sexual, intimate partner, domestic violence or other sex related offense, any alleged victim shall receive written notice of the decision of the Hearing Body at the same time as the Accused Student, normally within one (1) business day after the conclusion of the Hearing.

In accordance with the Family Educational Rights and Privacy Act (FERPA) the notice to any alleged victim of sexual assault, sexual, intimate partner, domestic violence or other sex related offense shall contain only the following: the name of the student, the violation committed and any sanction imposed against the student.

- 6. Review: An Accused Student may request that the decision of the Hearing Body be reviewed by the Vice President for Student Affairs or his or her designee. A request for review must be made in writing to the Vice President for Student Affairs or his or her designee within three (3) Calendar Days of the Accused Student's receipt of the written notice of decision. For good cause shown, the Vice President for Student Affairs may extend the three-University Calendar Day limitation on filing a request for a review. An Accused Student may request only one review of each decision rendered by the Hearing Body. A decision reached as a result of an Administrative Disposition may not be reviewed.
 - a. Grounds for Review: The Accused Student has the right to request a review of the decision of the Hearing Body on the grounds that: (i) the procedures set forth in this Code were not followed and, as a result, the decision was substantially affected; (ii) the sanction(s) imposed were not appropriate for the violation of the Code for which the Accused Student was found responsible; and/or (iii) new information, sufficient to alter the decision, or other relevant facts were not brought out in the original hearing because such information and/or facts were not known to the Accused Student at the time of the original hearing. The review shall be limited to a review of the record except as required to explain the basis of new information.

- b. Review Procedures: In order to prepare for the review, the Accused Student may review the recording of the original hearing in a designated University office but will not be permitted to remove the recording from that office or make copies. The review will not be heard by anyone involved in the initial hearing. The review shall be considered and a decision rendered within ten (10) Calendar Days of the filing of the request for review.

If a request for review is granted, the matter shall be referred to the original Hearing Body for reconsideration of its original determination or to a newly-constituted Hearing Body for a new hearing, or the sanction imposed may be reduced, as appropriate. If a request is not granted, the matter shall be considered final and binding upon all involved.

- c. Status of Student Pending Review: All sanctions imposed by the Hearing Body shall be and continue in effect pending the outcome of a review. Any request to delay the commencement of sanctions pending a review must be made by the Accused Student, in writing, to the Vice President for Student Affairs or his or her designee.
- d. With respect only to Hearings related to sexual assault, sexual, intimate partner, domestic violence or other sex offense, the alleged victim shall have the same right to request a review in the same manner and on the same basis as shall the Accused Student as set forth above; however, in such cases, if a review by any alleged victim is granted, among the other actions that may be taken as set forth above, the sanction of the Hearing may also be increased.

Upon review, if the decision or sanction of the disciplinary proceeding is changed, any alleged victim must be notified in writing of the change in decision or sanction at the same time that the Accused Student is notified.

PART C: INTERIM SUSPENSIONS AND RESIDENCE HALL SEPARATIONS

In certain circumstances, the Vice President for Student Affairs, or his or her designee, may impose an interim suspension or residence hall separation on an Accused Student prior to the hearing before the Hearing Body.

1. Basis for Imposition of Interim Suspension or Residence Hall Separation: An interim suspension may be imposed upon an Accused Student only: (i) to ensure the safety and well-being of members of the University Community or preservation of University property; (ii) to ensure the Student's own physical or emotional safety and well-being; or (iii) if the student poses an ongoing threat of disruption of, or interference with, the normal operations of the University.

A residence hall separation may be imposed if a Student's continued presence will disrupt the academic and social well-being of the residential community. Residence hall separation is the removal of a student from the University residence hall in which he or

she resides. Such separation may include a restriction of access to all or designate University residence halls. During the period of the separation, the removed Student shall not be permitted to enter the designated hall(s) as a guest of another resident.

An interim suspension or residence hall separation is not a sanction and will continue in effect only until such time as a hearing on the alleged violation has been completed.

2. Effect of Interim Suspension or Residence Hall Separation: During the interim suspension or residence hall separation, the removed Student shall be denied access to the residence halls and/or to the campus (including classes) and/or all other University activities or privileges for which the Student might otherwise be eligible, as the Vice President for Student Affairs, or his or her designee, may determine to be appropriate.
3. Procedure: The Accused Student shall be notified, either orally or in writing, of the pending imposition of an interim suspension or residence hall separation. Whenever possible prior to the imposition of the interim suspension or suspension, the affected Student will be afforded an opportunity to meet with the Vice President for Student Affairs, or his or her designee. Otherwise, the meeting will be held on the first Calendar Day that the Student is available.

At that meeting, the Accused Student will be advised of his/her reported behavior and be offered the opportunity to provide information upon which the determination may be based whether or not the Student engaged in conduct warranting an interim suspension or residence hall separation.

Any Student placed on an interim suspension will be given an opportunity to appear at an administrative conference or a formal hearing on the misconduct charges lodged against him or her in accordance with II.B.5 of this Code within ten (10) Calendar Days of being placed on such suspension, or as soon as practical after the Accused Student is prepared to participate in such a hearing.

PART D: DISCIPLINARY SANCTIONS

Sanctions which may be imposed for violations of the Student Code are listed below. In determining appropriate sanctions, the Hearing Body may take into consideration any and all prior violations of the Code for which the Accused Student was determined to be responsible. The Hearing Body shall have the authority to defer the imposition of any sanction when deemed appropriate. The University may withhold awarding a degree otherwise earned until the completion of the process set forth in this Student Code, including the completion of all sanctions imposed, if any.

1. **Sanctions Which May Be Imposed for Violations of the Code:** The following sanctions may be imposed, individually or in various combinations, on any student found to have violated the Student Code, and will be entered into the Student's disciplinary records. Notation of disciplinary sanctions shall be on file only in the appropriate office in the Division of Student Affairs and shall not be released without the written

consent of the Student except to appropriate University enforcement personnel, University police, staff and administrators, or as required by law.

- a. Warning: A disciplinary warning is a written notice to a Student advising him or her that specific behavior or activity constitutes a violation of the Code and that the repetition of such behavior will likely result in the commencement of more serious disciplinary action by the University.
- b. Fine: A sanction involving the imposition of a specified dollar amount due and payable by a specified date.
- c. Probation: Disciplinary probation is a designated period of time during which a Student is given the opportunity to modify unacceptable behavior and/or to complete specific assignments in an effort to regain full student privileges within University Community. Disciplinary probation may involve the imposition of certain restrictions and/or conditions upon the Student including, but not limited to, financial restitution, community service, fines, referral for professional services such as counseling, participation in educational programs, parental notification under limited circumstances, and ineligibility to participate in University activities or events. Periodic contact with a designated member of the University Community or non-college professional may be required. If the Student fully complies with the terms and conditions imposed in connection with the disciplinary probation, full student privileges will be restored to the student upon termination of the probationary period. Failure to comply with the terms and conditions of the probation constitutes prohibited conduct that is separate from and in addition to the conduct for which the probation was imposed. A Student accused of violation of probation will be given due notice of the alleged violation and the procedures set forth in this Code shall be followed.
- d. Loss of Privileges: Denial of specified privileges for a designated period.
- e. Restitution: Compensation for loss, damage to real or personal property. This may take the form of appropriate service and/or monetary or material replacement.
- f. Discretionary Sanctions: Work assignments, essays, service to the University, or other related discretionary assignments, referral for professional services such as counseling, participation in educational programs, parental notification under limited circumstances, and ineligibility to participate in University activities or events. Periodic contact with a designated member of the University Community or non-college professional may be required.
- g. Residence Hall Warning: A written notice to a Student advising him or her that specific behavior or activity constitutes a violation of the Code and that the repetition of such behavior will likely result in the commencement of more serious disciplinary action by the University.

- h. Residence Hall Probation: Residence hall probation is a designated period during which an Accused Student is given the opportunity to modify unacceptable behavior and/or to complete specific assignments in an effort to regain full student privileges within the residence hall in which the Student resides. Residence hall probation may include restrictions and/or conditions on the exercise of residence hall activities and privileges. Periodic contact with a designated member of the residence hall staff or professional may be required. If the Accused Student fully complies with the terms and conditions imposed in connection with the residence hall probation, full residence hall privileges will be restored to the Student upon termination of the probationary period. Failure to comply with the terms and conditions of the probation constitutes prohibited conduct that is separate from and in addition to the conduct for which the probation was imposed. A Student accused of violation of probation will be given due notice and the procedures set forth in this Code shall be followed.
 - i. Residence Hall Separation: Separation of the Student from the residence halls for a definite period of time, after which the Student is eligible to return. Conditions for readmission may be specified.
 - j. Residence Hall Expulsion: Permanent separation of the Student from the residence halls.
 - k. Suspension: Suspension is temporary disciplinary separation from all universities among CSCU and the denial of all student privileges. Suspension shall be effective on the date that notice of the suspension is provided to the Accused Student, or later, if so stated in the notice, and shall prescribe the date and conditions upon which the Student may petition for readmission to the University. A Student separated from all universities within CSCU by suspension may under the terms of the suspension be excluded from the premises of all CSCU premises when in the judgment of the suspending authority, the Student's continued presence would constitute a danger to persons or property or a threat to the academic process. Notwithstanding the foregoing, the suspending authority of the suspended Student's home University or his or her designee may authorize a suspended student who has been excluded from all University premises to enter the premises of the student's home University for designated purposes.
 - l. Expulsion: Expulsion is permanent disciplinary separation from all universities within CSCU and the denial of all student privileges. Expulsion shall be effective on the date that notice of expulsion is provided to the Accused Student, or later, if so stated in the notice. A student separated from all universities of CSCU by expulsion may under the terms of the expulsion be excluded from all CSCU Premises when in the judgment of the expelling authority the Student's presence would constitute a danger to persons or property or a threat to the academic process.
2. **Revocation of Admission and/or Degree**: Upon the recommendation of the Hearing Body, admission to or a degree awarded from the University may be revoked by

the University, acting through its President (or his or her designee) for fraud, misrepresentation, or other violation of University standards in obtaining admission or the degree.

3. Consequences of Failure to Comply with a Duly Assigned Sanction: Failure to comply with sanctions which have been assigned through a formal judicial process may lead to one or more of the following consequences:

- a. Denial of access to certain university services, including, but not limited to housing and parking;
- b. Denial of access to administrative processes, including, but not limited to, course add/drop, pre-registration, registration, and room selection; and/or
- c. Withholding of the privilege of participation in university sponsored activities and/or public ceremonies, or formal disciplinary charges under II.B hereof.

4. Sanctions Which May Be Imposed on Student Organizations

- a. Sanctions: Those sanctions listed in subsections 1.a through f of Section II.D.
- b. Loss of recognition: Loss of recognition for a specified period of time results in the loss of privileges, such as the use of university space, access to student activity fee funding, and/or the privilege of functioning as a student organization. Loss of recognition for more than two (2) semesters shall require that an organization reapply for University recognition. Conditions for future recognition may be imposed by the hearing body.

III. CONDUCT AND DISCIPLINARY PROCEDURES APPLICABLE TO COMMUNITY COLLEGE STUDENTS

Procedures for Community College students differ from those procedures applicable to either the Universities or Charter Oak State College. This is due to the environmental, cultural and administrative differences within the types of the institutions comprising CSCU. Procedures for addressing allegations and sanctions regarding academic misconduct (as defined in Section I.D.1 above) for Community College Students as set for in this Section III of the Code.

PART A: DISCIPLINARY PROCEDURES (Academic and Non-Academic Misconduct)

In regard to College Students, the following procedures shall govern the enforcement of the Code:

1. Information that a student may have violated the Code should be submitted to the Dean of Students, Dean of Academic Affairs or other designee of the President (hereinafter referred to as "the Dean"), normally within thirty (30) calendar days of the date of a possible violation or within thirty (30) calendar days of the date that the facts constituting a possible violation were known.
2. Upon receipt of information relating to a possible violation, the Dean may immediately place restrictions on or suspend a student on an interim basis if, in the judgment of the Dean, the continued presence of the student at the College or continued participation in the full range of college activities poses a danger to persons or property or constitutes an ongoing threat of disrupting the academic process.
 - a. "Interim restrictions" are limitations on the Student's participation in certain College functions and activities, access to certain locations on campus or access to certain persons, that do not prevent the Student from continuing to pursue his/her academic program. A Student upon whom the Dean has placed interim restrictions shall be afforded written reasons for the restrictions, as well as the time period during which the interim restrictions shall apply. The decision of the Dean regarding interim restrictions shall be final.
 - b. "Interim suspension" is the temporary separation of the Student from the College that involves the denial of all privileges, including entrance to College premises. Prior to imposing an interim suspension, the Dean shall make a good faith effort to meet with the Student. At this meeting, the Dean shall inform the Student of the information received and provide the Student an opportunity to present other information for the Dean's consideration. Based upon the information available at that time, the Dean shall determine whether the Student's continued presence on campus poses a danger to persons or property or constitutes an ongoing threat of disrupting the academic process. A Student suspended on an interim basis by the Dean shall be provided written reasons for the suspension and shall be entitled to an administrative conference or a hearing as soon as possible, normally within ten (10) calendar days from the date the interim suspension was imposed. The decision of the Dean regarding an interim suspension shall be final.
3. Following the imposition of interim restrictions or interim suspension, if any, the Dean shall promptly investigate the information received by meeting with individuals who may have

knowledge of the matter, including the accused Student, and by reviewing all relevant documents. If upon the conclusion of the Dean's investigation, the Dean determines that there is insufficient reason to believe the Student has committed a violation of any part of Section I.D. of this Policy, the Dean shall dismiss the matter and shall so inform the Student in writing.

4. If upon the conclusion of the Dean's investigation, the Dean determines that there is reason to believe the Student has committed a violation of any part of Section I. D. of this Code and, after considering both the possible violation and the prior conduct record of the Student, that a sanction of less than suspension or expulsion is appropriate, the Dean shall schedule an administrative conference with the Student. The Student shall be given reasonable notice of the time and place of the conference. At the administrative conference, the Student shall have the opportunity to present information for the Dean's consideration. At the conclusion of the administrative conference, the Dean shall determine whether it is more likely than not that the Student has violated the Policy and, if so, impose a sanction less than suspension or expulsion. The Dean shall provide the Student with a written explanation for the determination. The decision of the Dean shall be final.
5. If upon the conclusion of the Dean's investigation, the Dean determines that there is reason to believe the Student has committed a violation of any part of Section I.D. of this Code and, after considering both the violation and the prior conduct record of the Student, that a sanction of suspension or expulsion is appropriate, the Dean shall provide the Student with reasonable written notice of a meeting and shall inform the Student that his/her failure to attend the meeting or to respond to the notice may result in the imposition of the maximum permissible sanction. At the meeting, the Dean shall provide the Student with a written statement that shall include the following:
 - a. a concise statement of the alleged facts;
 - b. the provision(s) of Section I.D. that appear to have been violated;
 - c. the maximum permissible sanction; and
 - d. a statement that the student may resolve the matter by mutual agreement with the Dean, or may request a hearing by notifying the Dean in writing, which must be received by 5:00pm on the following business day.
6. If the Student requests a hearing, he/she is entitled to the following:
 - a. to be heard within five (5) days or as soon as reasonably possible, by an impartial party or panel whose members shall be appointed by the Dean;
 - b. if the Dean appoints an impartial panel, to have a Student on the panel if requested by the Student;
 - c. to appear in person and to have an advisor who not shall attend as a representative of the Student. However, if there is pending at the time of the hearing a criminal matter pertaining to the same incident that is the subject of the hearing, a lawyer may be present for the sole purpose of observing the proceedings and advising the Student concerning the effect of the proceedings on the pending criminal matter;
 - d. to hear and to question the information presented;
 - e. to present information, to present witnesses, and to make a statement on his or her behalf; and
 - f. to receive a written decision following the hearing.

7. As used herein, the term "impartial" shall mean that the individual was not a party to the incident under consideration and has no personal interest in the outcome of the proceedings. Prior to the commencement of the hearing, the Student who is subject to the hearing may challenge the appointment of an impartial party or panel member on the ground that the person(s) is (are) not impartial. The challenge shall be made in writing to the Dean and shall contain the reasons for the assertion that the person(s) is (are) not impartial. The decision of the Dean shall be final.
8. The written decision of the impartial party or panel shall specify whether, based on the information presented, it is more likely than not that the Student committed the violation(s) reported and shall state the sanction to be imposed, if any. The written decision shall be provided to the Student.
9. Sanctions imposed by an impartial party or panel are effective immediately. The President may, for good cause, suspend imposition of the sanctions imposed by the impartial party or panel to allow the Student time to prepare a written request for review. If a written request is received, the President may continue to suspend imposition of the sanctions until he has reviewed and acted on the Student's request.
10. A written request for review of the decision of the impartial party or panel must be received by the President within three (3) calendar days after the Student is notified of the decision and must clearly identify the grounds for review. The review by the President is limited to the record of the hearing, the written request, and any supporting documentation submitted with the request by the Student. The decision of the impartial party or the panel shall be upheld unless the President finds that:
 - a. a violation of the procedures set forth herein significantly prejudiced the Student; and/or
 - b. the information presented to the impartial party or panel was not substantial enough to justify the decision; and/or,
 - c. the sanction(s) imposed was (were) disproportionate to the seriousness of the violation.
11. Decisions under this procedure shall be made only by the college officials indicated.

PART B: DISCIPLINARY SANCTIONS

The prior conduct record of a Student shall be considered in determining the appropriate sanction for a Student who has been found to have violated any part of Section I.D. of this Code. Sanctions shall be progressive in nature; that is, more serious sanctions may be imposed if warranted by the prior conduct record of the Student.

A "sanction" may be any action affecting the status of an individual as a Student taken by the College in response to a violation of this Policy, and for the purposes of this Section III of the Code include but are not limited to the following:

1. "Expulsion" is a permanent separation from the College that involves denial of all Student privileges, including entrance to College premises;

2. "Suspension" is a temporary separation from the College that involves denial of all Student privileges, including entrance to college premises for the duration of the suspension, and may include conditions for reinstatement;
3. "Removal of College Privileges" involves restrictions on Student access to certain locations, functions and/or activities but does not preclude the Student from continuing to pursue his/her academic program;
4. "Probation" is a status that indicates either (a) serious misconduct not warranting expulsion, suspension, or removal of College privileges, or (b) repetition of misconduct after a warning has been imposed;
5. A "Warning" is a written notice to the Student indicating that he or she has engaged in conduct that is in violation of Section I.D. of this Code and that any repetition of such conduct or other conduct that violates this Code is likely to result in more serious sanctions;
6. "Community Restitution" requires a Student to perform a number of hours of service on the campus or in the community at large.

IV. CONDUCT AND DISCIPLINARY PROCEDURES APPLICABLE TO CHARTER OAK STATE COLLEGE STUDENTS

Procedures for Charter Oak State College students differ from those procedures applicable to either the Community Colleges or the Universities. This is due to the environmental, cultural, and administrative differences within the types of the institutions comprising CSCU. Procedures for addressing allegations and sanctions regarding academic misconduct (as defined in Section I.D.1 above) for Charter Oak State College Students as set for in this Section IV of the Code.

PART A: RIGHTS AND RESPONSIBILITIES OF HEARING PARTICIPANTS

Hearing participants may include the accused student(s), a complainant, witnesses, support person(s), and the members of the hearing body.

The complaining party, any alleged victim, and the student who has been charged shall each have the right to:

1. Be notified of all charges.
2. Review any written complaint(s) submitted in support of the charge(s).
3. Be informed of the hearing process.
4. Request a delay of a hearing due to extenuating circumstances.
5. Be accompanied by an advisor or support person during the hearing.
6. Be present at all stages of the hearing process except during the private deliberations of the hearing body.
7. Submit a written statement regarding the incident.
8. Give a personal statement.
9. Question all statements and other information presented at the hearing.
10. Present information and witnesses when deemed appropriate and relevant by the hearing body.
11. Be informed of the finding(s) as well as any sanctions imposed.
12. Present a personal or community impact statement to the hearing body upon a finding of "Violation."

In addition to the above-mentioned rights, a student who has been charged with a violation of the Student Code of Conduct shall have the right to:

1. Be notified of the proposed information to be presented and to know the identity of witnesses who have been called to speak at the hearing when the Chair of the disciplinary hearing knows such information.
2. Request an alternate hearing panel member when there is reasonable cause to believe that the hearing panel will be unable to conduct an impartial hearing.
3. Be presumed not to be in "violation" of the code unless the facts presented at the hearing prove otherwise.
4. Deny or admit violating the Code of Conduct.
5. Decline to give a personal statement.
6. Present Character Witnesses, if appropriate.
7. Receive a written notice of the sanction(s) imposed.

PART B: DISCIPLINARY PROCEDURES

The Administration and the Faculty of Charter Oak State College believe that all members of the academic community are entitled to expect compliance with Section I.D.1 Prohibited Conduct. Accordingly, any Student or employee of the College may initiate a disciplinary process in the manner specified by this section. Once the process has been initiated, all subsequent decisions concerning possible discipline of a Student or students rest with the appropriate College officials. The President shall designate the Provost or another College official to have responsibility for the disciplinary procedures.

1. A statement of possible violation must be filed in writing with the Provost within thirty (30) business days of the date of the alleged violation or within thirty (30) business days of the date the alleged violation was known. Said statement must specify the Student conduct in question and the part or parts of Section I.D.1 Prohibited Conduct, which it is alleged said conduct violates, if applicable.
2. If the Provost determines that the alleged conduct may violate the provisions of the Code or otherwise threatens the safety or order of the College, the Provost shall, within ten (10) business days of receiving a written statement, provide written notice to the Student of the statement of possible violation(s) and the fact that the allegations will be investigated. The investigation shall be conducted by the Provost and/or his or her designee(s), and may include but not be limited to interviews with witnesses, the complainant(s), and review of any pertinent materials and information; and shall include an interview with the Student suspected in engaging in misconduct conduct unless the Student suspected declines to be interviewed. The investigation shall be completed within thirty (30) business days of the Provost's receipt of the written statement of possible violation. A record of the investigations will be maintained.
3. Following completion of the informal investigation specified above, the Provost will (a) determine that there is insufficient basis in fact and dismiss the matter or (b) conclude that there is a sufficient factual basis for discipline.
4. If the Provost determines there is a sufficient factual basis for moving forward with disciplinary proceedings, he or she shall cause a written statement of charges to be provided to the Student. Said statement shall contain (a) a concise statement of the facts on which the charge is based; (b) a citation of the rule or rules alleged to have been violated; (c) a statement of the maximum penalty sought; (d) a statement that the Student may request a hearing by responding in writing to the Provost within thirty (30) business days requesting such hearing; and (e) a statement that failure to request a hearing may result in imposition of the penalty sought.
5. If the Student requests a formal hearing, the Student is entitled to the following: (a) a hearing be conducted within thirty (30) business days after receipt by Provost of a written request for a hearing; (b) to be heard by an impartial panel chaired by the Dean of the Faculty or his/her designee and composed of no fewer than two members of the Charter Oak State College Faculty, one appointed by the Dean of the Faculty and one Student appointed by the Student Association; (c) to appear in person or through a conference call or other mutually agreed upon electronic means, or to have a representative attend on his/her behalf; (d) be accompanied by a support person during the hearing; (e) to hear and have a reasonable opportunity to question adverse witnesses and to present evidence and testimony in his/her behalf; and (f) to receive a written decision within ten (10) business days following the hearing specifying the panel's

findings and the penalty assessed, if any. The hearing shall be taped and a record shall be maintained of this hearing.

6. Hearing: A hearing shall be conducted following the guidelines specified below:

On-site:

- a. A hearing shall be conducted in private.
- b. Admission of any person into the hearing room shall be at the discretion of the chair of the hearing body. The chair, who is the Dean of the Faculty or his/her designee, shall have the authority to discharge or to remove any person whose presence is deemed unnecessary or obstructive to the proceeding.
- c. Except as directed by the chair, support persons shall limit their role in a hearing to that of a consultant to the accused, to the complainant or to the victim.
- d. The complainant and the accused are responsible for presenting their respective witnesses, any additional information, and any concluding statements regarding the charges and the information.
- e. In a manner deemed appropriate by the chair, the complainant and/or the accused may question the statements of any person who testifies.
- f. The hearing panel may question any witness presented by the accused and the complainant, including the complainant and the accused as well as any other witnesses the chair may choose to call.
- g. Pertinent records, exhibits, and written statements may be accepted as information for consideration by the Hearing Body at the discretion of the chair.
- h. All procedural questions are subject to the final decision of the chair or the Provost.
- i. After the hearing has concluded, the hearing panel, in private, will decide whether the Student charged with misconduct is in violation of the Student Code of Conduct. The Dean of the Faculty or his/her designee may participate in the discussion, but is a non-voting member. Only evidence introduced at the hearing shall be considered in the determination of the decision. Each decision shall be made on the basis of whether or not the information presented at the hearing substantiates the charges in a more likely than not manner.
- j. If the panel finds that the student violated the Student Conduct Code, the panel, in private, shall review the Student's academic transcript and disciplinary record, hear a character witness, if appropriate, and impose the appropriate sanction (s). The decision of the panel will be provided in writing to the Provost. The decision and sanction will be sent to the student in writing by the Provost.
- k. A taped record of the hearing will be maintained. The record shall be the property of the College.

Via the Phone:

- a. For the accused or complainant who cannot attend in person, Charter Oak State College will set up a conference call.
- b. Twenty-one (21) business days before the hearing, the Provost must receive all materials to be presented by the accused and by the complainant, including the names and relationships of the character witnesses and support persons. The Provost will send copies of the materials to the hearing panel, the accused, and

- the complainant at least seven (7) business days before the hearing. The Provost will arrange for the conference call.
- c. The procedures outlined in the "on- site" section will be followed, unless they specifically apply only to the on-site hearing.
 - d. Within ten (10) business days of the conclusion of the formal hearing, a Student may appeal the decision, in writing, to the President. An appeal shall be limited to a consideration of the verbatim record of the hearing and supporting documents for one or more of the following: a.) the process set forth in the guidelines was not followed and resulted in prejudice to the Student; b.) the evidence presented was insufficient to justify the decision; and c.) sanction(s) imposed was/were disproportionate to the gravity of the offense. The President may accept the decision of the hearing panel, overturn their decision, return the matter to the original hearing panel, or appoint a new hearing panel. The decision of the original hearing panel or the new hearing panel or the President will be sent to the Student in writing by the President and will be final.
 - e. During any appeal period, any sanctions will remain in place and the Student will not be allowed to participate in a graduation ceremony nor graduate until the review process has been completed and a final decision rendered.

PART C: INTERIM ADMINISTRATIVE ACTION

The President or his/her designee may impose an interim "College Suspension" and/or other necessary restrictions on a Student prior to a hearing on the Student's alleged violation. Such action may be taken when, in the professional judgment of the President or his/her designee, a threat of imminent harm to persons or property exists.

Interim Administrative Action is not a sanction. Rather, it is an action to protect the safety and well-being of an accused Student, or other members of the College community, or greater community or to protect property. Such action is in effect only until a hearing is completed.

PART D: DISCIPLINARY SANCTIONS

Disciplinary penalty shall mean any action affecting the status of an individual as a Student taken by the College in response to a Student's misconduct in violation of Section I.D.1 Prohibited Conduct above, which penalties shall include but not be limited to:

1. Warning - A written notice that the Student has violated College Policy and a warning that another violation will likely result in a more severe sanction.
2. Restitution - Compensation for loss of or damage to property.
3. Academic Sanctions
4. Suspension - Suspension is a temporary disciplinary separation from the College involving denial of all Student privileges, including entrance to College premises. A notation of "suspension" will be placed in the Student database but will not be placed on the Student transcript. Charter Oak State College will not accept credits earned at another institution or through any other means during a period of suspension. Suspensions shall range from one semester to two years.
5. Students who are suspended will receive no refund of tuition or fees.
6. A Student who has been suspended must apply for re-matriculation if he/she plans to return.
7. Expulsion - Expulsion is mandatory separation from the College involving denial of all Student privileges, including entrance to college premises for a minimum of 5 years.

After the length of the term for expulsion has expired, the Student may request in writing directed to the Provost permission to re-matriculate. That permission must indicate why Charter Oak State College should allow the Student to return.

8. Charter Oak State College will not accept credits earned at another institution or through any other means during a period of expulsion. A permanent notation of "Dismissed" shall be placed on the Student's transcript.

Failure to comply with requirements of Restitution or Academic Sanctions above will result in dismissal from the institution. The Student must complete the requirements of the sanction before he/she would be allowed to apply for readmission and/or graduate.

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Policy on Consensual Relationships

The Board of Regents for Higher Education (BOR) of the Connecticut State Colleges and Universities' respects that the educational mission of its institutions is founded on an atmosphere of mutual trust and respect between all members of the academic community. Faculty members, as well as those individuals upon whom the institution confers managerial, supervisory, or evaluative responsibilities, (including graduate assistants or undergraduate teaching assistants) carry a special responsibility to adhere to the highest ethical and professional standards and to avoid any actions that may appear to undermine this atmosphere of trust and respect and thereby hinder the institution's educational mission.

Because of the inherent imbalance of power and need for trust, faculty members, supervisory staff, and those with evaluative authority should be aware that dating or sexual relationships that might be appropriate in other circumstances have inherent dangers when they occur between a staff member and a student as well as when they occur between a supervisor and employee.

Such relationships can create real conflicts, are susceptible to an appearance of exploitation, and can impair the trust and integrity of the teaching, coaching, or other supervisory or evaluative relationship and may cause a perception of favoritism or bias on the part of the staff. In addition, although these relationships may begin and remain consensual, they may easily be later characterized as non-consensual and could potentially lead to sexual harassment charges.

Policy

Prohibited

Between employee and student: Consensual romantic, dating, or sexual relationships between any employee and any student over whom that employee exercises direct or otherwise significant academic, supervisory, or evaluative authority or influence are prohibited at all State Universities and Colleges. The evaluative relationship can take a variety of forms, such as teacher to student, advisor to advisee, coach to athlete, supervisor to student employee, or similar relationship.

Strongly Discouraged

Between employee and student: Romantic, dating or sexual relationships between employees and students over whom said employee does *not* have supervisory or evaluative authority are strongly discouraged. Such relationships are not only susceptible to future conflicts of interest, but also may present the appearance of impropriety.

If this situation exists, no employee should agree to supervise or evaluate a student with whom he or she has, or formerly had, a consensual relationship. A faculty member should inform the Dean if such a student wishes to enroll in a credit bearing course that he or she is teaching so that alternate arrangements can be made. Nor should a faculty member direct the student's independent study, internship, or thesis; participate in decisions regarding grades; or write letters of recommendation or reference.

Between employee and employee: BOR discourages employees with supervisory or evaluative authority from engaging in romantic, dating or sexual relationships with employees who they supervise or evaluate. If such a relationship exists or develops, the supervisory employee must notify his/her manager so that arrangements can be made for the unbiased supervision and evaluation of the employee. These situations are handled on a case-by-case basis and may require transfer or reassignment of one or more employees.

In the event of a Sexual Harassment Charge

Anyone who enters into a romantic, dating or sexual relationship where a professional power differential exists must realize that if a charge of sexual harassment is subsequently filed, it may be difficult to defend the charge by claiming that there was mutual consent. Employees could be held personally liable in a criminal or civil lawsuit.

Sanctions

All violations of this policy should be reported to Human Resources for investigation and appropriate administrative action, up to and including disciplinary action.



Policy Regarding Reporting Suspected Abuse or Neglect of a Child

The Board of Regents for Higher Education (BOR) of the Connecticut State Colleges and Universities (ConnSCU) accept that institutions of higher education often foster educational opportunities for people under the age of majority. The BOR, in acknowledging the special care required for children, strives to the utmost to protect children on its campuses from any form of abuse and or neglect as witnessed in the interaction between children and ConnSCU employees.

Pursuant to state law, certain individuals are "mandatory reporters" legally obligated to report all suspected cases of child abuse to the Department of Children and Families. Although ConnSCU employees are not necessarily "mandatory reporters" in accord with the General Statutes, the BOR recognizes that each ConnSCU campus should be a safe and secure environment for children to grow and develop.

Consequently, it is the policy of the BOR that any employee who witnesses or has reason to suspect that a child on a ConnSCU Campus has been abused or neglected must immediately (within 12 hours) report questionable behavior on the part of other employees towards children to their immediate supervisor and the System Office Vice President of Human Resources or his/her designee. A report is required if there is reasonable cause to suspect that a child is in imminent harm, has had non accidental injuries or has been abused or neglected. Reasonable cause to believe or suspect that child abuse has occurred is sufficient to make a report. An employee who fails to report, but is later determined to have had previous knowledge of the abuse will be subject to discipline.

If the VP of Human Resources or his/her designee reasonably believes that a reportable incident has occurred, he/she will immediately contact the Department of Children and Families and assign an objective person to investigate the report. An employee under investigation may be placed on administrative leave pending the scope and results of the investigation. Employees who report suspicions of abuse or neglect are protected from any disciplinary action at work unless it is proven that the report is malicious.

Reasonable steps will be taken to preserve privacy while promptly investigating and responding to the report. While the institution will strive to maintain the confidentiality of the information reported, which information may be subject to privacy requirements of the Family Education Rights Privacy Act (FERPA), the institution also must fulfill its duty to protect the ConnSCU community and to assure that the appropriate disciplinary processes are implemented.

What is Sexual Misconduct?

"Sexual misconduct" can refer to many behaviors, including sexual harassment, sexual assault, sexual exploitation, domestic/intimate partner violence, and stalking.

This page will help you to better understand what sexual misconduct is by first defining consent - a key term in any discussion of this issue - followed by a detailed breakdown of the primary forms sexual misconduct may take.

For a more complete explanation of these terms, please review the Board of Regents' Policy on Sexual Misconduct.

Consent

To fully understand the meaning of sexual misconduct, it is important to first understand the meaning of "consent."

"Consent" is a voluntary, sober, enthusiastic, and mutual verbal agreement to sexual activity. Consent can never be assumed - Consent must be received for each stage of sexual activity, and all activity must cease if consent is withdrawn.

Consent is *not*...

- If someone says "no" repeatedly, but finally says "yes"
- If someone says nothing at all
- If someone is incapacitated by drugs or alcohol
- If someone uses a position of authority or power to force someone into saying "yes"

Sexual Harassment

Sexual harassment can include all unwanted sexual advances. This behavior includes, but is not limited to:

- sexual flirtation, touching, advances or propositions
- verbal abuse of a sexual nature
- pressure to engage in sexual activity
- graphic or suggestive comments about an individual's dress or appearance
- use of sexually degrading words to describe an individual
- display of sexually suggestive objects, pictures or photographs
- sexual jokes
- stereotypical comments about gender
- threats, demands or suggestions that one's educational status is contingent upon toleration of sexual advances

Sexual Assault

Sexual assault may include any sexual act directed against another person when that person has not given consent, or is not capable of giving consent. This includes everything from unwanted touching to rape.

Sexual Exploitation

Sexual Exploitation occurs when a person takes non-consensual or abusive sexual advantage of another for the benefit of anyone other than the person being exploited. Examples of behavior that could rise to the level of sexual exploitation include:

- Prostituting another person
- Non-consensual visual (e.g., video, photograph) or audio-recording of sexual activity
- Non-consensual distribution of images or information of an individual's sexual activity, intimate body parts, or nakedness
- Going beyond the bounds of consent (such as letting your friends hide in the closet to watch you having consensual sex)
- Engaging in non-consensual voyeurism
- Knowingly transmitting an STI, such as HIV to another without disclosing your STI status
- Exposing one's genitals in non-consensual circumstances, or forcing another to expose his or her genitals
- Possessing, distributing, viewing or forcing others to view illegal pornography.

Domestic / Intimate Partner or Relationship Violence

This form of misconduct is any physical or sexual harm against an individual by a current or former spouse or other dating partner. Relationship violence may also include threat of abuse and emotional abuse.

Stalking

Stalking is one person's repetitive and willful following or lying in wait behavior towards another person, which causes the victim of this behavior to reasonably fear for his or her physical safety. Stalking can take the form of unwanted electronic contact as well.

Your Options On-Campus

If you have experienced any form of sexual misconduct, the College is here to help no matter your race, sex, gender, or orientation.

Speak to an On-Campus Counselor

Counselors are available to review your options and connect you with resources, including referrals to off-campus care. You will not be required to disclose that an incident took place.

Counseling and Advising
(860) 215-9016, Room A-119

Report an Offender

To take disciplinary action against an offender, please contact the Student Advocate or the Title IX Coordinator.

Christine Languth
Student Advocate
(860) 215-9260 / A128
CLanguth@trcc.commnet.edu

Vicki Baker
Title IX Coordinator
(860) 215-9208 / E110
VBaker@trcc.commnet.edu

Support for Reporters

The College will offer many supportive options to ensure the safety and comfort of reporters. Some options include,

- Banning the alleged offender from campus during the investigation
- Providing escorts to ensure that reporters move safely between classes
- Providing alternate class / work arrangements
- Offering extra time to complete coursework or exams

Immediate Help

24/7 Confidential Counseling Hotlines

*Sexual Assault Crisis Center of
Eastern Connecticut*
Hotline: (888) 999-5545

Safe Futures Hotlines

Local: (860) 701-6000
Espanol: (844) 831-9200
Statewide: (888) 774-2900

Law Enforcement

Norwich Police
Office: (860) 886-5561

State Police Troop E
Office: (860) 848-6500

Local Medical Services

Backus Hospital
Emergency Services
326 Washington St
Norwich, CT 06360
(860) 889-8331

For additional resources, please call 211
If you fear for your safety, please call 911

To learn more...
www.threerivers.edu/SMRE



Sexual Misconduct Resources & Education

To learn more...
www.threerivers.edu/SMRE

What is Sexual Misconduct?

To understand sexual misconduct, it's important to first understand **consent**.

Consent is a voluntary, sober, enthusiastic and mutual verbal agreement to sexual activity. Consent can never be assumed – It must be given every step of the way.

Consent is **not**...

- If someone says "no" repeatedly, but finally says "yes"
- If someone says nothing
- If someone is incapacitated by drugs or alcohol
- If someone uses a position of authority or power to force someone into saying "yes"

Sexual Misconduct may include...

• Sexual Harassment

Unwelcome sexual advances, request, or jokes

• Sexual Assault

Any sexual contact with a person who has not given or cannot give consent

• Sexual Exploitation

Taking non-consensual advantage of a person for the benefit of others (prostituting a person, distributing images of a person, and more)

• Domestic / Intimate Partner Violence

Physical or emotional abuse of a current or former partner

• Stalking

Repeated and unwelcome following and/or contacting of a person, causing that person to fear for his or her safety

These are just some examples. If it **feels** wrong, it probably **is** wrong, and you're encouraged to come forward to get help.

Your Options Off-Campus

The Connecticut community offers many opportunities to get the help you need.

Contact a Crisis Center

These community agencies provide survivors with **free** and **confidential** services, including

- 24/7 crisis hotlines and counseling services
- Court and law enforcement advocacy
- Help in receiving medical care
- Emergency shelter services

For sexual assault,

Sexual Assault Crisis Center of Eastern CT

78 Howard Street, 2nd Floor
New London, CT 06320
Office: (860) 442-0604
Hotline: (888) 999-5545
<http://www.saccec.org/>

*For domestic / intimate
partner violence,*

Safe Futures

326 Washington St.
Norwich, CT 06360
Office: (860) 886-4370
Hotline: (888) 774-2900
<http://www.safefuturesct.org/>

Contact Law Enforcement

If you wish to pursue criminal charges, please contact law enforcement as soon as you are ready to do so.

State Police - Troop E

(800) 953-7747
PO Box 306,
Uncasville, CT 06382

Norwich Police

(860) 886-5561
70 Thames St,
Norwich, CT 06360

Be careful to preserve any physical evidence of the incident for the police investigation. Survivors of sexual assault are recommended to seek a Sexual Assault Examination as soon as possible to collect forensic evidence. These exams are free and available at your local hospital.

Protective / Restraining Orders are also available through the Office for Victim Services.

Office for Victim Services

225 Spring St., 4th Floor,
Wethersfield, CT,
(800) 822-8428
OVS@jud.ct.gov

Your Rights

If you come forward to the College, you are guaranteed that:

- All reports of sexual misconduct will be treated seriously and with dignity
- You will be offered referrals to off-campus counseling and medical services that are confidential and available immediately
- You have the right to take both legal action (criminal/civil action) and action against the individual allegedly responsible
- If you seek confidentiality, you may contact a clergy member and/or a sexual assault crisis center— all of whom are bound by state statutes and professional ethics to maintain confidentiality without written releases

Your Privacy

The College will always take all reasonable steps to protect your privacy, but please understand that no college employee can promise confidentiality. As part of the College's mission to ensure the safety of its community, all employees are expected to report any disclosed details of sexual misconduct to the Title IX Coordinator and the Student Advocate. Information may also be shared with other authorized College employees who require it to perform their duties.

If there is reason to believe that a person under 18 years old has been victimized, the College must also report to the department of children and families (DCF).

If you report, you can request that your identity not be revealed to the accused or others interviewed during the disciplinary process, but please understand that this may limit the action the College can take.

Syllabus Materials

Context: It is strongly recommended that this material be included in the syllabus since it represents several progressive changes to the language describing protected classes. It would be acceptable to shrink the font of this material, or perhaps to include it as a sort of footer, but its representation somewhere in the syllabus will be useful in creating a coherent, institution-wide message of non-discrimination.

Non-Discrimination Statement

Three Rivers Community College does not discriminate on the basis of race, color, religious creed, age, sex, national origin, marital status, ancestry, present or past history of mental disorder, learning disability or physical disability, sexual orientation, gender identity and expression, or genetic information in its programs and activities. In addition, the College does not discriminate in employment on the basis of veteran status or criminal record.

The following person has been designated to handle inquiries regarding the non-discrimination policies:

Gregory Souza (Gsouza@trcc.commnet.edu)
Title IX and ADA / Section 504 Coordinator
Three Rivers Community College
574 New London Turnpike Norwich, CT 06360
Room C-131, (860) 215-9486

Context: It is strongly recommended that all syllabi include a brief statement of our policy on sexual misconduct along with the contact information for our on-campus Title IX coordinator and a confidential, off-campus emergency contact number. The inclusion of this language is one of the many ways in which Three Rivers will endeavor towards making help for victims of sexual misconduct increasingly visible and accessible.

If any information were to be removed from these paragraphs for the sake of brevity, the most acceptable to remove would be the Title IX coordinator's contact information if it has been otherwise clearly presented. Since the hotline for the Sexual Assault Crisis Center is present in the text, the full contact information could also be removed, but its inclusion is recommended nonetheless.

Policy on Sexual Misconduct

Three Rivers strongly encourages all students to report any incidents of sexual misconduct, which includes, but is not limited to, sexual harassment, intimate partner violence, and sexual assault. Students have the right to the prompt and fair resolution of all claims, and the College will preserve the confidentiality of all who report to the fullest extent possible and allowed by law. College employees will explain the limits of confidentiality before information about the incident is revealed. To report sexual misconduct, or to learn more about your options, please contact the Title IX coordinator. **If you need immediate, confidential assistance, please call the Sexual Assault Crisis Center of Eastern Connecticut hotline at (860) 437-7766.**

Gregory Souza
Title IX Coordinator
Three Rivers Community College
574 New London Turnpike Norwich, CT 06360
Room C-131, (860) 215-9486
Gsouza@trcc.commnet.edu

**Sexual Assault Crisis Center of
Eastern Connecticut**
Hotline: 860-437-7766
Office: 860-442-0604
78 Howard Street, 2nd Floor
New London, CT 06320



October is **DOMESTIC VIOLENCE AWARENESS MONTH**



Confidential free
counseling and
advocacy available 24/7
888-701-6000

TRCC TITLE IX Coordinator Gregory Souza 860-215-9486

Participating in bringing awareness: The Cultural & Fine Arts Committee,
and Student Services & Student Club; F.E.M.A.L.E.S., Sociology, and SAGE.

Education Programs

The Community Education Department provides presentations that are tailored to meet the specific needs of your group including, but not limited to:

Community and School Programs

- Domestic Violence 101
- Sexual Assault/Acquaintance Rape
- Child Sexual Assault
- Healthy/ Unhealthy Relationships
- Teen Dating Violence
- Children Who Witness

Violence is Preventable (VIP)

This school program (K-8) uses "Second Step" curricula to decrease and prevent school violence.

- Conflict Resolution
- Anti-Bullying
- Anger Management
- Impulse Control
- Empathy Skills
- Problem Solving Skills

Business and Professional Groups

- Sexual Harassment
- Domestic Violence and the Workplace
- Workplace Violence Prevention

Healthcare Professionals

Free training to health and human service agencies working with individuals and families impacted by domestic violence.

- Health Risks of Domestic Abuse
- Screening for Domestic Violence
- Responding to Victims
- Referrals and Support Services

Safe Futures

**Safe Futures saves lives,
restores hope and changes the future for
those impacted by domestic
violence and sexual assault in
southeastern Connecticut.**

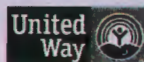
Safe Futures (formerly the Women's Center of Southeastern CT) was established in 1976 to provide rape crisis counseling, but quickly expanded services to meet the needs of domestic violence victims. In 1978, the agency opened a shelter for battered and abused women and began an "abused women hotline." Phoenix House, the transitional housing program, opened in June 1991. Community education services were established in 1993. Agency administration is headquartered in New London, CT with counseling services in New London and Norwich. Safe Futures is the only agency in Southeastern Connecticut focused solely on providing both domestic violence and sexual assault services.

Our vision is to eliminate violence in our community, so that southeastern CT is a place where violence is not tolerated; all victims and survivors are able to get the support they need and where all children and teens feel safe.

*Programs funded in part by State of Connecticut,
Departments of Social Services and
Mental Health & Addiction Services and the
Office of Victim Services, Judicial Branch.*

Partner Program, United Way of Southeastern CT

Member Agency, Connecticut Coalition Against
Domestic Violence



Safe Futures

Formerly the Women's Center of SE CT

24-Hour Hotlines

Domestic Violence

(860) 701-6000

Sexual Assault

(860) 701-6001

Counseling and Administration

16 Jay Street
New London, CT
06320-5910

Tel: (860) 447-0366

Fax: (860) 440-3327

Norwich Counseling : (860) 886-4370
within Backus Hospital

www.SafeFuturesCT.org

Toll Free in CT

1-888-774-2900

Genesis House

Emergency Shelter

Genesis House provides a free, safe haven for women and their children who are victims of domestic violence/sexual assault. Residents share a kitchen, dining room, children's playroom, quiet room, common living room and bathrooms. Advocacy services help clients access financial, legal, medical, employment, and other assistance as needed. Agency staff are available 24 hours/day, 365 days/year.

Volunteering

- Child Care
- Office Assistance
- Peer Advocacy
- Special Events
- Group Projects
- Data Entry
- Fundraising
- Crisis Hotline
- Beautification

Please call (860) 447-0366 x212 to match current agency opportunities with your skills and availability.

Donations

Contributions of cash, gift cards, and cell phones are always welcome! Please call (860) 447-0366 x203 for more information.

Donations of items such as housewares, clothing for women and children, and personal care products are accepted on Tuesdays and Thursdays or by appointment. Please call (860) 447-0366 x 207 if you have questions.

Crisis Intervention and Counseling

Counseling Department Services

Safe Futures offers free and confidential services to survivors of domestic violence and sexual assault. The Counseling Department provides the following:

- Two 24-hour hotlines answered by certified Domestic Violence Crisis Counselors
- Support Groups
- Individual Walk-In Counseling Services
- Referrals to appropriate services for medical, psychological, financial, legal, and housing information
- Court and law enforcement advocacy
- 911 emergency cell phones
- Advocacy to obtain Temporary Restraining Orders and Protective Orders
- Assistance to victims at hospitals and police stations

Support Groups

- Positive Self-Esteem
- Domestic Violence Survivors
- Parenting Support
- Building Healthy Relationships

Support groups are available in both New London and Norwich. Call (860) 447-0366 x200 for locations, dates and times.

Phoenix House

Transitional Living Program

Phoenix House residents are women and families left homeless due to domestic violence/sexual assault who need safe, affordable housing and support services.

The program helps residents develop self-esteem and the life skills to live independently. Enrollment in education and job training is an integral part of the program. The Phoenix House program also includes:

- Parenting education and support groups
- Individual case management
- Educational workshops for adults on topics such as budgeting, nutrition, and household maintenance
- Financial assistance for education and job training

Phoenix House is a 6- to 24-month program. Case management is available to former residents for up to one year after they have left the program.

Health Services

Referrals for health services are available to Safe Futures' clients. Caseworkers help identify healthcare needs, refer to appropriate resources, assist in applying for medical insurance and benefits, and provide education related to individual and family health issues.

Safety Checklist

- ✓ Where can you keep important phone numbers (police, hotline, friends, shelter) for yourself and your children?
- ✓ Is there anyone you can ask to call the police if they hear suspicious noises coming from your house or apartment?
- ✓ If you need to get out of your house or apartment in a hurry, what door, window, elevator or stairwell will you be able to use in order to get out safely?
- ✓ If you need a place to stay for a while, where can you go? Can you arrange to stay with family or friends in a crisis? Do you know how to contact the local domestic violence program in order to arrange for emergency shelter?
- ✓ Where can you keep your purse, car keys and some change to make a phone call so that you can grab them quickly?
- ✓ Do your children know how to use the telephone to contact the police?
- ✓ Is there a code word you can use with friends, family and/or your children to alert them to call for help?
- ✓ Can you keep some money, some changes of clothes and important papers hidden some where your partner doesn't know about, but that you can get to quickly? Can you keep the "escape bag" with a neighbor or in the trunk of the car?
- ✓ If you think you and your partner are about to have an argument, how can you get to a room where there are fewer things that can be used as weapons? How can you avoid getting trapped in the kitchen, bathroom, basement or garage?

City of Norwich

POLICE DEPARTMENT



COMMUNITY OUTREACH PARTNERSHIP



70 THAMES STREET
NORWICH, CONNECTICUT 06360
860-886-5561

If you are the victim of Domestic Violence, the Norwich Police Department wants to help you.

Our goal is to improve your safety and your access to confidential services, as well as to ensure offender accountability.

"Our Officers and in-house Domestic Violence Victim Advocate are ready to help you. Please call any of the following numbers whenever you need assistance."

*Louis J. Fusaro, Sr.
Chief of Police*

NORWICH POLICE DEPARTMENT

Emergency
9-1-1

Routine Service
860-886-5561

Victim Advocate
860-886-5561 x 163

Women's Center of
Southeastern Connecticut, Inc.
860-447-0366

State of Connecticut
Statewide Toll-Free
Domestic Violence Hotline
1-888-774-2900

Info Line
2-1-1

Safety Planning

Whatever else you may decide to do, one thing that many victims of domestic violence find helpful is making a safety plan.

You can make one yourself or you can call your local domestic violence program and ask them to help you think through a plan.

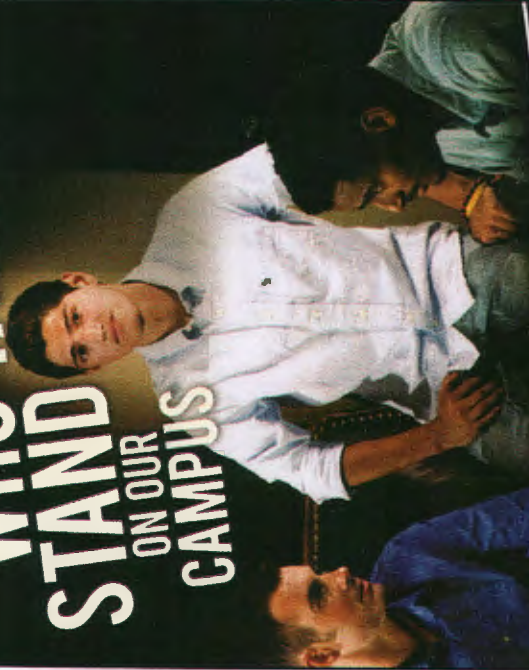
If you decide to write out a safety plan, be sure to keep it in a place where your partner can't find it.

Safety plans can be made for a variety of different situations:

- for dealing with an emergency such as when a physical assault occurs
- for continuing to live with a partner who has been abusive
- for continuing to date a partner who has been abusive
- for leaving a partner who has been abusive
- For protecting yourself after you have ended a relationship with an abusive partner.

Whether you are with your partner or have ended the relationship, whether or not you have used the court system whether or not you have ever called the police, there are certain things that are helpful to consider in planning for your future safety.

WE'RE THE KIND OF GUYS
**WHO TAKE A
STAND**
ON OUR
CAMPUS



TO PREVENT SEXUAL ASSAULT

WHERE DO YOU STAND?

**MEN CAN
STOP RAPE**

www.menstoprape.org
Men preventing violence and sexual assault

**CONN
SACS**

Connecticut's leading voice
to end sexual violence

Connecticut Sexual Assault Crisis Services
www.connascs.org | (800.382.8881) | info@connascs.org

4 THINGS YOU CAN DO TO TAKE A STAND

Challenge the Behavior

Explain why what he's doing is unacceptable: *"It's not okay to keep harassing her. She's made it clear she isn't interested."*

Ask Questions

Encourage him to think about his motivation and actions:
"Why do you want to be with someone who doesn't want to be with you?"

Appeal to His Best Self

Communicate that you respect him and know he's capable of making the right decision: *"You're better than this. You know the right thing to do."*

Use "I" Statements

State your feelings, the reason for them, and what you want:
"I don't feel comfortable being a part of this because it's clear she's moved on, and I think you should too."

WHERE DO YOU STAND?

www.connsacs.org



wdysct@connsacs.org

Break the silence.

24-hour Toll-Free Sexual Assault Hotline

888-999-5545 (English)

888-568-8332 (Español)



Connecticut's leading voice to end sexual violence.

Even if you don't want to report the crime to police...

Even if the assault happened a long time ago...

Even if you never told anyone...

Even if you know the person...

Even if you trusted them...

We can help you now.

Support is available for:

- Victims/survivors of any type of sexual violence, including sexual assault, child sexual abuse, incest, and sexual harassment
- Female and male victims of any age, race, religion, sexual orientation or immigration status
- Anyone who knows a victim/survivor of any type of sexual violence: family, friends, partners, parents, teachers, employers, and more...
- Services are provided statewide
- All services are free and confidential
- TTY and interpreter services available

YOU ARE NOT ALONE

For information or help,
please take our phone number for yourself or a friend.

YOU ARE NOT ALONE.

For help or more information, call the 24-hour
confidential hotline

888-999-5545 (English)

888-568-8332 (Español)

Sexual Assault Crisis Programs Provide:

- Certified sexual assault crisis counselors
- Short-term counseling
- Accompaniment and advocacy in the hospital, police and court
- Support groups
- Information and referrals

All services are free and confidential



Connecticut Sexual Assault Crisis Services, Inc.
www.connsacs.org



Connecticut Sexual Assault Crisis Services, Inc.

www.connsacs.org



State & Federal Policy Highlights

	Title IX of the Education Amendment of 1972 Federal	The Clery Act Federal	Campus Sexual Violence Elimination (SaVE) Act Federal	Campus Bill CTPA: 12-11 Connecticut Only
Overview	Goal is to address every instance of sexual violence by removing inequitable or hostile environments. The Office on Civil Rights (OCR) issued additional guidance on sexual assault in 2011 and 2014.	1990 legislation that requires colleges and universities receiving federal funds to: track and report crimes on campus property, have safety policies, and inform the campus of risks to public safety.	2013 amendment to the Clery Act that is intended to complement existing Title IX legislation and Office on Civil Rights' guidance for the response to sexual violence on campus.	Bolstered and expanded 2012 legislation pertaining to the response and prevention of sexual violence on Connecticut's campuses.
Accountability	Requires all reported incidents of sexual violence be reported to and investigated by the institution's Title IX officer. Students must have access to an institutional disciplinary procedure to address sexual assault.	Requires schools to publicly report crimes on campus property annually, including sexual assaults. Requires schools to notify the campus community when the safety of the community is in question.	Expands on the Clery Act to include reporting on domestic violence, dating violence, and stalking. Clarifies minimum standards for institutional disciplinary procedures covering the above topics.	Aspects of programming, response, and training must be reported to the Higher Education Committee of the Connecticut General Assembly on an annual basis. Includes both students and staff in training and response.
Response	Schools must take prompt and immediate action to end the sexual violence, eliminate the inequitable/hostile environment, and to ensure that there is no retaliation against students who report sexual assaults. OCR has provided much guidance on the institutional disciplinary process, students rights, and the role of schools in addressing and preventing sexual assault.	N/A	Schools must notify students in writing of all of their reporting options, including not reporting. Students must have access to an equitable disciplinary process. Students must be given contact information for on and off-campus resources available to them. Students must be able to change academic, living, transportation, or working situations to avoid a hostile environment. Students can receive no contact directives or restraining orders. Campus authorities must assist students with reporting to local law enforcement if desired by the student.	Students must receive concise, written notification of their options after reporting, including reasonable changes to "academic living, campus transportation or working situations". Each institution must have a Campus Resource Team (CRT) which meets once per semester. Training, awareness and prevention programming requirements must be met for all students and staff, members of the CRT, Title IX officers, campus police/security officers and campus judicial board hearing officers. Each institution must establish a MOU with community-based sexual assault and domestic violence programs.
Prevention & Education	Encourages repeated training and education on sexual violence, reporting options, and prevention and bystander intervention.	N/A	Primary prevention and awareness programs must be provided to incoming students and new employees. Students should receive education on bystander intervention.	Annual awareness and prevention programming for all students and staff must take place, including prevention and bystander intervention training that addresses the campus culture.

Key Facts About Sexual Violence On Campus



WOMEN IN COLLEGE
will be sexually assaulted.

The Campus Sexual Assault Study,
National Institute of Justice, 2007.

90% OF
ALL CAMPUS
SEXUAL ASSAULT
VICTIMS REPORT
BEING ASSAULTED
BY SOMEONE
THEY KNOW

OFFENDERS ARE
LIKELY TO BE
RESPONSIBLE FOR
MULTIPLE SEXUAL
ASSAULTS AND
TO ENGAGE IN
MANIPULATIVE
& COERCIVE
BEHAVIORS

2/3 OF
STUDENTS
TELL FRIENDS
ABOUT THEIR
SEXUAL ASSAULTS
BUT ARE UNLIKELY
TO REPORT IT TO
CAMPUS OFFICIALS
OR POLICE

1. Fisher, et al. 2000. The Sexual Victimization of College Women, National Institute of Justice, Bureau of Justice Stats.
2. Lisak & Miller. 2002. Repeat Rape and Multiple Offending Among Undetected Rapists.
3. Fisher, et al. 2000. The Sexual Victimization of College Women, National Institute of Justice, Bureau of Justice Stats.

Options for Survivors

On-campus Support

Students can access campus-based Women's Centers, Counseling Centers, Health Services, and other support services. Students can work with their campus to seek changes in housing, academic schedules, work arrangements, and other accommodations as needed.

Students can request no contact orders.

Students can report to campus officials and participate in their school's disciplinary proceedings.

Off-campus Support

Community-based sexual assault crisis programs offer the following free and confidential services:

- 24/7 crisis hotlines in English and Spanish
- Individual and group crisis counseling
- Accompaniment and advocacy during the medical, police, or court processes

Medical Assistance & Evidence Collection

A victim can choose to have a sexual assault exam and evidence collected at any hospital in Connecticut at no cost.

Evidence can be collected up to 120 hours after a sexual assault.

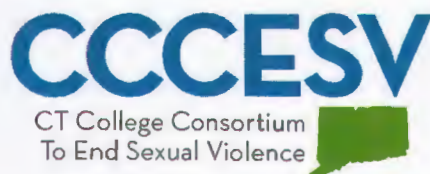
A police report is not required to participate in a forensic exam, evidence collection, or to seek medical assistance.

Criminal Justice Assistance

Students can report their sexual assaults to local law enforcement, who can begin a criminal investigation.

At most schools, the campus-based police department or security service can help students make a report to the local police.

Students can work with courts to secure protective or restraining orders.

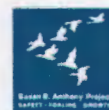


The Consortium is a space to share information, strategies, and resources in order to strengthen and support each campus community's work to end sexual violence. The Consortium is comprised of staff and administrators from Connecticut colleges and universities, community-based sexual assault crisis counselor/advocates, and others who work to improve the response to and prevention of sexual violence in campus communities. The Consortium is coordinated by Connecticut Sexual Assault Crisis Services (CONNSACS). As a part of this collaboration, members not only have access to trainings, information, and best practices pertaining to sexual violence on campuses, but they are also part of a statewide community of colleges and universities engaged in addressing and preventing sexual violence.

For more information or to become a member of the CCCESV, please contact us at cccesv@connacs.org or call 860.282.9881.



CONNSACS MEMBER PROGRAMS



SEXUAL ASSAULT CRISIS HOTLINES: 1-888-999-5545 English • 1-888-568-8332 Español. All services are free & confidential.

CONNSACS College Consortium | 96 Pitkin Street, East Hartford CT 06108 | 860-282-9881 | cccesv@connacs.org



Want \$100?

Enter for a chance
to win a \$100
Wal-Mart gift card
by completing the
Three Rivers **Campus**
Climate Survey!

What is the Survey?

The **campus climate survey** is a completely anonymous way for the College to learn about its community's experience with sexual misconduct.

This information will help the College to make sure it's doing its best to provide a safe and welcoming learning environment.

To Enter

Go to www.threerivers.edu/TRCCclimatesurvey and complete the survey between 2/23/15 and 3/13/15.

At the end of the survey, you will be given a special web link. Follow the link to register for a raffle drawing on 3/18/15.

EVEN IF IT HAPPENED A LONG TIME AGO



IF IT DOESN'T
FEEL RIGHT
IT MAY **NOT**
BE RIGHT



EVEN IF YOU HAVE DOUBTS

EVEN IF YOU KNEW AND TRUSTED THE PERSON



EVEN IF YOU NEVER TOLD ANYONE

WE CAN HELP YOU NOW.

Connecticut Sexual Assault Crisis Services, Inc. | connsacs.org

Has anyone pressured or forced you to have sex when you didn't want to, recently or during your childhood?

Have you experienced unwanted sexual gestures or remarks?

Has anyone ever made you participate in sexual acts that made you feel uncomfortable?



ANYONE CAN BE A VICTIM OF SEXUAL VIOLENCE, INCLUDING WOMEN, MEN AND CHILDREN.

**SEXUAL ASSAULT CRISIS PROGRAMS PROVIDE
FREE & CONFIDENTIAL SERVICES IN
SPANISH & ENGLISH**

- certified sexual assault victim advocates
- short-term counseling for individuals and groups
- information & referrals to other social and legal services
- accompaniment and support in the hospital, police department and court



**CALL THE
FREE
24-HOUR
CONFIDENTIAL
HOTLINE**

1-888-568-8332

(Spanish)

1-888-999-5545

(English)



Connecticut Sexual Assault Crisis Services, Inc.
connsacs.org



SI SIENTES QUE ALGO
ESTÁ BIEN
QUIZÁS
**NO
ESTÁ BIEN**

**CONN
SACS**

SOLO TENGAS DUDAS

NUNCA LE HAS CONTADO A ALGUIEN

NOSOTROS TE PODEMOS AYUDAR.

Servicio para Víctimas de Asalto Sexual de Connecticut, Inc. | connsacs.org

¿Alguien te ha presionado o forzado a tener sexo cuando no lo has querido, recientemente o durante tu niñez?

¿Te han hecho comentarios, gestos o insinuaciones sexuales no deseadas?

¿Alguien te ha hecho participar en actos sexuales que te hayan hecho sentir incómoda(o)?



CUALQUIERA PUEDE SER VÍCTIMA DE VIOLENCIA SEXUAL, INCLUYENDO MUJERES, HOMBRES Y NIÑOS.

LOS CENTROS DE AYUDA PARA VÍCTIMAS DE VIOLENCIA SEXUAL OFRECEN SERVICIOS GRATUITOS Y CONFIDENCIALES EN ESPAÑOL E INGLÉS.

- asesores certificados para ayudar a víctimas de violencia sexual
- consejería a corto plazo para grupos de personas o de forma individual
- información y referencias a otros servicios sociales y legales
- acompañamiento y apoyo al acudir al hospital, policía y corte/tribunal



**LLAMA A
LA LÍNEA
CONFIDENCIAL
Y GRATUITA
LAS 24 HORAS
DEL DÍA**

1-888-568-8332

(Español)

1-888-999-5545

(Inglés)



Connecticut Sexual Assault Crisis Services, Inc.

connsacs.org

Anyone can be a victim of sexual assault. If you or someone you care about have been assaulted, we are here to offer you information and support. Whether the assault happened recently or a long time ago, we are here to help.



Volunteer Opportunities at the Crisis Center

All volunteers are required to complete a certification training program, which is provided by the Crisis Center.

Volunteers can:

- Provide assistance to victims through our 24-hour hotline
- Assist with community education programs and presentations
- Assist with community outreach events



**24-HOUR HOT LINE:
888-999-5545**

SACCEC is funded by private donors, local Municipalities, the Office of Victim Services, Superior Court Operations Division, State of Connecticut Judicial Branch, Victims of Crime Act Victim Assistance Act Grant Program, the Department of Public Health and the United Way.



United Way of Central
and Northeastern Connecticut



The Sexual Assault Crisis Center of Eastern Connecticut, Inc.



Windham Office:

90 South Park Street
P.O. Box 24

Willimantic, CT 06226

Office: (860) 456-3595

24-hour hotline: (860) 456-2789

New London Office:

78 Howard Street, Suite C1

New London, CT 06320

Office: (860) 442-0604

24-hour hotline: (860) 437-7766

En español: (888) 568-8332

Website: www.saccec.org

What is the Crisis Center?

The Sexual Assault Crisis Center of Eastern Connecticut provides crisis intervention, advocacy and counseling to survivors of sexual violence and the friends and/or family members of survivors. All services, which are provided by certified sexual assault crisis counselors, are free and confidential.

Our services include:

- 24-hour hotline, both in Spanish and English
- Crisis intervention for victims, friends and family members. Individual counseling is available for child victims, adult victims, and adults who were abused as children. Counseling and support are also offered to parents, spouses, and other family members and friends of a victim.
- Certified crisis counselors are available 24 hours/day for immediate accompaniment to emergency rooms at all four hospitals in Windham and New London Counties, to provide information and support.
- Legal and judicial advocacy - Crisis counselors can accompany victims and their family members to the police department and provide preparation, accompaniment and advocacy through the court process.
- Referrals for therapy, medical support, general assistance, and victim's compensation
- Support groups
- Community prevention/education programs

The Crisis Center provides services to all towns in Windham County and New London County, as well as to the towns of Columbia, Coventry, Mansfield, Union, and Willington.



If you have been assaulted:

If the assault took place recently, and you are in need of immediate assistance, we can accompany you to the hospital for a medical exam, and support you through the process of reporting the crime to the appropriate law enforcement agency, if you choose to do so. We will explain your rights to you and discuss your options with you, so that you may make informed choices. We will support you in making your own decisions as to what, if any, action you wish to take; we are here to provide you with information, understanding and support. If you are an adult, we will not disclose information to a third party without your consent or your specific request. You may also choose to remain anonymous. Any information you share with our certified sexual assault counselors will be held in the strictest confidence; your privacy is protected by law.



- You have the right to medical care and the right to pursue criminal and civil litigation. It is your choice as to whether or not you report the assault to the police.
- You may call any of our hotline numbers for immediate assistance.
- We can assist you in applying for victim compensation.
- If you are undecided as to what course of action you wish to take, you may call the hotline anonymously to request more information, to seek support, or to just talk.

If someone you love has been assaulted:

- ♦ Tell them that you are glad they confided in you.
- ♦ Tell them that you believe them.
- ♦ Don't blame them for what has happened.
- ♦ Listen to them when they express their fears, emotions and concerns.

Child Advocacy Centers:

Child Advocacy Centers (CACs) are multidisciplinary partnerships of professionals established for the investigation of allegations of child abuse, and to insure the coordination of services for children and their families. CACs strive to reduce the trauma of the investigation process by offering a safe, child-friendly environment where videotaped interviews of children are conducted. The interviews are conducted by specially trained clinicians, DCF investigators or law enforcement personnel, using culturally sensitive models. Crisis counselor/advocates from the Crisis Center provide information and support to the non-offending parents or guardians of child abuse victims at both the Windham County CAC (Wendy's Place) and at the New London County MDT CAC.



To Report Sexual Misconduct..

Vicki Baker

Title IX Coordinator

(860) 215-9208

vbaker@threeivers.edu

Room E110

Christine Languth

Student Advocate

(860) 215-9260

clanguth@threeivers.edu

Room A113



www.threerivers.edu/SMRE

***For immediate, free, and confidential
24/7 counseling and advocacy...***

***Sexual Assault
Crisis Center***

Hotline: (888) 999-5545
www.saccec.org

Safe Futures

Hotline: (888) 774-2900
www.safefuturesct.org

If you fear for your safety, please call 911



**24-Hour Confidential
Hotline**

**888-999-5545 (English)
888-568-8332 (Español)**

**CONN
SACS**

Connecticut Sexual Assault Crisis Services, Inc.
96 Pitkin Street
East Hartford, CT 06108
860-282-9881 • www.connsacs.org



**24 Hour Toll Free
Confidential Hotline**

**888-999-5545
888-568-8332 (Español)**

**CONN
SACS**

Connecticut Sexual Assault
Crisis Services, Inc.
96 Pitkin Street
East Hartford, CT 06108
860-282-9881 www.connsacs.org



860.701.6000
860.886.4370

Sexual Assault Crisis Programs Provide:

- 24-hour confidential hotline
- Certified sexual assault crisis counselors
- Bilingual staff (*Spanish/English*)
- Short-term counseling
- Accompaniment and advocacy through the medical, police and court systems
- Support groups
- Information and referral

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Sexual Assault Crisis Programs Provide:

- 24 hour hotline with immediate access to trained, certified counselors
- Crisis intervention and short-term counseling
- Accompaniment and advocacy through the medical, police and court systems
- Information and referral for other needs
- Support groups
- TTY access during office hours (M-F, 9-4:30)
After hours, use CT relay 800-842-9710
- Sign language interpreters available
- Interpreters are available for other languages
- Male counselors



Student Services Division Meeting Minutes

Date: September 12, 2014
Present: See sign-in sheet

Topic	Discussion	Action
1. President Jukoski addressed the group regarding changes to the Student Services Division	<p>Handout from the President was info from the previous meetings she held with the Student Services staff members. It shows the tally of how many times an area of concern was brought up at those meetings.</p> <p>The President informed the group that the new Director of Admission will be implementing an Enrollment Management style of organization to streamline processes and procedures. She would like silos to be eliminated among the departments. The President's first concern is customer service and then it is, space, staffing and supervision.</p> <p>A space analysis will be completed in the A-Wing to see what changes can be made to help promote confidentiality of records and students, and to help with the flow of students and paperwork.</p> <p>The President told the group that the previous administration had recommended that the three staff members whose contracts were up as of 9/18/14, not be renewed. She is following that recommendation.</p> <p>The President asked the group to please trust the leadership that is coming in and to try and stay positive. She said she knows change is hard, but she hopes that in six months we will all see a positive difference in how Student Services functions. She asked for everyone's patience.</p>	NA



Student Services Division Meeting Minutes

Topic	Discussion	Action
	If anyone has any ideas to share, or concerns about anything please tell Christine and she will inform the President. Or the President's door is always open so you may stop in to see her too.	
2. Space Analysis	Discussion was held after the President left the meeting, on whether some of the Student Services staff will be included on the committee for the space project in the A-Wing.	Christine will bring this to the President's attention.
3. Title IX	<p>Greg Souza is the Title IX Coordinator on campus. Greg spoke about the changes that the BOR has implemented because of Title IX.</p> <p>TRCC's obligation is to make sure students, faculty and staff are all safe on campus and that they are not discriminated against. TRCC employees do not have the ability to be a confidential support for any student disclosing sexual misconduct. We must tell the student that before they start to make such a disclosure. Then it is up to the student if they want to disclose to the TRCC staff member or not. However, the representative from Safe Futures who is here on campus on Wednesdays is a victim's advocate and can talk confidentially to the student. There is also a hotline that TRCC staff or students can call and a representative will come to campus within an hour to meet confidentially with any student in crisis.</p> <p>All TRCC staff and student workers are mandated reporters.</p> <p>If a sexual misconduct incident happened off-campus and the student is talking about it we are obligated to help the student in the same way as if it happened on campus.</p>	Training for all employees and student workers TBA.



Student Services Division Meeting Minutes

Topic	Discussion	Action
	<p>If you do hear a disclosure from a student please tell Christine or Greg right away. The student will be contacted and given their options as to what TRCC can do for them. TRCC will make reasonable measures that only the people that need to know about the incident/student will know. TRCC will try to do what the student wants, but sometimes TRCC will need to go above and beyond the student's wishes in order to keep the student and the campus safe.</p> <p>Greg's Title IX handout is attached.</p>	

MEETING ADJOURNED AT 12:00 p.m.



Responding to Student Sexual Misconduct Disclosures

A Guide for Faculty and Staff

Step 1 – Care

Care for the student's immediate needs

- Ensure they are safe
- Provide non-judgmental support
- Explain the limits of students' privacy

Step 2 – Connect

Connect the student with resources

- Offer referrals to off-campus confidential services
- Provide contact information for the Title IX Coordinator / The Dean of Students

Step 3 – Contact

Contact the Title IX Coordinator or the Dean of Students

- Share all relevant details so that appropriate action can be taken
- The Title IX Coordinator and the Dean provide students with options and essential services

What Disclosing Students Need to Know about Their Privacy

- 1) The following details must be shared with the Title IX Coordinator / Dean if disclosed to a College employee:
 - Names of any alleged offenders and victims
 - Names of other individuals involved in any way
 - Any other relevant facts, including the date, time, and location of an incident
- 2) The student has the right to request that his or her identity be withheld during an investigation into an incident, or that no action be taken against an alleged offender, but the College may not be able to honor such requests in order to ensure the health and safety of the campus and / or comply with any relevant laws.
- 3) The student has the right to access off-campus confidential counseling, advocacy, health, mental health, or other sexual assault related services.

Off-Campus Confidential Resources

If an employee believes that a student is about to disclose details of sexual misconduct, **it is strongly recommended** that the employee intervene to suggest that the student first consult off-campus confidential counseling services so as to avoid any unforeseen breaches of privacy.

These agencies' services are **completely free**, and include:

- 24/7 crisis hotlines
- Professional crisis counseling services
- Court and law enforcement advocacy
- Assistance in receiving medical care
- Emergency shelter services

For Sexual Assault...

The Sexual Assault Crisis Center

78 Howard Street, 2nd Floor
New London, CT 06320
Office: (860) 442-0604
Hotline: (888) 999-5545
<http://www.saccec.org/>

For Domestic / Intimate Partner Violence or Sexual Assault....

Safe Futures

16 Jay Street
New London, CT 06320
Office: (860) 447-0366
Hotline: (888) 774-2900
<http://www.safefuturesct.org/>

On-Campus Resources

Students who are not yet prepared to disclose an incident are encouraged to discuss their rights and options with student services counselors, the Dean of Students, or the Title IX Coordinator

Students who are prepared to disclose an incident are encouraged to approach the Dean of Students or Title IX Coordinator directly, either of whom can initiate the disciplinary process and offer accommodations for the student's safety and comfort.

Accommodations may include, but are not limited to,

- Rearrangement of class and / or work schedules
- Additional time to complete work and / or examinations
- Campus security escorts

If a student chooses to disclose to any other employee, that employee is expected to share the relevant details with the Title IX Coordinator and / or the Dean on the student's behalf. Either party will then attempt to meet with the student as soon as possible.

Employees are encouraged to share student disclosures with the Title IX Coordinator and / or Dean in person or by phone rather than by email to limit the possibility of accidental privacy breaches.

Counseling and Advising

(860) 215-9016

Room A-119

Title IX Coordinator

Gregory Souza

(860) 215-9486, Room A-116

Gsouza@trcc.commnet.edu

Interim Dean of Students

Christine Languth

(860) 215-9260, Room C-245B

Clanguth@trcc.commnet.edu

*To address an emergency in progress, please contact security immediately at
(860) 215-9053.*

Sexual Misconduct Defined

Sexual Harassment

Unwanted sexual advances, including, but not limited to, flirtatious words or physical contact, sexual jokes, displaying explicit photographs, and stereotypical comments about gender.

Sexual Exploitation

Taking sexual advantage of an unwilling or unaware individual, including, but not limited to, non-consensual voyeurism, distributing explicit photographs of a person, and prostituting a person.

Sexual Assault

Any sexual contact with an individual who has not given or cannot give consent. As such, rape is only one form of sexual assault.

Domestic / Intimate Partner / Relationship violence

Emotional or physical abuse of a past or present partner and / or family member.

Stalking

One person's unwanted, repetitive, and willful following of and / or contact with another person such that it creates reasonable fear for that person's safety.

For more information, please visit the Three Rivers Community College Sexual Misconduct Resources and Education Website,

www.threerivers.edu/smre

In a meeting with the Title IX Coordinator, you can....

Request Information and Resources

What Does This Mean?

Approaching the Title IX Coordinator for an explanation of your rights, options, and other resources available to you. No details about the incident need to be revealed.

What Happens Next?

- Nothing that the victim does not request. You are encouraged to consult with confidential off-campus resources that can advise you on what next steps to take.

Disclose an Incident of Sexual Misconduct

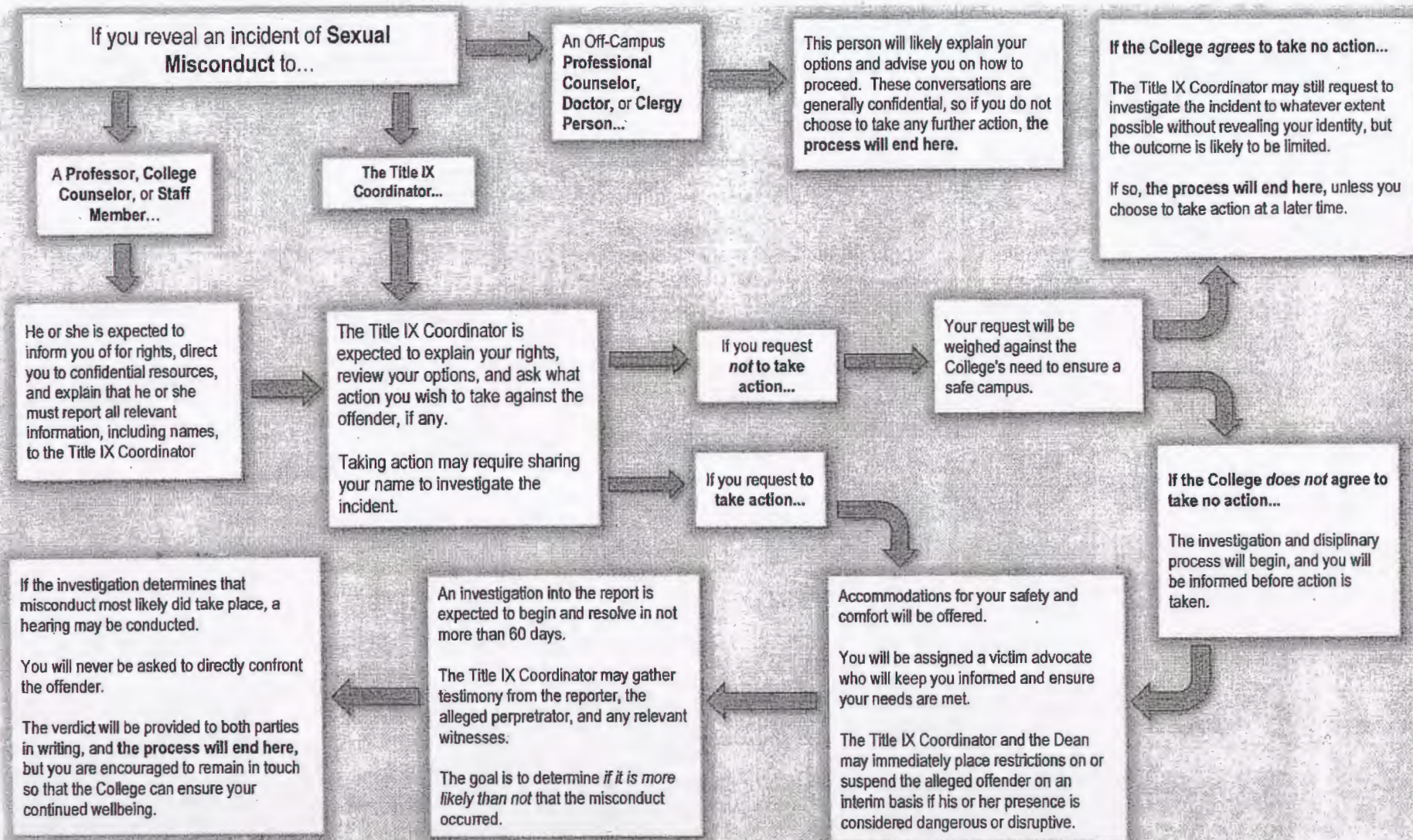
Revealing that an incident of sexual misconduct took place, but requesting that no action be taken against the offender. Action can still be taken at a later time.

- The College will consider a victim's request to take no action, but it may determine that doing so would be too dangerous or disruptive to the campus community.
- **If the College decides to take action**, an investigation into the incident will begin, and the process will continue as if a formal report had been made.
- **If the College decides not to take action**, a record of the complaint will still be kept if you should choose to proceed further.
- In either case, you will always be informed before any action takes place.

Report an Incident of Sexual Misconduct

Revealing that an incident of sexual misconduct took place, and requesting that the College take action against the offender through its disciplinary process.

- You will be offered arrangements to ensure that you are safe from the alleged offender, which can include changes to your class and / or work schedule, suspending the offender on an interim basis, and many other options.
- You will be assigned a victim advocate: a trained volunteer who will keep you informed and ensure that your needs are met.
- The Title IX Coordinator will gather evidence and witness testimony in order to determine if it is *more likely than not* that the misconduct took place.
- A Disciplinary Hearing may be held, in which punishment for the offender may be decided. *You will never be asked to confront the offender directly.*





Student Services Division Meeting Minutes

Date: October 16, 2014
Present: See Sign-in Sheet

Topic	Discussion	Action
1. Info from Christine	<ul style="list-style-type: none"> • Feel free to come to Christine or Steve with questions or suggestions. • Overview of CSCU 2020 will be coming in another meeting. Retention is the focus of this initiative. • Lindsay is working half time in Counseling and Advising, and half time in the Welcome Center until our reorganization plan is approved. A special thank you to Lindsay for being a team player! • Greg Souza is working 15 hours for the Registrar's Office and Patrick Keller is working 9 extra hours a week. • Tony Mitta is in the Testing Center part-time now to replace Patrick. • It is very important that you sign-in to all Division Meetings. This is our record of you attending training sessions like the one today with Megan LeBlond from the Sexual Assault Crisis Center of Eastern CT. There will be more trainings to come at upcoming Division Meetings. 	
2. Space Review of A-Wing	Steve explained that there are two consultants competing for the space reconstruction job in the A Wing. Steve has a portfolio from each company and would like others to look at them and give their feedback to him.	Steve invited everyone to a brainstorming meeting to discuss the space issue and prioritize the items that need redesigning. The meeting will be held on Monday, 10/20 at 10:00 a.m. in room A103.
3. TRCC View Books and Folders	<ul style="list-style-type: none"> • Steve is working on updating a few sections in the TRCC View Book so an order can go to print soon. 	



Student Services Division Meeting Minutes

Topic	Discussion	Action
	<ul style="list-style-type: none"> • Think of ways the View Book could be changed for next academic year's version. • There seems to be a lot of View Books missing from the last order. If you find them in your area please let Steve know ASAP. • Steve encouraged the group to use the TRCC folders. This is a great advertising tool to get our name out in the community. Suggestions were to use them at the Welcome Center, for advising workshops, admission workshops, and parent orientation. • There are about 1500 folders that have the old phone number in the back, but a label with the correct info could easily be placed over the old info so the folders could still be used. • Suggestion was to have the words "Three Rivers" printed in larger font next time. 	
4. TRCC Logos	Steve has 2 TRCC logos that he will email to the Division. These logos are nice and clear. Please don't copy and paste any logos from the TRCC website into any of your documents because they will appear fuzzy.	
5. Committee List	Marie is compiling a list of all Student Services staff members and what committees they are on.	Marie will forward this list to everyone when it is complete.
6. Break room is Smelly	Discussion was held on how to better keep the break room clean. Everyone please do your part and clean up after yourself and throw away all old food. Student workers need to be reminded of this too. It was brought up that the sink needs repair and that electrical appliances like the toaster and coffee pot should not be on a counter with a leaky faucet.	Steve will contact facilities about the leaky faucet. He will also get a cabinet moved in next to the counter to hold the electrical appliances.
7. Campus Connect Training	Jacqueline Sironen spoke about the upcoming Campus Connect Training that will be happening on Monday, October 27 th from 8:30-4:30. The hope is to have at least one	Let Jaqueline Sironen know if you can attend.



Student Services Division Meeting Minutes

Topic	Discussion	Action
	<p>staff member from each Department attend the training. This will establish a gate keeper in each Department that can then do training for that Department's staff members. This training is being funded by the GLS Suicide Grant and is to help staff learn what to say to a student that may be suicidal, and how to get them to a counselor that can help them. All trained staff will get an Ally bracelet to wear. Students will be told that any staff member wearing the bracelet are willing to help them in a crisis</p>	
<p>8. Service Therapy Dogs</p>	<p>Cabinet has approved a policy regarding service and therapy dogs on campus. Service dogs have been trained for a specific task. We will not allow therapy dogs on campus. If you see a student with a dog on campus please alert security. They know which students have been approved to have a dog with them. Any students asking about how to get a dog approved to be on campus should be referred to Matt Liscum.</p> <p>Christine followed up on the question about if the policy is the same in the hallways, cafeteria, etc..., as it is in a classroom. The answer is, yes. The policy is for every area of campus.</p>	
<p>9. Megan LeBlond – Victim Advocate from the Sexual Assault Crisis Center of Eastern CT</p>	<p>Megan showed a PowerPoint and did a training on Sexual Assault and the role of TRCC staff members in assisting our students. We cannot promise confidentiality to our students like the Sexual Assault Crisis Center can because the safety and welfare of the college community may supersede. Make sure to let students know you can't promise confidentiality before they disclose anything to you.</p> <p>The chain of command to report a sexual assault issue and to ensure the safety and wellbeing of the victim, is Greg Souza first, then Christine Languth, then our victim advocates, Deidre Sebastian or John Rich.</p>	<p>More training on Title IX regulations is to come.</p>



Student Services Division Meeting Minutes

MEETING ADJOURNED AT 11:10 a.m.



Office of the President

Campus Resource Team Minutes

Date: Wednesday, October 1st, 2014

Present: Gregory Souza, Christine Languth, Michael Lopez, Janet Hagen, Kyle Chandler, Pamela Kerouack-Warner, Alycia Ziegler, Kayla Lathrop, Megan LeBlond, Jacqueline Sironen, Sean Novak.

Topic	Discussion	Action
1. Introductions of the Team Members	All Team Members offered a brief description of their backgrounds and explained what department, group, or organization they represented.	N/A
2. Current Sexual Misconduct Policy and Practices	<p>Greg and Christine offered an explanation of the following key aspects of TRCC policy</p> <ul style="list-style-type: none">• Reporting of incidents is strongly encouraged• Reports are principally directed to the Title IX Coordinator or the Dean of Students, excepting cases of imminent danger or a crisis in progress, wherein Security should be notified immediately.• All TRCC employees are mandated reporters in all instances, though this term has legal distinctions from "mandated reporting" as it pertain to persons under 18, and they are expected to inform students or employees of this fact if a disclosure appears to be taking place.• TRCC is obligated to investigate all incidents, and must therefore carefully weigh the requests of victims who do not wish to pursue disciplinary action or to reveal their identities against the safety of campus. As such, true confidentiality cannot be promised.• Students / employees are empowered to seek out confidential reporting resources prior to disclosures.	NA



Office of the President

Campus Resource Team Minutes

Topic	Discussion	Action
3. Questions / Comments on TRCC Policy	<p>The floor was opened to any questions or comments regarding TRCC policy as described up to this point.</p> <ul style="list-style-type: none">Concerns were expressed by Kayla regarding the stress on victims due to the potentially simultaneous investigations of police and the College.It was suggested that the investigation be delayed the further end of the College's 60 day window for processing. Circumstances permitting, this was acknowledged as a valid possibility.It was also added by Greg that reporters are not mandated by policy to come forward within a set timeframe, as is the case for other types of non-sexual misconduct, allowing for staggered processes.Regarding Mandated reporting, Pamela and Janet commented that the presence of a middle-college does substantially alter protocol. This was acknowledged along with the need to ensure broader education on the distinctions in process when a victim is under 18.Jacqueline raised the question of when the police should be involved. Dean Lopez clarified that police involvement is appropriate whenever criminal activity has been reported, and security is willing and able to take that step as needed.Janet asked where sexual harassment fit into this process. Greg explained that the processes are similar in procedure, if not in degree. Harassment can also be met with an informal resolution if safety is not a concern.	<ul style="list-style-type: none">The revision of published materials will bring attention to the protocol pertaining to students under 18.



Office of the President

Campus Resource Team Minutes

Topic	Discussion	Action
	<ul style="list-style-type: none"> The process of applying interim suspensions was discussed to address concerns of false allegations. Christine clarified that while an interim suspension is applied prior to a full investigation, this decision is only made with reasonable cause to believe that an accused student poses a substantial threat of danger or disruption to campus. 	
4. The State of Training at TRCC	<p>Greg explained that the following training / training resources have been offered.</p> <ul style="list-style-type: none"> Training was offered to the adjuncts at their orientation, which covered 1) the provisions of Title IX, 2) the role of community organizations 3) trauma informed response 4) awareness of sexual assault, stalking, and intimate partner violence / communicating effectively to students and employees who require assistance. The Student Services division received training in the provisions of Title IX, and will have the rest of the required training in an upcoming student services division Similar training will be provided to the Academic Division as soon as possible. The TRCC Sexual Misconduct Resources and Education website, which contains all relevant policies and procedures, is now available to the generic community. Students will be further acquainted with policies and procedures through FYE curriculum, the website, distributed documents, and awareness events throughout October. 	<ul style="list-style-type: none"> Broader-based training will be organized through Louise Summa, Director of Human Resources. Internet training modules for students and employees will be offered, pending finalization through the Board of Regents.



Office of the President

Campus Resource Team Minutes

Topic	Discussion	Action
5. Trauma-Informed Response Training	Kayla Lathrop of Safe Futures delivered training on the functions of community organizations of this kind as well as trauma-informed response, including the system ways in which institutions offer.	N/A
6. Question / Comments on Trauma-Informed Response Training	Greg asked about examples of institutional practices that encourage the building of community trust, to which Kayla stressed the necessity of effective communication through various means.	N/A
7. Electronic Correspondence / Final Questions and Comments	<p>Greg indicated that a document would be distributed by email requesting 1) an inventory of each member's training experience, 2) a brief blurb for the CRT website.</p> <p>Jacqueline offered feedback on the TRCC Sexual Misconduct brochure, suggesting changes to language describing the accommodations for safety and comfort the college can offer to victims.</p> <p>Kyle suggested further discussion to ensure clarity and coordination in processing complaints.</p>	<ul style="list-style-type: none"> • Revisions will be made to the brochure • Documents will be distributed to the team ASAP. • A meeting will be called to address coordination in handling complaints.

MEETING ADJOURNED AT 11:20 am

How's your relationship?

Come talk about it.



It's free and confidential.

Every Wednesday
from 9:00am to 5:00pm,
visit room A-116 in the
student services wing
to talk with a relationship
wellness specialist.
No appointment is necessary.

Sponsored by: Safe Futures.
A non-profit advocacy organization
for survivors of sexual assault and
relationship violence.

Also: Three Rivers Community College
in partnership with Safe Futures.

If you need to talk or if
you are in a crisis, call
Safe Futures at 888-701-6000
for confidential, free
counseling and advocacy.
Available 24/7.

Safe
Futures

Title IX Training Efforts as of 12/3/2014

Title IX / TRCC Sexual Misconduct Policy

Venue	Attd	Date
Adjunct Orientation 1	22	9/9/2014
Adjunct Orientation 2	11	9/11/14
Student Services Division Meeting	26	9/16/2014
Campus Resource Team	10	10/1/2014

Role of Community Crisis Organizations

Venue	Attd	Date
Adjunct Orientation 1	22	9/9/2014
Adjunct Orientation 2	11	9/11/14
Campus Resource Team	10	10/1/2014
Student Services Division Meeting	25	10/16/2014

Trauma-Informed Response

Venue	Attd	Date
Adjunct Orientation 1	22	9/9/2014
Adjunct Orientation 2	11	9/11/14
Campus Resource Team	10	10/1/2014
Student Services Division Meeting	25	10/16/2014

Awareness Efforts / Student Resources as of 12/3/2014

Event / Program	Description
New Student Orientation	Among their activities, students were instructed to visit a table staffed by the Title IX Coordinator and a Sexual Assault Crisis Center representative. Print Information about campus and community services was provided. Students also participated in a Title IX related fact-hunt as part of a raffle drawing.
Event / Program	Description
Fresh Check Day	Safe Futures and the Sexual Assault Crisis Center of Eastern CT each took tables in the community resource area of this mental health wellness event. The Title IX Coordinator was also present, and on-campus informational material was made available.

Event / Program	Description
Safe Futures Campus Advocate	Every Wednesday, Student Services is joined by Antoinette Cavanna, a professional victim advocate. Ms. Cavanna is able to provide students with free, confidential, trauma-informed care in addition to various advocacy services.

Event / Program	Description
Sexual Misconduct Curriculum in FYE	This semester, the First Year Experience curriculum has expanded to include a dedicated focus on sexual misconduct resources and education. An advocate from the Sexual Assault Crisis Center has begun to visit FYE classes to instruct students in the definition of sexual misconduct, and the availability of on and off-campus resources.

Event / Program	Description
Sexual Misconduct Resources and Education Website	The TRCC website has expanded to include pages dedicated to Title IX policy, procedures, and the availability of on and off-campus resources for victims.

Event / Program	Description
InFusion Arts and Culture Night	An open-mic poetry night was held with a focus on survivors of domestic violence. The event was introduced with help from a Safe Futures representative who spoke to the audience about the availability of resources for those suffering from domestic violence.

Event / Program	Description
Purple Tie Tuesday	TRCC participated in Purple Tie Tuesday - an event dedicated to showing men's solidarity with women in preventing domestic violence. Purple "Tie" T-Shirts representing TRCC's commitment to preventing domestic violence were handed out, free of charge, along with educational material about how men can prevent domestic violence.

Event / Program	Description
Silent Witness Project	TRCC participated in the Silent Witness Project by displaying the Silent Witness Silhouettes in the cafeteria. The silhouettes were joined by art produced by domestic violence survivors on loan from Safe Futures. A Safe Futures representative and the Title IX Coordinator were present to hand out informational material and answer questions.



Office of the President

Campus Resource Team Minutes

Date: Wednesday, December 3rd, 2014

Present: Maria Busineau, Kyle Chandler, Pamela Kerouack-Warner, Janet Hagen, Christine Languth, Kayla Lathrop, Michael Lopez, Sean Novak, John Rich, Deirdre Sebastian, Gregory Souza, Rhonda Spaziani

Topic	Discussion	Action
1. Review of Action Taken in Response to 10/1 CRT Minutes	<ul style="list-style-type: none">• Greg explained that a number of documents had been revised or created since the 10/1 meeting, which, included the brochure and the Three Rivers' sexual misconduct website.• Concerns were raised about the sexual misconduct resources and education one-sheet, which was deemed potentially alienating due to its emphasis on "reporting" and an overall legalistic presentation.• Both the one-sheet and the brochure were cited as potentially benefiting from more clarity in what medical resources are available to victims.• Deirdre, Rhonda, and Christine raised the possibility of further foregrounding the role of the on-campus counselors in print materials. Greg acknowledged this as possible, but doing so would require care so as not to advertise TRCC's services as therapeutic.• The progress of training efforts were not discussed at-length, but Greg indicated he would supplement the conversation with electronic copies of documents, which will include a summary of efforts as of the CRT meeting.	<ul style="list-style-type: none">• The SMRE documents will be revisited to engage with the feedback provided.• Greg will review them with legal counsel to discuss the potential for more broadly referencing the on-campus counseling services, and to verify the necessity of elements including the "reporting" terminology.• Greg will coordinate with Safe Futures to look into the feasibility of faculty training.• CRT members will continue to offer



Office of the President

Campus Resource Team Minutes

Topic	Discussion	Action
	<ul style="list-style-type: none"> With respect to training faculty, Pamela and Janet indicated that something especially engaging, like a role play, would be very useful. Kayla indicated that Safe Futures has arranged such presentations in the past, and could be a resource in this respect. 	<p>additional guidance on training possibilities.</p>
<p>2. Update on Title IX Policy and Procedure</p>	<p>In response to requests from the CRT to further clarify policy and procedure, Greg and Christine presented a hypothetical student disclosure scenario in order to clarify:</p> <ul style="list-style-type: none"> The expectations of College employees The distinction between a "disclosure" and a "report" The limitations of reporters' privacy and the necessity of referring students to confidential off-campus resources The range of options available for reporters The range of sanctions for offenders, and how they are applied <p>Among the key points emphasized:</p> <ul style="list-style-type: none"> Once the event is known to the College, some amount of remedial action must be taken. Every effort will be made to respect the wishes of the reporter, but there is a potential for action above and beyond that scope if there is a pressing health and safety concern, or if evidence available to the College does not require the victim's full participation. Student "disclosures" to College employees – when an incident is revealed but no action is requested – must still be shared with the Title IX Coordinator and the Dean of Students so that 1) the incident can be documented, 2) it can be 	<ul style="list-style-type: none"> N/A



Office of the President

Campus Resource Team Minutes

Topic	Discussion	Action
	assured that the students' needs are met, and 3) any ongoing health and safety concerns can be assessed.	
3. Campus Climate Survey Discussion	<p>Christine and Greg described the broad purposes of the Campus Climate Survey before distributing a first draft to the CRT.</p> <ul style="list-style-type: none">• The survey is meant to determine what sexual misconduct TRCC's students have experienced in a given time frame, what (if anything) they have done about it, and what their attitudes are on the subject.• The survey is also a means of gauging the effectiveness of awareness efforts.• The current draft has been reviewed by institutional research, but is not final, and open to further review.• The current draft of the survey is largely drawn from the sample materials provided by Not Alone/• The expected time frame to conduct the survey is mid-February	<ul style="list-style-type: none">• The CRT shall review the survey and offer any constructive criticism to improve its effectiveness.

MEETING ADJOURNED AT 2:50 PM

Sexual harassment and sexual assault affects everyone.

1 in 4 women and 1 in 6 men
experience violence from their
partners or some form
of sexual assault in their lives.

If you need help, or if you want to learn how to help a friend,
please contact:

For confidential help, please call: The Sexual Assault Crisis Center of
Eastern Connecticut Hotline: (888) 999-5545.

On Campus:

Gregory Souza
Room C-131
(860) 215-9486
gsouza@trcc.commnet.edu

Counseling and Advising
Room A-119
(860) 215-9016

Christine Languth
Room C-131
(860) 215-9260
clanguth@trcc.commnet.edu

SEXUAL MISCONDUCT

Get Help and Resources

Confidential Counseling Hotline

(860) 437-7766

TRCC Counseling Department

(860) 215-9017

www.threerivers.edu/SMRE

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