

Narrative Explaining the Reported Sexual Violence Statistics and Data

Tunxis Community College ("Tunxis") was chartered by the State of Connecticut in 1969 to serve the Bristol-New Britain and Farmington Valley areas. It first opened for classes in October 1970 with 494 students; today approximately 7,000 full- and part-time students attend the College each semester enrolled in credit and continuing education classes. Yet, Tunxis is still small enough to offer students individual attention. Since the first graduation in 1972, over 10,000 persons have received an associate's degree or a certificate from the College.

As a publicly-supported learning center, Tunxis provides an array of educational service designed to meet the training, occupational, intellectual, and cultural needs of the people of its region. The College seeks to serve all those who wish to develop their knowledge and skills; it does so by making its services easily accessible and supports these services through the quality of its faculty and staff. Tunxis bases its operations on the belief that learning is best accomplished through the evaluation of current skills and knowledge, the identification of educational objectives, the determination of a proper balance between study and other responsibilities, and involvement in the educational process that meets one's objectives.

Discussion of Statistical Data

Numbers may appear low, but that will reflect the commuter population. Activities at the college end by 9:00 pm. Incidents of sexual assault, stalking, and intimate partner violence tend to happen off campus and students share this information with a staff or faculty member as a disclosure and no action is needed to be taken by the college. Brochures are available for staff and faculty members to give to those disclosing and incident in order to get the support needed. This number may be low due to the tracking forms not being introduced to the entire college until September 2014. Prior to this date, faculty/staff were not required to complete a tracking form and submit the form to the Title IX Coordinator.

Reports:

There was one incident brought to the College's attention by a student who was sexually assaulted by another student off campus. The student reported the incident to the Dean of Students because she was in the same class with the accused. The complainant declined counselling service information from the Dean of Students. The Dean of Students requested the accused to meet with him. The accused student came in to meet with the Dean of Students and voluntarily withdrew from all of his class for the semester. The accused was arrested by local police and is pending trial. The accused has not returned to campus to register for classes since.

Disclosures:

There were seven disclosures for the 2014 calendar year. One disclosure was reported by a faculty member and the other six were disclosed to the Dean of Students during Financial Aid Appeals. All students who disclosed were offered the brochures available and given information about counseling on campus and off campus.



CONNECTICUT STATE COLLEGES & UNIVERSITIES

BOARD OF REGENTS FOR HIGHER EDUCATION

PUBLIC ACT 14-11: REPORTABLE STATISTICS AND DATA

CSCU INSTITUTION: Tunxis Community College
REPORTING OFFICE/DEPARTMENT: Dean of Students
INSTITUTION CONTACT: Jessica Waterhouse
YEAR: 2014

I. SEXUAL VIOLENCE* PREVENTION, AWARENESS, AND RISK REDUCTION PROGRAMS:			
Program Category	Number of Programs		
	Prevention:	Awareness:	Risk Reduction:
Sexual Assault	CONNSACS	CONNSACS Faces of Survivors Clothes Line Project Tunxis Community College Procedures	CONNSACS
Stalking	Prudence Crandall	Prudence Crandall Tunxis Community College Procedures	Prudence Crandall
Intimate Partner Violence	Prudence Crandall	Prudence Crandall Faces of Survivors Clothes Line Project Tunxis Community College Procedures	Prudence Crandall
Program Types: (List and Describe Each Program Type)			
<p>CONNSACS – Connecticut Sexual Assault Crisis Services. The CONNSACS Campus Advocate provided information for tabling about services provided by CONNSACS with hotline numbers and individual counselling available. The campus advocate had set up a table in the lobby of the 100 building each semester to offer information and guidance for students and staff. Flyers were available outside the counselling office, office F- 36 and on the Human Services Club table during club fairs (held each semester) for students and staff. The Campus Advocate also came in to speak to students during a class on October 29 and April 7, 2014 about sexual assault prevention, awareness and bystander intervention. Faculty were notified during a faculty meeting to inform students to attend.</p> <p>Prudence Crandall – A domestic violence services. A counselor provided information for tabling about the services provided by Prudence Crandall. The flyers were available outside the counseling offices and outside office F-36 and on the Human Services Club table during club fairs (held each semester) for students and staff. A counselor also came in to during class on December 4 & April 22, 2014 to speak about</p>			

what domestic violence is, signs of the types of abuse, prevention and services provided by Prudence Crandall. Faculty were notified during a faculty meeting to inform student to attend.

Sexual Assault Awareness Faces of Survivors is a traveling display of victim stories that is displayed in the lobby of the 100 Building for two weeks every April. Students and staff can read stories of sexual assault victims.

Cloth Line Project is a travelling display of t-shirts that victims have expressed their feelings about their past experience with sexual assault and domestic violence. 40-50 t-shirts are hung in the main hallway of the 100 Building in October for two weeks.

Tunxis Community College - the webpage links to a Tunxis page with descriptions of sexual assault, stalking and intimate partner violence. The Board of Regents Policies and the Tunxis Community College procedures for handling incidents on campus and disclosures was updated and posted as of September 2014. Brochures with campus contacts (Title IX Coordinator, Victim Advocate and campus counselors), procedures and community liaisons were made available in the Dean of Students Office, outside the counseling office and outside room F-40. The Board of Regents Policy on Student Conduct which lists definitions and disciplinary procedures for offenses can be found in the college catalog both in print and on-line.

II. SEXUAL VIOLENCE PREVENTION AND AWARENESS CAMPAIGNS:

Program Category	Number of Campaigns	
	Prevention:	Awareness:
<i>Sexual Assault</i>		
<i>Stalking</i>		
<i>Intimate Partner Violence</i>		

III. TOTAL REPORTED INCIDENCES OF SEXUAL VIOLENCE:

Program Category	Number of Incidents:	Number of Disclosures:
<i>Sexual Assault</i>	1	
<i>Stalking</i>		
<i>Intimate Partner Violence</i>		

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:
<i>Sexual Assault</i>	1							1

Stalking								
Intimate Partner Violence								

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:	
		<i>Upheld:</i>	<i>Overturned:</i>
<i>Sexual Assault</i>			
<i>Stalking</i>			
<i>Intimate Partner Violence</i>			

V. DISCIPLINARY CASES AND FINAL OUTCOMES OF DISCIPLINARY CASES RELATING TO SEXUAL VIOLENCE (EMPLOYEES):						
Program Category	Total Number of Cases:	Final Outcome				
		<i>Reprimand:</i>	<i>Education/ Training:</i>	<i>Administrative Leave:</i>	<i>Termination:</i>	<i>Other:</i>
<i>Sexual Assault</i>						
<i>Stalking</i>						
<i>Intimate Partner Violence</i>						

Va. FINAL OUTCOMES OF APPEALS OF ORIGINAL OUTCOMES OF CASES RELATING TO SEXUAL VIOLENCE (EMPLOYEES):		
Type	Outcome of Appeal Decision:	
	<i>Upheld:</i>	<i>Overturned:</i>
<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>		2
<i>Stalking</i>		1
<i>Intimate Partner Violence</i>		4

*"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.

Narrative explaining the reported sexual violence statistics and data

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Disclosures:

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CT BOARD OF REGENTS FOR HIGHER EDUCATION

RESOLUTION

concerning

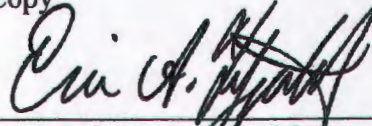
Policy Regarding

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 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.



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.



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 or 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;

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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.
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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.

1/1/2015

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Sexual Assault and Interpersonal Violence

What You Need to Know

[What is Sexual Assault? What is Stalking?](#)

[What is Sexual Harrassment?](#)

[What is Relationship Violence?](#)

[Types of Abuse](#)

[Consent](#)

[How Can I Help Stop Sexual Assault Violence?](#)

[Proactive Bystander Intervention](#)

[Reactive Bystander Strategies](#)

[Your Rights](#)

[Reporting or Disclosing Sexual Assault, Sexual Harrassment, Dating or Intimate Partner Violence, or Stalking to Tunxis Community College](#)

[Resources](#)

Sexual misconduct is a very serious issue and disproportionately affects college students, impeding their ability to participate fully in their studies. Sexual assault will not be tolerated at Tunxis Community College. Although our mission is to educate students, nothing is more important than student safety and well-being. The College aims to prevent and respond to sexual assault, dating/domestic violence, stalking, and sexual harassment through prevention education, collaboration, outreach, and advocacy. We are committed to taking a survivor-centered approach, which means that if a student is victimized, they are given the options and make the decisions about what services they would like to access and whether or not they would like to report the incident. Our commitment is to create a community that is safe and supportive of people of all gender and sexual identities.



* tweet * tweet *

"I am confident that my Tunxis education will serve me well in the future."

Forest Green '09

Good luck on your exams, students (we're a little late for those who took theirs earlier today)!

<http://t.co/VGdSRXh8yJ> 06:07:17 PM December 10,

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860.773.1300

Tunxis 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 additional basis of veteran status or criminal record.

The following person has been designated to coordinate inquiries regarding the non-discrimination policies: Jessica Waterhouse/Criminal Justice Program Coordinator/Title IX Coordinator, Tunxis Community College; 271 Scott Swamp Road, Farmington, CT 06032; 860.773.1646

Tunxis Community College > College Information > Sexual Assault and Interpersonal Violence > What is Sexual Assault/Stalking?

What is Sexual Assault/Stalking?

What is Sexual Assault?

Sexual assault is compelling by force or by threat of force the following: sexual penetration of the vagina or anus, including by an object; oral sex; or contact with a person's genital area, groin, anus, inner thighs, buttocks or breasts for the purpose of sexual gratification of the actor or for the purpose of degrading or humiliating the victim. Sexual assault is also intentionally subjecting another to such contact without consent. Any person can be a victim or perpetrator. Examples of sexual assault include: rape, attempted rape, intentional touching without consent of a person's genital area, groin, anus, inner thighs, buttocks or breast for sexual gratification or to degrade the victim.

What is Stalking?

Stalking is any behaviors or activities occurring on more than one (1) occasion that collectively instill fear in the victim and/or threaten her/safety, mental health and/or physical health. Such behaviors or activities may include, but are not limited to, whether on or off campus, non-consensual communications face-to-face, telephone, email, etc., threatening or obscene gestures, surveillance or being present outside the victim's classroom or workplace.

[Consent](#)

[How Can I Help Stop Sexual Assault Violence?](#)

[Reporting or Disclosing Sexual Assault](#)

[Resources](#)

[What is Relationship Violence?](#)

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"I met great people, had wonderful teachers, made good friends, and received an excellent education."

Edyta Bolek '09

Good luck on your exams, students (we're a little late for those who took theirs earlier today)!
http://t.co/VGdSRXk8y 05:07:17 PM December 10, 2014 from Facebook

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Tunxis 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 additional basis of veteran status or criminal record.

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Tunxis Community College > College Information > Sexual Assault and Interpersonal Violence > What is Sexual Harassment?

What is Sexual Harassment?

Sexual Harassment is a form of unlawful gender-based discrimination. It may involve harassment of women by men, harassment of men by women, and harassment between persons of the same sex. Sexual harassment is defined as unwelcome gender-based verbal or physical conduct that is sufficiently severe, persistent, or pervasive that it unreasonably interferes with, limits, or deprives someone of the ability to participate in or benefit from the college's educational program or activities or employment benefits or opportunities. The unwelcome behavior may be based on power differentials (such as in quid pro quo harassment where submission to or rejection of unwelcome sexual conduct by an individual is used as the basis for employment or academic decisions), the creation of a hostile environment, or retaliation.

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
- implied or overt threats of punitive action, a result of rejection of sexual advances
- 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
- 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.



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"I felt at home at Tunxis—as though I was part of a family, and was very comfortable there as an adult student."

Michelle Osipowicz '01

Good luck on your exams, students (we're a little late for those who took theirs earlier today)!
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What is Relationship Violence?

Relationship violence may be present in dating and domestic violence, sometimes also called intimate partner violence, is a pattern of behavior in which one partner uses fear and intimidation to establish power and control over the other partner, often including the threat or use of violence. This abuse happens when one person believes they are entitled to control another, and it may or may not include sexual assault. Dating and domestic violence occur in straight/heterosexual relationships, same-sex/gender relationships and in intimate relationships that do not involve romantic feelings. Intimate partner violence impacts people of all ethnicities, races, classes, abilities and nationalities. Although there are some general patterns in domestic or dating violence, there is no typical abusive behavior. To wear down and control his/her victim, an abuser may use isolation, emotional harassment, physical contact, intimidation, or other means. The controlling behavior usually escalates, particularly if the victim of the abuse tries to resist or leave.

Types of Abuse

In a violent relationship, behaviors that are used to maintain fear, intimidation, and power over another person may include threats, intimidation, economic abuse, sexual abuse, taking advantage of male privilege, or using someone's identity against them. These behaviors may take the form of physical, sexual, emotional, and psychological violence.

**LOVE
IS NOT
ABUSE**

* tweet * tweet *

"Here, you don't just learn from teachers but working professionals. You learn art from artists and English from writers."

Katie Bentley '09

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Consent

An important concept for all of us, regardless of age, is one of consent. Consent is the most misunderstood concept in comprehending the issues around interpersonal violence. Learning how to talk about consent, gain consent, and refuse consent can help clarify each person's responsibility to minimize the risk of unwanted sexual contact.

Consent is:

- A voluntary, sober, imaginative, enthusiastic, creative, wanted, informed, mutual, honest, and verbal agreement
- An active agreement: consent cannot be coerced
- A process, which must be asked for every step of the way; if you want to move to the next level of sexual intimacy, you should ask!
- Never implied and cannot be assumed, even in the context of a relationship. Just because you are in a relationship does not mean that you have permission to have sex with your partner

Consent is NOT:

- If someone says no repeatedly and finally says yes
- If someone is incapacitated by substances
- If someone has only agreed to an earlier act
- If someone says nothing
- If someone is never asked for consent
- If someone has been made to feel that they must say yes
- If someone uses their position of power or authority to coerce or manipulate someone into saying yes

How do you know that someone has given consent?

The only way to know for sure if someone has given consent is if they tell you. It's not always easy to let people know that you are not happy about something. Sometimes the person you're with might look like they are happy doing something, but inside they are not. They might not know what to say or how to tell you that they are uncomfortable. One of the best ways to determine if someone is uncomfortable with any situation, especially with a sexual one, is to simply ask.

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"My Tunxis professors were dedicated and knowledgeable, and more accessible than you may find at larger universities."

Nathan Kirschbaum

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Tunxis Community College » College Information » Sexual Assault and Interpersonal Violence » How Can I Help Stop Sexual Assault Violence?

How Can I Help Stop Sexual Assault Violence?

Sexual assault and interpersonal violence are complex and very real issues on and off campus. In order to address this reality, all members of the campus community and relevant off-campus support agencies must work together. Everyone has a role to play in ending sexual violence. To prevent gender-based violence, it is important that people are approached as potential witnesses or bystanders to behaviors related to sexual or dating violence.

Proactive Bystander Intervention

In order to be a proactive bystander who helps prevent incidents of sexual violence, you can...

- Believe violence is unacceptable and say it out loud
- Talk openly with your friends about these issues
- Use the resources listed in this brochure to inform yourself
- Don't laugh at sexist jokes or comments
- Empower victims to tell their stories

Reactive Bystander Strategies

In order to be a reactive bystander who positively intervenes in instances of sexual harassment or violence, there are certain ways you can step up to prevent a risky situation from resulting in an assault.

- Assume responsibility for intervening. Don't be afraid to get involved
- Get help from friends
- Get help from campus safety or other college authorities for support and options
- Ask the person who is in a potentially dangerous situation if he/she wants to leave
- Ask the victim if she/he is ok
- Provide options and a listening ear

**Speak up.
Speak out.**

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Your Rights

You have the right to...

- Be treated with respect and dignity
- Privacy. This means you can refuse to answer any questions about the sexual assault, your sexual orientation, your sexual history (including HIV status), and your medical history
- Be notified of existing campus and community based medical, counseling, mental health and victims of sexual assault resources whether or not the crime is formally reported to campus or civil authorities
- A timely disposition if reporting an incident to the College
- Be notified of the outcome of the College's sexual assault conduct proceedings against the accused
- Have conversations with one of the licensed counselors in the Academic Advising Office
- Have access to a local sexual assault crisis service center
- Have access to a local domestic violence agency
- Have a counselor/advocate to accompany you to medical and legal proceedings
- Decide whether or not you want the police to investigate the assault
- Request that someone you are comfortable with stay with you in the medical examination room
- Ask questions and get answers regarding any tests, exams, medications, treatments or police reports
- Not be judged on your race, age, class, marital status, gender or sexual orientation
- Be considered a victim/survivor of sexual assault, regardless of the offender's relationship to you

Additional information regarding sexual misconduct and campus policies is available here on the web site and on posters throughout the campus.

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"The faculty were very supportive in helping me succeed and were there for me when I needed them."

Norma Nieves '06

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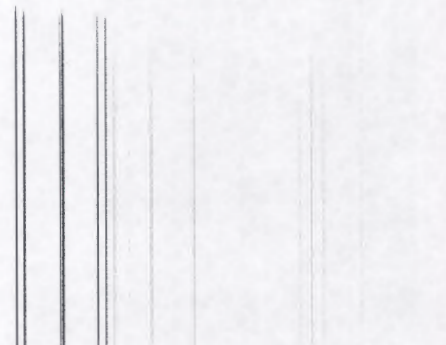
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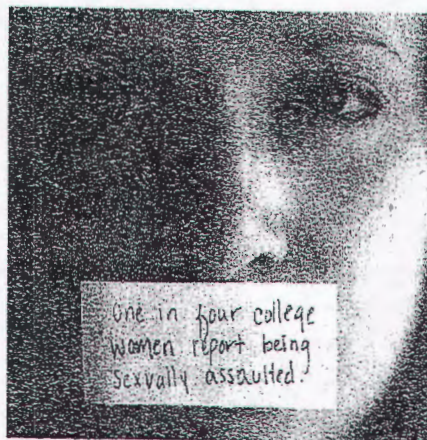
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Consent



Reporting or Disclosing Sexual Assault, Sexual Harassment, Dating or Intimate Partner Violence, or Stalking to Tunxis Community College



1. Report Incident

2. Meet with Title IX Coordinator and Victim Advocate

Title IX Coordinator: Dr. Kirk Peters, Dean of Student Affairs

Victim Advocate: Jessica Waterhouse, Professor of Criminal Justice

The College will provide information regarding contact information regarding professional assistance including campus resources, law enforcement, and local advocacy, counseling and mental health services. The College will also provide to those who report or disclose, the procedures to follow including filing a complaint via the College Code of Conduct.

If the student who is a victim of college related sexual misconduct chooses to report an incident, Dr. Peters will interview respondent and witnesses.

A summary report will be provided to the student before a final report is submitted to a Student Affairs Conduct Officer.

3. Meet with a Student Affairs Conduct Officer

Upon receipt of information, explanation of conduct process will be provided and questions will be answered. The Conduct Officer may impose immediate restrictions on the accused student.

4. Conduct Officer Investigates

Following investigation, the Conduct Officer will make a determination or within five (5) days the matter will be forwarded to a Hearing Panel. Based on the information presented to the Hearing Panel the respondent is either found "responsible" or "not responsible."

5. Sanctions Are Determined

Both students are notified of investigations outcome via email and/or letter. Any sanction(s) is/are effective immediately.

6. Request to President for Review

A request for review by the College President may be made within three (3) business days of receiving notice of determination.

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"The faculty were very supportive in helping me succeed and were there for me when I needed them."

Norma Nieves '03

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Resources

On-campus

Located in the Academic Advising Center, licensed counselors Judy Reilly Roberts, M.S., LPC and Vivian Craven, M.S., LPC, NCC offer crisis counseling to students when they need it, minimizing the waiting time as much as scheduling permits. The initial intake assessment is made during the first appointment from which a counseling referral to other resources may be given.

In addition to the Counselors, the College Victim Advocate, Professor Jessica Waterhouse, may also provide support to victims. Together they provide a systematic focus on the needs and concerns of a victim of sexual assault, sexual harassment, stalking, and relationship violence that:

- Ensures the compassionate and sensitive delivery of services in a nonjudgmental manner
- Ensures an understanding of how trauma affects victim behavior
- Maintains victim safety and privacy
- Recognizes that victims are not responsible for the assault, harassment, stalking, or relationship violence.

Off-campus

Connecticut Sexual Assault Crisis Services (SACS), provides assistance to sexual assault survivors:

- 24 hr. hot line 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
- sign language interpreters available
- male counselors
- TTY access M-F, 9-4:30

1.888.999.5545 and after hours call CT relay 1.800.842.9710.

All services are confidential and absolutely FREE.

SACS is located locally at 19 Franklin Square, New Britain, CT 06051.

They offer 24 hour English and Spanish confidential hotlines with immediate access to trained, certified counselors.

(English 1.860.223.1787 or Español 1.888.568.8332).



Map of Regional Centers
(Click to enlarge)

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"At Tunxis, I studied with outstanding faculty in a convenient and affordable environment that made it easy to transfer credit to a bachelor's degree program."

Forest Green '09

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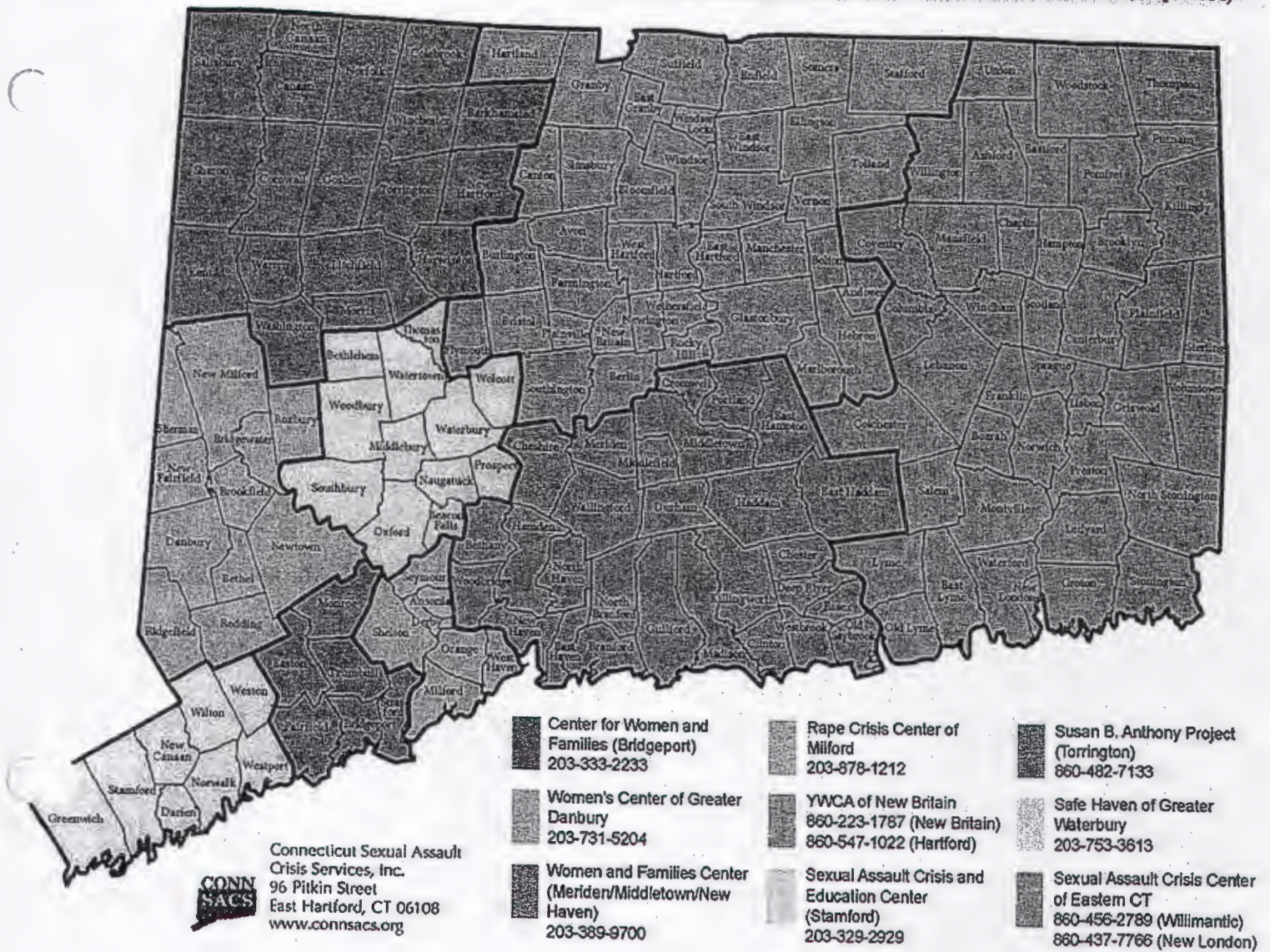
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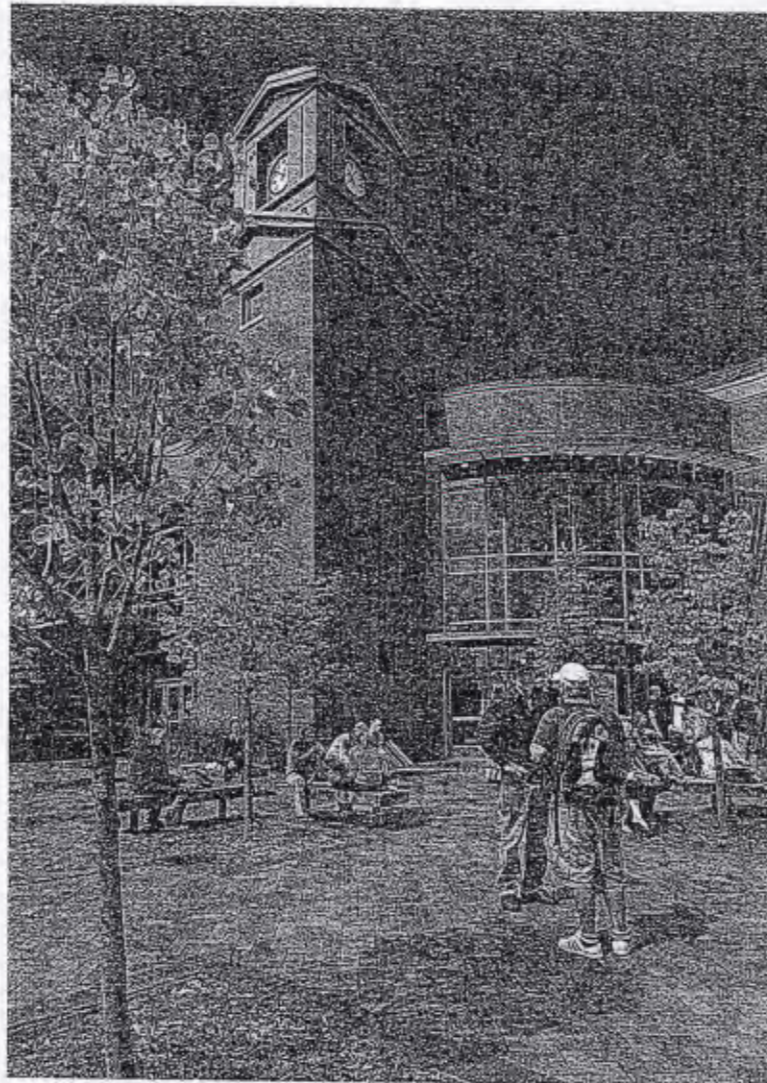
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24-hour Toll-Free Sexual Assault Hotline 888-999-5545 (English) 888-568-8332 (Español)



Tunxis Community College

*Jeanne Clery Disclosure of
Campus Security Policy and
Campus Crime Statistics for 2014*



Issued September 30, 2014 for the Year 2013

Tunxis Community College
271 Scott Swamp Road
Farmington, CT 06032

Tunxis Community College
Jeanne Clery Disclosure of Campus Security Policy and
Campus Crime Statistics for 2014

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INTRODUCTION

Tunxis Community College (TCC) is committed to the safety and welfare of students, faculty, staff and visitors. No community is immune to crime or emergency situations. Campus safety is a shared responsibility. All must take responsibility for the safety and security of themselves, other, and their belongings.

This publication of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics - 2013 is a 1998 amendment of Public Law 101-542 which requires all postsecondary institutions participating in Title IV student financial aid programs to disclosed campus crime statistics and security information. The purpose of this publication is to:

- Provide an overview of campus security
- Share crime statistics required by the Clery Act (34 CFR Parts 600 & 668)
- Inform current and prospective students, staff, faculty, and visitors about the college's policies and programs to keep them safe
- Share information regarding emergency preparedness and planning

Tunxis Community College distributes this publication annually to our campus community of students, prospective students, employees and prospective employees. This publication is available on the Tunxis website at <http://tunxis.edu/college-information/consumer-information//>. Printed copies are available in the following locations:

100 Building	Info Desk, Office of the President, Counseling, Dean of Academic Affairs, Dean of Student Services, Admissions, Human Resources, Student Lounge, Veterans' Oasis, Adjunct Office
300 Building	Computer Center
600 Building	Academic Support Center
700 Building	Library, Continuing Education
Bidstrup Hall	Dean of Administration, Dean of Institutional Effectiveness & Outreach
Tunxis @ Bristol	

Questions about this publication can be directed to the Office of the Dean of Administration, 860-773-1302.

Direct questions about campus safety to:

Dean of Administration	Bidstrup Hall	860-773-1302
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Tunxis Community College is a smoke-free campus. Smoking is allowed only in the parking lots.

Disclaimer: The Board of Regents (BOR) is the body empowered to make 'policy' for all constituent units under its jurisdiction. The college is not empowered to create its own policies. For Clery Act compliance the word 'policy' is used throughout this document. In the event of conflict with any existing BOR policy, BOR policy would supersede any college 'policy' listed below. Absent any BOR policy, college promulgated rules apply.

GEOGRAPHY

The college has three locations:

Main Campus
271 Scott Swamp Road
Farmington, CT 06032

Farmington House
258 Scott Swamp Road
Farmington, CT 06032

Tunxis @ Bristol
430 North Main Street
Bristol, CT 06010

CAMPUS SECURITY/LAW ENFORCEMENT POLICY

Tunxis Community College does not have a campus police department. The college contracts with Allied Barton to provide security coverage during the college's operating hours, year-round, weekends and evenings. Security officers have the authority to ask persons for identification and to determine whether individuals have lawful business at the college. Security officers do not possess arrest powers.

Security officers patrol the campus daily. They patrol the buildings and grounds, assist members of the campus community with maintaining a safe learning environment, enforcing safety in parking lots with traffic and parking enforcement, maintaining building security by locking and unlocking rooms as necessary, assisting Early Childhood Center parents in the drop-off and pick-up of children, and general assistance to the community as needed. Security officers receive direction and supervision from the Office of the Dean of Administration and Director of Facilities.

All criminal offenses will be investigated by the appropriate law enforcement agency. Tunxis Community College is a state agency. The State Police under the Department of Emergency Services and Public Protection have jurisdiction over the college and its satellite locations. The Farmington Police Department may investigate or assist the State Police with criminal offenses that occur on the Tunxis campus. The Bristol Police Department may investigate or assist the State Police criminal offenses that occur at the Bristol site, Tunxis @ Bristol. The prosecution of all criminal offenses that occur at both locations are conducted at the Superior Court of Connecticut. Non-criminal violations of college policy will be referred to the Dean of Student Services for review and action.

Major offenses such as murder, rape, aggravated assault, robbery and auto theft are reported to the State Police and/or Farmington Police. No administrator of an institution of higher education shall interfere with the right of a student or employee of such institution to file a complaint with the state police, local police department, or special police force established under section 10a-142 of the Connecticut General Statutes concerning crimes committed within the geographical limits of the property owned or under the control of such institution.

As a state agency, Tunxis does not have written memoranda of understanding with state, city or town police for the investigation of alleged criminal offenses.

PARKING

College students, employees and visitors park in designated parking spaces in the lots on campus. During high volume traffic, guards may direct vehicles to park on grassy areas on campus. There is no designated employee parking. Parking regulations are governed by Board Policy, Board of Regents. Vehicles that violate parking regulations will be ticketed, and, in some instances, may be towed at the owner's expense. Recipients of a parking ticket may appeal. Parking ticket funds are disbursed as student scholarships. More information about parking may be obtained at the college website here:
<http://tunxis.edu/college-information/parking/>

REPORTING CRIMES AND OTHER EMERGENCIES

To report a Crime:

Community members, students, faculty, staff and guests are encouraged to report all crimes and public safety related incidents to a security officer and/or the Office of the Dean of Administration, as well as to local and state police, in a prompt and timely manner when the victim of such crime elects or is unable to make such a report. When in doubt, always err on the side of reporting.

To report a crime or an emergency on the Farmington campus, call:

Information Desk	860-773-1300	
Security Cell Phone	860-541-0800	
Security Office	860-773-1328	Only for non-urgent messages

Operators are available to take your call during the semester as follows:

Monday - Thursday	8:00 a.m. – 9:30 p.m.
Friday	8:00 a.m. – 4:00 p.m.
Saturday	8:00 a.m. – 12:00 p.m.
Sunday	Closed

When the semester is not in session operators are available during business hours, Monday through Friday. Any suspicious activity or person seen in the parking lots, loitering around vehicles, insider or around buildings on campus should be reported to Security.

To report a crime or an emergency at the Bristol Career Center, call 860-773-1462.

To report a non-emergency or public safety related matter, call the Dean of Administration at 860-773-1302.

All incident reports are forwarded to the Dean of Administration for review and potential action, including but not limited to issuing timely warnings if appropriate, recording crimes in the Daily Crime Log and inclusion in the annual crime statistics.

Violations of student codes of conduct are forwarded to the Dean of Student Services for review and potential action.

POLICY ADDRESSING COUNSELORS AND VOLUNTARY CONFIDENTIAL REPORTING OF CRIME STATISTICS

The College does not employ pastoral or professional counselors to provide therapeutic services. Academic advisors and counselors are required to report any crime revealed to them to the proper authorities. The College does not participate in a Voluntary Confidential Reporting program.

SECURITY AWARENESS PROGRAMS

Tunxis Community College addresses campus safety awareness through a variety of venues:

- Student handbook
- Posters/notices on bulletin boards
- Slides displayed in hallway monitors
- Employee campus-wide announcements
- Showings of the videos "Shots Fired" and "Flashpoint"
- Events sponsored by the Office of the Dean of Administration, Counseling Office, Student Government Association and Criminal Justice Department

Every October the College hosts a Health and Safety Fair.

The common theme of any awareness program is to encourage students, faculty and staff to be aware of their surroundings, and to be responsible for their own security and the security of others.

CRIME PREVENTION PROGRAMS

The College does not offer formal programs regarding crime prevention.

POLICY STATEMENT ADDRESSING CRIMINAL ACTIVITY OFF CAMPUS

Criminal activity off campus is monitored and recorded by the local law enforcement agency as follows:

- Farmington Police Department (Farmington Campus)
- Bristol Police Department (Tunxis@Bristol)
- Connecticut State Police (all locations)

The College enjoys close working relationships with the State Police, Farmington and Bristol Police when violations of federal, state or local laws are reported. This cooperative team approach addresses situations as they arise as well as future concerns. Crime statistics from the various off campus sites are gathered yearly and included in the campus crime statistics portion of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics.

CRIME STATISTICS

The procedures for preparing the annual disclosure of crime statistics including reporting statistics to Tunxis Community College obtained from the following sources:

- College Incident Reports
- College Security Reports
- Evening Administrator Reports
- Town of Farmington
- City of Bristol

A written request for statistical information is made on an annual basis to the President and College Deans. Statistical information is requested from the College's Counseling department. The college crime statistics along with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics are gathered, compiled and reported by the Office of the Dean of Administration.

An email is sent to every enrolled student and employee on an annual basis. The information contained in the email includes a brief summary of the contents of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics, and the address for the web site where the report can be found online. Hard copies are distributed around campus at the locations listed in the Introduction or requested from the Dean of Administration in Bidstrup Hall.

CAMPUS SECURITY AUTHORITIES

Federal law defines four categories of Campus Security Authorities or CSA's: college or university police; non-police security staff responsible for monitoring college property; people officials designated under college policy as those to whom/which crimes should be reported; and officials with significant responsibility for student and campus activities. At Tunxis Community College, the following departments, offices or individuals are identified as CSA's:

- President
- All Deans
- Director of Student Activities
- Counselors
- Employees who Advise Student Groups
- Veterans' Advisors
- Administrative Assistant, Dean of Administration
- Student Affairs Professionals, defined as 4C members who work in Admissions, Financial Aid, Records and Academic Support Center

TIMELY WARNINGS

In the event that a situation arises, either on or off campus, that, in the judgment of the Dean of Administration, or his designee, constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued. The warning will be issued through any/all of the college's notification systems, depending on the threat and circumstances. These notification system are listed on page 20. Timely warnings will withhold the names of victims as confidential.

Anyone with information warranting a timely warning should report the circumstances to the Dean of Administration's Office, by phone 860-773-1392 or in person on the second floor of Bidstrup Hall.

EMERGENCY NOTIFICATIONS

In the event of any significant emergency or dangerous situation that poses an immediate threat to the Tunxis community, the Dean of Administration, or his designee, will issue an emergency notification via the communication methods listed on page 20. The Dean will consult with any of the following officials to develop the content of the notification:

- Police - Farmington, Bristol or State
- President
- Board of Regents
- Dean of Student Affairs
- Dean of Institutional Effectiveness
- Dean of Academic Affairs
- Director of Facilities
- Security
- Evening Administrators

When the threat is confirmed, an emergency notification will be issued without delay. Adequate follow up information will be distributed via the communication methods listed on page 20.

POLICY ON SECURITY OF AND ACCESS TO CAMPUS FACILITIES

During business hours, Tunxis Community College will be open to students, employees, parents, contractors and guests. Employee access to the college off hours is granted with the written permission of the president. Students are not permitted access to the buildings when the college is closed. Security and access concerns are addressed by the Dean of Administration, Director of Facilities, Maintenance personnel, in addition to other appropriate personnel when necessary.

POLICY ON DRUGS AND ALCOHOL IN THE COMMUNITY COLLEGES

Tunxis Community College has a zero tolerance policy on the possession, use or sale of drugs and alcohol on campus in accordance with Board policy on drugs and alcohol, listed below. The policy may also be accessed as link on the college's website <http://tunxis.edu/college-information/consumer-information/>. It can also be found in the Student Handbook.

DRUGS & ALCOHOL IN THE COMMUNITY COLLEGES

The former Board of Trustees of Community-Technical Colleges endorsed the statement of the network of colleges and universities committed to the elimination of drug and alcohol abuse, which is based on the following premise:

American society is harmed in many ways by the abuse of alcohol and other drugs – decreased productivity, serious health problems, breakdown of the family structure, and strained social resources. Problems of illicit use and abuse of substances have a pervasive effect upon many segments of society – all socio-economic groups, all age levels and even the unborn. Education and learning are especially impaired by alcohol abuse and illicit drug use. (Statement for the Network of Colleges and Universities Committed to the Elimination of Drug and Alcohol Abuse)

The Board recognized that education regarding alcohol and substance abuse is an appropriate and even necessary part of contemporary college life. Since the unauthorized use of controlled substances, in addition to the potential harmful effect it may have on students and employees, is contrary to state and federal law and regulation, it must be prohibited in any college activity, on or off the college campus.

Although the conditions of alcohol and drug dependency may be considered disabilities or handicaps under state and federal law and regulation and Board of Trustees' policy, and employees and students will not be discriminated against because they have these disabilities, all students and employees are considered to be responsible for their actions and their conduct.

These provisions shall apply to all colleges, including Tunxis Community College, under the jurisdiction of the Board:

No student or employee shall knowingly possess, use, distribute, transmit, sell or be under the influence of any controlled substance on the college campus or off the college campus at a college-sponsored activity, function, or event.

Use or possession of a drug authorized by a medical prescription from a registered physician shall not be a violation of this provision.

All colleges shall develop and enforce policies regarding the sale, distribution, possession or consumption of alcoholic beverages on campus, subject to state and federal law. Consistent with previous Board policy, the consumption of alcoholic beverages on campus may be authorized by the president subject to the following conditions, as appropriate:

- a. When a temporary permit for the sale of alcoholic beverages has been obtained and dram shop act insurance has been purchased;
- b. When a college permit has been obtained;
- c. When students bring their own beverages;
- d. When alcoholic beverages are provided by a student organization and no fee is charged for attendance or for said beverages

All colleges shall provide educational programs on the abuse of alcohol and other drugs and referral for assistance for students and employees who seek it. Colleges are encouraged to establish campus wide committees to assist in development of these programs in response to particular campus needs and identification of referral resources in their respective service planning regions.

This policy shall be published in all college catalogs; faculty and staff manuals and other appropriate literature.

Failure to comply with this policy will result in invocation of the appropriate disciplinary procedure and may result in separation from the college and referral to the appropriate authorities for prosecution (Adopted November 20, 1989)

TUNXIS COMMUNITY COLLEGE ALCOHOL AND DRUG POLICY

Tunxis Community College's standards of conduct are in compliance with Public Law 101-226, the Drug Free Schools and Communities Act. The standards of conduct prohibit unlawful possession, use or distribution of illicit drugs or alcohol by students, employees or visitors on the college campus or at college activities. Any person knowingly and unlawfully possessing, using, transmitting, selling or being under the influence of any dependency producing drug or alcohol on campus or at any college sponsored activity or event may be subject to disciplinary action.

The use of alcohol at any college activity on or off campus is prohibited unless the College president approves prior authorization. The president has established the following procedure regarding requests for the serving of alcoholic beverages at college functions:

1. Any request to serve alcoholic beverages must be consistent with the Board of Trustees for Community-Technical Colleges' Policy 4.15, "Drugs & Alcohol Policy in the Community Colleges."
2. The request must be submitted in writing to the Dean of Administration at least four (4) weeks in advance of the event.
3. If the sale of alcohol is being solicited, the request must demonstrate that a temporary permit for the sale of alcoholic beverages will be obtained and dram shop act insurance will be purchased.
4. A paragraph in the request must describe how alcohol will be made available only to legal age students and/or guests. This includes students bringing in their own alcoholic beverages, or beverages being provided free when purchased by a student organization or other group.
5. The request must include a plan for a visible educational program display or presentation urging responsible drinking of alcoholic beverages during the event.
6. Once the Dean of Administration has reviewed the request for all necessary compliance, the request will be forwarded to the College President for final decision. Note: under no conditions will alcoholic beverages be purchased for consumption with monies from the General or Operating funds of this College.

DRUG AND ALCOHOL EDUCATION

The Counseling Office, Student Government Association and the Office of the Dean of Administration offer programming and resources for students and employees. Employee Assistance Program (EAP) is a professional, free and confidential service for employees that is equipped to handle drug and alcohol issues that employees may experience.

SEXUAL ASSAULT PREVENTION AND RESPONSE

All college employees are mandated reporters. A report of sexual misconduct must be reported as soon as possible to the Dean of Student Affairs who serves as the college's Title IX and Section 504 Compliance Coordinator. Employees are required to completed a reporting form and submit it to the Dean of Student Affairs. This form must be submitted even if a student accidentally discloses an incident of sexual misconduct. The primary goal is to provide support to a victim of sexual misconduct.

Victims of sexual offenses should be assured the college will provide resources, including but not limited to treatment through local emergency services and police assistance.

Individuals who feel they are the victim of any sexual offense are urged to file a complaint with the Office of the Dean of Student Affairs and the Connecticut State Police. Victims should seek immediate medical assistance as there may not be internal or external injuries and may need treatment for disease or infection. Physical evidence of a sexual assault, which includes but is not limited to hair and body fluid transfer, is highly perishable and all efforts should be made to preserve it. A victim of a sexual assault should not wash or change clothing until instructed by law enforcement or medical personnel.

The procedure to report or disclose sexual assault, sexual harassment, dating or intimate partner violence or stalking is as follows:

1. Report the incident (to the Title IX Coordinator)
2. Meet with Title IX Coordinator and Victim Advocate
3. Meet with a Student Affairs Conduct Officer
4. Conduct Officer investigates
5. Sanctions are determined
6. Request to President for review

Every complainant has the right to:

- Be present, equal opportunity to present witnesses and evidence
- An adequate, reliable and impartial investigation of the complaint
- Be notified of the time frame within which the investigation will be conducted
- Be notified of the right to appeal, if any – both accuser and accused entitled to same rights
- Have the complaint decided by using a preponderance of the evidence – more likely that the sexual harassment or violence occurred
- Be notified in writing of the outcome
- Know sanctions imposed when they directly relate to the harassed student including restraining orders, suspension, transfers to other classes

Victims are urged to seek counseling and emotional assistance. Counseling services can be initiated through the College's Counseling department. Off-campus resources are listed on page 16.

The college will make every feasible effort to preserve the confidentiality of and prevent the disclosure of the identities of the parties involved in a sexual misconduct matter. However, information regarding alleged sexual misconduct must be handled in accordance with applicable state and federal laws. Individuals should understand, for example, the under conditions of imminent harm to the community, the college may be required by federal law to inform the community of the occurrence of the incident/s of sexual misconduct. The Title IX Coordinator will inform the person requesting confidentiality if the college cannot ensure confidentiality.

TUNXIS COMMUNITY COLLEGE POLICY ON SEXUAL ASSAULT, SEXUAL HARASSMENT, DATING OR INTIMATE PARTNER VIOLENCE OR STALKING

The Title IX Coordinator is the Dean of Student Affairs, phone: 860-773-1482.

Sexual assault occurs when a person performs or compels another person to perform a sexual act or to have any form of sexual contact without consent. Rape is a specific sexual assault that involves any vaginal, oral, anal or urethral penetration with any body part or object without consent.

Consent requires mutually understandable and communicated words and/or actions demonstrating agreement to participate in the proposed sexual act. Lack of consent may result from the impairment of the victim which can include being under the influence of alcohol or other substances, or physical helplessness of the victim. Lack of consent may also result from intimidation to include physical force to silence the victim.

Attempted sexual assault or rape occurs when a person intends to commit the offense and engages in conduct that would lead to it. Prohibited conduct includes sexual assault, rape, attempted sexual assault, indecent exposure, voyeurism, or possession or distribution of illegal pornography. In addition, sexual assault and other sexual offenses are illegal under Connecticut General Statutes and may be prosecuted in a court of law.

Any behavior that constitutes a sexual offense under this policy, or other sexual offenses that are criminal in nature are subject to disciplinary action, whether or not criminal charges are filed.

At the start of the Fall 2014 semester the Dean of Student Affairs distributed hard copies of a brochure entitled "Sexual Assault and Interpersonal Violence: What You Need to Know." The information is posted on the college website here:

<http://www.tunxis.edu/college-information/sexual-assault-and-interpersonal-violence/>

POLICY STATEMENT ADDRESSING SEX OFFENDER REGISTRATION

The Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to issue a statement advising the campus community where law enforcement information may be obtained. It also requires sex offenders who are already required to register in a State to provide notice of each institution of higher education in that State, at which the person is employed, carries on a vocation or is a student.

In the State of Connecticut, convicted sex offenders must register with the Sex Offender Registry maintained by the Connecticut Department of Public Safety, Division of State Police, Sex Offender Registry Unit, pursuant to Connecticut General Statutes §4-250. The Sex Offender Registry information provided under this law is intended to be used for such purposes as the administration of criminal justice, screening of current or prospective employees and volunteers or otherwise for the protection of the public in general and children in particular. Unlawful use of the information for purposes of intimidating or harassing another is prohibited and a willful violation shall be punishable by law. Tunxis Community College is notified by the Board of Regents and/or the State Police if any convicted sex offenders registers for class, or applies for employment at the college.

The Connecticut Sex Offender Registry may be accessed online here:
http://www.communitynotification.com/cap_office_disclaimer.php?office=54567

WEAPONS POLICY

Persons carrying firearms, dangerous weapons, or unauthorized chemicals into the building or on the college's grounds may be subject to disciplinary action.

EMERGENCY RESPONSE PLAN

The college's Emergency Response Plan may be found at the college website here:
<http://tunxis.edu/wp-content/uploads/2011/09/Emergency-Response-Plan.pdf>

Hard copies are distributed around campus at the locations listed in the Introduction or requested from the Dean of Administration in Bidstrup Hall.

SECURITY PROTOCOL PLAN

The college's Security Protocol Plan may be found at the college website here:
<http://www.tunxis.edu/college-information/campus-security-act/>

Hard copies are distributed around campus at the locations listed in the Introduction or requested from the Dean of Administration in Bidstrup Hall.

EMERGENCY TEXT MESSAGING SYSTEM

myCommNet Alert is the emergency alert system used by the Connecticut Community Colleges. The system is also used for weather-related closings and delays. Alerts are sent via text, email and voice message. All students and employees are automatically enrolled. Students, faculty and staff may edit or update at www.mycommnet.edu. Members of the public interested in receiving alerts may contact the Dean of Administration at 860-773-1302. Standard text rates apply.

HATE CRIMES

Under the Clery Act, Tunxis Community College is required to report the listed crimes and other crimes involving bodily injury, larceny-theft, simple assault, intimidation and destruction/damage/vandalism of property to a victim because that person was intentionally selected because of their actual or perceived race, gender, religion, sexual orientation or disability.

RESOURCES FOR VICTIMS OF SEXUAL ASSAULT

Farmington Police Department

319 New Britain Avenue

Unionville, CT 06085

911 or 860-675-2400

http://www.farmington-ct.org/town_services/police_department/index.html

Bristol Police Department

131 North Main Street

Bristol, CT 06010

911 or 860-584-3011

Tip Line: 860-585-TIPS

<http://www.ci.bristol.ct.us/index.aspx?NID=200>

CT State Police

Troop H

100R Washington Street

Hartford, CT 06112

800-968-0664

860-534-1000

http://www.ct.gov/despp/cwp/view.asp?a=4201&q=494678&desppNAV_GID=2077&desppNav=1

Rape, Abuse & Incest National Network (RAIN)

National Sexual Assault Hotline:

1-800-656-HOPE (4673)

<https://www.rainn.org/>

Bristol Hospital

41 Brewster Road

Bristol, CT 06011

860-585-3000

www.bristolhospital.org

Wheeler Clinic, Inc.

91 Northwest Drive

Plainville, CT 06062

Main Number: 860-793-3500

www.wheelerclinic.org

University of Connecticut Health Center

263 Farmington Avenue

Farmington, CT 06030

860-679-2800

www.uchc.edu

Hospital of Central Connecticut

100 Grand Street

New Britain, CT 06052-2017

860-224-8011

www.thocc.org

CT Sexual Assault Crisis Services

Statewide 24 hour toll free hotline

1-888-999-5545 English

1-888-968-8332 Español

www.connasacs.org

Not Alone (White House Task Force)

<https://www.notalone.gov/schools/>

Preventing Sexual Assault on College Campuses

www.pact5.org

National Suicide Prevention Lifeline

1-800-273-TALK (8255)

www.suicidepreventionlifeline.org

DEFINITIONS

Murder and Non-negligent Manslaughter*

The willful (non-negligent) killing of one human being by another.

Negligent Manslaughter*

The killing of another person through gross negligence.

Robbery*

The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault*

An unlawful attack of one person by another for the purpose of the inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Burglary*

The unlawful entry of a structure to commit a felony or theft.

Larceny*

The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Motor Vehicle Theft*

The theft or attempted theft of a motor vehicle.

Arson*

Any willful or malicious burning or attempt to burn, a dwelling, building, motor vehicle or aircraft, or personal property of another with or without intent to defraud.

Sexual Assault

Compelling by force, or by threat of force the following: sexual penetration of the vagina or anus, including by an object; oral sex; or contact with a person's genital area, groin, anus, inner thighs, buttocks or breasts for the purpose of sexual gratification of the actor or for the purpose of degrading or humiliating the victim.

Sexual assault is also intentionally subjecting another to such contact without consent. Any person can be a victim or a perpetrator.

Examples of sexual assault include: rape, attempted rape, intentional touching without consent of a person's genital area, groin, anus, inner thighs, buttocks or breast for sexual gratification or to degrade the victim.

Sexual Harassment

Sexual harassment may 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

Stalking

Any behaviors or activities occurring on more than one (1) occasion that collectively instill fear in the victim and/or threaten her/safety, mental health and/or physical health. Such behaviors or activities may include, but are not limited, whether on or off campus, non-consensual communications face to face, telephone, email, etc., threatening or obscene gestures, surveillance or being present outside the victim's classroom or workplace.

Relationship Violence

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, (2) sexual assault in a spousal or cohabiting relationship; (3) domestic violence (which includes various crimes and first, second and third degree stalking as more specifically defined in Connecticut State Law

- 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.

Sex Offense/Forcible*

Any sexual act directed against another person, forcibly and/or against another's will.

Sex Offense/Non-Forcible*

Unlawful, non-forcible sexual intercourse.

*Crime definitions from the Uniform Crime Reporting Handbook

METHODS OF COMMUNICATION

myCommNet Alert	Tunxis webpage: www.tunxis.edu
Tunxis Facebook account: www.facebook.com/tunxis	Tunxis Twitter account: www.twitter.com/tunxiscc
Campus-wide email to employees	Campus-wide email to students
Broadcast message over campus phones	Override message on hallway monitors
Update message on weather-emergency line 860-773-1301	

Tunxis Community College
Campus Crime Statistics – Farmington Campus (258 and 271 Scott Swamp Road)

	Tunxis On Campus			Tunxis Non-Campus			Tunxis Public Property		
	2013	2012	2011	2013	2012	2011	2013	2012	2011
Murder/Non-Negligent Homicide	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	1	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Stolen	0	0	0	0	0	0	0	0	0
Stalking Violence*	0			0			0		
Domestic Violence*	0			0			0		
Stalking*	0			0			0		
Arrests									
Quorum Law Violations	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0	0
Alcohol Violations	0	0	0	0	0	0	0	0	0
Non-Arrest Disciplinary Referrals									
Alcohol	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0	0	0	0

Tunxis Community College is a non-residential campus.

There were no hate crimes reported in 2011, 2012 or 2013.

**These categories are new for the 2013 reporting period and were not required to be reported in this manner in 2011 or 2012.*

**Tunxis Community College
Campus Crime Statistics – Tunxis @ Bristol**

	Bristol On Campus			Bristol Non-Campus			Bristol Public Property		
	2013	2012	2011	2013	2012	2011	2013	2012	2011
Murder/Non-Negligent Homicide	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Dating Violence*	0			0			0		
Domestic Violence*	0			0			0		
Stalking*	0			0			0		
Arrests									
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0	0	0	0
Non-Arrest Disciplinary Referrals									
Alcohol	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0	0

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UNDERSTANDING SEXUAL/ INTERPERSONAL VIOLENCE

What is Sexual Assault?

Sexual assault is compelling by force or by threat of force the following: sexual penetration of the vagina or anus, including by an object; oral sex; or contact with a person's genital area, groin, anus, inner thighs, buttocks or breasts for the purpose of sexual gratification of the actor or for the purpose of degrading or humiliating the victim.

Sexual assault is also intentionally subjecting another to such contact without consent. Any person can be a victim or perpetrator.

Examples of sexual assault include: rape, attempted rape, intentional touching without consent of a person's genital area, groin, anus, inner thighs, buttocks or breast for sexual gratification or to degrade the victim.



What is Stalking?

Stalking is any behaviors or activities occurring on more than one (1) occasion that collectively instill fear in the victim and/or threaten her/safety, mental health and/or physical health. Such behaviors or activities may include, but are not limited, whether on or off campus, non-consensual communications face-to-face, telephone, email, etc., threatening or obscene gestures, surveillance or being present outside the victim's classroom or workplace.

WHAT IS SEXUAL HARASSMENT?

Sexual Harassment is a form of unlawful gender-based discrimination. It may involve harassment of women by men, harassment of men by women, and harassment between persons of the same sex. Sexual harassment is defined as unwelcome gender-based verbal or physical conduct that is sufficiently severe, persistent, or pervasive that it unreasonably interferes with, limits, or deprives someone of the ability to participate in or benefit from the college's educational program or activities or employment benefits or opportunities. The unwelcome behavior may be based on power differentials (such as in quid pro quo harassment where submission to or rejection of unwelcome sexual conduct by an individual is used as the basis for employment or academic decisions), the creation of a hostile environment, or retaliation.

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
- Implied or overt threats of punitive action, a result of rejection of sexual advances
- 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
- 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.



WHAT IS RELATIONSHIP VIOLENCE?

Relationship violence may be present in dating and domestic violence, sometimes also called intimate partner violence, is a pattern of behavior in which one partner uses fear and intimidation to establish power and control over the other partner, often including the threat or use of violence. This abuse happens when one person believes they are entitled to control another, and it may or may not include sexual assault.

Dating and domestic violence occur in straight/heterosexual relationships, same-sex/gender relationships and in intimate relationships that do not involve romantic feelings. Intimate partner violence impacts people of all ethnicities, races, classes, abilities and nationalities.

Although there are some general patterns in domestic or dating violence, there is no typical abusive behavior. To wear down and control his/her victim, an abuser may use isolation, emotional harassment, physical contact, intimidation, or other means. The controlling behavior usually escalates, particularly if the victim of the abuse tries to resist or leave.

Types of Abuse

In a violent relationship, behaviors that are used to maintain fear, intimidation, and power over another person may include threats, intimidation, economic abuse, sexual abuse, taking advantage of male privilege, or using someone's identity against them. These behaviors may take the form of physical, sexual, emotional, and psychological violence.

**LOVE
IS NOT
ABUSE**

CONSENT

An important concept for all of us, regardless of age, is one of consent. Consent is the most misunderstood concept in comprehending the issues around interpersonal violence. Learning how to talk about consent, gain consent, and refuse consent can help clarify each person's responsibility to minimize the risk of unwanted sexual contact.

Consent is:

- A voluntary, sober, imaginative, enthusiastic, creative, wanted, informed, mutual, honest, and verbal agreement
- An active agreement: consent cannot be coerced
- A process, which must be asked for every step of the way; if you want to move to the next level of sexual intimacy, you should ask!
- Never implied and cannot be assumed, even in the context of a relationship. Just because you are in a relationship does not mean that you have permission to have sex with your partner

Consent is NOT:

- If someone says no repeatedly and finally says yes
- If someone is incapacitated by substances
- If someone has only agreed to an earlier act
- If someone says nothing
- If someone is never asked for consent
- If someone has been made to feel that they must say yes
- If someone uses their position of power or authority to coerce or manipulate someone into saying yes

How do you know that someone has given consent?

The only way to know for sure if someone has given consent is if they tell you. It's not always easy to let people know that you are not happy about something. Sometimes the person you're with might look like they are happy doing something, but inside they are not. They might not know what to say or how to tell you that they are uncomfortable. One of the best ways to determine if someone is uncomfortable with any situation, especially with a sexual one, is to simply ask.

HOW CAN I HELP STOP SEXUAL ASSAULT VIOLENCE?

Sexual assault and interpersonal violence are complex and very real issues on and off campus. In order to address this reality, all members of the campus community and relevant off-campus support agencies must work together. Everyone has a role to play in ending sexual violence. To prevent gender-based violence, it is important that people are approached as potential witnesses or bystanders to behaviors related to sexual or dating violence.

Proactive Bystander Intervention

In order to be a proactive bystander who helps prevent in incidents of sexual violence, you can...

- Believe violence is unacceptable and say it out loud.
- Talk openly with your friends about these issues
- Use the resources listed in this brochure to inform yourself
- Don't laugh at sexist jokes or comments
- Empower victims to tell their stories

Reactive Bystander Strategies

In order to be a reactive bystander who positively intervenes in instances of sexual harassment or violence, there are certain ways you can step up to prevent a risky situation from resulting in an assault.

- Assume responsibility for intervening. Don't be afraid to get involved
- Get help from friends
- Get help from campus safety or other college authorities for support and options
- Ask the person who is in a potentially dangerous situation if he/she wants to leave
- Ask the victim if she/he is ok
- Provide options and a listening ear

**Speak up.
Speak out.**

YOUR RIGHTS

You have the right to...

- Be treated with respect and dignity
- Privacy. This means you can refuse to answer any questions about the sexual assault, your sexual orientation, your sexual history (including HIV status), and your medical history
- Be notified of existing campus and community based medical, counseling, mental health and victims of sexual assault resources whether or not the crime is formally reported to campus or civil authorities
- A timely disposition if reporting an incident to the College
- Be notified of the outcome of the College's sexual assault conduct proceedings against the accused
- Have conversations with one of the licensed counselors in the Academic Advising Office
- Have access to a local sexual assault crisis service center
- Have access to a local domestic violence agency
- Have a counselor/advocate to accompany you to medical and legal proceedings
- Decide whether or not you want the police to investigate the assault
- Request that someone your are comfortable with stay with you in the medical examination room
- Ask questions and get answers regarding any tests, exams, medications, treatments or police reports
- Not be judged on your race, age, class, marital status, gender or sexual orientation
- Be considered a victim/survivor of sexual assault, regardless of the offender's relationship to you.

Additional information regarding sexual misconduct and campus policies is available at tunxis.edu and on postings throughout the campus.

REPORTING OR DISCLOSING SEXUAL ASSAULT, SEXUAL HARASSMENT, DATING OR INTIMATE PARTNER VIOLENCE, OR STALKING TO TUNXIS COMMUNITY COLLEGE

1. Report Incident

2. Meet with Title IX Coordinator and Victim Advocate

Title IX Coordinator: Dr. Kirk Peters, Dean of Student Affairs

Victim Advocate: Jessica Waterhouse, Professor of Criminal Justice

College will provide information regarding contact information regarding professional assistance including campus resources, law enforcement, and local advocacy, counseling and mental health services. The College will also provide to those who report or disclose, the procedures to follow including filing a complaint via the college Code of Conduct.

If the student who is a victim of college related sexual misconduct chooses to report an incident, Dr. Peters will interview respondent and witnesses. A summary report will be provided to the student before final report is submitted to a Student Affairs conduct officer.

3. Meet with a Student Affairs Conduct Officer

Upon receipt of information, explanation of conduct process will be provided and questions will be answered. The Conduct Officer may impose immediate restrictions on the accused student.

4. Conduct Officer Investigates

Following investigation, Conduct Officer will make a determination or within five (5) days the matter will be forwarded to a Hearing Panel. Based on the information presented to the Hearing Panel the respondent is either found "responsible" or "not responsible."

5. Sanctions Are Determined

Both students are notified of investigations outcome via email and/or letter. Any sanction(s) is/are effective immediately.

6. Request to President for Review

A request for review by the College President may be made within three (3) business days of receiving notice of determination.

RESOURCES

On-campus

Located in the Academic Advising Center, **licensed counselors** Judy Reilly Roberts, M.S., LPC and Vivian Craven, M.S., LPC., NCC offer crisis counseling to students when they need it, minimizing the waiting time as much as scheduling permits. The initial intake assessment is made during the first appointment from which a counseling referral to other resources may be given.

In addition to the Counselors, the **College Victim Advocate**, Professor Jessica Waterhouse, may also provide support to victims. Together they provide a systematic focus on the needs and concerns of a victim of sexual assault, sexual harassment, stalking, and relationship violence that:

- Ensures the compassionate and sensitive delivery of services in a nonjudgmental manner
- Ensures an understanding of how trauma affects victim behavior
- Maintains victim safety and privacy
- Recognizes that victims are not responsible for the assault, harassment, stalking, or relationship violence.

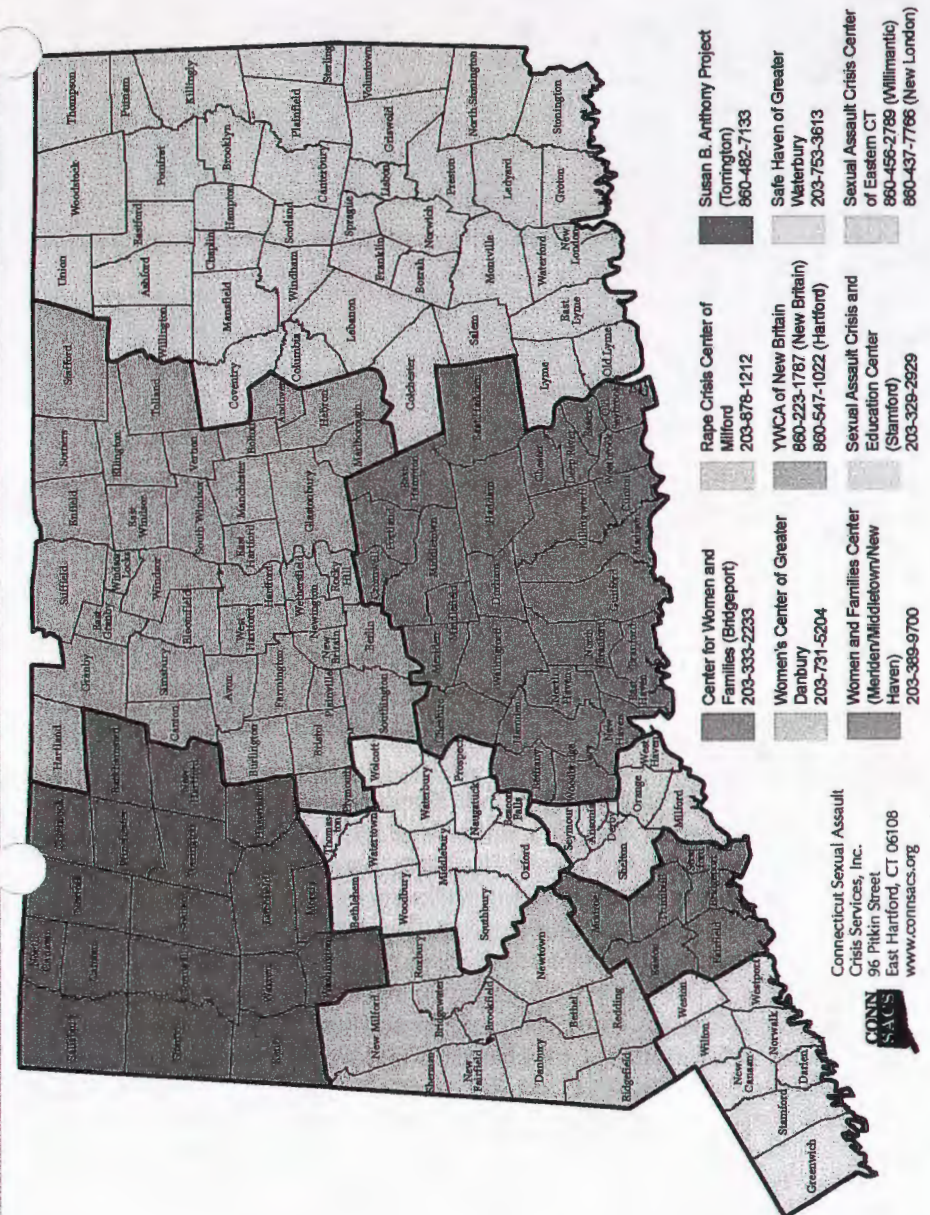
Off-campus

Connecticut Sexual Assault Crisis Services (SACS), provides assistance to sexual assault survivors. 24 hr. hot line 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; sign language interpreters available; male counselors; TTY access M-F, 9-4:30; 1.888.999.5545 and after hours call CT relay 1.800.842.9710. All services are confidential and absolutely FREE.

SACS is located locally at 19 Franklin Square, New Britain, CT 06051. They offer 24 hour English and Spanish confidential hotlines with immediate access to trained, certified counselors. (English 1.860.223.1787 Español 1.888.568.8332).

See opposite page for more details.

24-hour Toll-Free Sexual Assault Hotline 888-999-5545 (English) 888-568-8332 (Español)



Tunxis Community College

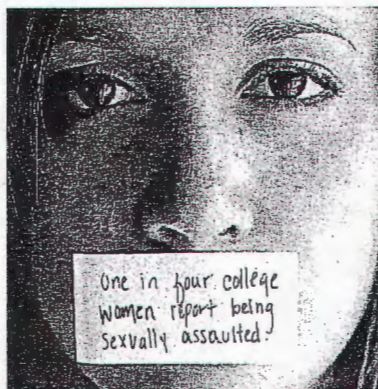
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Search

ADMISSIONS COURSES & PROGRAMS STUDENT SERVICES CAMPUS RESOURCES CONTINUING EDUCATION COLLEGE INFORMATION

Tunxis Community College > College Information > Sexual Assault and Interpersonal Violence > Reporting or Disclosing Sexual Assault

Reporting or Disclosing Sexual Assault, Sexual Harassment, Dating or Intimate Partner Violence, or Stalking to Tunxis Community College



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2. Meet with Title IX Coordinator and Victim Advocate

Title IX Coordinator: Dr. Kirk Peters, Dean of Student Affairs

Victim Advocate: Jessica Waterhouse, Professor of Criminal Justice

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Consent

How Can I Help Stop Sexual Assault Violence?

Resources

What is Relationship Violence?

What is Sexual Assault/Stalking?

What is Sexual Harassment?

Your Rights

Upcoming Registration Sessions

Super Saturday Registration – August 22, 2015

BA Degree

New Staff Phone Numbers

Dental Assisting – Application-Packet

Sexual Assault and Interpersonal Violence

Fall 2015 Registration

Dropbox

You are not alone...

- 78 rapes are committed every hour in the U.S.
- Sexual assault crosses all classes and boundaries.
- One-in-four girls and one-in-five boys will be sexually assaulted before the age of 18.
- One-in-three women and one-in-six men will be sexually assaulted in a lifetime.
- 86% of victims know their attacker.



**Confidential help is available
Please call our 24-hour hotline**

English: 1-888-999-5545

Spanish: 1-888-568-8332

Local New Britain: (860) 223-1787

Local Hartford: (860) 547-1022

TTY access available
Monday-Friday 9am-5pm

1-888-999-5549

After hours CT relay 1-800-842-9710

**eliminating racism
empowering women**
ywca

YWCA New Britain
Sexual Assault Crisis Service
22 Glen St. New Britain, CT 06051

Main Office:
New Britain SACS (YWCA)
22 Glen St.
New Britain CT, 06051

Satellite Office:
Hartford SACS
(located within the Hispanic Health Council)
175 Main St.
Hartford, CT 06106



We're here to help...

This project is funded in part by the Office of Victim Services,
Superior Court operations division, State of Connecticut Judicial
Branch, Victims of Crime Act Victims Assistance Act Grant
Program Funded by The United Way and New Alliance

Sexual Assault Crisis Service

YOU ARE NOT ALONE!



24-hour Toll-free Hotlines

English: 1-888-999-5545

Spanish: 1-888-568-8332

**eliminating racism
empowering women**
ywca

YWCA New Britain
22 Glen St, New Britain CT 06051

We're here to help...

We offer assistance to sexual assault survivors and their loved ones. All services are confidential and absolutely FREE.



We serve all towns in Hartford County plus Plymouth and part of Tolland County.

Andover, Avon, Berlin, Bloomfield, Bolton, Bristol, Broad Brook, Burlington, Canton, Collinsville, East Granby, East Hartford, East Windsor, Ellington, Enfield, Farmington, Glastonbury, Granby, Hartford, Hartland, Hebron, Manchester, Marlborough, New Britain, Newington, North Canton, North Granby, Plainville, Plymouth, Rocky Hill, Simsbury, Somers, South Glastonbury, South Windsor, Southington, Stafford, Stafford Springs, Suffield, Tolland, Vernon, West Granby, West Hartford, West Hartland, West Simsbury, Wethersfield, Windsor and Windsor Locks.

What can the Sexual Assault Crisis Service Provide?

Our goal...

To offer comprehensive services to sexual assault survivors and the people in their lives.

We focus on empowering survivors of sexual assault to make their own decisions.

We will not give you advice or tell you what you should do. We are here to listen without judgment, and to provide a safe and healing environment. We believe that all survivors of sexual assault can heal, and are capable of deciding what is right for them.



We Offer...

- 24-hour English and Spanish confidential hotlines with immediate access to trained, certified counselors.
- Accompaniment/advocacy for sexual assault survivors and their loved-ones throughout medical, police and court procedures.
- Short term, individual counseling.
- A variety of support groups.
- Information and referrals regarding additional services.
- Prevention education programs, including presentations and professional training at schools and various social service organizations.
- Bilingual, male counselors and sign language interpreters available upon request.

Volunteer Opportunities at Sexual Assault Crisis Service

All volunteers must be 18 years of age or older. Volunteers are required to complete a Counselor Advocate Training Course which meets the requirements set forth under C.G.S 52-146k. Trainings run twice a year through our Hartford and New Britain offices.

Break the silence...

ABOUT US

Rose Hill



The home of our administrative offices, housing programs, community education, and intervention services in New Britain.

Since 1973, Prudence Crandall Center, Inc. has addressed the needs of victims of domestic violence.

We are the oldest domestic violence program in Connecticut and the second oldest in the country.

The combination of services we provide is the first of its kind in Connecticut and one of only a few in the nation.

We annually touch the lives of as many as 8,000 women, men and children.

People from all walks of life experience domestic violence. Our services are available regardless of race, ethnicity, sexual orientation, income level, or disability.

We serve the communities of Berlin, Bristol, Burlington, Kensington, New Britain, Plainville, Plymouth, Southington, and Terryville.

IMPORTANT NUMBERS

Hotline

860-225-6357

Toll Free: 888-774-2900

Administrative Offices and Donations

860-225-5187

Speaking Requests

860-225-5187 ext. 32

Bristol Outreach Office

860-583-6272

New Britain Court

860-515-5049

Bristol Court

860-583-1835

Prudence Crandall Center is a member of the Connecticut Coalition Against Domestic Violence.



Prudence Crandall Center is a partner agency of the United Way of Central and Northeastern Connecticut, United Way of West Central Connecticut, and the United Way of Southington.



**You don't deserve to be abused,
no matter what you've heard.**



**We are here for you 24 hours a day
FREE of charge.**

CALL TODAY

**24-Hour Hotline
860-225-6357
Toll Free: 888-774-2900**

ARE YOU BEING ABUSED?

Does your partner:

- Look at you or act in ways that scare you?
- Act jealous or possessive?
- Put you down or criticize you?
- Try to control where you go, what you wear or what you do?
- Text you excessively?
- Blame you for the hurtful things they say or do?
- Threaten to kill or hurt you or themselves if you leave them?
- Try to stop you from seeing or talking to friends and family?
- Try to force you to have sex?
- Hit, slap, push or kick you?

If you answered yes to even one question, you may be in an abusive relationship.

Call us 24 hours a day, 365 days a year.

Hotline

860-225-6357

Toll Free: 888-774-2900

**SERVICES ARE FREE AND
CONFIDENTIAL**

OUR MISSION

Prudence Crandall Center is dedicated to helping individuals achieve lives free of domestic violence by providing care, advocacy, support, and education.

OUR SERVICES

Spanish interpreters are available.

- 24-hour crisis hotline
- Information & service referrals
- Emergency shelter
- Individual and group counseling for adults and children
- Advocacy during court proceedings
- Child advocacy services
- Transitional & permanent housing programs
- Volunteer, internship, and practicum opportunities
- Domestic violence education and in-service training

GET INVOLVED

- **Help Us Spread the Word**
Request a speaker. We welcome opportunities to share our story with community groups and to provide domestic violence education to youth, teens and adults.
- **Host a Fundraising Event**
- **Support or Attend a Prudence Crandall Fundraising Event**
- **Offer a Monetary Gift**
- **Donate Goods**
Toiletries
Diapers
Non-Perishable Food Items
Gift Cards

To request a speaker, please contact the Coordinator of Community Outreach at 860-225-5187 ext. 32

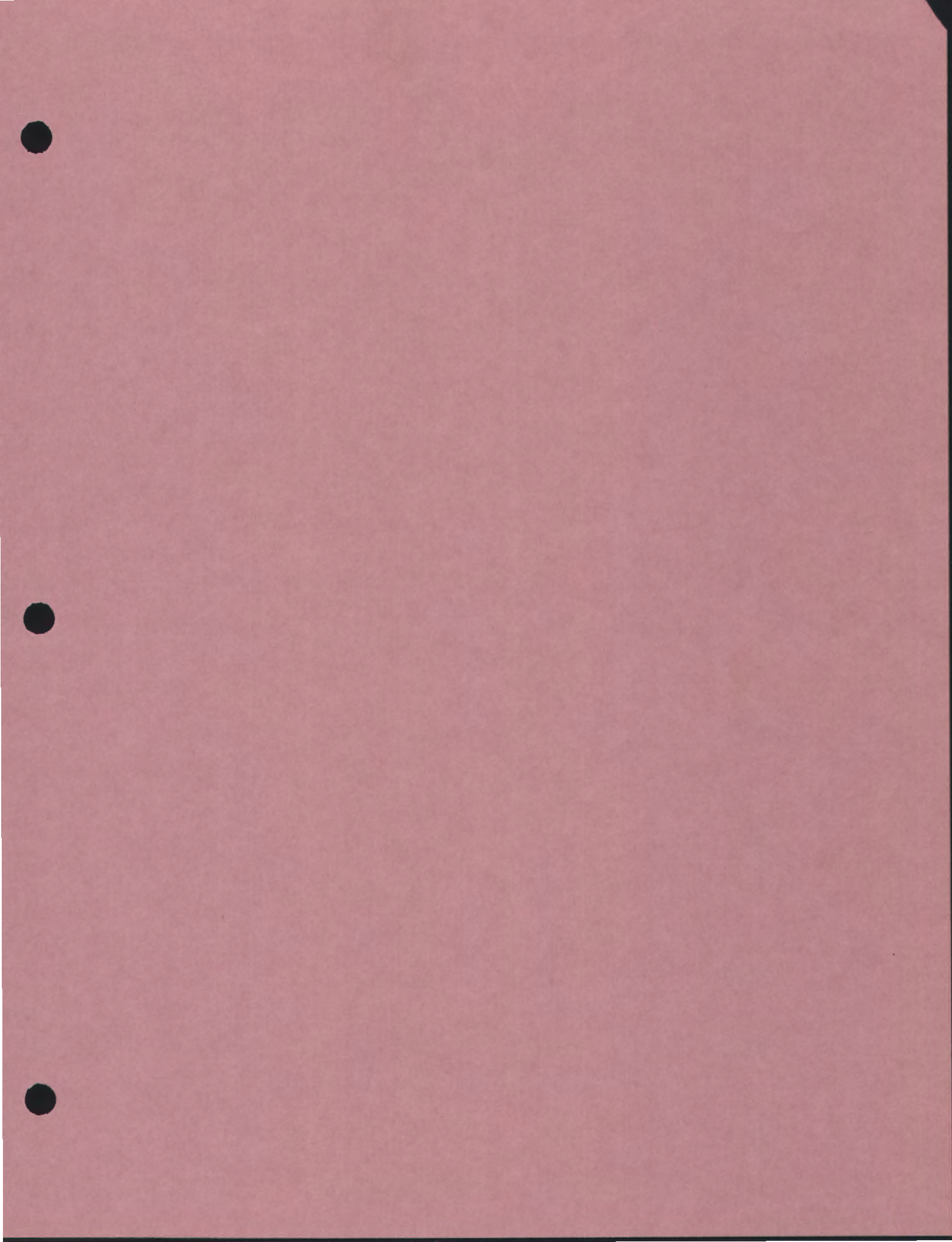
VISIT OUR WEBSITE

Visit us at www.prudencecrandall.org for the latest news on events and services.

Administrative Offices: 860-225-5187

CONTACT US

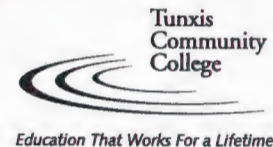
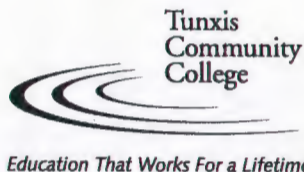
P.O. Box 895
New Britain, CT 06050



STOP THE VIOLENCE & ABUSE.



Tunxis 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 additional basis of veteran status or criminal record. The following person has been designated to coordinate inquiries regarding the non-discrimination policies: **Dr. Kirk Peters; Dean of Student Affairs/Title IX and Section 504/ADA Coordinator, Tunxis Community College; 271 Scott Swamp Road; Farmington, CT 06032; 860.255.3548.**



Sexual Assault and Interpersonal Violence

WHAT YOU NEED TO KNOW