



Connecticut State
Colleges & Universities

CHECKLIST FOR CONN. GEN. STAT. § 10a-55m(f)
SEXUAL VIOLENCE REPORT 2018 SUBMISSION

INSTITUTION INFORMATION

Name: Western Connecticut State University
Contact: Jesenia Minier-Delgado
Reporting Office/Department: Office of Diversity and Equity
Report Year: 2018-2019

NARRATIVE

Institution's narrative explaining the reported sexual violence statistics and data, including: ☒ Brief introduction about the institution, its history, its population and its efforts to ensure a safe and comfortable learning environment with respect to sexual violence.

POLICIES

Institution's most recent policies regarding sexual assault, stalking, and intimate partner violence.* ☒ BOR/CSCU Sexual Misconduct Reporting, Support Services and Processes Policy (Effective 6/16/2016)
☒ BOR/CSCU Policy on Consensual Relationships (Effective 10/20/2016)
☒ BOR/CSCU Policy Regarding Reporting Suspected Abuse or Neglect of a Child (Effective 1/10/2015)
☒ BOR/CSCU Student Code of Conduct (Effective 6/16/2016)

Note: * It is permissible to reference links to the above-listed policies in institution reports.
BOR policies are listed on the following web page: <http://www.ct.edu/regents/policies>

WRITTEN NOTIFICATION

☒ Institution's most recent concise written notification of the rights and options of a student or employee who reports or discloses an alleged violation of its sexual assault, stalking and intimate partner violence policy or policies.

SEXUAL VIOLENCE STATISTICS AND DATA

Institution reports containing the following statistics and data on sexual assault, stalking, and intimate partner violence for the preceding calendar year:

(See Conn. Gen. Stat. § 10a-55m(f) Reportable Statistics and Data Template)

☒ Sexual Violence Reportable Statistics and Data
☒ Concise and informative explanation of reportable sexual violence statistics and data, including clarification of number of incidents, reports, disclosures, discipline, and final outcomes.

PUBLIC AWARENESS, PREVENTION, AND RISK REDUCTION INFORMATION

Public awareness, prevention, and risk reduction information submitted by institution: ☒ Title IX Related Training Provided Spreadsheet
☒ Brochures
☒ Handbooks/Booklets/Pamphlets
☒ Bulletin Boards Information
☒ Flyers
☒ Online Statements of Campus Safety and Support Services (e.g., Women's Centers, etc.)
☐ PowerPoint Presentations

OTHER SUPPLEMENTAL INFORMATION

Supplemental information submitted by institution: ☒ Public Safety Materials
☒ Institution Sexual Violence Reporting Procedures
☒ Institution Sexual Violence Forms
☐ Redacted Sample of Investigation Results
☒ Sexual Violence Website Information
☒ Documentation of Training Offerings, if available, including number of participants
☐ Other Sexual Violence Reports
☒ Other Supplemental Material

**2018 REPORT PURSUANT TO
CONNECTICUT GENERAL STATUTE SECTION 10A-55M
REPORTING PERIOD: JANUARY 1, 2018 TO DECEMBER 31, 2018**

The logo of Western Connecticut State University is a large, stylized shield. The left vertical border and the bottom curved border are red. The top horizontal border is split into a blue segment on the left and a red segment on the right. The text "WESTERN CONNECTICUT STATE UNIVERSITY" is centered within the shield in a bold, blue, sans-serif font.

WESTERN CONNECTICUT STATE UNIVERSITY

Publishing Year: 2019
Office of Diversity and Equity
181 White Street
University Hall, Room 202B
Danbury, Connecticut 06810
Report Contact: Mrs. Jesenia Minier-Delgado, Chief Diversity Officer/Title IX Coordinator
Main Phone: (203) 837-8444
Email: ode@wcsu.edu
Website: www.wcsu.edu/diversity

TABLE OF CONTENTS

INTRODUCTION.....	3
UNIVERSITY HISTORY.....	4
UNIVERSITY MISSION AND VALUES.....	5
SEXUAL VIOLENCE PREVENTION, AWARENESS AND RISK REDUCTION PROGRAMS.....	6
CAMPUS RESPONSE AND RESOURCE TEAM (CaRRT).....	6
SEXUAL VIOLENCE PREVENTION AND AWARENESS CAMPAIGN(S).....	7
TOTAL REPORTED INCIDENCES OF SEXUAL VIOLENCE.....	12
APPENDIX A: PUBLIC ACT 14-11 – REPORTABLE STATISTICS AND DATA	
APPENDIX B: CSCU STATUTORY REFERENCES AND DEFINITIONS	
APPENDIX C: ADOPTED UNIVERSITY POLICIES	
SEXUAL MISCONDUCT REPORTING, SUPPORTIVE SERVICES AND PROCESSES	
POLICY ON CONSENSUAL RELATIONSHIPS	
POLICY ON VIOLENCE IN THE WORKPLACE	
POLICY REGARDING REPORTING SUSPECTED ABUSE OR NEGLECT OF A CHILD	
APPENDIX D: UNIVERSITY STUDENT CODE OF CONDUCT REGULATIONS	
APPENDIX E: 2018-19 UNIVERSITY TITLE IX PROGRAMMING/TRAINING TOTALS	
APPENDIX F: UNIVERSITY EDUCATION BROCHURES AND PAMPHLETS	

NARRATIVE

I. Introduction

Western Connecticut State University (also known as *Western*, *WestConn* or newly recognized abbreviation to “WCSU” or “University”) is a public, four-year university located in Danbury, Connecticut. WCSU consists of four schools and one division: the Ancell School of Business (which includes the Justice & Law Administration program), the Macricostas School of Arts and Sciences, the School of Visual and Performing Arts, the School of Professional Studies and the Division of Graduate Studies. Founded in 1903, WCSU is part of the Connecticut State Colleges & Universities system, and as of Fall 2016, total university enrollment has reached at about 5,721 full-time and part-time students in the undergraduate and graduate programs. The University has a workforce of 1,171 full and part-time employees. The University facilities includes six (6) residence halls (hyperlink to: <http://www.wcsu.edu/housing/residencehalls.asp>), various classroom and administrative buildings throughout the two campuses, two (2) athletic facilities, three (3) parking garages, and several athletic fields/courts on the West Side Campus.

The Midtown Campus is the original campus, located on White Street near Downtown Danbury and the Main Street Historic District. The Midtown Campus is in the heart of Danbury, close to the City Center shops and restaurants. It is, in essence, the main campus, with the Haas Library, Warner Hall, White Hall, Higgins Hall and Berkshire Hall located around the University Quadrangle. The Midtown Campus also houses the Science Building, Midtown Student Center, WCSU Police Headquarters, the West Connect Card Office, Higgins Hall, Irfan Kathwari Honors House, University Hall and the Old Main Building. New students under the age of 19 should expect to live in the dormitories found on the Midtown campus. It is home to the Macricostas School of Arts and Sciences, School of Professional Studies, and most of the University’s administration. Dormitories (better known as residence halls) on this campus include Fairfield Hall, Litchfield Hall, and Newbury Hall.

Within these are “traditional” style residence halls, the rooms are shared between two or three students, and each floor (or section) shares common bathrooms and lounges. Each residence hall also has recreation areas and equipment such as ping-pong and billiards tables, as well as lounges for watching television or studying. Due to its central location, residence halls on the Midtown campus are close to almost everything students need on a daily basis. Most of the classrooms, adequate parking, the cafeteria(s) and snack bar(s), student life offices and organizations, administrative offices such as the Registrar Office, West Connect Card Office and the Office of Financial Aid and Student Employment are all easily accessible to residents of the Midtown campus. Shuttle service and student parking are available between the Midtown and West Side campuses on a regular basis.

The West Side Campus is located on land purchased in 1969 on the outskirts of Danbury. The Westside Campus is located approximately four miles from the Midtown Campus on Danbury’s western end. It is the home of the Visual and Performing Arts Building, the Westside Classroom building, the Ives Center for the Performing Arts, a nature trail, the Westside Athletic Complex (“WAC”) and athletic fields, and the O’Neill Center, a multi-purpose athletic and performance center, complete with a pool, workout rooms and an all-purpose gymnasium. The Westside campus is also home to the Westside Campus center. This three-story, 49,000-square-foot building

which provides a full-service cafeteria and dining area, game room, fitness center, multi-purpose meeting and conference room(s), student activity space, lounge areas, and related campus and student-life facilities. This 439-acre lot is home to the Westside Nature Preserve and the amphitheater. Dormitories on this campus include A. Searie Pinney Hall, Centennial Hall and Ella Grasso Hall. In 2015, gender neutral housing was availed to students upon request. The West Side campus also houses many of the athletic facilities, including the O'Neill Center.

II. *History*

The University is also home to the Jane Goodall Center for Excellence in Environmental Studies, which is the result of a partnership between the University and the Jane Goodall Institute (a private non-profit organization that promotes research, education and wildlife conservation). The University's Westside campus also houses the Ives Concert Park, one of the premier performance venues in the area. Western started as a teachers' college, training the primary and secondary school educators for Connecticut's Fairfield County and surrounding areas. The school's name has changed over the years as it has focused on additional areas of study. First named the *Danbury Normal School*, in the 1950's, then the name transition and was called the *Danbury State Teachers College*. In 1959, the college was renamed *Danbury State College*. In 1967, the name was changed to *Western Connecticut State College*, and finally, in 1983, the establishment was renamed to *Western Connecticut State University*.¹

In 2005, former President Bill Clinton visited the University to personally thank students for their fund-raising efforts in the wake of the 2004 Tsunami effort in Southeast Asia. University students raised about \$300,000.00 to fund a 1,500-student school in Sri Lanka; in an address given at WCSU's William O'Neill Athletic and Convocation Center, President Clinton thanked students for their efforts and the importance of continuing to provide relief to disaster-stricken areas.

On January 23, 2007, the new West Side Campus Center was officially opened. The facility serves as a student center, meeting, and banquet facility for the West Side Campus. The campus also houses athletic facilities, including the William O'Neill Athletic and Convocation Center (completed in 1995), and the Westside Athletic Complex (completed in 2003), as well as an observatory with a 20-inch Ritchy-Chretien telescope and a 20-foot planetarium dome. In August 2014, the Westside campus opened the new Visual and Performing Arts Center, a comprehensive Arts building with wings for Gallery space, Theatre Arts, Music and Visual Arts. A major improvement program was started in the mid-1990s to beautify the campus. Several parking lots became green space, and improvements were made to the landscaping. While a significant improvement, the full extent of this beautification is not immediately apparent and will take several years to reach full maturity.

The Midtown campus Science Building was the first state-funded building project to seek LEED Silver Certification from the United States Green Building Council. The Visual and Performing Arts Center as well as Centennial Hall also obtained LEED certification. In 2014, the University installed four EV (electric vehicle) charging stations, two on each campus. These charging stations are available to both students and the public, free of charge. The university is a participant in EV

¹ Brown, R. C. (2015). Connecticut Colleges that have Closed, Merged, Changed Names. College History Garden. Retrieved from: <https://collegehistorygarden.blogspot.com/2014/12/connecticut-colleges-that-have-closed.html>

Connecticut Electric Vehicle Charging Solutions program. The "WestConn at Waterbury" program is located on the campus of Naugatuck Valley Community College in Waterbury, Connecticut. The program offers completion courses for a Bachelor of Business Administration (B.B.A.) in Management or a Bachelor of Science in Nursing (B.S.N.), as well as a Masters in Health Administration (M.H.A.).

In 2011, governance of the University was transferred to the Connecticut State Colleges and University system ("CSCU"). In 2012, the 14th Dalai Lama, Tenzin Gyatso visited the university for two public talks. WCSU became home to the Center for Compassion, Creativity and Innovation, and is now officially one of two universities in the country to be recognized as a "University of Compassion" by the Compassion Action Network. The Sikyong, Prime Minister of Tibet, Lobsang Sangay, also lectured at the University's midtown campus earlier that year.

III. Mission and Values

Western Connecticut State University changes lives by providing all students with a high-quality education that fosters their growth as individuals, scholars, professionals, and leaders in a global society.

To achieve this, we:

1. Offer undergraduate and graduate programs that weave together liberal arts and professional education and instill a desire for life-long learning.
2. Sustain a vibrant, inclusive campus that connects individuals through co-curricular programs, cultural events, and service to the community.
3. Attract student-centered faculty who are passionate teachers and accomplished scholars.
4. Establish partnerships that create opportunities for internships, research, and experiential learning.

University values are:

- ✓ **Excellence.** We value outstanding achievement realized through persistence, effort, honest feedback, and self-reflection.
- ✓ **Curiosity.** We value the questions that drive learning, innovation, and creativity, which serve as the beginning and the desired outcome of education.
- ✓ **Dialogue.** We value the conversations that explore diverse perspectives and encourage shared understanding.
- ✓ **Engagement.** We value the interactions with ideas, peers, and community that are essential to a vibrant university environment.
- ✓ **Opportunity.** We value the possibilities created by affordable, accessible educational environments in which students can grow into independent thinkers and confident leaders.
- ✓ **Respect.** We value the right of all people to be treated with dignity and fairness and expect this in our policies, classrooms, and community.

IV. Sexual Violence Prevention, Awareness and Risk Reduction Programs

In accordance with Substitute House Bill No 5029, Public Act 14-11: *An Act Concerning Sexual Assault, Stalking and Intimate Partner Violence on Campus*, Western Connecticut State University ("WCSU" and/or "University") is demonstrating good faith efforts and compliance from the submission of this annual (2018) report to the Connecticut General Assembly's Higher Education Committee. This report provides information concerning the University's mandates, programming and overall efforts on sexual assault/violence, stalking and intimate partner violence for the period of January 1, 2018 through December 31, 2018. This report has been prepared by Mrs. Jesenia Minier-Delgado, the University's Title IX Coordinator and Chief Diversity Officer. This report includes the following:

- A copy of the following listed adopted policies of the Connecticut State Colleges and University ("CSCU"):
 - Policy on Sexual Misconduct Reporting, Supportive Services and Processes, which highlights the university's mandate and response regarding sexual assault, stalking and intimate partner violence;
 - Policy on Consensual Relationships; and,
 - Policy regarding Reporting Suspected Abuse or Neglect Of A Child.
- A copy of University's written notification of a victim's rights and options under above mentioned policy/policies;
- The number of University programs targeted on the subject of sexual assault/violence, stalking and intimate partner violence prevention, awareness and risk reduction;
- The number of University prevention and awareness campaigns held on campus as it pertained to sexual assault/violence, stalking and intimate partner violence prevention and awareness;
- The number of University incidences of sexual assault/violence, stalking and intimate partner violence reported;
- The number of anonymous and confidential reports or disclosures recorded by the University related to sexual assault, stalking and intimate partner violence;
- The number of University disciplinary cases related to sexual assault, stalking, intimate partner violence; and
- 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.

Appendix A: Public Act 14-11: Reportable Statistics and Data provides specific data regarding reports and disclosures of sexual assault, stalking, and intimate partner violence.

Campus Response and Resource Team ("CaRRT")

In response to new policies and legislation, the University has established a Campus Response and Resource Team ("CaRRT") to provide preventive training and lectures on the response, policies and procedures related to sexual misconduct to the University community as well as provide resources to students, faculty, staff, and survivors of sexual assault, stalking, and intimate partner violence. CaRRT is charged with providing the university community with education, training/lectures on sexual violence prevention and by-stander intervention as well as responding to all forms of sexual misconduct/violence on our two (2) campuses.

The CaRRT membership* includes cross-representation from both the University and the Danbury community, which are:

- WCSU Title IX Coordinator
- One (1) representative (or an assigned designee) from the Athletics Department
- One (1) representative (or an assigned designee) from the Division of Student Affairs
- One (1) representative from the Office of Housing & Residential Life
- One (1) representative (or an assigned designee) from the Office of Judicial Affairs
- One (1) representative from the Office of Substance Abuse Prevention Program (CHOICES)
- One (1) representative (or an assigned designee) from the Student Government Association
- One (1) representative (or an assigned designee) from the University Counseling Services
- One (1) representative (or an assigned designee) from the University Health Services
- Two (2) representative(s) from the State University Organization of Administrative Faculty (SUOAF)
- One (1) representative from the University Faculty
- Three (3) representative(s) from the University Police Department
- Two (2) representative(s) (or an assigned designee) from the Women's Center of Greater Danbury (External)
- One (1) representative from the Office of the State Attorney (External – Ex-Officio)
- One (1) representative from the Danbury Police Department (External – Ex-Officio)

*Beginning Fall 2019 semester, the membership composition will also include the University's Domestic Violence Liaison and a third Women's Center for Greater Danbury representative to have cross-representation with university-related resources.

CaRRT meets once a month during the academic year to review policies and procedures as well as to discuss and develop risk reduction and prevention programming. Relevant data is also provided to CaRRT members regarding campus incidents, whenever needed. The goal of CaRRT is to inform and engage the university community, strengthen the delivery of services to victims, and ensure that perpetrators are held accountable for their actions (*in Appendix E: University Educational Brochures and Pamphlets*).

V. Sexual Violence Prevention and Awareness Campaigns

Many of WCSU's campaigns are on-going efforts. The University Police Department's Crime Prevention Unit continues to provide a variety of programs, pamphlets and flyers on topics such as:

- **Rape Aggression Defense System ("RAD")**

Rape Aggression Defense Systems is a program of realistic, self-defense tactics and techniques. The RAD System is a comprehensive course for women that begins with awareness/prevention, risk reduction and avoidance while progressing on to the basics of hands-on defensive training. RAD is NOT a martial arts program. The program is designed primarily for any interested individual and is suitable for all ages and abilities.

The courses are free and are taught by certified RAD Instructors that provide each participant with a workbook/reference manual. This manual outlines the entire physical defense program for reference and continuous growth. For more information about the RAD System, please [click here](#) or visit the University Police Department webpage at <http://www.wcsu.edu/police/RADsystems.asp>.

- **Community Oriented Police Services ("COPS")**

Community Policing is organized at the University Police Department and is a full service of personalized policing, where the same Building and Patrol Officer patrols and works in the same area on a permanent basis, working in a proactive partnership with the University students, faculty and staff to identify and solve problems. Community Policing relies on foot and bike patrol, and encourages the community to interact with the assigned officers. For more information about COPS, please [click here](#) or visit the University Police Department webpage at <http://www.wcsu.edu/police/preventionCOPS.asp>.

- **Safety Escort Services**

This service is available to all students, faculty, staff and guests of the university. A safety escort is as close as the nearest telephone. To obtain a safety escort, simply dial the University Police Department at (203) 837-9300 or activate any emergency or courtesy phone on campus. When the dispatcher answers, you are asked to let them know you wish to obtain an escort. The dispatcher will request your name, present location, and the location to which you wish to be escorted. The dispatcher will then dispatch an onsite police officer to meet you. Safety escorts are provided by uniformed police and buildings and grounds officers of the University Police Department. A student safety patrol unit may also provide this service, when available.

The University Police Department provides safety escorts twenty-four (24) hours a day, seven (7) days a week on (and around) our two campuses. Safety escorts may be provided by a foot patrol officer, a bike patrol officer or an officer in a marked police or buildings and grounds vehicle. Student safety escorts will normally operate in pairs and officer will carry two-way radios that place them in direct contact with the University Police Department. The student safety patrols wear identifiable security jackets while on duty.

On and off campus safety tips are given to the University community to build a sense of awareness of your surrounding when traveling. For more information on the University and surrounding area safety tips, please [click here](#) or visit the University Police Department webpage at <http://www.wcsu.edu/police/safetytips.asp>

University Police Officers are also available to address the community and serve as knowledgeable lecturers.

During this reporting period, forty-two (42) safety escorts were provided on campus. A University Response Checklist has been posted and made available by [clicking here](https://www.wcsu.edu/police/pdf/WCSU-Police-Check-List.pdf) (hyperlink to: <https://www.wcsu.edu/police/pdf/WCSU-Police-Check-List.pdf>) that are throughout the two campuses to provide individuals with safety tips and contact information *in Appendix E: University Educational Brochures and Pamphlets*.

The University has installed an emergency telephone system that places the caller in direct contact with a University Police Department dispatcher. These phones are highly visible in bright blue and white phone boxes and/or equipped with blue strobe lights. The phones are single button operation which when pushed will immediately notify the dispatcher of the caller's location. The caller can speak directly into the phone box for hands-free communication. While none of these telephone calls were to report sexual assault, stalking, or intimate partner violence, it does demonstrate our commitment to campus safety. Students, staff or guests can request police escort services, report suspicious activities, or request assistance with lock-outs. In addition to the emergency telephones, closed circuit cameras monitor the University parking garages and building entrances.

Access to University buildings is carefully controlled. All University buildings are constantly observed by an electronic monitoring system. Administrative office buildings are open to the public from 7:30AM to 5:30PM Monday through Friday. Classrooms are controlled by the faculty's keycard. Residence hall admission is by key card access only. Guests are permitted visitation by presenting valid, photo ID. All guests must be eighteen (18) years of age (or older), with exceptions being provided to WCSU students who are not eighteen (18) years of age. Residents must come to the front desk to sign in their guests and must escort them everywhere in the building. No more than two guests per resident are permitted.

University resources from the Women's Center for Greater Danbury and CHOICES ("Cultivating Healthy Opportunities In College Environments") also provide a variety of campaigns and/or programs, pamphlets and flyers on topics such as:

CHOICES ("Cultivating Healthy Opportunities In College Environments")		
Academic Year/ Event Period	Event/Program	Event/Program Description
September	Fresh Check Day	Fresh Check Day, the signature program of the <i>Joran Porco Foundation</i> is an uplifting mental health promotion and suicide prevention event that includes interactive expo-booths, peer-to-peer messaging, support of multiple campus departments and groups, free food, entertainment, and exciting prizes and giveaways. Fresh Check Day aims to create an approachable and hopeful atmosphere where students are encouraged to engage in dialogue about mental health and helps to build a bridge between students and the mental health resources available on campus, in the community, and nationally.
September-June	The Locker Room	The Locker Room is a free and confidential group for men only. The group is guided by Stan Watkins, MSW and student members. It is a great opportunity to make friends and express yourself. Additionally, the group provides you with the ability

CHOICES (“Cultivating Healthy Opportunities In College Environments”)

Academic Year/ Event Period	Event/Program	Event/Program Description
		to de-stress/vent about what is going on in your life and to receive feedback and advice from your peers and a counselor. Meetings take place on Thursdays (during the academic year) from 4:00 p.m. – 5:00 p.m. in the Haas Library. No sign up is required for meetings.
September-June	Women’s Recovery Group	This meeting is designed for women in recovery from alcoholism, drug addiction, eating disorders, and other addictive or self-destructive behaviors. In these weekly meetings, we will discuss various coping skills, including Dialectical Behavioral Therapy, the 12-Steps, and mediation. Additionally, in these meetings we will plan group activities like hiking, bowling, or volunteer work. Being active and supporting others through service is an essential part of recovery. This group is not a substitute for counseling. However, it is a great supplement to regular therapy and counseling. Working with other women who have been in recovery for a while or share in the struggle can be incredibly helpful and inspiring.
September-June	Alcoholics Anonymous	Alcoholics Anonymous is an international fellowship of men and women who have a recognized addiction to alcohol. It is nonprofessional, self-supporting, multiracial, apolitical, and available almost everywhere. There are no age or education requirements. Membership is open to anyone who wants to do something about his or her drinking problem.” WCSU AA meetings take place at Sacred Heart Church, 17 Cottage Street in Danbury, CT.

Women’s Center for Greater Danbury

Academic Year/Period	Event/Program	Event/Program Description
September-June	Girl Talk: Support Group	Girl talk is a confidential women’s support group organized by the Women’s Center. During these weekly meetings, Women’s Center advocate Sydney Trezza guides discussions and projects for a small group of women. Girl talk lasts for eight weeks during the fall and spring semesters.
March	The Clothesline Project	The Clothesline Project provides evidence that incest, domestic violence, and sexual violence exists in our communities. It is a visual reminder of statistics that we often ignore. It gives a voice to those who have been forcibly silenced. Hopefully, it stirs us to action. A public must be informed about violence in order to act to prevent it. Information on how to recognize and prevent violence, reach out to survivors and make a difference in the community is provided at each display of the project. Most importantly, this

Women's Center for Greater Danbury

Academic Year/Period	Event/Program	Event/Program Description
		project provides survivors with a venue to courageously break the silence and make us aware. The Clothesline Project at WCSU is a tribute to them.
April	Step Up Against Sexual Assault	Step Up Against Sexual Assault is a prosocial behavior and bystander intervention program that educates students to be proactive in helping others.
	Denim Day	Denim Day is an event in which people are encouraged to wear jeans to raise awareness of rape and sexual assault.

The connection between alcohol and substance abuse and sexual assault cannot be denied. WCSU does not condone violations of laws proscribing possession, use, or sale of alcoholic beverages and possession sale, use, manufacture, or distribution of illegal drugs. In addition, to arrest and prosecution, administrative action, which may include eviction from the University, may be taken in order to protect the interests of the university and the rights and safety of others. *(Please see Appendix D: 2017-18 University Title IX Programming/Training totals)*

University Policy

Western Connecticut State University ("WCSU" and/or "University") asserts that all students have the right to be free from sexual misconduct, such as sexual assault/violence, sexual harassment, stalking, and intimate partner violence. The University policy prohibits any student from infringing upon these rights within the campus community. A set of guidelines and procedures have been designed to provide students with important information regarding the systems that are in place at the University to support any student whose rights have been violated. The University will take prompt action based on violations of the Student Code of Conduct (in Appendix C: University Student Code of Conduct Regulations) while simultaneously supporting students who also wish to pursue formal legal action for crimes that may have been committed. The complete policy is detailed *in Appendix C: Adopted WCSU/CSCU Policies* and enclosed with this report.

The aforementioned policy and procedure(s) documented is rather lengthy so CaRRT created two brochures entitled "*WCSU Campus Safety Plan*" and "*What To Do If This Happens??*" which concisely provides information about campus and local resources to the University community. Critical telephone numbers, instructions regarding physical, social and emotional safety as well as the preservation of physical evidence in a sexual assault, and options regarding reporting incidences of sexual assault or violence are all provided (in Appendix E: University Educational Brochures and Pamphlets). In addition to the formal reporting process, if someone is victimized by crime and does not want to pursue action within the University system or the criminal justice system, he/she may still want to consider making a confidential report. With the victim's permission, the Chief of Police, a designee of the University Police Department, the Clery Compliance Officer, or the WCSU Title IX Coordinator, can file a report on the details of the incident without revealing the identity of the reporter.

The purpose of a confidential report is to comply with the victim's wish to keep a matter confidential, while taking steps to ensure the future safety of the victim and others in the campus community. This information allows the University to keep an accurate record of the number of incidents involving our community and determine if there is a pattern of crime with regard to a particular location, method, or assailant so the campus community can be alerted to potential danger. Pastoral and professional counselors also may encourage clients to make voluntary, confidential crime reports.

VI. **Total Reported Incidences of Sexual Violence**

During the reporting period (from January 1, 2018 to December 31, 2018), WCSU has recorded the following below listed incidences:

Total Reported incidence of Sexual Violence		
<i>Report Category</i>	<i>Number of Reports</i>	<i>Number of Disclosures</i>
Sexual Assault/Violence	7	15
Stalking	4	6
Intimate Partner Violence ("IPV")	5	9

The reported figures coincide with the reported 2018 Student Disciplinary Complaint Log and the WCSU Annual Security Report, prepared in accordance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act or Clery Act*. The Clery Act restricts reporting to certain, expressly defined criminal acts pursuant to criminal statute occurring within specifically defined geographical location(s). The report captures all incidents disclosed to the institution, regardless of on or off-campus location, year of incident, whether the incident would represent a violation of university policy or criminal statute, or direct connection of incident(s) to WCSU. In particular, forty-six (46) documented incidents were of sexual misconduct (sexual assault/violence, intimate partner violence, or stalking) that were filed reports/disclosures to either the Office of Judicial Affairs, WCSU Police Department and/or WCSU Title IX Coordinator. Of the forty-six (46) incidents, sixteen (16) were filed Title IX reports and thirty (30) were identified Title IX disclosures. A **disclosure** is defined as a communication of an incident to a responsible employee that is not accompanied by a request for an investigation or adjudication. A **report** is defined as a disclosure with an immediate request for an investigation and adjudication. Both reports and disclosures may be accompanied by a request for accommodations and referrals for services/support.

As a formal practice, members of CaRRT as well as responsible employees are trained to address sexual misconduct disclosures and reports with initially offering the Complainant resources and support. This is done in various methods depending on the needs and desire of the Complainant. The University is equipped to provide the Complainant with reporting options, support and advocacy services. Student complainants as well as faculty and staff are offered services through

the University's collaborative agreement with the Women's Center of Greater Danbury. Faculty and staff may still receive resource and support services through the Human Resources Department.

Student Complainants may also access other support services, such as Counseling Services, Substance Abuse Prevention Program (i.e., CHOICES), the Health Office, and the Dean of Students Office. In an effort to also offer students the opportunity to access services and support off campus, the University has a memorandum of understanding with the Women's Center of Greater Danbury. This agreement articulates our joint commitment to working together to provide trauma-informed services for our students and employees.

An additional way the University provides support for the complainant is to offer interim measures or accommodations. These are steps taken by the University to provide safety and well-being for the complainant or the community as a whole. These can include actions such as temporary no-contact orders between parties, bans from a university building/area or the campus as a whole, changes to academic schedules and housing arrangements, as well as interim suspensions/administrative leaves. Interim measures are considered and offered when information is brought to the WCSU Title IX Coordinator, whether or not a Complainant wishes to move forward with a formal complaint. As the nature of each situation is different, interim measures are determined on a case-by-case basis and are meant to put the least possible burden on the complainant.

All of the documented disclosures and/or reports have been recorded and evaluated by the WCSU Title IX Coordinator with the confirmed outcome.

Please see Appendix A: (Public Act 14-11: Reportable Statistics and Data) for more information on each documented report/disclosure.

APPENDIX A:

PUBLIC ACT 14-11 – REPORTABLE STATISTICS AND DATA





Connecticut State
Colleges & Universities

SEXUAL VIOLENCE REPORTABLE STATISTICS AND DATA

CSCU INSTITUTION: Western Connecticut State University

REPORTING OFFICE/DEPARTMENT: Office of Diversity and Equity

INSTITUTION CONTACT: Jesenia Minier-Delgado

YEAR: 2018

Incidents of Sexual Assault, Stalking and IPV Reported to CSCU in 2018				
Type of Incident	Report/Disclosure Details			
	Number of Incidents Reported	Incident Reported to Have Occurred in 2018	Respondent Identified as Connected to the Reporting Institution	Respondent Identified as Connected to CSCU Institution
Sexual Assault	22	6	15	7
Stalking	10	1	9	9
Intimate Partner Violence (IPV)	14	3	5	9
				8 (Anonymous)
				1 (Anonymous)
				N/A

As reported, seven (7) of the twenty-two (22) incidents are sexual assault related matters; four (4) of the ten (10) incidents are stalking related matters; five (5) of the fourteen (14) incidents are intimate partner violence ("IPV") related matters with two (2) incidents as disclosures that were not connected to WCSU (i.e., incidents from childhood and high school); five (5) incidents did not involve a WCSU respondent (i.e., accused individual was not enrolled in classes or employee at WCSU), or were disclosure and reports where the respondent remained unknown to the institution (i.e., victim chose not to disclose the identity of the accused individual).



Connecticut State
Colleges & Universities

SEXUAL VIOLENCE REPORTABLE STATISTICS AND DATA

CSCU INSTITUTION: Western Connecticut State University

REPORTING OFFICE/DEPARTMENT: Office of Diversity and Equity

INSTITUTION CONTACT: Jesenia Minier-Delgado

YEAR: 2018

Disciplinary Cases Resulting from Investigations of Sexual Assault, Stalking and Intimate Partner Violence						
Type of Incident	Disciplinary/Investigation Details					
	Number of Investigations	Finding of No Violation or Not Responsible	Finding of Responsible & Expulsion	Finding of Responsible & Suspension	Finding of Responsible & Probation/Warning ¹	Number of Findings Appealed
Sexual Assault	6 ²		1 ³	2 ⁴	Warning (3)	N/A
Stalking	5	1		1	Probation (1) Warning (2)	N/A
Intimate Partner Violence (IPV)	6				Probation (3) Warning (1)	1
						Upheld

Of the cases with a respondent identified as connected to Western Connecticut State University ("WCSU"), WCSU conducted six (6) investigations into reports of sexual assault; five (5) investigations into reports of stalking; and six (6) investigations into reports of intimate partner violence. The outcomes of those investigations are presented in the above-listed table.

Link to the CSCU Student Code of Conduct: <http://www.ct.edu/files/policies/5.1%20StudentCodeofConduct.pdf>

Link to the CSCU Sexual Misconduct Policy:

<http://www.ct.edu/files/policies/5.2%20Sexual%20misconduct%20reporting%20support%20and%20processes.pdf>

¹ Ten (10) of the seventeen (17) investigations conducted resulted in other violations of the Student Code of Conduct and four (4) student respondents were given sanctions of probation and six (6) student respondents were given written warning(s).

² Only in one (1) circumstance did the University proceed with an investigation against the victim's wishes. Factors considered within the determination included the age of the victim, whether there is evidence of a pattern of misconduct, the severity of the misconduct and whether there is a safety risk to the victim or the campus community. Even in those cases where there is no investigation, WCSU may still choose to take a variety of responsive and preventive actions, including behavioral meetings with the alleged respondent and/or additional training and prevention work within impacted organizations and departments.

³ One employee respondent was found responsible and is no longer employed at WCSU. The respondent did not request a review of the findings.

⁴ Two student respondents were found responsible for sexually assaulting two complainants. Each student respondent was found responsible for the reported incident and suspended.

APPENDIX B:
CSCU STATUTORY REFERENCES AND DEFINITIONS





Connecticut State
Colleges & Universities

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 of at least ten years, a portion of which may be suspended, except as provided in subdivisions (1) and (2) of this subsection, or 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. Notwithstanding the provisions of subsection (a) of section 53a-29 and except as otherwise provided in this subsection, a court may suspend a portion of a sentence imposed under this subsection and impose a period of supervised probation pursuant to subsection (f) of section 53a-29.

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.

Sec. 53a-73a. Sexual assault in the fourth degree: Class A misdemeanor or class D felony. (a) A person is guilty of sexual assault in the fourth degree when: (1) Such person subjects another person to sexual contact who is (A) under thirteen years of age and the actor is more than two years older than such other person, or (B) thirteen years of age or older but under fifteen years of age and the actor is more than three years older than such other person, or (C) mentally incapacitated or impaired because of mental disability or disease to the extent that such other person is unable to consent to such sexual contact, or (D) physically helpless, or (E) less than eighteen years old and the actor is such other person's guardian or otherwise responsible for the general supervision of such other person's welfare, or (F) 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 (2) such person subjects another person to sexual contact without such other person's consent; or (3) such person engages in sexual contact with an animal or dead body; or (4) such person is a psychotherapist and subjects another person to sexual contact who is (A) a patient of the actor and the sexual contact occurs during the psychotherapy session, or (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 contact occurs by means of therapeutic deception; or (5) such person subjects another person to sexual contact and accomplishes the sexual contact by means of false representation that the sexual contact is for a bona fide medical purpose by a health care professional; or (6) such person is a school employee and subjects another person to sexual contact who 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 (7) such person is a coach in an athletic activity or a person who provides intensive, ongoing instruction and subjects another person to sexual contact who 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 (8) such person subjects another person to sexual contact and (A) 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 (B) such other person is under eighteen years of age; or (9) such person subjects another person to sexual contact who 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 fourth degree is a class A misdemeanor or, if the victim of the offense is under sixteen years of age, a class D felony.

SEXUAL ASSAULT/INTIMATE PARTNER VIOLENCE

Sec. 10a-55m. (a) (1) "*Affirmative Consent*" means an active, clear and voluntary agreement by a person to engage in sexual activity with another person.

Sec. 10a-55m. (a) (5) "*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 willfully 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) (2) "*Awareness programming*" means institutional action designed to inform the campus community of the affirmative consent standard used pursuant to subdivision (1) of subsection (b) of this section, and 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 or disclosed to 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) (6) "*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, the following: blue safety lights on campus, self-defense classes, safety tips, bystander intervention techniques, the buddy system, rape whistles, and related educational programming.

APPENDIX C:
ADOPTED CSCU/WCSU POLICIES

The logo of Western Connecticut State University is a large, stylized red 'U' shape. Inside the top horizontal bar of the 'U', there are two smaller horizontal bars: a dark blue one on the left and a red one on the right.

**WESTERN
CONNECTICUT
STATE
UNIVERSITY**

5.2	Sexual Misconduct Reporting, Support Services and Processes	16-067	2016-06-16
-----	---	--------	------------

5.2 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, intimate partner violence and stalking. 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 received from a student as well as communicate any disclosure or report of sexual misconduct the employee received from another employee when misconduct is related to the business of the institution.

Affirmative consent must be given by all parties before engaging in sexual activity. Affirmative consent means an active, clear and voluntary agreement by a person to engage in sexual activity with another person. 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, Usage and Standards

Sexual Misconduct Reporting
Support Services and Processes Policy

Consent must be affirmed and given freely, willingly, and knowingly of each participant to desired sexual involvement. Consent is a mutually affirmative, conscious decision – indicated clearly by words or actions – to engage in mutually accepted sexual contact. Consent may be revoked at any time during the sexual activity by any person engaged in the activity.

Affirmative consent may never 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 affirmatively consented to any such activity which occurs after that consent is withdrawn. It is the responsibility of each person to assure that he or she has the affirmative consent of all persons engaged in the sexual activity to engage in the sexual activity and that affirmative consent is sustained throughout the sexual activity. It shall not be a valid excuse to an alleged lack of affirmative consent that the student or employee responding to the alleged violation believed that the student reporting or disclosing the alleged violation consented to the activity (i) because the responding student or employee was intoxicated or reckless or failed to take reasonable steps to ascertain whether the student or employee reporting or disclosing the alleged violation affirmatively consented, or (ii) if the responding student or employee knew or should have known that the student or employee reporting or disclosing the alleged violation was unable to consent because the student or employee was unconscious, asleep, unable to communicate due to a mental or physical condition, or incapacitated due to the influence of drugs, alcohol or medication. The existence of a past or current dating or sexual relationship between the persons involved in the alleged violation shall not be determinative of a finding of affirmative consent.

Report of sexual misconduct is the receipt of a communication of an incident of sexual misconduct accompanied by a request for an investigation or adjudication by the institution.

Disclosure is the receipt of any communication of an incident of sexual misconduct that is not accompanied by a request for an investigation or adjudication by the institution.

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 Misconduct Reporting
Support Services and Processes Policy

- sexual jokes
- stereotypic comments based upon gender
- threats, demands or suggestions that retention of one's educational status is contingent upon toleration of or acquiescence in sexual advances.

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

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

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

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

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

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

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

Sexual Misconduct Reporting Support Services and Processes Policy

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 cohabiting 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

Sexual Misconduct Reporting Support Services and Processes Policy

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 (e.g., Title IX Coordinator) any disclosure or report of sexual misconduct received from a student regardless of the age of the reported victim. All employees are also required to communicate to the institution's designated recipient (e.g., Title IX Coordinator) any disclosure or report of sexual misconduct received from an employee that impacts employment with the institution or is otherwise related to the business of 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 Parties

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:

Sexual Misconduct Reporting Support Services and Processes Policy

- 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.

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.

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

Sexual Misconduct Reporting
Support Services and Processes Policy

CSCU campuses shall develop and distribute contact information for this purpose as well as provide such information on-line.

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 an investigation or 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.

Sexual Misconduct Reporting
Support Services and Processes Policy

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.

4.3	Consensual Relationships Policy	16-114	2016-10-20
-----	---------------------------------	--------	------------

4.3 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 faculty and or 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.

Affirmative consent is the standard used to determine whether sexual activity was consensual. As defined by Public Act 16-106, "Affirmative consent" means an active, clear and voluntary agreement by a person to engage in sexual activity with another person.

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. Affirmative consent is the standard used to determine whether sexual activity was consensual. As defined by Public Act 16-106, "Affirmative consent" means an active, clear and voluntary agreement by a person to engage in sexual activity with another person.

Sanctions

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

5.6	Reporting Suspected Abuse or Neglect of a Child	15-010	2015-01-10
-----	---	--------	------------

5.6 Reporting Suspected Abuse or Neglect of a Child

The Board of Regents for Higher Education (BOR) of the Connecticut State Colleges and Universities (CSCU) accept that institutions of higher education foster educational opportunities for people under the age of 18 years. 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 or neglect.

Pursuant to state law, with the exception of student employees, any paid administrator, faculty, staff, athletic director, athletic coach or athletic trainer, collectively referred to as "mandatory reporters" 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 to cause a report to be made to the Department of Children and Families within 12 hours of becoming aware or suspecting abuse, neglect or imminent harm to a child.

The BOR recognizes that each CSCU campus must be a safe and secure environment for children to grow and develop. Therefore, the BOR further requires mandatory reporters to report any witnessed or suspected abuse or neglect of a child on a CSCU campus to their immediate supervisor in addition to DCF. The supervisor must report the incident to their director or vice president who must then inform the campus President and the System Office Vice President for Human Resources or his/her designee.

If the director or vice president reasonably believes that a reportable incident has occurred, and, if the suspected perpetrator is a BOR or CSCU employee, he/she will immediately contact their Chief Human Resources Officer who shall assign an objective person to investigate the report. An employee under investigation may be placed on administrative leave pending the results of the investigation. Employees who report suspicions of abuse or neglect are protected from any disciplinary action unless the report is determined to have been maliciously made. An employee who fails to report, but is later determined to have had previous knowledge of the abuse, may be subject to discipline.

A report is required if there is reasonable cause to suspect that a person under the age of 18 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.

All staff designated as mandatory reporters are required to take the Department of Children and Families Mandated Reporter Training, either on-line or in person, and Mandated Reporter Training will be included in New Employee Orientation. Compliance with training will be monitored by each CSCU campus's Department of Human Resources. A copy of this policy shall be disseminated annually to all employees.

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 CSCU community and to assure that the appropriate disciplinary processes are implemented.

APPENDIX D:
CSCU STUDENT CODE OF CONDUCT REGULATIONS



**BOR/CSCU STUDENT CODE OF CONDUCT****Contents**

I. STUDENT CODE OF CONDUCT	1
PREAMBLE	1
INTRODUCTION	1
PART A: DEFINITIONS	2
PART B: APPLICATION, DISTRIBUTION, AND ADMINISTRATION OF THE STUDENT CODE OF CONDUCT	4
PART C: SCOPE OF AUTHORITY	5
PART D: PROHIBITED CONDUCT	6
PART E: HEARING PROCEDURES FOR SEXUAL MISCONDUCT, SEXUAL INTIMATE PARTNER, DOMESTIC VIOLENCE & STALKING REPORTS	11
PART F: CONDUCT AND DISCIPLINARY RECORDS	13
PART G: INTERPRETATION AND REVISION	13
II. CONDUCT AND DISCIPLINARY PROCEDURES APPLICABLE TO STATE UNIVERSITY STUDENTS	14
PART A: DISCIPLINARY PROCEDURES - ACADEMIC MISCONDUCT	14
PART B: DISCIPLINARY PROCEDURES - NONACADEMIC MISCONDUCT	15
PART C: INTERIM SUSPENSIONS AND RESIDENCE HALL SEPARATIONS	20
PART D: DISCIPLINARY SANCTIONS	21
1. Sanctions Which May Be Imposed for Violations of the Code:	21
2. Revocation of Admission and/or Degree	23
3. Consequences of Failure to Comply with a Duly Assigned Sanction	23
4. Sanctions Which May Be Imposed on Student Organizations	24
III. CONDUCT AND DISCIPLINARY PROCEDURES APPLICABLE TO COMMUNITY COLLEGE STUDENTS	25
PART A: DISCIPLINARY PROCEDURES	25
PART B: DISCIPLINARY SANCTIONS	27
IV. CONDUCT AND DISCIPLINARY PROCEDURES APPLICABLE TO CHARTER OAK STATE COLLEGE STUDENTS	29
PART A: RIGHTS AND RESPONSIBILITIES OF HEARING PARTICIPANTS	29
PART B: DISCIPLINARY PROCEDURES	30
PART C: INTERIM ADMINISTRATIVE ACTION	32
PART D: DISCIPLINARY SANCTIONS	32

I. STUDENT CODE OF CONDUCT

PREAMBLE

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

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

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

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

INTRODUCTION

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

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

PART A: DEFINITIONS

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

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

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

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

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

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

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

The Student Code shall apply to Students and to University Student Organizations. The term “student” shall generally apply to the student as an individual and to a Student Organization as a

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

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

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

PART C: SCOPE OF AUTHORITY

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

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

Community College students conduct is subject to the Code on campus and off-campus whenever such conduct impairs College-related activities or affairs of another member of the College community or creates a risk of harm to a member or members of the College community. Students must be aware that, as citizens, they are subject to all federal and state laws in addition to all CSCU regulations governing student conduct and responsibilities. Students do not relinquish their rights nor do they shed their responsibilities as citizens by becoming members of the CSCU Community. However, where a court of law has found a student to have violated the law, an institution has the right to impose the sanctions of this Code even though the conduct does not impair institution-related activities of another member of the university or college community and does not create a risk of harm to the college or university community. The decision to exercise this right will be in the sole discretion of the President of the impacted institution or his/her designee.

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

PART D: PROHIBITED CONDUCT

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

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

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

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

2. Acts of dishonesty, including but not limited to the following:
 - a. Misuse of University or College documents, including, but not limited to forging, transferring, altering or otherwise misusing a student fee card, student payroll card, identification card or other College or University identification document, course registration document, schedule card, transcript, or any other institution-issued document or record.
 - b. Knowingly furnishing false information to any CSCU Official, faculty member or office.
3. Theft of property or services, or damage to, defacement or destruction of, or tampering with, real or personal property owned by the State of Connecticut, CSCU/BOR, the institution, or any member of the CSCU Community.
4. Actual or threatened physical assault or abuse, threatening behavior, intimidation, or coercion.
5. Sexual misconduct may include engaging in one of more behaviors:

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

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

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

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

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; (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; and (vi) invoke the standard of "affirmative consent"¹ in determining whether consent to engage in sexual activity was given by all persons who engaged in sexual activity .
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.

¹The standard of "Affirmative Consent" is set forth in the BOR Sexual Misconduct Reporting, Support Services and Processes Policy and is incorporated herein by reference.

PART F: CONDUCT AND DISCIPLINARY RECORDS

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

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

PART G: INTERPRETATION AND REVISION

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

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

II. CONDUCT AND DISCIPLINARY PROCEDURES APPLICABLE TO STATE UNIVERSITY STUDENTS

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

PART A: DISCIPLINARY PROCEDURES - ACADEMIC MISCONDUCT

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

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

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

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

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

PART B: DISCIPLINARY PROCEDURES - NONACADEMIC MISCONDUCT

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

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

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

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

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

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

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

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

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

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

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

- c. Record of Hearing: When expulsion or suspension from the University or residence hall separation is a possibility, the University shall make a recording of the hearing. The recording shall be the property of the University. No other recordings shall be made by any person during the hearing. Upon request, the Accused Student may

review the recording in a designated University office in order to prepare for an appeal of the decision rendered by the Hearing Body. Further disclosure of the recording shall be governed by applicable state and federal law.

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

participation by telephone, videophone, closed circuit television, video conferencing, videotape, audio tape, written statement, or other means, where and as determined in the sole judgment of the Hearing Body to be appropriate.

- k. Written Notice of Decision: The Accused Student shall receive written notice of the decision of the Hearing Body that shall set forth the decision rendered, including a finding of "responsible" or "not responsible," and the sanctions imposed, if any. The decision of the Hearing Body, as well as the sanction(s) imposed, if any, generally will not be released to third parties without the prior written consent of the Accused Student. However, certain information may be released if and to the extent authorized by state or federal law.

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

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

6. Review: An Accused Student may request that the decision of the Hearing Body be reviewed by the Vice President for Student Affairs or his or her designee. A request for review must be made in writing to the Vice President for Student Affairs or his or her designee within three (3) Calendar Days of the Accused Student's receipt of the written notice of decision. For good cause shown, the Vice President for Student Affairs may extend the three-University Calendar Day limitation on filing a request for a review. An Accused Student may request only one review of each decision rendered by the Hearing Body. A decision reached as a result of an Administrative Disposition may not be reviewed.
- a. Grounds for Review: The Accused Student has the right to request a review of the decision of the Hearing Body on the grounds that: (i) the procedures set forth in this Code were not followed and, as a result, the decision was substantially affected; (ii) the sanction(s) imposed were not appropriate for the violation of the Code for which the Accused Student was found responsible; and/or (iii) new information, sufficient to alter the decision, or other relevant facts were not brought out in the original hearing because such information and/or facts were not known to the Accused Student at the time of the original hearing. The review shall be limited to a review of the record except as required to explain the basis of new information.
- b. Review Procedures: In order to prepare for the review, the Accused Student may review the recording of the original hearing in a designated University office but will not be permitted to remove the recording from that office or make copies. The review will not be heard by anyone involved in the initial hearing. The review shall be considered and a decision rendered within ten (10) Calendar Days of the filing of the request for review.

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

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

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

PART C: INTERIM SUSPENSIONS AND RESIDENCE HALL SEPARATIONS

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

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

A residence hall separation may be imposed if a Student's continued presence will disrupt the academic and social well-being of the residential community. Residence hall separation is the removal of a student from the University residence hall in which he or she resides. Such separation may include a restriction of access to all or designate University residence halls. During the period of the separation, the removed Student shall not be permitted to enter the designated hall(s) as a guest of another resident.

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

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

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

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

PART D: DISCIPLINARY SANCTIONS

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

1. Sanctions Which May Be Imposed for Violations of the Code: The following sanctions may be imposed, individually or in various combinations, on any student found to have violated the Student Code, and will be entered into the Student's disciplinary records. Notation of disciplinary sanctions shall be on file only in the appropriate office in the Division of Student Affairs and shall not be released without the written consent of the Student except to appropriate University enforcement personnel, University police, staff and administrators, or as required by law.
 - a. Warning: A disciplinary warning is a written notice to a Student advising him or her that specific behavior or activity constitutes a violation of the Code and that the repetition of such behavior will likely result in the commencement of more serious disciplinary action by the University.

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

full residence hall privileges will be restored to the Student upon termination of the probationary period. Failure to comply with the terms and conditions of the probation constitutes prohibited conduct that is separate from and in addition to the conduct for which the probation was imposed. A Student accused of violation of probation will be given due notice and the procedures set forth in this Code shall be followed.

- i. Residence Hall Separation: Separation of the Student from the residence halls for a definite period of time, after which the Student is eligible to return. Conditions for readmission may be specified.
 - j. Residence Hall Expulsion: Permanent separation of the Student from the residence halls.
 - k. Suspension: Suspension is temporary disciplinary separation from all universities among CSCU and the denial of all student privileges. Suspension shall be effective on the date that notice of the suspension is provided to the Accused Student, or later, if so stated in the notice, and shall prescribe the date and conditions upon which the Student may petition for readmission to the University. A Student separated from all universities within CSCU by suspension may under the terms of the suspension be excluded from the premises of all CSCU premises when in the judgment of the suspending authority, the Student's continued presence would constitute a danger to persons or property or a threat to the academic process. Notwithstanding the foregoing, the suspending authority of the suspended Student's home University or his or her designee may authorize a suspended student who has been excluded from all University premises to enter the premises of the student's home University for designated purposes.
 - l. Expulsion: Expulsion is permanent disciplinary separation from all universities within CSCU and the denial of all student privileges. Expulsion shall be effective on the date that notice of expulsion is provided to the Accused Student, or later, if so stated in the notice. A student separated from all universities of CSCU by expulsion may under the terms of the expulsion be excluded from all CSCU Premises when in the judgment of the expelling authority the Student's presence would constitute a danger to persons or property or a threat to the academic process.
2. **Revocation of Admission and/or Degree**: Upon the recommendation of the Hearing Body, admission to or a degree awarded from the University may be revoked by the University, acting through its President (or his or her designee) for fraud, misrepresentation, or other violation of University standards in obtaining admission or the degree.
3. **Consequences of Failure to Comply with a Duly Assigned Sanction**: Failure to comply with sanctions which have been assigned through a formal judicial process may lead to one or more of the following consequences:
- a. Denial of access to certain university services, including, but not limited to housing and parking;

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

4. Sanctions Which May Be Imposed on Student Organizations

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

III. CONDUCT AND DISCIPLINARY PROCEDURES APPLICABLE TO COMMUNITY COLLEGE STUDENTS

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

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

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

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

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

4. If upon the conclusion of the Dean's investigation, the Dean determines that there is reason to believe the Student has committed a violation of any part of Section I. D. of this Code and, after considering both the possible violation and the prior conduct record of the Student, that a sanction of less than suspension or expulsion is appropriate, the Dean shall schedule an administrative conference with the Student. The Student shall be given reasonable notice of the time and place of the conference. At the administrative conference, the Student shall have the opportunity to present information for the Dean's consideration. At the conclusion of the administrative conference, the Dean shall determine whether it is more likely than not that the Student has violated the Policy and, if so, impose a sanction less than suspension or expulsion. The Dean shall provide the Student with a written explanation for the determination. The decision of the Dean shall be final.
5. If upon the conclusion of the Dean's investigation, the Dean determines that there is reason to believe the Student has committed a violation of any part of Section I.D. of this Code and, after considering both the violation and the prior conduct record of the Student, that a sanction of suspension or expulsion is appropriate, the Dean shall provide the Student with reasonable written notice of a meeting and shall inform the Student that his/her failure to attend the meeting or to respond to the notice may result in the imposition of the maximum permissible sanction. At the meeting, the Dean shall provide the Student with a written statement that shall include the following:
 - a. a concise statement of the alleged facts;
 - b. the provision(s) of Section I.D. that appear to have been violated;
 - c. the maximum permissible sanction; and
 - d. a statement that the student may resolve the matter by mutual agreement with the Dean, or may request a hearing by notifying the Dean in writing, which must be received by 5:00pm on the following business day.
6. If the Student requests a hearing, he/she is entitled to the following:
 - a. to be heard within five (5) days or as soon as reasonably possible, by an impartial party or panel whose members shall be appointed by the Dean;
 - b. if the Dean appoints an impartial panel, to have a Student on the panel if requested by the Student;
 - c. to appear in person and to have an advisor who not shall attend as a representative of the Student. However, if there is pending at the time of the hearing a criminal matter pertaining to the same incident that is the subject of the hearing, a lawyer may be present for the sole purpose of observing the proceedings and advising the Student concerning the effect of the proceedings on the pending criminal matter;
 - d. to hear and to question the information presented;
 - e. to present information, to present witnesses, and to make a statement on his or her behalf; and
 - f. to receive a written decision following the hearing.
7. As used herein, the term "impartial" shall mean that the individual was not a party to the incident under consideration and has no personal interest in the outcome of the proceedings. Prior to the

commencement of the hearing, the Student who is subject to the hearing may challenge the appointment of an impartial party or panel member on the ground that the person(s) is (are) not impartial. The challenge shall be made in writing to the Dean and shall contain the reasons for the assertion that the person(s) is (are) not impartial. The decision of the Dean shall be final.

8. The written decision of the impartial party or panel shall specify whether, based on the information presented, it is more likely than not that the Student committed the violation(s) reported and shall state the sanction to be imposed, if any. The written decision shall be provided to the Student.
9. Sanctions imposed by an impartial party or panel are effective immediately. The President may, for good cause, suspend imposition of the sanctions imposed by the impartial party or panel to allow the Student time to prepare a written request for review. If a written request is received, the President may continue to suspend imposition of the sanctions until he has reviewed and acted on the Student's request.
10. A written request for review of the decision of the impartial party or panel must be received by the President within three (3) calendar days after the Student is notified of the decision and must clearly identify the grounds for review. The review by the President is limited to the record of the hearing, the written request, and any supporting documentation submitted with the request by the Student. The decision of the impartial party or the panel shall be upheld unless the President finds that:
 - a. a violation of the procedures set forth herein significantly prejudiced the Student; and/or
 - b. the information presented to the impartial party or panel was not substantial enough to justify the decision; and/or,
 - c. the sanction(s) imposed was (were) disproportionate to the seriousness of the violation.
11. Decisions under this procedure shall be made only by the college officials indicated.

PART B: DISCIPLINARY SANCTIONS

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

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

1. "Expulsion" is a permanent separation from the College that involves denial of all Student privileges, including entrance to College premises;
2. "Suspension" is a temporary separation from the College that involves denial of all Student privileges, including entrance to college premises for the duration of the suspension, and may include conditions for reinstatement;

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

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

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

PART A: RIGHTS AND RESPONSIBILITIES OF HEARING PARTICIPANTS

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

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

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

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

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

PART B: DISCIPLINARY PROCEDURES

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

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

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

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

On-site:

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

Via the Phone:

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

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

PART C: INTERIM ADMINISTRATIVE ACTION

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

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

PART D: DISCIPLINARY SANCTIONS

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

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

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

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

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

APPENDIX E:

2018-19 UNIVERSITY TITLE IX PROGRAMMING/TRAINING TOTALS

The logo of Western Connecticut State University is a shield-shaped emblem. It features a thick red outline. Inside the shield, at the top, are two horizontal bars: a dark blue one on the left and a red one on the right. The text "WESTERN CONNECTICUT STATE UNIVERSITY" is written in a bold, dark blue, sans-serif font, centered within the shield.

**WESTERN
CONNECTICUT
STATE
UNIVERSITY**

Program Date	Audience	Comments	Programs	Educator	Attended
11/26/2018	Educators	Walt Cramer's Class	DV,SA	Austin, M.	1
11/26/2018	College	Walt Cramer's Class	DV,SA	Austin, M.	11
11/20/2018	College	Sydney's entry- tabling	WC	Rodwell-Lawton, A.	20
11/16/2018	College	Anna Malavasi's Class	BYSTAND	Mackler, C.	18
11/16/2018	Educators	LGBTQ Program for GSA	SA	Mackler, C.	1
11/16/2018	College	LGBTQ Program for GSA	SA	Mackler, C.	11
11/14/2018	Educators	Got Tech - FYE students	CYB	Mackler, C.	2
11/14/2018	College	Got Tech - FYE students	CYB	Mackler, C.	10
11/13/2018	Educators	Dr. Levy's Class	DV,SA,SH	Mackler, C.	1
11/13/2018	College	Dr. Levy's Class	DV,SA,SH	Mackler, C.	10
11/09/2018	Educators	Heather Levy's Class	DV	Mackler, C.	1
11/09/2018	College	Heather Levy's Class	DV	Mackler, C.	15
11/06/2018	Educators	Heather Levy's Class	SA	Mackler, C.	1
11/06/2018	College	Heather Levy's Class	SA	Mackler, C.	23
11/06/2018	Educators	Jeff Schlicht's Class	SA	Mackler, C.	1
11/06/2018	College	Jeff Schlicht's Class	SA	Mackler, C.	15
11/05/2018	Educators	Jeff Schlicht's Class	SA	Mackler, C.	1
11/05/2018	College	Jeff Schlicht's Class	SA	Mackler, C.	26
10/31/2018	Professionals: Community	Daria Shaw's Education Class	B, BYSTAND, PROF-SSC	Rodwell-Lawton, A.	8
10/23/2018	College	Take Back The Night- Hosted by Delta Gamma Phi Sorority	WC	Lanzetta, G.	60
10/19/2018	Educators	Theater Dept.	SH	Austin, M.	2
10/19/2018	College	Theater Dept.	SH	Austin, M.	40
10/19/2018	College	Theater Dept.	SH	Austin, M.	50
10/19/2018	College	Theater Dept.	SH	Austin, M.	42
10/18/2018	College	DVAM- Purple Thursday Tabling	WC	Lanzetta, G.	50
10/17/2018	College	Anna Malavasi's Class	DV	Mackler, C.	23
10/17/2018	Educators	Anna Malavasi's Class	DV	Mackler, C.	1
10/17/2018	College	Anna Malavasi's Class	DV	Mackler, C.	21
10/16/2018	College	Professor Pinou Biology Freshman Class	WC	Mackler, C.	25
10/09/2018	Educators	Dr Galluci's Class - WC Herstory + Trau	WC,WH	Mackler, C.	1

10/09/2018	College	Dr Galluci's Class - WC Herstory + Trau	WC, WH	Mackler, C.	12
10/03/2018	College	Silent Witness - Midtown	WC	Mackler, C.	25
10/02/2018	College	Silent Witness - Westside	WC	Mackler, C.	15
10/02/2018	Educators	Tammy Mcvey-Camilleri's Class	DV, SA, SH	Mackler, C.	1
10/02/2018	College	Tammy Mcvey-Camilleri's Class	DV, SA, SH	Mackler, C.	18
10/02/2018	College	Tammy Mcvey-Camilleri's Class	DV, SA, SH	Mackler, C.	24
10/01/2018	College	RD Training	DV, SA, SH	Mackler, C.	5
09/20/2018	Educators	WCSU Early Learning Center (Pre-K): C	PS- C & K	Courtney, L.	4
09/20/2018	Preschool	WCSU Early Learning Center (Pre-K): C	PS- C & K	Courtney, L.	30
09/20/2018	College	Fresh Check Day - Myths vs Facts Activ	HR, SA, WC	Mackler, C.	100
09/19/2018	Educators	Dr Heather Levy's Class	SA	Mackler, C.	1
09/19/2018	College	Dr Heather Levy's Class	SA	Mackler, C.	15
09/18/2018	College	Ancell Business Fair- Sydney Entry	WC	Rodwell-Lawton, A.	30
09/10/2018	College	Rayna's Entry	WC	Rodwell-Lawton, A.	25
08/29/2018	College	Social Work Freshman Class - entry fro	WC	Mackler, C.	25
08/27/2018	College	Voices - entry from Rayna	WC	Mackler, C.	125
08/27/2018	College	Scavenger Hunt	WC	Mackler, C.	60
08/26/2018	College	Western Life Hacks- Entry from Sydney	WC	Rodwell-Lawton, A.	100
08/24/2018	Professionals: C	Title IX - Faculty	DV, SA, SH	Mackler, C.	16
08/24/2018	College	Football Team	DV, SA, SH	Mackler, C.	125
08/23/2018	College	Title IX - RA's	DV, SA, SH	Mackler, C.	36
08/23/2018	College	Returning RA's - Got Tech Progra	CYB	Courtney, L.	26
08/22/2018	College	From Sydney- AccessAbility Orientation	WC	Rodwell-Lawton, A.	25
08/20/2018	College	Title IX - Student Employees	CYB	Mackler, C.	29
06/27/2018	College	Student Orientation	WC	Mackler, C.	140
06/26/2018	College	Student Orientation	WC	Mackler, C.	140
06/26/2018	Adult Community	Parent Orientation	WC	Mackler, C.	10
06/20/2018	College	Parent Orientation	WC	Mackler, C.	8
06/20/2018	College	Student Orientation	WC	Mackler, C.	80
06/18/2018	Adult Community	Parent Orientation Tabling	WC	Mackler, C.	10
06/18/2018	College	Student Orientation	WC	Mackler, C.	80
05/04/2018	Professionals: C	Judicial Board Training	PROF-SA, PROF-DV, PROF-	Rodwell-Lawton, A.	14
04/13/2018	College	BIB - Football	BYSTAND	Mackler, C.	63

04/13/2018	College	BIB - Volleyball, Field Hockey, Swim &	BYSTAND	Mackler, C.	27
04/13/2018	College	BIB - Men's & Women's Basketball	BYSTAND	Mackler, C.	23
04/10/2018	College	Rayna- fair/outreach	WC	Rodwell-Lawton, A.	100
04/08/2018	College	Bringing in the Bystander - Greeks	BYSTAND	Mackler, C.	36
04/08/2018	College	Bringing in the Bystander - Greeks	BYSTAND	Mackler, C.	39
04/08/2018	College	Bringing in the Bystander - Greeks	BYSTAND	Mackler, C.	41
03/23/2018	Professionals: C	Nurses Program	PROF-DV	Mackler, C.	15
03/23/2018	College	Bringing in the Bystander - Men's Lacr	BYSTAND	Mackler, C.	51
03/23/2018	College	Bringing in the Bystander - Men's & Wc	BYSTAND	Mackler, C.	58
03/23/2018	College	Bringing in the Bystander - Women's La	BYSTAND	Mackler, C.	68
03/23/2018	College	Nurses Program	COL-DV	Mackler, C.	40
03/19/2018	College	Clothesline Project	DV,SA	Mackler, C.	100
02/13/2018	College	Healthy Relationship Screeners	DV	Rodwell-Lawton, A.	50
01/12/2018	College	Women's Swim Team	COL-SA,COL-DV	Mackler, C.	9

Progress and Completion

Progress and Completion Participant Lookup

Completion History (past 30 days)

12

10

8

6

4

2

0

Nov-19 Nov-20 Nov-21 Nov-22 Nov-23 Nov-24 Nov-25 Nov-26 Nov-27 Nov-28 Nov-29 Nov-30 Dec-1 Dec-2 Dec-3 Dec-4 Dec-5 Dec-6 Dec-7 Dec-8 Dec-9 Dec-10 Dec-11 Dec-12 Dec-13 Dec-14 Dec-15 Dec-16 Dec-17

Participation Statistics

Training Period: 2018-2019

Cohort File	Course	Total	Complete	% Complete	Avg. Pre Test	Avg. Post Test	% In Progress	% Not Started	# Exempt	Avg Time
Fall 2018	Undergraduate	1201	591	49%	67%	88%	8%	42%	1	61
Spring 2019	Undergraduate	393	76	19%	69%	88%	3%	78%	0	60
Residents	Undergraduate	432	225	52%	67%	89%	8%	40%	0	60
NICF	Undergraduate	2	1	50%	99%	99%	0%	50%	0	54

Training Period: 2017-2018

Cohort File	Course	Total	Complete	% Complete	Avg. Pre Test	Avg. Post Test	% In Progress	% Not Started	# Exempt	Avg Time
CF4	Undergraduate	1383	770	56%	66%	89%	7%	38%	0	61
NICF	Undergraduate	15	11	73%	69%	86%	7%	20%	0	60

Training Period: 2016-2017

Cohort File	Course	Total	Complete	% Complete	Avg. Pre Test	Avg. Post Test	% In Progress	% Not Started	# Exempt	Avg Time
CF4	Undergraduate	1195	367	31%	65%	90%	7%	63%	0	58
NICF	Undergraduate	7	4	57%	67%	90%	43%	0%	0	

Training Period: 2015-2016

Cohort File	Course	Total	Complete	% Complete	Avg. Pre Test	Avg. Post Test	% In Progress	% Not Started	# Exempt	Avg Time
CF4	Undergraduate	1435	420	29%	66%	86%	7%	64%	0	61
NICF	Undergraduate	45	27	60%	65%	85%	33%	7%	0	
NICF	RA-D	1	1	100%	85%	93%	0%	0%	0	

Training Period: 2014-2015



**OFFICE OF DIVERSITY AND EQUITY
TRAINING(S) AND PROGRAM(S) FOR FACULTY AND STAFF**

Training/Event Title	Total Number of Faculty	Total Number of Staff	Faculty/Staff Training Totals	Gender/Ethnic Breakdown							
				WM	WF	BM	BF	HM	HF	OM	OF
Cultural Diversity Training	32	35	67	19	24	3	3	5	6	5	2
Sexual Harassment (Title IX) Training	65	71	136	34	39	13	9	8	12	10	11
"Am I over-reacting?" Understanding and Combating Microaggressions (Training)	10	22	32	6	8	2	4	1	2	4	5
Not Your Language: Speaking out on Microaggressions (Training)	31	40	71	20	17	4	5	4	3	9	9
Salvadoran Migrant Families: Torn at Home, Torn at the Border Lecture	57	16	73								
Lunch with the Leader Series Seminars	20	12	32								
I'm First Event: Celebrating First Generation Students	35	45	80								
Lecture: Douglas, Tubman & Brown: Recasting Their Fight for Black Liberation in the American-Canadian Transnational Light	37	10	47								



**OFFICE OF DIVERSITY AND EQUITY
TRAINING(S) AND PROGRAM(S) FOR FACULTY AND STAFF**

Training/Event Title	Total Number of Faculty	Total Number of Staff	Faculty/Staff Training Totals	Gender/Ethnic Breakdown							
				WM	WF	BM	BF	HM	HF	OM	OF
Chalk About Love	4	9	13								
Marian Anderson Celebration and Feature Showcase	39	41	80								
Black Heritage/History Month Featured Speaker: Claire Smith	30	29	59								
Film Showcase: The Rape of Recy Taylor and Discussion with Kirsten Kelly, Film Director	22	18	40	5	8	2	1	0	1	11	12
Lecture: Documenting Rosie the Riverter and the Working Women of WWII	5	2	7	2	4	0	0	0	0	1	0
Women's History Month Featured Speaker: Professor Ines Rivera-Prodocimi	40	38	78								
Film Showcase: Wrongfully Convicted: A Story about Redemption and Self Advocacy	13	8	21								



**OFFICE OF DIVERSITY AND EQUITY
TRAINING(S) AND PROGRAM(S) FOR FACULTY AND STAFF**

Training/Event Title	Total Number of Faculty	Total Number of Staff	Faculty/Staff Training Totals	Gender/Ethnic Breakdown									
				WM	WF	BM	BF	HM	HF	OM	OF		
The Gallery: Artistic Expression on Sexual Assault Awareness	47	21	68										
Mental Health Awareness Town Hall	5	5	10										
Ethnic/Gender Training Totals:				86	100	24	22	18	24	40		39	

**APPENDIX F:
UNIVERSITY EDUCATIONAL BROCHURES, PAMPHLETS, FLYERS,
HANDOUTS AND WEBPAGE/ELECTRONIC MATERIALS**



**UNIVERSITY MATERIALS/BROCHURES/WEBPAGE INFORMATION ON THE
CAMPUS RESPONSE AND RESOURCE TEAM ("CaRRT")**



Emergency numbers

Police Emergency Number
911

Statewide Helpline
(888) 774-2900

Telephone numbers in your area

WCSU Police Department
(203) 837-9700

WCSU Health Services
(203) 837-8594

WCSU Office of Diversity & Equity
(203) 837-8444

Women's Center on Campus
(203) 837-3939

WCSU Counseling Center
(203) 837-8690

24-Hour Hotlines

Domestic Violence Hotline
(203) 731-5206

Sexual Assault Hotline
(203) 731-5204

Women's Center of Greater Danbury
Community Line
(203) 731-5200

Resident Director

List of RD's can be found here:
wcsu.edu/housing/staff.asp

Family and Friends



Western Connecticut State University adapted this document with permission/resources from: This project was supported by Grant No. 2015-X1406-CT-WA awarded by the Office on Violence Against Women, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed in this publication are those of the author(s) and do not necessarily reflect the views of the Department of Justice, Office on Violence Against Women.

Campus Response and Resource Team (CaRRT)

STAYING SAFE ON CAMPUS

PERSONAL SAFETY PLAN

Take precautions and make a plan
to stay safe

WESTERN
CONNECTICUT
STATE UNIVERSITY

Staying safe in the dorms/suites

I can tell these people about what is going on in my relationship: _____

When my dorm/suite mate is gone, I can have people stay with me. If I feel unsafe, I can ask: _____

The safest way for me to leave my dorm/suite in an emergency is: _____

If I have to leave, this is where I can go: _____

Commuting safely

I can commute to campus by this new route: _____

If I need to change my bus route, here is another way I can travel to campus: _____

If I need a ride to campus, I can ask:

Name: _____

Number: _____

Name: _____

Number: _____

Name: _____

Number: _____

No one deserves to be hurt or threatened. If you (or someone you know) is being hurt or threatened by someone you love or know intimately, make plans and take precautions to keep yourself safe. Here are some suggestions that have helped other people in situations like the one you are experiencing.

Staying safe on campus

The safest way for me to get to class is: _____

These are places on campus where I often run into my abusive partner/ex-partner: _____

If I need to go to one of those places, I will ask a friend to escort me. I will ask: _____

If I feel threatened or unsafe, I can go to these public areas where I feel safe: _____

I could talk to one of the following people if I need help, need to rearrange my schedule or transfer to another dorm:

Dean of Students: _____

Campus Police/Public Safety: _____

Counseling/Health Services: _____

Title IX Coordinator: _____

Women's Center: _____

Other: _____

Increase your support network

- I can talk to someone I trust. Tell a family member, co-worker, professor, clergy member or doctor.
- I can speak with an expert by contacting:
the Women's Center on Campus at (203) 837-3939 and/or WCSU's Counseling Center at (203) 837-8690. (An advocate from the Women's Center can accompany you to the police or hospital)
- I can call the police if I am afraid I will be abused or have been abused.
- If I have a protective order or restraining order, do campus police or security have a copy?
- I can keep a copy of my protective order with me at all times.
- I can tell my resident advisor, my employer, my closest friend and _____ that I have an order of protection.
- If my partner violates the protective order, I can call the police and report the violation.

Staying safe emotionally

If I feel confused, scared, anxious or depressed, I can call the following friends or family members:

Name: _____
Number: _____

Name: _____
Number: _____

Name: _____
Number: _____

Things I can do to keep myself safe electronically and online

- I can set all my online profiles to the maximum privacy settings.
- I can save and track any abusive, threatening or harassing comments, messages, posts or texts.
- I can ask my friends and family not to let my partner know where I am or to alert him/her of changes in my contact information.
- I can change all of my passwords and can choose not to give the new passwords to anyone. I can change or create a voice mail password.
- I will not answer calls from unknown, blocked or private numbers.
- I can see if my phone company can block my partner's phone number from calling or texting my phone.
- I can seek support from the university to end harassing communications that have been coming to me through any university email or university phone systems.
- I will back up my cell phone, laptop or other electronics to the cloud.

What is safety planning?

Safety planning is a process to help reduce your risk based on your individual life and relationship. While you can't control your partner's behavior, you can still take steps to help keep yourself safe. You are most likely doing many of the things outlined in this guide already, and safety planning is a tool to help you gather your thoughts and prepare for how you might react in certain situations.

Things I can do to keep myself safe in social situations

- I can ask my friends to keep their phones with them while they are with me in case we get separated and I need help. Creating free alternate contacts on the following social/mobile apps:

Circle of 6: www.circleof6app.com
Guardly: www.guardly.com
BSafe: www.getbsafe.com
OnWatch: www.onwatchoncampus.com

- I can go to different places that my partner doesn't go to or know about.
- I can ask friends who are having gatherings if my partner has been invited or ask them not to invite us both.
- No matter where I go, I can be aware of how to leave safely in case of an emergency.
- I can leave if I feel uncomfortable, as I know I should put my trust in my instincts.
- If I plan on drinking, I can be sure to have a sober driver who is not my partner or have the number for a safe ride.
- I can spend time with people who make me feel safe, supported and good about myself.

I will have a bag ready with the following items if I need to leave unexpectedly:

Cell phone and charger, spare cash, keys, driver's license and/or passport, student ID, birth certificate and/or social security card, immigration papers and other important documents, change of clothes, medications, special and irreplaceable items.

Things I can do to keep myself safe every day

- I can carry my cell phone and important numbers with me at all times.
- I can keep in touch with someone I trust about where I am or what I am doing.
- I can try to stay around people I trust and in public places.
- If I feel uncomfortable, I will alert someone about what is happening in my relationship so they can keep me safe on campus.
- I can avoid places where my partner or his/her friends are likely to be.
- I don't have to wait for an emergency to ask for help: it's okay to plan ahead if I'm concerned.
- If I am no longer with my partner and we must speak, I will make sure that others are around in case of danger.
- I can pursue an order of protection to have legal support in keeping my partner away.
- I can remember that his/her behavior is not my fault and that I deserve to be safe and healthy on campus and in my relationships.

Definitions

Sexual Assault: any sexual act directed against another person forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent, (e.g., ingestion of alcohol or drugs or if the person is unconscious or otherwise unable to communicate consent). A lack of physical resistance or other negative response is not consent. Sexual assault includes rape, molestation, incest, exposure and unwelcome touch.

Sexual Harassment: any unwelcome sexual advance or request for sexual favors or any contact of a sexual nature when made as a term or condition of employment, used as a basis for employment decisions, or has the purpose of interfering with an individual's work or academic performance, or creates a hostile, intimidating or offensive working environment.

Stalking: repeatedly contacting another person when the contacting person knows or should know that the contact is unwanted by the other person, including cyber stalking or any use of electronic media.

Intimate Partner Violence (also known as dating violence), domestic violence, or interpersonal violence) any abusive behavior, including acts of violence or threats of violence, by an individual against a person. It may involve a single act or an ongoing pattern of behavior. This can include intimidation, manipulation, threats, violence, assault, property damage and physical, emotional, economic, technological, or sexual abuse.

Campus Response and Resource Team (CaRRT)

Director of Counseling Center, Dr. Lita Curtis, DSW, LPC
Phone: (203) 837-8500

The Women's Center at Western Connecticut State
Phone: (203) 837-8500

University Police
Phone: (203) 837-8500

Director of University Health Service, Nancy L. Hanson, DVM, DABVP
Phone: (203) 837-8500

Director of Judicial Affairs, Charles Anderson
Phone: (203) 837-8500

Dean of Students, Dr. Yvette Orsini
Phone: (203) 837-8500

Director of Residential Programs & Staff
Phone: (203) 837-8500

CHOICES Substance Abuse Program
Phone: (203) 837-8500

Title IX Coordinator, Jessica Miller, Ph.D.
Phone: (203) 837-8500

Danbury Police, (203) 837-8500

Campus & Community Resource Directory

Police Departments
Phone: (203) 837-8500

University Police
Phone: (203) 837-8500

Hospitals
Phone: (203) 837-8500

Crisis Intervention & Counseling
Phone: (203) 837-8500

Western Connecticut State
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Sexual Assault Team
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

Western's Center for Violence
Phone: (203) 837-8500

What to do if this happens?

Sexual Assault
Sexual Assault is a crime that involves sexual contact with another person without their consent. It can include rape, sexual assault, and sexual harassment.

Sexual Harassment
Sexual harassment is a form of sexual discrimination that involves unwanted sexual advances or requests for sexual favors that are made on the basis of sex.

Stalking
Stalking is a pattern of behavior that involves repeatedly contacting another person, often in a threatening or harassing manner.

Intimate Partner Violence
Intimate partner violence is a form of violence that occurs between people who are in a romantic relationship.

Domestic Violence
Domestic violence is a form of violence that occurs between people who are living together in the same household.

Sexual Assault
Sexual assault is a crime that involves sexual contact with another person without their consent. It can include rape, sexual assault, and sexual harassment.

Sexual Harassment
Sexual harassment is a form of sexual discrimination that involves unwanted sexual advances or requests for sexual favors that are made on the basis of sex.

Stalking
Stalking is a pattern of behavior that involves repeatedly contacting another person, often in a threatening or harassing manner.

Intimate Partner Violence
Intimate partner violence is a form of violence that occurs between people who are in a romantic relationship.

Domestic Violence
Domestic violence is a form of violence that occurs between people who are living together in the same household.

Sexual Assault
Sexual assault is a crime that involves sexual contact with another person without their consent. It can include rape, sexual assault, and sexual harassment.

Sexual Harassment
Sexual harassment is a form of sexual discrimination that involves unwanted sexual advances or requests for sexual favors that are made on the basis of sex.

Stalking
Stalking is a pattern of behavior that involves repeatedly contacting another person, often in a threatening or harassing manner.

Intimate Partner Violence
Intimate partner violence is a form of violence that occurs between people who are in a romantic relationship.

Domestic Violence
Domestic violence is a form of violence that occurs between people who are living together in the same household.

Sexual Assault
Sexual assault is a crime that involves sexual contact with another person without their consent. It can include rape, sexual assault, and sexual harassment.

Sexual Harassment
Sexual harassment is a form of sexual discrimination that involves unwanted sexual advances or requests for sexual favors that are made on the basis of sex.

Stalking
Stalking is a pattern of behavior that involves repeatedly contacting another person, often in a threatening or harassing manner.

Intimate Partner Violence
Intimate partner violence is a form of violence that occurs between people who are in a romantic relationship.

Domestic Violence
Domestic violence is a form of violence that occurs between people who are living together in the same household.

Sexual Assault
Sexual assault is a crime that involves sexual contact with another person without their consent. It can include rape, sexual assault, and sexual harassment.

Sexual Harassment
Sexual harassment is a form of sexual discrimination that involves unwanted sexual advances or requests for sexual favors that are made on the basis of sex.

Stalking
Stalking is a pattern of behavior that involves repeatedly contacting another person, often in a threatening or harassing manner.

Intimate Partner Violence
Intimate partner violence is a form of violence that occurs between people who are in a romantic relationship.

To All WCSU Students:

Sexual assault and interpersonal violence (IPV) among students on college campuses nationwide is a serious problem. At Western we have a zero-tolerance policy for these types of behaviors. Sexual assault and interpersonal violence are violations of Federal and State laws and our Student Code of Conduct. Individuals who violate the law are subject to harsh penalties through a court of law and/or the campus judicial system. Western is committed to preventing the occurrence of sexual assault and interpersonal violence and is prepared to respond to any report of such acts brought to our attention. It is important to report such acts so the University can respond with support for the victim/survivor and with the appropriate legal action.

We strongly believe that all students have a right to a healthy and safe learning environment, free of any violence and fear. In order to achieve this goal, the University collaborates with community resources to educate students, prevent such violence, and to provide the needed support to victims of such crimes.

We conduct many educational programs and campus events. In addition, an online educational program is available. These educational initiatives provide students with an opportunity to learn about interpersonal violence, how to protect themselves and others, and how to take an active role in preventing sexual assault and interpersonal violence on our campus. We seek to empower you so you can contribute to creating a safe environment for everyone.

Inside these pages you will find university and community resources for victims, survivors and their friends and families. Western, in cooperation with local advocates and law enforcement, has a Campus Resource and Response Team (CaRRT) which is charged with educating, training, and responding to sexual assault and interpersonal violence on campus. Please read through the Victim's Bill of Rights located at wcsu.edu/statelaws/CaRRT_VictimsBOR to further understand all that is available on campus and required by law. We have also listed members of the CaRRT team who work together to ensure an effective response that prioritizes support and the needs of the victim. Our goal is to inform and engage our students, strengthen the delivery of services to victims, and ensure that perpetrators are held accountable for their actions.

Jessie Miner - Delgado, MPA
University Title IX Coordinator



(203) 837-8277

wcsu.edu/CaRRT



1st Floor, 3rd Floor, Danbury, CT 06810

What Can You Do if an Incident Happens...

After any incident, you may feel confused, fearful, guilty, ashamed, or isolated. It is important to talk with someone about these feelings. WCSU has a Campus Response and Resource Team (CART) who are prepared to help. The university will be particularly sensitive to meeting the needs of each individual. (see CART contact)

Find a safe place and call someone you trust

The police will help you whether or not you choose to prosecute the assault. For an incident on campus, call the WCSU Police Department at (203) 837-9300. For an off-campus incident, you may call WCSU Police at (203) 837-9300 or the local police department at (203) 797-4611 or 911.

Call the Women's Center 24-Hour Hotline:

- Sexual Assault: (203) 731-5204
- Domestic Violence: (203) 731-5206

Call a friend, family member, someone whom you trust, or contact a member of CART to help you through this process.

Get medical attention if needed

It is important that you seek medical attention immediately to assess and treat physical injuries you may have sustained, and other health-related risks.

To get to the hospital you can drive yourself, if it is safe to do so, or ask a friend. If you are unsure of what to do, call University Police at (203) 837-9300.

You can call the Women's Center's 24-hour confidential hotline to ask for information about going to the hospital and for to ask an advocate to meet you at the hospital at anytime.

Sexual Assault Hotline: (203) 731-5204

Domestic Violence Hotline: (203) 731-5206

Note: If you do not want to go through your insurance, you are not required to provide it at the hospital. Contact the Women's Center the following day for financial assistance relating to the hospital visit.

Try to preserve all physical evidence of the assault

If a sexual assault has occurred, some forensic evidence should be collected within 120 hours following the assault.

Do not drink, bathe, douche, brush your teeth, change your clothes, or comb your hair. It's only natural to want to do these things, but you may be compromising evidence that could be helpful in an investigation. In the course of your medical examination, this evidence will be collected by a specially trained nurse. If changing clothes is necessary, clothing worn during the assault should be placed in a paper bag.

Later Medical Evaluation: While immediate medical attention is preferred, delayed medical evaluation is strongly recommended.

Seek emotional care

After any such incident, it may be beneficial to seek professional counseling in order to explore and address the impact of such an occurrence on your life.

Crisis Intervention & Counseling Services

WCSU Counseling Center

The Counseling Center at Western provides free and confidential services to students. The center is staffed with professionals trained to provide support and counseling to those who have experienced sexual assault, sexual harassment, stalking and intimate partner violence. The Counseling Center can also provide referrals to other local agencies.

Women's Center at WCSU

The Women's Center is available to individuals of any gender identity. Advocates are state certified and specialize in crisis intervention services for survivors of sexual assault, sexual harassment, stalking, dating/domestic violence. Services include accompanying individuals to the hospital, police, judicial proceedings, safety planning, and relationship counseling on campus in White Hall 003A. All services are free and confidential.

The Women's Center also operates two 24-hour confidential hotlines:

Sexual Assault: (203) 731-5204

Domestic Violence: (203) 731-5206

Options for Reporting the Incident

Western's Campus Response and Resource Team (CART) are available to assist and support any student who has experienced sexual assault, sexual harassment, stalking and intimate partner violence on or off campus. (see list of CART members)

Students' confidentiality will be strictly protected in accordance with the law. For a detailed description of these options visit wcu.edu/students-CART.asp

1. University/Judicial Action

Students may wish to contact the University Office of Judicial Affairs after a sexual assault, sexual harassment, stalking and intimate partner violence to pursue university disciplinary action. A complete and detailed description of the judicial process may be found in the Student Code of Conduct (<http://www.wcu.edu/StudentHandbook/>)

- If the alleged perpetrator is a student at Western, you have the option to file a complaint through the university's disciplinary system (see the Student Handbook). A University representative will be available to assist you through the process. Authorized personnel may issue a no contact order prohibiting contact between students where there exists a reasonable concern that physical or psychological harm may result from such contact. All of the relevant facts and circumstances will be evaluated prior to issuing a no contact order.

- If the alleged perpetrator is a non student member of the Western community, you have the option to file a complaint with the University's Title IX coordinator (see CART Contacts list)

2. Assistance in Changing Living Arrangements, Class Schedules or On-campus Work Schedules

The university recognizes that it may be necessary for students to change their on-campus living arrangements, class schedules and on-campus work arrangements. Students requesting these changes should contact Director of Housing (203) 837-8736 and/or the Dean of Students (203) 837-9700. Students should not hesitate to make these requests, which will be addressed in a timely manner. A no contact order shall be provided so that neither student may contact the other.

3. Anonymous Reporting:

Any individual has the right to file a report on the Anonymous Incident Reporting system, which can be found on www.wcu.edu/policies/anonymous-incident-report/. This form does not include any personal identifying information (e.g. name, age, address). The purpose of this form is for statistical data collection, as well as to determine possible patterns that may exist. Even with anonymous reporting, the University may investigate an incident to determine if the community is in potential danger.

Note: University employees are required to file a report on the Anonymous Incident Reporting system when made aware of an incident related to sexual assault, sexual harassment, stalking, and intimate partner violence.

4. Contacting the University Police Department

Reporting any of the above incidents to police does not commit you to further legal action. The police will report any such incident, the extent it will be for police to investigate the crime and to prosecute the case successfully if that is your choice.

Criminal Complaint

Students may make criminal complaints with the WCSU University Police Department. The Police will inform the students of their rights and options. University Police will conduct an investigation and will keep the student apprised about any decision to prosecute.

Note: A criminal investigation will be done through the department with jurisdiction of the area that the crime was committed.

The police will review all cases with the State's Attorney's Office. The State's Attorney will make the final decision to prosecute under state law.

If you wish to have the assault prosecuted, the police and district attorney's office will handle the legal proceedings without expense to you. You do not need to hire an attorney. If you wish, the police will contact the Women's Center and an advocate will meet you at the police station.

5. Protective and/or Restraining Orders

- **Warning:** Certain Court Advocates can help you explore safety options such as protective or restraining orders that can be requested and issued by a judge from the criminal courts related to any of the above incidents.

- A court issued protective or restraining order prohibits someone from communicating with an alleged victim, from entering the victim's residence, workplace, school, or property and may place the victim under frequent.

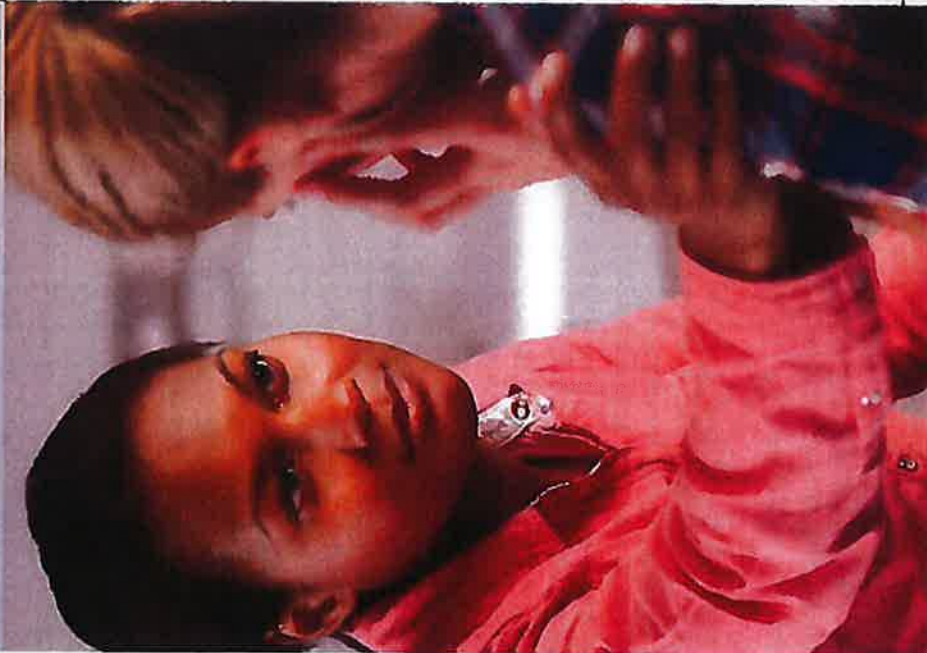
- When informed that a protective or restraining order has been issued, WCSU will take immediate steps to enforce the order as it relates to activities on the campus. It is important that students alert WCSU Police not such an order has been issued (providing the Police with a copy of the order is strongly encouraged).

For more information about protective and restraining orders students may contact University Police at (203) 837-9300 or the Women's Center at (203) 837-5206.

Resident Directors (RDs) & Resident Assistants (RAs):
Trained to assist residential students who report incidents of sexual assault and/or violence, RDs and RAs refer victims to specific support services while maintaining strict confidentiality.

Changes in living arrangements, class schedules or on-campus work schedules resulting from sexual assault: Consult the Dean of Students Office for help with these.

University disciplinary action: A detailed description of the university's disciplinary process may be found in the WCSU Student Code of Conduct online at wcsu.edu/stuaffairs/policies.asp.



SART Support Services Contact Numbers

- Women's Center of Greater Danbury
(203) 837-3939
- University Counseling Center
(203) 837-8690
- Health Service
(203) 837-8594
- CHOICES Office (Substance Abuse)
(203) 837-8899
- Director of Judicial Affairs
(203) 837-8770
- Dean of Students Office
(203) 837-8547
- WCSU Police Department
(203) 837-9300



150 Main Street, Danbury, CT 06810

Emergency

It's a Crime

Addressing sexually-based threats & assaults on campus



**WESTERN
CONNECTICUT
STATE UNIVERSITY**

Guidelines addressing sexual assault, sexual harassment, stalking, dating or domestic violence

Western Connecticut State University rigorously enforces Connecticut's legislation prohibiting sexual assault, sexual harassment, stalking, and dating or domestic violence by and against our students when such crimes occur within the campus community. Students are provided with awareness training on primary prevention, and with our Student Code of Conduct guidelines. Reported violations receive prompt university action, with the privacy of the students involved strictly protected.

The parameters of what constitutes sexual assault, sexual harassment, stalking, dating or domestic violence are offered in detail online at wcsu.edu/stuaffairs/judicial office. All students are strongly advised to review these and to understand that any student who is the victim of a crime has specific rights in accordance with the Constitution of the State of Connecticut Article XXIX: Rights of Victims of Crime. These rights are fully explained online at www.jud.ct.gov/ji/criminal/Part7/7.1-12.htm.

WCSU's Sexual Assault Response Team (SART): Offering immediate support, medical attention and information to student victims of the above crimes, SART includes staff from:

- The Counseling Center
- Substance-abuse programs
- Student Affairs
- Health Service
- Judicial Affairs
- University Police
- Danbury Women's Center

Student support process and procedures

WCSU's SART team protects the privacy of student victims, offering them a full range of support and help necessary to continue their studies. It is not unusual for students to feel fear, a sense of violation and to experience relationship difficulties after an attack. Recognizing this, the university will be particularly sensitive to meeting the needs of each individual.

Formal report (criminal complaint) of sexual assault:

The University Police will contact the Women's Center for a trained counselor at the scene. The center is bound by law to protect assault-victim confidentiality. However, the student may ask police not to involve the center. Police inform the student of her/his rights and options and conduct a confidential investigation only if there is a formal report. The Connecticut State's Attorney makes a decision regarding prosecution of the alleged perpetrator.

Emergency Room (ER) treatment:

Assault victims may elect to go directly to Danbury Hospital's ER. Forensic evidence collection (rape kit), emergency contraception and screening/treatment for date-rape drugs, STDs, HIV, and Hepatitis B are provided as needed.

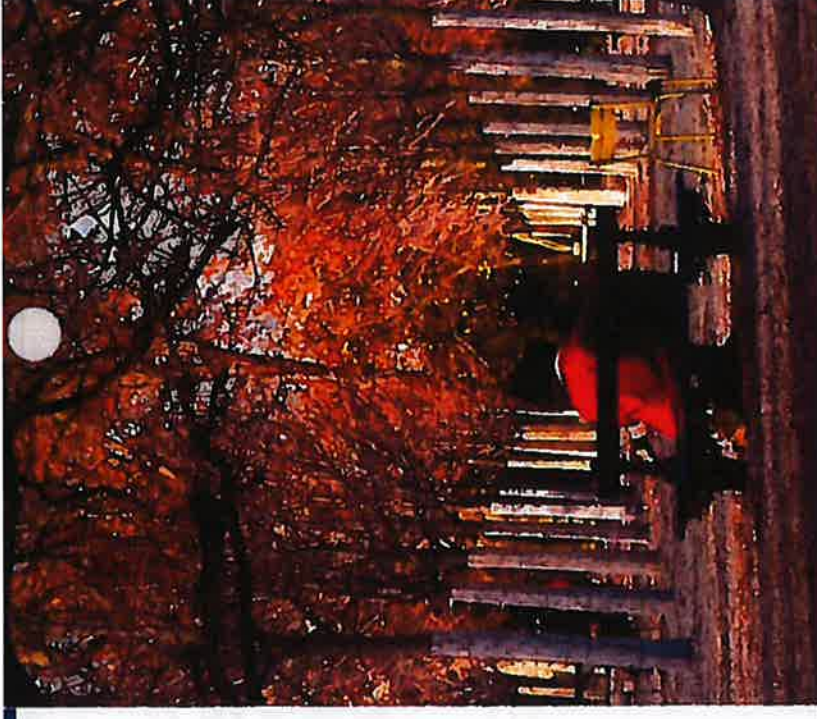
Rape kit: Completing the rape kit must be done no later than 72 hours after the assault and involves the police only if the victim chooses to report the rape. It is destroyed in 60 days if no police report is made.

Informal reporting of sexual assault:

University Police officers are available to provide information on victim rights, options and services and are available 24/7. Additional information on the reporting and follow-up process is available online at wcsu.edu/stuaffairs/policies.asp.

Protective orders: Court orders prohibit communication with, or entering the residence, workplace, school, or property of, an alleged victim, or entering a place frequented by the alleged victim. WCSU takes immediate steps to enforce protective orders relating to the campus. For more information, contact the Dean of Students Office or WCSU Police Department.

continued on other side



Reporting incidents, whether occurring on or off campus: Students may call the University Police at 978-683-5325 (SART), Campus Safety Services at 978-683-5325, or the Police at 978-683-5325. The police advise students

- on getting immediate medical attention and/or counseling
- by contacting SART
- by reporting a perpetrator
- by pursuing criminal prosecution and/or university discipline
- in circumstances involving the other victim's situation

Office of Diversity and Equity

You are here: [Home](#) [Office of Diversity and Equity](#) [What is Title IX and CaRRT?](#)

What is Title IX and CaRRT?

Note: [Click here](#) to link to the Not Anymore/Title IX Online Training Portal

What is Title IX?

The U.S. Department of Education's Office of Civil Rights (OCR) enforces, among other statutes, Title IX of the Education Amendments of 1972. Title IX protects people from discrimination based on sex/gender in education programs or activities that receive Federal financial assistance. Title IX states that: ***"No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."***

The Scope of Title IX

Title IX applies to institutions that receive federal financial assistance from the United States Department of Education, including state and local educational agencies. These agencies include approximately 16,500 local school districts, 7,000 postsecondary institutions, as well as charter schools, for-profit schools, libraries, and museums. Also included are vocational rehabilitation agencies and education agencies of 50 states, the District of Columbia, and territories and possessions of the United States.

Educational programs and activities that receive ED funds must operate in a nondiscriminatory manner.

Some key issue areas in which recipients have Title IX obligations are: recruitment, admissions, and counseling; financial assistance; athletics; sex-based harassment; treatment of pregnant and parenting students; discipline; single-sex education; and employment. Also, a recipient may not retaliate against any person for opposing an unlawful educational practice or policy, or made charges, testified or participated in any complaint action under Title IX. For a recipient to retaliate in any way is considered a violation of Title IX.

Title IX ensure that institutions, such as Western Connecticut State University ("the University" or "WCSU"), comply with the law.

Who is the University Title IX Coordinator?

The University President has appointed **Mrs. Jesenia Minier-Delgado**, the University's Chief Diversity Officer to serve as the University's Title IX Coordinator.

Mrs. Delgado is responsible for coordinating the University's compliance with federal and state discrimination and sexual harassment laws. Mrs. Delgado will provide WCSU educational programs regarding discrimination and sexual harassment prevention; respond to, investigate and seek resolution to allegations of discrimination and sexual harassment; selecting and overseeing sexual harassment advisors who serve as additional information resources on issues of sexual harassment. Oversees all Title IX complaints and reports of gender discrimination, sexual harassment, sexual violence and related allegations of sexual misconduct as they impact students, staff and faculty and/or the academic environment. Identifies and addresses any systemic problems relating to complaints and works with other departments to ensure Title IX policies are communicated to all constituencies. Communicate with law enforcement personnel and other relevant administrators to assure that reports and complaints of gender discrimination or sexual harassment/violence and related misconduct are handled appropriately.

CaRRT

Effective September 1, 2017, CaRT will be known as the Campus Response and Resource Team (CaRRT).

We listen. We understand. We help.




INTRODUCTION

Western Connecticut State University ("the University" or "WCSU") asserts that all students have the right to be free from any form of interpersonal violence such as sexual assault/rape, sexual harassment, stalking, and intimate partner/domestic violence. WCSU prohibits any student from infringing upon these rights within our campus community.

A set of guidelines and procedures have been designed to provide everyone with important information regarding the systems that are in place at WCSU to support anyone whose rights have been violated. The university will take prompt action while simultaneously supporting those affected who also wish to pursue formal legal action for crimes that may have been committed.

These guidelines and procedures have been developed to comply with Connecticut Public Act 14-11, effective **July 1, 2014**. The Legislation requires universities to adopt and disclose policies related to sexual assault on campuses. These guidelines must include the following:

1. Information about on and off campus reporting procedures;
2. Details about where students can receive support and services;
3. Summaries of the institution's complaint and disciplinary procedures (i.e., Complaint Discrimination Procedures and Student Code of Conduct);
4. Assistance for students who wish to change their living arrangements, classes, or work schedule following an assault;
5. Plans for how the university will honor protective and/or restraining orders
Training for all new students and employees within first academic year of their arrival to the university; and
6. Legal Definitions



The Legislation requires colleges and universities to keep a victim's identity and personal information as private as possible if they report a sexual assault. In addition, universities must provide primary prevention and awareness education related to sexual assault, sexual harassment, stalking and intimate partner violence for all students. While the university has always followed these principles regarding these incidents, the new legislation ensures that students will be fully supported.



Office of Diversity and Equity (/diversity)

You are here: Home (/) > Office of Diversity and Equity (/diversity) > Not Anymore/Title IX Online Training Portal

↓ Show Menu

Not Anymore/Title IX Online Training Portal

Access Portal:

Please click here (<https://studentsuccess.org/LDAP/wcsu>) to access the Not Anymore/Title IX Online Training Portal for new/new transfer WCSU and returning students.

Please remember that *student's username for Not Anymore login is only your last name and associated numbers (i.e., Jane Doe full name = doe001)*. Please **do not** use the "@wcsu.edu" at the end, this will produce a login error "wrong username or password"

DISCLAIMER: More details and/or information will be made available for online refresher training/course offering(s) for University employees.

Program Instructions:

All registered users are **required to complete the program by (or before) August 27, 2019**.

1. Once logged onto the above link, you can use your WCSU credentials (username and password) to begin the course.
2. You will be able to use the same link to re-enter and complete it in several sittings if you choose without having to start over. If you have problems taking or re-entering the course, do not start over. Click on the HELP button for assistance or email terrylynn.pearlman@vectorsolutions.com (mailto:terrylynn.pearlman@vectorsolutions.com)
3. Should you require accommodations due to a documented limitation and/or disability, you are encouraged to request accommodations through the Office of AccessAbility Services. The Office of AccessAbility Services can be reached at (203) 837-8225 (phone), (203) 837-3235 (TTY) or by email at AAS@wcsu.edu (mailto:AAS@wcsu.edu).

Please click here (<http://www.wcsu.edu/diversity/what-is-title-ix-and-cart/>) to access/obtain more information about Title IX and WCSU CaRRT.

Please click here (<http://www.wcsu.edu/police/anonymous-incident-report/>) to access the University's Anonymous Incident Report System.

Please click here (<http://wcsu.edu/diversity/wp-content/uploads/sites/37/2019/07/WCSU-Not-Anymore-FAQ-Students-compl.-7.19.2019.pdf>) to view the *frequently asked questions* ("FAQ's") in accessing the Not Anymore program.


[Faculty & Staff \(/facultystaff/\)](#)
[Alumni \(/alumni/\)](#)
[Donors & Friends \(/ia\)](#)
[A-Z Index](#)
[Contact](#)
[Essentials](#)
<http://www.youtube.com/westernctstate>
<http://www.facebook.com/westconn>
<http://www.twitter.com/westconn>
[Text-Only Version \(http://transcoder.usablen](http://transcoder.usablen)
<http://www.flickr.com/westconn>
[http://www.instagram.com](http://www.instagram.com/westconn)
[ABOUT](#)
[ADMISSIONS \(HTTPS://WCSU.EDU/ADMISSIONS/\)](https://wcsu.edu/admissions/)
[ACADEMICS \(HTTPS://WCSU.EDU/ACADE](https://wcsu.edu/academics/)
[FINANCIAL AID \(HTTPS://WCSU.EDU/FINAID/\)](https://wcsu.edu/financialaid/)
[HOUSING \(HTTPS://WCSU.EDU/HOUSING/\)](https://wcsu.edu/housing/)
[STUDENT L](#)
[ATHLETICS \(HTTP://WWW.WESTCONNATHLETICS.COM/LANDING/INDEX\)](http://www.westconnathletics.com/landing/index)
[APPLY! \(HTTPS://WWW.WCSU.EDU/](https://www.wcsu.edu/apply/)

Office of Diversity and Equity (/diversity) : Campus Response & Resource Team (/diversity/carrrt/)

You are here: [Home \(/\)](#) > [Office of Diversity and Equity \(/diversity\)](#) > [Campus Response & Resource Team \(/diversity/carrrt/\)](#)

Office of Diversity and Equity (ODE)

[Mission\(/diversity/mission/\)](#)
[Welcome \(/diversity/welcome-message/\)](#)
[Message from the Chief Diversity Officer](#)
[Approved Affirmative Action Plans \(/diversity/wcsu-approved-affirmative-action-plans/\)](#)
[Americans With Disabilities Act \(ADA\) University Statement \(/diversity/americans-with-disabilities-act-ada-university-statement/\)](#)
[Committee\(s\) and/or Working Group\(s\) \(/diversity/committees-and-or-working-group\(s\)\)](#)
[University Minority Recruitment and Retention Resources \(/diversity/minority-recruitment-and-retention-resources/\)](#)
[Diversity Programming and Training\(s\) \(/diversity/cultural-programming-and-training\(s\)\)](#)
[Not Anywhere/Title IX Online Training Portal \(/diversity/not-anywhere-title-ix-online-training-portal/\)](#)
[Discrimination Complaints \(/diversity/discrimination-complaints/\)](#)
[Diversity Resources \(/diversity/resources/\)](#)

Options

Last updated: December 7, 2017

OPTIONS FOR REPORTING AN INCIDENT

Western's Campus Resource Team (CaRRT), is available to assist and support any student who has experienced sexual assault, sexual harassment, stalking and intimate partner violence on or off campus. Students' confidentiality will be strictly protected in accordance with the law.

1. Formal Reporting: Contacting University Police

Reporting any of the above incidents to police does not commit you to further legal action. The earlier you report any such incident, the easier it will be for police to investigate the crime and to prosecute the case successfully if that is your choice.

Protective and/or Restraining Orders

- A protective and/or restraining order may be requested by the courts related to any of the above incidents.
- A court issued protective and/or restraining order prohibits someone from communicating with an alleged victim, from entering the victim's residence, workplace, school, or property and any place the victim may frequent.
- When informed that a protective and/or restraining order has been issued, Western will take immediate steps to enforce the order as it relates to activities on the campus. It is important that students alert Western Police that such an order has been issued (providing the Police with a copy of the order is strongly encouraged). For more information about protective and/or restraining orders students may contact the University Police at (203)837-9300.

Criminal Complaint

Students may make criminal complaints with Western's University Police Department. The Police will inform the students of their rights and options.

University Police will conduct a confidential investigation and will keep the student apprised about any decision to prosecute. The police will review all cases with the State's Attorney's Office. The State's Attorney will make the final decision to prosecute under state law. If you wish, the police will contact the Women's Center and an advocate will meet you at the police station.

2. University Disciplinary Action:

Students may wish to contact the University Office of Judicial Affairs after a sexual assault, sexual harassment, stalking and intimate partner violence to pursue university disciplinary action. A complete and detailed description of the judicial process may be found in the



<http://wcsu.edu/diversity/carrrt/>

[Victims Bill of Rights \(/diversity/victims-bill-of-rights\)](#)

[Definitions \(/diversity/definitions\)](#)

[Incident \(/diversity/carrrt/incident\)](#)

[Important Phone Numbers \(/diversity/important-phone-numbers\)](#)

[Stop \(/diversity/carrrt/stop\)](#)

[Options \(/diversity/carrrt/options\)](#)

[Team \(/diversity/carrrt/team\)](#)

[Events \(/diversity/carrrt/events\)](#)

[Past Events \(/diversity/carrrt/past-events\)](#)

[Clothesline \(/diversity/carrrt/clothesline\)](#)

Resources
and
Information

University Policies and Procedures (</diversity/policies-procedures/>)

Search Procedures (</diversity/search-procedures/>)

What is Title IX and CaRRT? ([title-ix-and-carrt/](/diversity/what-is-title-ix-and-carrt/))

Campus Response & Resource Team (</diversity/carrt/>)

Undocumented Student Support Services (<http://www.wcsu.edu/undocumented-student-support-services/>)

University Transgender Guidance (</diversity/workplace-transgender-guidance/>)

LGBTQ+ Resources (new page coming soon) (</diversity/lgbtq-resources-new-page-coming-soon/>)

Contact Us (</diversity/contact-us/>)

Student Code of Conduct, http://www.wcsu.edu/stuaffairs/PDFDOCS/Student_Code_of_Conduct.pdf (<http://www.wcsu.edu/stuaffairs/forms/StudentCodeofConduct16.pdf>).

Judicial/Disciplinary Option

- External: If you wish to have the assailant prosecuted, the police and district attorney's office will handle the legal proceedings without expense to you. You do not need to hire an attorney.
- Internal: If the perpetrator is a member of the Western community, you also have the option to file a complaint through the university's disciplinary system (see Student Handbook). In either instance, a university representative will be available to assist you through the process.

Students also have the additional option of filing, simultaneously, a criminal complaint by reporting an assault to the University Police.

3. Anonymous Reporting

Any individual has the right to complete an Anonymous Interpersonal Violence Form which can be found on <http://www.wcsu.edu/diversity/CaRRT/> (</diversity/carrt/>).

This form does not include any personal identifying information (e.g., name, age, address). The purpose of this form is for statistical data collection, as well as to determine possible patterns that may exist. Even with anonymous reporting, the university may investigate an incident to determine if the community is in potential danger.

** Note: University employees are required to complete an Anonymous Interpersonal Report Form when made aware of an incident related to sexual assault, sexual harassment, stalking and intimate partner violence.*

Assistance in Changing Living Arrangements, Class Schedules or On-campus Work Schedules

The university recognizes that students may want to change their on-campus living arrangements, class schedules and on-campus work arrangements. Students requesting these changes should contact the Director of Housing (203-837-8736) and/ or the Dean of Students (203 837-9700).

Students should not hesitate to make these requests, which will be addressed in a timely manner.

Who are you?

- ▶ Future Students (<https://www.wcsu.edu/admissions/>)
- ▶ Current Students (<https://www.wcsu.edu/currentstudents/>)
- ▶ Alumni & Parents (<https://www.wcsu.edu/alumni/>)
- ▶ Faculty & Staff (<https://www.wcsu.edu/facultystaff/>)
- ▶ Donors & Friends (<https://www.wcsu.edu/giving/>)
- ▶ Colonial Sports Fans (<https://www.wcsu.edu/sports/>)

Quick Links

- ▶ A to Z Index (<https://www.wcsu.edu/az-index/>)
- ▶ Maps & Directions (<https://www.wcsu.edu/campustour/directions/>)
- ▶ Academics (<https://www.wcsu.edu/academics/>)
- ▶ Athletics (<https://www.wcsu.edu/sports/>)
- ▶ Blackboard Learn (<https://www.wcsu.edu/it/elearning/>)

Contact us

- 📍 Western Connecticut St
181 White Street
Danbury, CT 06810
- ☎ 203-837-9000
- ✉ Contact the University (contact@wcsu.edu)



Police Department (/police)

You are here: [Home \(/\)](#) > [Police Department \(/police\)](#) > Anonymous Incident Report

[Home \(/police/\)](#)

[Vision and Values \(/police/visionvalues/\)](#)

[Campus Resource Team \(http://wcsu.edu/diversity/caert/\)](http://wcsu.edu/diversity/caert/)

[Numbers \(/police/contactnumbers/\) and Contacts](#)

[Shuttle Bus Service \(http://wcsu.edu/shuttle/\)](http://wcsu.edu/shuttle/)

[Parking Rules \(/police/parkingrules/\)](#)

[Emergency \(/police/wp-procedures/content/uploads/sites/88/2017/04/Procedures-Guide.pdf\)](#)

[Community \(/police/wp-response/content/uploads/sites/88/2017/04/Checklist-Procedures-Guide.pdf\)](#)

[Safety Tips \(/police/safetytips/\)](#)

[On and Off Campus Safety \(/police/onoffsafetytips/\)](#)

[Reporting a Crime \(/police/reportacrime/\)](#)

[Request for Copy of Request-Form.pdf \(/police/wp-content/uploads/sites/88/2017/04/Request-Form.pdf\)](#)

[Police Logs \(/police/logs/\)](#)

[In the News \(http://www.wcsu.edu/newsevents/\)](http://www.wcsu.edu/newsevents/)

[Annual Report 2018 \(/police/wp-content/uploads/sites/88/2018/10/Annual-Report-2018.pdf\)](#)

[Student Affairs \(/http://www.wcsu.edu/student-affairs/\)](http://www.wcsu.edu/student-affairs/)

Anonymous Incident Report

Want to report a CRIME or other Incident?

All information is kept Confidential and Private by the University to the extent allowed by law. No information regarding the sender (name, email, IP address, etc.) will be collected when submitting information to the Title IX Coordinator and University Police through this page. Please be as complete as possible.

If you would like to have either the Title IX Coordinator or University Police contact you regarding this incident, please include contact information below.

NOTE: If you need **IMMEDIATE ASSISTANCE** call the University Police directly at 911 from any campus phone or (203) 837-9300. This form generates a report that is normally reviewed during business hours and should not be used if you need an immediate response.

Location of Incident *

Date *

Time

Describe what was reported or what you saw happen *

Please provide names and descriptions of the people involved

THE INFORMATION BELOW IS OPTIONAL

If you would like either the Title IX Coordinator or a member of the University Police Department to contact you regarding this incident, please include contact information below. Providing contact information is optional and not required to report an incident.

Name

Address

Telephone

Email Address

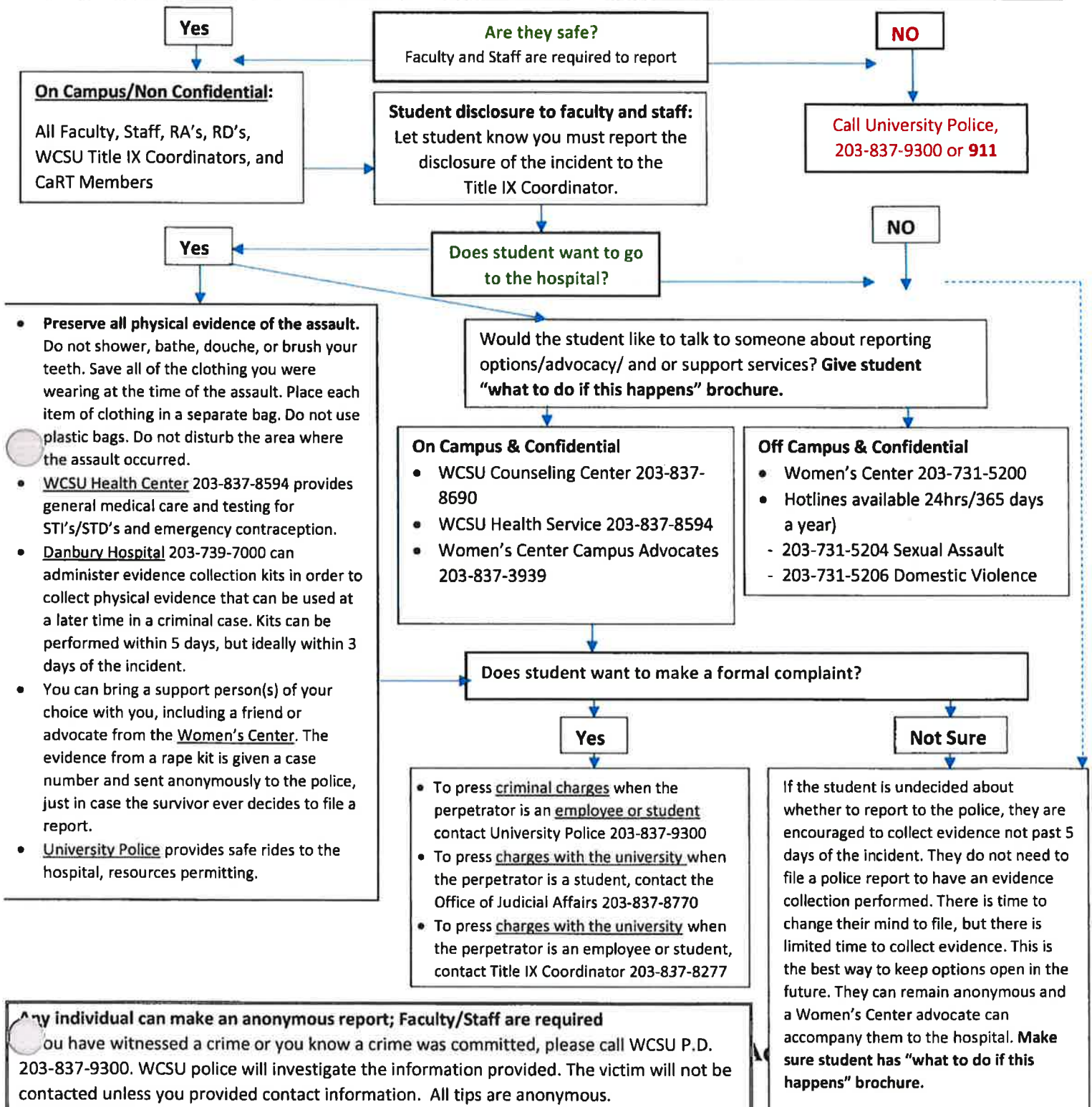
[Need Assistance with this form?](#)

Reporting Options and Campus Services

Campus Systems Advocacy Services

Advocacy services are available to assist you through the entire process and answer any questions. YOU ARE NOT ALONE.

Office of Diversity and Equity 203-837-8277, University Police 203-837-9300, Counseling Center 203-837-8690, University Health Service 203-837-8594. Women's Center Campus Advocates 203-837-3939. Women's Center 203-731-5200



WCSU Interpersonal Violence Reporting Options & Advocacy Services

Acts of interpersonal violence (sexual harassment, sexual assault, domestic violence, stalking) are a violation of Western Connecticut State University policy and state and federal law. WCSU is a community that values respect of all of its members and you have the right to a safe and welcoming campus environment. We encourage you to report any incident of interpersonal violence and/or utilize the support and advocacy services available to you.

Your safety and well-being are important to us and we want to help!

WCSU Reporting Options

University Police (All criminal complaints) 203-837-9300 or 911

Title IX Coordinator, (All University complaints) 203-837-8277

Advocacy and Support Services

Confidential On Campus

WCSU Counseling Services 203-837-8690

WCSU Health Center 203-837-8594

Women's Center Campus Advocates 203-837-3939

*A complete list of WCSU Campus Sexual Assault Resource Team (CaRT) members are listed on our website. www.wcsu/cart.edu

WCSU Home (/)

Faculty & Staff (/facultystaff/)

Alumni (/alumni/)

Donors & Friends (/ia)

A-Z Index

Contact

Essentials ★



<http://www.youtube.com/westernctstate>
<http://www.facebook.com/westconn>
<http://www.twitter.com/westconn>
<http://www.flickr.com/westconn>
<http://www.instagram.com/westconn>

[ABOUT](#)
[ADMISSIONS \(/HTTPS://WCSU.EDU/ADMISSIONS/\)](#)
[ACADEMICS \(/HTTPS://WCSU.EDU/ACADEMICS/\)](#)

[FINANCIAL AID \(/HTTPS://WCSU.EDU/FINAID/\)](#)
[HOUSING \(/HTTPS://WCSU.EDU/HOUSING/\)](#)
[STUDENT LIFE](#)

[ATHLETICS \(HTTP://WWW.WESTCONNATHLETICS.COM/LANDING/INDEX\)](#)
[APPLY! \(HTTPS://WWW.WCSU.EDU/ADMISSIONS/\)](#)

Office of Judicial Affairs (/judicial-affairs/)

You are here: [Home \(/\)](#) > [Office of Judicial Affairs \(/judicial-affairs/\)](#) > [Victim's Bill of Rights](#)

[Home \(/judicial-affairs/\)](#)

[The Hearing Process \(/judicial-affairs/hearing-process/\)](#)

[Judicial Affairs FAQ \(/judicial-affairs/faq/\)](#)

[The Judicial Board \(/judicial-affairs/leadership/\)](#)

[The Student Advocate Program \(/judicial-affairs/student-advocates/\)](#)

[Judicial Forms \(/judicial-affairs/forms/\)](#)

[Leadership Opportunities \(/judicial-affairs/leadership/\)](#)

[WCSU Day of Service, Spring \(/judicial-affairs/wcsu-day-of-service-2018/\)](#)

[WCSU Day of Service, Fall \(/judicial-affairs/wcsu-day-of-service-fall-2018/\)](#)

[Parental Notification \(/judicial-affairs/parental-notification/\)](#)

[Student Code of Conduct \(/judicial-affairs/wp-content/uploads/sites/173/2018/01/StudentCodeofConduct16.pdf\)](#)

[Sexual Assault, Domestic/Dating Violence, and Stalking Section](#)

[Definitions \(/judicial-affairs/definitions/\)](#)

[Responsible \(/judicial-affairs/definitions/#responsible\)](#)

[Confidential \(/judicial-affairs/definitions/#confidential\)](#)

Victim's Bill of Rights

Federal Law entitles victims to the following rights:

- The accuser and the accused have the same opportunity to have others present throughout the disciplinary proceeding.
- Both parties shall be informed of the outcome of any disciplinary proceeding.
- Victims shall be informed of their options to notify law enforcement.
- Victims shall be notified of counseling services available on- and off-campus.
- Victims shall be notified of options for changing academic and living situations.

WCSU is committed to the following:

- The Connecticut State University System (CSUS) Student Code of Conduct (/judicial-affairs/wp-content/uploads/sites/173/2018/01/StudentCodeofConduct16.pdf) outlines the campus disciplinary process. Students have the right to know the range of sanctions the institution can impose on the accused, which include: Warning; Written Reprimand; Privileges; Restitution; Discretionary Sanctions; Residence Hall Warning; Residence Hall Probation; Residence Hall Suspension; Residence Hall Expulsion; and Expulsion. The full text of this can be found in the Student Handbook, published by the university, or at: www.wcsu.edu/studenthandbook (<https://www.wcsu.edu/studenthandbook>).
- Victims have the right to know that any disclosure of sexual assault made to a university employee can result in a report to the police (with the victim's name withheld).
- Victims have a right to privacy and confidentiality. The university must have a waiver signed by the student in order to share information with any third party, including parents.

Additionally, the university is committed to ensuring that victims are afforded the following:

- The right to a victim advocate of their choosing. (For additional information and resources about victim advocacy, contact the Women's Center: (203) 837-3939.)
- In a campus disciplinary hearing, victims have a variety of options for how they offer their testimony, including phone or in-person in a private room. (For additional information, contact the Office of Judicial Affairs: (203) 837-8770.)

Employee [affairs/definitions/#confidential](#)

Sexual (/judicial-
Misconductaffairs/definitions/#sexual-
misconduct)

Intimate (/judicial-
Partner affairs/definitions/#ipv)
Violence

Stalking(/judicial-
affairs/definitions/#stalking)

Statement of (/judicial-
Standard of affairs/evidence/)
Evidence

Sexual (/judicial-
Misconduct affairs/sexual-
Disciplinary misconduct-
Procedures disciplinary-
procedures/)

Sexual (/judicial-
Misconduct Risk affairs/sex-
Reduction misconduct-risk-
Strategies reduction/)

Bystander (/judicial-
Intervention affairs/bystander/)

Victim's Bill of Rights (/judicial-
affairs/victims-bill-of-
rights/)

Student (/judicial-
Care Team affairs/student-care-
(SCT) team-sct/)

University (<http://wcsu.edu/police/>)
Police

Student (<http://wcsu.edu/student-Affairs> [affairs/](#))

Women's(<http://www.wcsu.edu/womenscenter/>)
Center

Who are you?


- ▶ Future Students
(<https://www.wcsu.edu/admissions/>)
- ▶ Current Students
(<https://www.wcsu.edu/currentstudents/>)
- ▶ Alumni & Parents
(<https://www.wcsu.edu/alumni/>)
- ▶ Faculty & Staff
(<https://www.wcsu.edu/facultystaff/>)
- ▶ Donors & Friends
(<https://www.wcsu.edu/giving/>)
- ▶ Colonial Sports Fans
(<https://wcsu.edu/sports/>)

Quick Links

- ▶ A to Z Index (<https://www.wcsu.edu/az-index/>)
- ▶ Maps & Directions
(<https://www.wcsu.edu/campustour/directions/>)
- ▶ Academics
(<https://wcsu.edu/academics/>)
- ▶ Athletics (<https://wcsu.edu/sports/>)
- ▶ Blackboard Learn
(<https://www.wcsu.edu/iti/elearning/>)

Contact us

- 📍 Western Connecticut St
181 White Street
Danbury, CT 06810
- ☎ 203-837-9000
- ✉ Contact the University (

 (<http://www.youtube.com/wes>

 (<https://www.linkedin.com/edu/western-connectic>
university-18041)

 (<https://plus.google.com>

[WCSU Home \(/\)](#)
[Current Students \(/currentstudents/\)](#)
[Faculty & Staff \(/facultystaff/\)](#)
[Alumni \(/alumni/\)](#)
[Donors & Friends \(/ia\)](#)
[A-Z Index](#)
[Contact](#)
[Essentials ★](#)

<http://www.youtube.com/westernctstate>
<http://www.facebook.com/westconn>
<http://www.twitter.com>
[Text-Only Version \(http://transcorder.usablen](http://transcorder.usablen)
<http://www.flickr.com/westconn>
<http://www.instagram.com>
[ABOUT](#)
[ADMISSIONS \(/HTTPS://WCSU.EDU/ADMISSIONS/\)](#)
[ACADEMICS \(/HTTPS://WCSU.EDU/ACADE](#)
[FINANCIAL AID \(/HTTPS://WCSU.EDU/FINAID/\)](#)
[HOUSING \(/HTTPS://WCSU.EDU/HOUSING/\)](#)
[STUDENT L](#)
[ATHLETICS \(HTTP://WWW.WESTCONNATHLETICS.COM/LANDING/INDEX\)](#)
[APPLY! \(HTTPS://WWW.WCSU.EDI](#)

Office of Diversity and Equity (/diversity) : Campus Response & Resource Team (/diversity/carrrt/)

You are here [Home \(/\)](#) > [Office of Diversity and Equity \(/diversity\)](#) > [Campus Response & Resource Team \(/diversity/carrrt/\)](#) > Vi

Office of Diversity and Equity (ODE)

[Mission\(/diversity/mission/\)](#)

Welcome Message from the Chief Diversity Officer

[Approved Affirmative Action Plans \(/diversity/wcsu-approved-affirmative-action-plans/\)](#)

[Americans with Disabilities Act \(ADA\) University Statement \(/diversity/americans-with-disabilities-act-ada-university-statement/\)](#)

[Committee\(s\) and/or Working Group\(s\) \(/diversity/committees-and/or-working-group\(s\)\)](#)

[University Minority Recruitment and Retention Resources \(/diversity/minority-recruitment-and-retention-resources/\)](#)

[Diversity Programming and Training\(s\) \(/diversity/cultural-programming-and-training\(s\)\)](#)

[Not Anywhere/Title IX Online Training Portal \(/diversity/not-anywhere-title-ix-online-training-portal/\)](#)

[Discrimination Complaints \(/diversity/discrimination-complaints/\)](#)

[Diversity Resources \(/diversity/resources/\)](#)

Victims Bill of Rights

Last updated: December 7, 2017

Victims of sexual violence, sexual harassment, domestic violence, dating violence, and stalking are afforded rights by the federal government, the state, and this institution. All students have the right to emotional and physical safety.

Federal Law entitles victims to the following rights:

- The accuser and the accused have the same opportunity to have others present throughout the disciplinary proceedings.
- Both parties shall be informed of the outcome of any disciplinary proceeding.
- Victims shall be informed of their options to notify law enforcement.
- Victims shall be notified of counseling services available on- and off-campus.
- Victims shall be notified of options for changing academic and living situations.

Western is committed to the following:

- The Connecticut State University System (CSUS) Student Code of Conduct outlines the campus disciplinary process. Students have the right to know the range of sanctions the institution can impose on the accuse, which include: Warning; Written Reprimand; Probation; Loss of Privileges; Restitution; Discretionary Sanctions; Residence Hall Warning; Residence Hall Probation; Residence Hall Suspension; Suspension; Residence Hall Expulsion; and Expulsion. The full text of this can be found in the Student Handbook, published by the university, or at: <http://www.wcsu.edu/handbook/> (<http://www.wcsu.edu/handbook/>)
- Victims have the right to know that any disclosure of sexual assault made to a university employee can result in a report as an annual crime statistic (with the victim's name withheld).
- Victims have a right to privacy and confidentiality. The university must have a waiver signed by the student in order to share information with any third party, including parents.

Additionally, the University is committed to ensuring that victims are afforded the following:

- The right to a victim advocate of their choosing. (For additional information and resources about victim advocacy, contact the Women's Center: (203) 837-3939)
- In a campus disciplinary hearing, victims have a variety of options for how they offer their testimony, including phone conference, or private room. (For additional information, contact the



(<http://wcsu.edu/diversity/carrrt/>)

[Victims Bill of Rights \(/diversity/bill-of-rights\)](#)

[Definitions \(/diversity/definitions\)](#)

[Incident \(/diversity/incident\)](#)

[Important Phone Numbers \(/diversity/important-phone-numbers\)](#)

[Stop \(/diversity/stop\)](#)

[Options \(/diversity/options\)](#)

[Team \(/diversity/team\)](#)

[Events \(/diversity/events\)](#)

[Past Events \(/diversity/past-events\)](#)

[Clothesline \(/diversity/clothesline\)](#)

Resources
and
Information

Office of Judicial
Affairs: (203) 837-8770.

University (/diversity/policies-
Policies and procedures/
Procedures

Search (/diversity/search-
Procedures procedures/)

What is Title IX (/diversity/what-is-
and CaRRT? title-ix-and-cart/)

Campus Response & (/diversity/carrt/
Resource Team

Undocumented (http://www.wcsu.edu/undocumented/
Student
Support
Services

University (/diversity/workplace-
Transgendertransgender-
Guidance guidance/)

LGBTQ+ (/diversity/lgbtq-
Resources (new resources-new-
page coming page-coming-
soon) soon/)

Contact Us(/diversity/contact-us/)

Who are you?

- ▶ Future Students
(https://www.wcsu.edu/admissions/)
- ▶ Current Students
(https://www.wcsu.edu/currentstudents/)
- ▶ Alumni & Parents
(https://www.wcsu.edu/alumni/)
- ▶ Faculty & Staff
(https://www.wcsu.edu/facultystaff/)
- ▶ Donors & Friends
(https://www.wcsu.edu/giving/)
- ▶ Colonial Sports Fans
(https://wcsu.edu/sports/)

Quick Links

- ▶ A to Z Index (https://www.wcsu.edu/az-
index/)
- ▶ Maps & Directions
(https://www.wcsu.edu/campustour/directions/)
- ▶ Academics
(https://wcsu.edu/academics/)
- ▶ Athletics (https://wcsu.edu/sports/)
- ▶ Blackboard Learn
(https://www.wcsu.edu/iti/elearning/)

Contact us

- 📍 Western Connecticut St
181 White Street
Danbury, CT 06810
- ☎ 203-837-9000
- ✉ Contact the University (

Copyright © 2018 Western Connecticut State University | Non-Discrimination Notice (/non-discrimination-notice.asp) |

Anonymous Incident Report (https://www.wcsu.edu/police/anonymous-incident-report/)

🐦 (http://www.twitter.com

f (http://www.facebook.com

📺 (http://www.youtube.com/wes

in (https://www.linkedin.com/edu/western-connectic
university-18041)

g+ (https://plus.google.com

**UNIVERSITY MATERIALS/BROCHURES/WEBPAGE INFORMATION ON THE
WCSU POLICE DEPARTMENT**



WCSU Community Response Checklist

How to Contact WCSU Police

- **Emergency Situations:** Dial 911 from any university phone
- Non-emergency: Dial 837-9300

Fire or Fire Alarm

- Evacuate building immediately
- DO NOT use elevators
- Dial 911

Medical Emergency

- Dial 911. Identify yourself, your location, nature of injury and how many injured or ill
- Stay on the phone with the 911 operator

Bomb or Suspicious Package

- Dial 911
- DO NOT touch or try to move device
- Evacuate the immediate area and do not let anyone enter

Shooting or Sighting of Armed Person

- If you are in or near the affected building — escape if you can do so safely
- If unable to escape, shelter in place by securing your immediate area, and:
 - DO NOT activate fire alarm
 - Lock and barricade doors, turn lights out, cover vision panels in doors
 - Turn off media sources and computer monitors and remain quiet
 - Find cover near/behind concrete walls, behind/under desks, filing cabinets, etc.
 - Stay calm, quiet, and out of sight
 - Silence cell phones
- Contact and maintain connection with 911
- Report the following information, if available:
 - Your location, building name, floor, room number
 - Number of people at your location
 - Number of injured and their injuries

(continues)

- Identity of assailant(s), if known
- Location and number of assailant(s)
- Assailant(s) description: race, gender, appearance, clothing, bags/backpacks
- Weapons used
- Follow instructions sent via the WCSU Emergency Notification System

Leaving a Secured or Safe Area

- An "All Clear" message will be broadcast over the University's Emergency Notification System
- Keep area secured until the police direct you to evacuate
- Wait in place until an officer makes entry into your area
- Follow the evacuation instructions of officers contacting you to leave the building

Join the WCSU Emergency Notification System!

The University utilizes an emergency notification system that allows individuals to receive phone messages, emails, or text messages regarding emergency situations and weather related announcements (tornadoes, delays, and closures). Opt in to this system for added safety now. Additional information is available at www.wcsu.edu/ens

Get additional information about WCSU's Emergency Management Procedures

Faculty and staff may receive additional information regarding WCSU's Emergency Management Procedures from the appropriate dean or the Police Department. Training sessions given by the police may be arranged by calling 837-9300.



WESTERN
CONNECTICUT
STATE UNIVERSITY

EMERGENCY PROCEDURES GUIDE



This Emergency Procedures Guide provides a quick reference for anyone in the Western Connecticut State University Community on the essentials to cope with most campus emergencies. Although the guide does not cover every conceivable situation, it does supply the basic guidelines for most incidents that are likely to occur on campus.

FOR ALL EMERGENCIES CALL 911

FIRE

- Activate building alarm
- Call 911
- Evacuate building by walking quickly to nearest exit
- Close doors behind you
- Alert others on your way out
- **DO NOT USE ELEVATORS**
- Move at least 500 feet away from the building
- **DO NOT RETURN TO BUILDING** until authorized by Fire or Police Department personnel
- Individuals needing assistance should remain in an area of refuge and advise emergency responders of their location by dialing 911

VIOLENT OR CRIMINAL BEHAVIOR

- Dial 911 if immediate threat
- Give nature of incident, location, any descriptions, weapons, injuries, or property damage
- Avoid contact with person(s)
- If gunfire occurs, take immediate cover in a locked room and stay until police give clearance

PSYCHOLOGICAL CRISIS

- Dial 911 if immediate threat or call the University Police @ 837-9300 if not immediate threat
- Do not try to handle any situation you feel is dangerous on your own
- Contact immediate supervisor, resident director, or resident assistant

HOSTAGE SITUATION

- Dial 911
- If taken hostage, be patient and cooperative
- Speak only when spoken to
- Be observant
- Try to rest
- Wait for any police instructions

SEVERE WEATHER

- Dial WeatherAlert @ 837-9377

WORKPLACE VIOLENCE

- Dial 911 if immediate fear of danger
- If not immediate fear of danger, notify supervisor or Human Resources @837-8663

UTILITY FAILURE

- Dial 837-9300 University Police
- Notify immediate supervisor
- Wait for instructions
- Cease from using all electrical equipment
- Do not use on/off light switches

MEDICAL AND FIRST AID

- Dial 911
- Give name, location, nature of medical/first aid
- Provide first aid care, if trained

CHEMICAL OR HAZARDOUS MATERIALS RELEASE

- Dial 911
- Try to contain the spill
- Vacate the affected area
- Close doors behind you
- When reporting a spill, be specific on nature of material involved
- If contaminated by a spill, avoid contact with others
- Showers/eyewashes are located in all chemical areas

BOMB THREATS

- Dial 911
- Attempt to keep caller on line
- Notify immediate supervisor
- Do not touch or move any suspicious item
- The decision to evacuate will be made by the University Police

EXPLOSION – AIRCRAFT CRASH

- Dial 911 if possible
- Take immediate cover upon explosion/crash
- If in a building, pull alarm and evacuate

CIVIL DISTURBANCE OR DEMONSTRATIONS

- Dial 837-9300 University Police
- Avoid location of disturbance/disorderly demonstrations
- University Police will give directives if in your area

Provided by the
University Police
April 2007

Police Services Awareness Survey

Page 1 of 1

1. Primary Status at WCSU?

--None--



2. Indicate your agreement / disagreement with the following statement: I feel very safe on campus?

☐ Strongly Disagree ☐ Disagree ☐ Neutral ☐ Agree ☐ Strongly Agree

3. Rape Aggression Defense (RAD) Program

Please indicate your interest in the following program:

☐ Strongly Agree ☐ Agree ☐ Neutral ☐ Disagree ☐ Strongly Disagree

4. Alcohol Awareness Program

Please indicate your interest in the following program:

☐ Strongly Agree ☐ Agree ☐ Neutral ☐ Disagree ☐ Strongly Disagree

5. Citizen Police Academy

Please indicate your interest in the following program:

☐ Strongly Agree ☐ Agree ☐ Neutral ☐ Disagree ☐ Strongly Disagree

6. There should be more safety programs run on campus?

Indicate your agreement/disagreement with the above listed statement:

☐ Strongly Disagree ☐ Disagree ☐ Neutral ☐ Agree ☐ Strongly Agree

7. In the box below, identify ideas for safety programs:

8. Which of the following areas do you feel needs greater attention for security?

(Check one)

- ☐ Residence Halls
☐ Classrooms
☐ Libraries
☐ Parking Lots
☐ Parking Garages
☐ Crosswalks
☐ Midtown Campus
☐ Westside Campus
☐ N/A

9. What security improvements do you think are necessary?

(Check all that apply)

- ☐ Campus Lighting
- ☐ Emergency Phones
- ☐ Cameras (CCTV)
- ☐ Mass Notification System
- ☐ Police Presence / Visibility
- ☐ Residence Halls Security
- ☐ Traffic Control
- ☐ Parking Enforcement
- ☐ None
- ☐ Comments

Done**Cancel**

WCSU Home (/)

Faculty & Staff (/facultystaff/)

Alumni (/alumni/)

Donors & Friends (/ia)

A-Z Index

Contact

Essentials ★

<http://www.youtube.com/westernctstate>
<http://www.facebook.com/westconn>
<http://www.twitter.com/westconn>
Text-Only Version (<http://transcoder.usablen>)
<http://www.flickr.com/westconn>
<http://www.instagram.com/westconn>

[ABOUT](#)
[ADMISSIONS \(HTTPS://WCSU.EDU/ADMISSIONS/\)](https://wcsu.edu/admissions/)
[ACADEMICS \(HTTPS://WCSU.EDU/ACADEMICS/\)](https://wcsu.edu/academics/)
[FINANCIAL AID \(HTTPS://WCSU.EDU/FINAID/\)](https://wcsu.edu/financialaid/)
[HOUSING \(HTTPS://WCSU.EDU/HOUSING/\)](https://wcsu.edu/housing/)
[STUDENT LIFE](#)
[ATHLETICS \(HTTP://WWW.WESTCONNATHLETICS.COM/LANDING/INDEX\)](http://www.westconnathletics.com/landing/index)
[APPLY! \(HTTPS://WWW.WCSU.EDU/](https://www.wcsu.edu/apply/)

Police Department (/police)

You are here: [Home \(/\)](#) > [Police Department \(/police\)](#) > [Rape Aggression Defense Systems](#)
[Home \(/police/\)](#)
[Vision and Values \(/police/visionvalues/\)](#)
[Campus Resource Team \(CaRT\)](http://wcsu.edu/diversity/carrt/)
[Numbers \(/police/contactnumbers/\) and Contacts](#)
[Shuttle Bus Service](http://wcsu.edu/shuttle/)
[Parking Rules \(/police/parkingrules/\)](#)
[Emergency Procedurescontent/uploads/sites/88/2017/04/Emergency-Procedures-Guide.pdf](#)
[Community Response Checklist Procedures-Guide.pdf \(/police/wp-content/uploads/sites/88/2017/04/Emergency-Procedures-Guide.pdf\)](#)
[Safety Tips \(/police/safetytips/\)](#)
[On and Off Campus Safety \(/police/onoffsafetytips/\)](#)
[Reporting a Crime \(/police/reportacrime/\)](#)
[Request for Copy of Report \(/police/wp-content/uploads/sites/88/2017/04/Request-Form.pdf\)](#)
[Incident Logs \(/police/logs/\)](#)
[In the News \(/http://www.wcsu.edu/newsevents/\)](http://www.wcsu.edu/newsevents/)

Rape Aggression Defense Systems

Rape Aggression Defense Systems is a program of realistic, self defense tactics and techniques. The RAD System is a comprehensive course for women that begins with awareness, prevention, risk reduction and avoidance while progressing on to the basics of hands-on defensive training. RAD is NOT a martial arts program. The program is designed primarily for women and is suitable for all ages and abilities.

The courses at Western Connecticut State University are free and are taught by certified RAD Instructors that provide each student with a workbook/reference manual. This manual outlines the entire physical defense program for reference and continuous growth. The RAD System of physical defense is currently taught at more than 250 colleges and universities in the United States and Canada and is the largest women's physical defense program of its kind in the country. The program is growing, widespread acceptance of this system is primarily due to the ease, simplicity and effectiveness of our tactics, our solid unique teaching methodology. The Rape Aggression Defense System is dedicated to teaching women defensive concepts and techniques against various types of assault by utilizing easy, effective and proven self-defense/martial arts tactics. Our system of realistic training provides women with knowledge to make an educated decision about resistance. We operate on the premise that a spontaneous attack will stimulate a natural desire to resist on the part of the victim. We educate women about "The Fight or Flight Syndrome" showing them that enhancing their option of physical defense is not only prudent, but necessary if natural resistance is effective.

TYPICAL QUESTIONS ASKED ABOUT THE R.A.D. CLASS

How long is the R.A.D. class?

The typical RAD class is 16 hours long. This is broken up into two eight hour segments.

How many people are in each class?

While there is no set amount of students for each class, we do limit class size to ensure that each participant feels comfortable and receives proper instruction.

What time is the class?

Class times will be varied due to demand and actual participation.

Do I have to go to both classes?

Participation in both class segments is necessary to "complete" the class and receive your pass to any future R.A.D. classes here at Western Connecticut State University, free of charge.

Do I really get to hit someone in a suit?

Yes. You will get the chance to practice what is taught to you in previous classes, on one of the instructors who will be dressed in padded protective suit. This is called simulation training and is a valuable part of the class as it gives the student a chance to see how the newly learned skills work in real life situations. This part of the class is optional, but is encouraged.


[RAD Academy.asp](#)

News

Annual(/police/wp-

port content/uploads/sites/88/2018/10/Report-2018.pdf)

Student(http://http://wcsu.edu/stude nt- Affairs affairs/)



Do I need to be an athlete to participate?

Not at all. The class is designed so that the average person can take it. We instruct people to go at their own pace and we nev do something you can't do, or do not want to do.

When can I sign up for this class?

Watch for information about class offerings posted on bulletin boards located throughout the campus.

Your R.A.D. Instructors

Officer Maz Ongaro, has been with the State of Connecticut since 1995 and joined the WCSU Police Dept. as a Building and Grounds Patrol Officer in 1998. Maz is also a telecommunications operator. He became a crime prevention specialist in 2002 and has been a RAD instructor since 2004. Maz enjoys being actively involved with Crime Prevention and RAD Programs.



Officer Monica Allen joined the WCSU Police Dept. as a Building and Grounds Patrol Officer in 1997. She became a RAD instructor in August 2005. Monica is also a telecommunications operator. Prior to joining WCSU Monica was a sexual assault counselor with the Danbury Women's Center from 1989-1998. Monica takes a proactive approach and looks forward to educating the community about self protection.



University Police offers RAD training to female students, faculty and staff free of charge. For more information, **to register for** schedule a special class for your group, organization, sorority or department/school, contact our RAD instructors at allenME@ (mailto:allenme@wcsu.edu) | ongarom@wcsu.edu (mailto:ongarom@wcsu.edu) or call 203-837-9300.

The next RAD class will be offered Friday, November 7, 2014 and Saturday, November 8, 2014. See attached flyer for informati

Who are you?

- ▶ Future Students
(<https://www.wcsu.edu/admissions/>)
- ▶ Current Students
(<https://www.wcsu.edu/currentstudents/>)
- ▶ Alumni & Parents
(<https://www.wcsu.edu/alumni/>)
- ▶ Faculty & Staff
(<https://www.wcsu.edu/facultystaff/>)
- ▶ Donors & Friends
(<https://www.wcsu.edu/giving/>)
- ▶ Colonial Sports Fans
(<https://www.wcsu.edu/sports/>)

Quick Links

- ▶ A to Z Index (<https://www.wcsu.edu/az-index/>)
- ▶ Maps & Directions
(<https://www.wcsu.edu/campustour/directions/>)
- ▶ Academics
(<https://www.wcsu.edu/academics/>)
- ▶ Athletics (<https://www.wcsu.edu/sports/>)
- ▶ Blackboard Learn
(<https://www.wcsu.edu/iti/elearning/>)

Contact us

- 📍 Western Connecticut St
181 White Street
Danbury, CT 06810
- ☎ 203-837-9000
- ✉ Contact the University (

Copyright © 2018 Western Connecticut State University | Non-Discrimination Notice (/non-discrimination-notice.asp) |

Anonymous Incident Report (<https://www.wcsu.edu/police/anonymous-incident-report/>)

🐦 (<http://www.twitter.com>)

📘 (<http://www.facebook.com>)

📺 (<http://www.youtube.com/wes>)

in (<https://www.linkedin.com/edu/western-connectic>
university-18041)

🍷 (<https://plus.google.com>)

[WCSU Home \(/\)](#)
[Current Students \(/currentstudents/\)](#)
[Faculty & Staff \(/facultystaff/\)](#)
[Alumni \(/alumni/\)](#)
[Donors & Friends \(/ia\)](#)
[A-Z Index](#)
[Contact](#)
[Essentials ★](#)
<http://www.youtube.com/westernctstate>
<http://www.facebook.com/westconn>
<http://www.twitter.com/westconn>
[Text-Only Version \(http://transcoder.usablen\)](http://transcoder.usablen)
<http://www.flickr.com/westconn>
<http://www.instagram.com/westconn>

[ABOUT](#)
[ADMISSIONS \(https://wcsu.edu/admissions/\)](https://wcsu.edu/admissions/)
[ACADEMICS \(https://wcsu.edu/academics/\)](https://wcsu.edu/academics/)
[FINANCIAL AID \(https://wcsu.edu/financialaid/\)](https://wcsu.edu/financialaid/)
[HOUSING \(https://wcsu.edu/housing/\)](https://wcsu.edu/housing/)
[STUDENT LIFE](#)
[ATHLETICS \(http://www.westconnathletics.com/landing/index\)](http://www.westconnathletics.com/landing/index)
[APPLY! \(https://www.wcsu.edu/apply/\)](https://www.wcsu.edu/apply/)

Police Department (/police)

[You are here](#) [Home \(/\)](#) > [Police Department \(/police\)](#) > [On and Off Campus Safety Tips](#)
[Home \(/police/\)](#)
[Vision and Values \(/police/visionvalues/\)](#)
[Campus Resource Team \(CaRT\)](http://wcsu.edu/diversity/caart/)
[Numbers \(/police/contactnumbers/\) and Contacts](#)
[Shuttle Bus Service](http://wcsu.edu/shuttle/)
[Parking Rules \(/police/parkingrules/\)](#)
[Emergency Procedures \(/police/wp-content/uploads/sites/88/2017/04/Emergency-Guide-Procedures-Guide.pdf\)](#)
[Community Response Checklist \(/police/wp-content/uploads/sites/88/2017/04/Emergency-Procedures-Guide.pdf\)](#)
[Safety Tips \(/police/safetytips/\)](#)
[On and Off Campus Safety \(/police/onoffsafetytips/\)](#)
[Reporting a Crime \(/police/reportacrime/\)](#)
[Request for Copy of Report \(/police/wp-content/uploads/sites/88/2017/04/Report-of-Crime-Request-Form.pdf\)](#)
[Crime Logs \(/police/logs/\)](#)
[In the Spotlight \(http://www.wcsu.edu/newsevents/MontefuscoatFBINationalAcademy.asp\)](http://www.wcsu.edu/newsevents/MontefuscoatFBINationalAcademy.asp)

On and Off Campus Safety Tips

As always, following good common sense procedures makes a positive difference.

- When traveling to and from campus, walk with a friend whenever possible. If you must walk alone, consider carrying a personal alarm. Use well-lit routes.
- At your apartment-
 - Keep your doors and windows secure and locked whenever you leave your residence.
 - Consider changing your door locks when you move into a new residence since you have no way of knowing who has the previous resident's keys.
 - Set up your own community watch with your neighbors, if possible, and be familiar with your surroundings.
 - Keep local police and fire emergency numbers handy.
 - If you need help regarding security, call the university police at 837-9300 and ask for the crime prevention officer. They will assist you in many aspects of your personal security as well as refer you to your town city police department criminal justice officials.

WCSU Home (/) Current Students (/currentstudents/)

Faculty & Staff (/facultystaff/)

Alumni (/alumni/)

Donors & Friends (/ia)

A-Z Index

Contact

Essentials ★



YouTube (http://www.youtube.com/westernctstate)

Facebook (http://www.facebook.com/westconn)

Twitter (http://www.twitter.com/westconn)

Flickr (http://www.flickr.com/westconn)

Instagram (http://www.instagram.com/westconn)

ABOUT

ADMISSIONS (HTTPS://WCSU.EDU/ADMISSIONS/)

ACADEMICS (HTTPS://WCSU.EDU/ACADEMICS/)

FINANCIAL AID (HTTPS://WCSU.EDU/FINAID/)

HOUSING (HTTPS://WCSU.EDU/HOUSING/)

STUDENT LIFE

ATHLETICS (HTTP://WWW.WESTCONNATHLETICS.COM/LANDING/INDEX)

APPLY! (HTTPS://WWW.WCSU.EDU/ADMISSIONS/)

Police Department (/police)

You are here: Home (/) > Police Department (/police) > Theft Prevention and Safety Tips

Home (/police/)

Vision and Values (/police/visionvalues/)

Campus Resource Team (http://wcsu.edu/diversity/cert/) (CaRT)

Numbers and Contacts (/police/contactnumbers/)

Shuttle Bus Service (http://wcsu.edu/shuttle/)

Parking Rules (/police/parkingrules/)

Emergency Procedures Guide (/police/wp-content/uploads/sites/88/2017/04/Emergency-Procedures-Guide.pdf)

Community Response Checklist (/police/wp-content/uploads/sites/88/2017/04/Community-Response-Checklist-Procedures-Guide.pdf)

Safety Tips (/police/safetytips/)

On and Off Campus Safety (/police/onoffsafetytips/)

Reporting a Crime (/police/reportacrime/)

Request for Copy of Report (/police/wp-content/uploads/sites/88/2017/04/Request-Form.pdf)

Police Logs (/police/logs/)

In the News (http://www.wcsu.edu/newsevents/Montefiore-News)

Theft Prevention and Safety Tips

1. Never leave personal belongings unattended: unguarded articles invite the thief. This includes articles left in automobile car is locked or not. Always remove articles from view- the trunk is the best place to leave them if they must stay in the car.
2. Wallets, pocketbooks, etc., are prime targets for the "hit and run" thief; they should stay with you all the time. Often pec items unguarded while leaving their rooms and offices for a moment or two (to visit a friend, go to a washroom, answer and upon their return find their valuables missing).
3. Lock your doors when you are leaving your room, office, or lab. Most of the thefts from such areas occur when the area's Doors and windows have locks, use them. If they are not in proper working order, report it without delay.
4. Take advantage of "Operation Identification", an effort on the part of many police agencies to convince people to mark in some distinctive, obvious fashion. To this end we have available at our headquarters electric graving tools, which are with which one can mark metal, plastic, glass, and wooden objects with initials, designs, or numbers (such as your drive number). After marking your valuables, make a list of what was marked and record the initials, numbers, etc., used for t Criminals do not like their chance of being detected, and makes "fencing" such items considerably more difficult.
5. The theft of automobiles is a major problem throughout the nation. You can take some simple steps to protect yourself thieves:
 - Always lock your car when parked.
 - Install and use a hidden electrical switch, which cuts off your electrical circuitry, making it impossible to start the car.
 - Remove the coil wire and store it in a safe place when parking your car for an extended period of time. This has t as the hidden switch, and adds an extra layer of protection. The engine cannot be started until the coil wire is rep
 - Always park in well lighted areas.
 - Consider installation of an automatic alarm system. There are many varieties of anti-theft devices available on the market. While many seem to set themselves up as the ultimate in security, you should bear in mind that no system is "fo are in doubt, feel free to call the University police during the normal business hours or simply stop by. We'll be gl with you the pro's and con's of any system, device, or method of making your automobile more secure.
6. Bicycle theft has become a booming business for thieves, especially since the advent of the 10-speed models. Bicycles c make use of Operation Identification engraving tools. After you've engraved your bike, make a record of the design or i used, and keep this record, bill of sale, and a complete written description of the bike (including the manufacturer's ser safe place. Beyond this, we urge you to safeguard your bicycle by using one of several heavy duty locking mechanisms t currently on the market.
7. At times people return to their rooms, offices, etc., and find some stranger inside. The stranger usually has a "cover" sto looking for employment, or trying to find some person. Regardless of the story provided, take close notice of the intrud appearance, age, height, weight, and clothing, and notify the university police as soon as safety allows. Do not forcefully intruders or pursue them when they flee. Such action involves a high degree of risk, and has in the past resulted in assa members of the community. It is far more advisable to be able to provide a good description of an intruder and the dire then notify the university police who will respond immediately. One method that has proven quite successful in the past is to simply say to a person whom you suspect as being an int help you?" If the person is an intruder, the chances are quite high that a "cover" story will be told, after which the perso area. While you're listening to the story, you can get a good look at the person and be able to provide an accurate descriptio university police. Help protect yourself and your classmates and report all suspicious activity to the university police. Yo the difference as to whether or not a fellow resident or classmate is robbed or assaulted.
8. Along the same lines, whenever you notice juveniles or other strangers wandering about, or entering residence halls, o notify the university police immediately. Officers will quickly respond. Remember that if you live in a residence hall, it se home while you're here. No one can keep it secure better than you.
9. The rate of reported assaults in the Danbury area climbs steadily. In order to reduce the risk of victimization, follow thes Know Where you are going, people.
 - Try to get a friend to walk with you, especially at night; there really is safety in numbers. Take advantage of the Co

News

Annual (/police/wp-
port content/uploads/sites/88/2018/10/Security-
Report-2018.pdf)

Student (http://http://wcsu.edu/student-
Affairs affairs/)

Service Patrol Escort Service.

- Always carry some pocket change, so you can call for emergency help if you need it on a public phone.
- Be aware while you walk, so you can detect potential danger before it might strike.
- Never display money openly. The quickest way to lose your funds is to flash a bulging wallet or wad of bills.
- Whenever you travel whether it be on campus or in the city, it is a good idea to be alert to potential attackers. Many asked us what device they should carry for protection should they run into trouble. We recommend you steer clear of sprays. The possibility exists that your attacker could overpower you and use your chemical spray to cause you serious injury.

Our recommendation is a noise making device such as a shrill alarm which will scare your attacker and alert any

10. Try to avoid carrying large sums of cash on your person. Checking accounts, credit cards and traveler's checks are much better than you must deal in large sums. Obviously everyone carries some cash; but anticipate what you'll need, and refrain from carrying too much. Also, refrain from keeping large amounts of cash in your room. On the occasions when this may happen, keep this confidential. Flashing your cash invites theft. For the protection of the community, door-to-door soliciting is prohibited. All too often soliciting has led directly to vandalism, larceny, and other similar problems. When you become aware of such activity, please report it immediately to the police department.

11. Book theft is a serious problem. Protect your books by marking all books with your name and social security number in the spine. Keep books with you; do not leave them in public places, on coat racks, or lockers. Report book thefts immediately. Recovery may be made at the resale counter.

Who are you?

- ▶ Future Students
(<https://www.wcsu.edu/admissions/>)
- ▶ Current Students
(<https://www.wcsu.edu/currentstudents/>)
- ▶ Alumni & Parents
(<https://www.wcsu.edu/alumni/>)
- ▶ Faculty & Staff
(<https://www.wcsu.edu/facultystaff/>)
- ▶ Donors & Friends
(<https://www.wcsu.edu/giving/>)
- ▶ Colonial Sports Fans
(<https://www.wcsu.edu/sports/>)

Quick Links

- ▶ A to Z Index (<https://www.wcsu.edu/az-index/>)
- ▶ Maps & Directions
(<https://www.wcsu.edu/campustour/directions/>)
- ▶ Academics
(<https://www.wcsu.edu/academics/>)
- ▶ Athletics (<https://www.wcsu.edu/sports/>)
- ▶ Blackboard Learn
(<https://www.wcsu.edu/iti/elearning/>)

Contact us

- 📍 Western Connecticut State University
181 White Street
Danbury, CT 06810
- ☎ 203-837-9000
- ✉ [Contact the University](#)

Copyright © 2018 Western Connecticut State University | Non-Discrimination Notice ([non-discrimination-notice.asp](#)) |

Anonymous Incident Report (<https://www.wcsu.edu/police/anonymous-incident-report/>)

🐦 (<http://www.twitter.com>)

📘 (<http://www.facebook.com>)

📺 (<http://www.youtube.com/wcsu>)

in (<https://www.linkedin.com/edu/western-connecticut-university-18041>)

⌘ (<https://plus.google.com>)



SERVICES ON CAMPUS CONNECT WITH US

We provide on-campus counseling and advocacy related to dating violence, sexual assault, sexual harassment, and stalking to individuals of all gender identities.

All of our services are **confidential** and **free**. Your right to privacy is important to us.

If you are a victim/survivor and need someone to talk to, please reach out to us today to help you through this difficult time.

Counseling

- Individual Counseling
- Group Counseling
- Can meet you where you are

Advocacy

- Police/Criminal Justice Advocacy
- Judicial Accompaniment
- Hospital Accompaniment
- Changing Housing
- Changing Class Schedule
- Safety Planning



Campus Office



203-837-3939



Midtown Campus
White Hall Room 003A



www.wes.edu/womencenter

Main Office



- General Line: 203-734-5200
- 24/7 Sexual Assault Hotline: 203-734-5204
- 24/7 Domestic Violence Hotline: 203-734-5206



2 West Street
Danbury, CT 06840



www.wesgd.org

Social Media



@wesgd_onecampus



@wesgd_onecampus



[www.wesgdonedcampus](https://www.facebook.com/wesgdonedcampus)

The Women's
Center of Greater
Danbury



CAMPUS COUNSELING & ADVOCACY SERVICES

At Western
Connecticut
State University

Funded by the Connecticut
Alliance to End Sexual Violence

WHAT IS INTERPERSONAL ABUSE?

Interpersonal Abuse is when one person exerts **power and control** over another through physical, sexual, or emotional threats or actions, economic control, isolation, or other kinds of coercive behavior.

Anyone can be a victim or perpetrator; it crosses all ages, gender identities, races, classes, sexual orientations, etc.

DATING ABUSE

Dating abuse: The intentional use of repeated destructive behaviors to exert power and control over one's partner.

Types of Abuse

- **Physical:** Hitting, punching, restraining, threatening, etc.
- **Emotional:** Gaslighting, manipulating, cheating, being possessive, etc.
- **Verbal:** Insulting, shouting, mocking, belittling, etc.
- **Sexual:** Coercing, forcing, reasoning, blackmailing, etc.
- **Digital:** Monitoring, harassing, threatening, etc.
- **Financial:** Stealing, controlling, restricting, pressured spending, etc.

CONSENT

Affirmative Consent: A knowing, voluntary, and mutual agreement through words, actions or gestures, among all participants to engage in sexual activity. It can be withdrawn at any time and is needed at each escalation of physical/sexual behavior.

It upholds the standard that "**yes means yes**", requiring a verbal yes to be present. State legislation mandates that all colleges in CT abide by this standard.



Consent **cannot** be coerced, guilted, manipulated, pressured, or forced out of someone. Someone cannot give consent when they are impaired by alcohol or other drugs, have an intellectual disability, or are under the age of 18.



HEALTHY RELATIONSHIPS

Healthy Relationships are based in equality and respect. Everyone has the right to feel valued, respected, and safe in their relationships.

Some qualities of a healthy relationship

are:

empathy	trust	respect	equality
honesty	loyalty	support	boundaries
compassion	independence	comfortable pace	fun

STALKING

Stalking: A pattern of behaviors that can cause someone to fear for their personal safety or cause them emotional distress.

This can include:

- Following someone or showing up places they know they will be
- Sending unwanted gifts or items
- Monitoring and/or sending excessive texts, calls, social media messages
- Tracking where someone is with a GPS
- Going through someone's belongings.
- Harassing someone's friends or family

SEXUAL ASSAULT

Sexual Assault: An act of power and control in which sexual contact, behavior, and/or activity occurs without explicit consent of the victim.

This can include:

- Sexual Harassment
- Rape
- Incest
- Child Sexual Abuse
- Sex Trafficking
- Exploitation
- Exposure to inappropriate material (unwanted sexis, flashing, etc)
- Unwanted Sexual Contact
- Voyeurism

• **Sexual harassment** is any unwelcome visual, verbal, or physical conduct of a sexual or sexist nature that is pervasive or severe.



Women's Center (/womenscenter)

You are here: Home (/) > Women's Center of Greater Danbury

↓ Show Menu



In January of 2007, Western Connecticut State University and The Women's Center of Greater Danbury solidified a partnership by signing an agreement for the Women's Center to provide domestic violence and sexual assault outreach services to the Western community.

Free and confidential campus services:

- Individual and Group Counseling
- Information and Referrals
- Crisis Intervention and Advocacy at the hospital, police station, city of Danbury court, and during the campus judicial process
- 24-Hour Hotlines
 - Sexual Assault: (203) 731-5204
 - Domestic Violence: (203) 731-5206

****All services are FREE & CONFIDENTIAL**

Sydney Trezza
Counselor/Advocate

Women's Center (on campus satellite office):
WCSU Midtown Campus
White Hall 003A
Danbury, CT 06810
Office phone: 203-837-3939
E-Mail: trezzas@wcsu.edu (mailto:oconnorm@wcsu.edu), sydney.t@wcogd.org
(mailto:melissa.o@wcogd.org)

Rayna Havelock
Counselor/Advocate

Women's Center (on campus satellite office):
WCSU Midtown Campus
White Hall 003A
Danbury, CT 06810



Phone: 203-837-3939

havelockr@wcsu.edu (mailto:havelockr@wcsu.edu), rayna.h@wcogd.org

h@wcogd.org

Center of Greater Danbury

and the Community since 1975

2 West Street

Danbury, CT 06810

Crisis Intervention, Counseling, Advocacy, Information and Referral, Educational/Training Programs

Women's Center Helpline: 203-731-5200

Sexual Assault Hotline: 203-731-5204

Domestic Violence Hotline: 203-731-5206

www.wcogd.org (http://www.wcogd.org)

womenscenter@wcogd.org (mailto:womenscenter@wcogd.org)



(<http://wcogd.org/index.php/home->

bottom)



(<http://www.facebook.com/The-Womens-Center-of-Greater-Danbury-140116302702053/>)



(<https://twitter.com/WCofGD>)



(<https://www.instagram.com/thewomenscenterdanbury/>)

Who are you?

- ▶ Future Students (<https://www.wcsu.edu/admissions/>)
- ▶ Current Students (<https://www.wcsu.edu/currentstudents/>)
- ▶ Alumni & Parents (<https://www.wcsu.edu/alumni/>)
- ▶ Faculty & Staff (<https://www.wcsu.edu/facultystaff/>)
- ▶ Donors & Friends (<https://www.wcsu.edu/giving/>)
- ▶ Colonial Sports Fans (<https://www.wcsu.edu/sports/>)



About Us

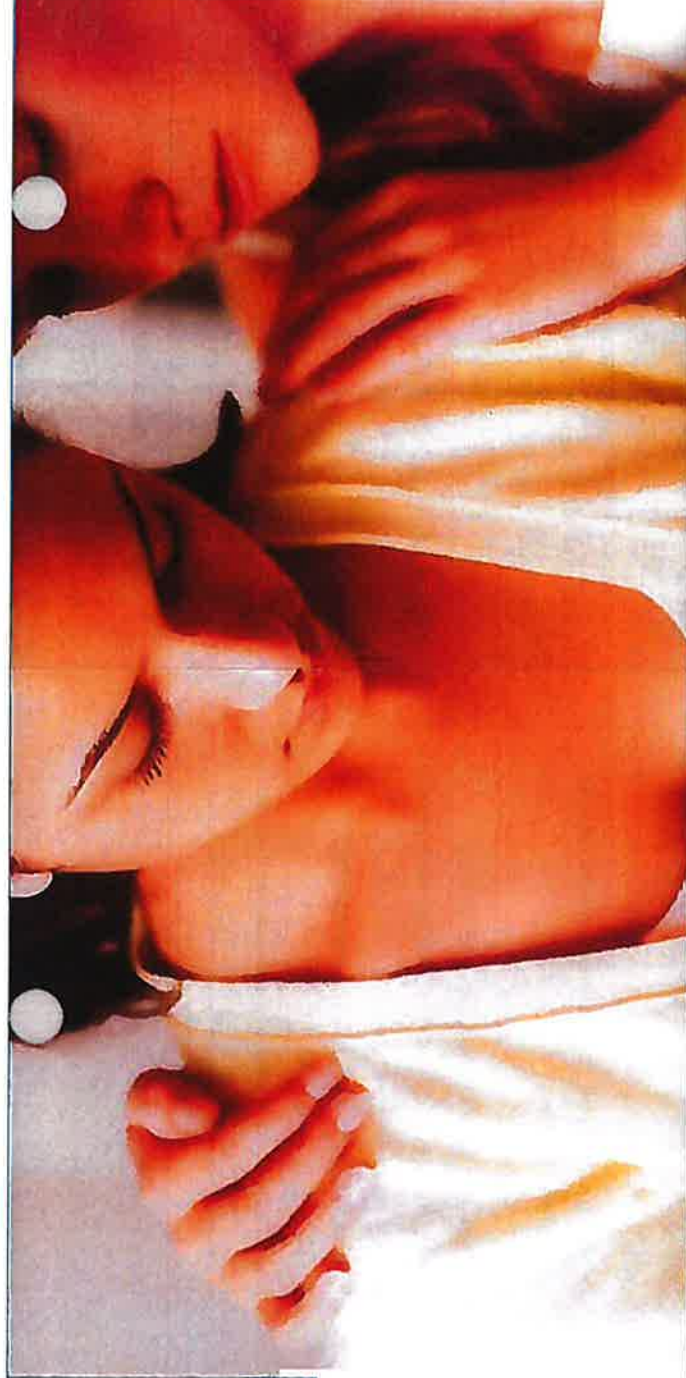
The Center: Dedicated to helping the people in our community for more than 30 years

The Center is a non-profit agency that provides free, 24-hour confidential help to women, men and children who have experienced sexual assault. All of our services are available in English and Spanish – and are free and confidential.

Our mission is to provide counseling and support services to victims of sexual assault and to eliminate sexual violence through community-wide education programs. Our wish? A world free from sexual violence.

Since 1979, we have been providing services to the eight towns of lower Fairfield County: Darien, Greenwich, New Canaan, Norwalk, Stamford, Weston, Westport, and Wilton.

Thanks to our generous supporters and sponsors, including: Steven A. and Alexandra M. Cohen Foundation, CONNSACS, Near & Far Aid, Debbie and Bryan Dietz for the William and Sylvia Silberstein Foundation, Inc., and The United Way.



Our Mission

The Center provides counseling and support services to victims of sexual assault and strives to eliminate sexual violence through community-wide education programs. Our wish? A world free from sexual violence.

The Center for Sexual Assault Crisis Counseling and Education

700 Canal Street, Suite 22B
Stamford, CT 06902
Office: 203-348-9346
Fax: 203-324-2321

24 - Hour Hotlines
English: 203-329-2929
Español: 888-568-8332



NEAR & FAR AID

www.thecenter-ct.org

Programs & Services



The Center
for Sexual Assault Crisis
Counseling and Education

Counseling • Education • Advocacy



Clinical Services

Education & Training

Volunteer Programs

You're Not Alone. We're here to help.

At The Center, our trained counselors work with victims of sexual assault and their loved ones to guide and empower them. Our counselors also inform their clients about legal, medical and counseling options.

Services include:

- **24-hour Crisis Hotline:** staffed with Certified Sexual Assault Crisis Counselors
- **Individual Short-Term Counseling:** up to 12 sessions of one-on-one crisis counseling
- **Support Groups:** for survivors and their families
- **Advocacy:** We can meet clients at hospitals and police stations to provide support and aid in evidence collection. We are also available to support and accompany clients through the court process and judicial proceedings.

Bilingual staff is available.

All services are free and confidential.

Our wish? A world free from sexual violence.

At The Center, we believe education is at the very heart of making our wish become a reality. The Center offers a variety of educational programs on a wide range of topics to raise awareness of sexual violence.

Our educational programs are age appropriate, non-threatening and teach:

- Risk reduction
- Prevention techniques
- The prevalence and pervasiveness of these crimes
- What to do if you or someone you know is sexually assaulted

The Center's education programs reach:

- Elementary, middle and high school students, as well as college students
- Police forces and medical professionals
- Parents and teachers
- Social workers, camp counselors, religious leaders, guidance counselors and more

Have a heart. Lend a hand.

Are you looking for an interesting and important way to make a difference in someone's life? Do you want to take a stand for an important issue and get involved with your community, while gaining valuable experience?

Consider becoming a volunteer at The Center.

Volunteers can work directly with clients on our 24-hour hotline or work behind the scenes in the office, or at our events. All direct service volunteers must successfully complete our 35-hour certification training program. We also ask that all volunteers help us with our events and public awareness campaigns. Lend us a hand. Become a volunteer today!

Contact us at 203-348-9346 and learn how you can help.



The Center
for Sexual Assault Crisis
Counseling and Education

www.thecenter-ct.org



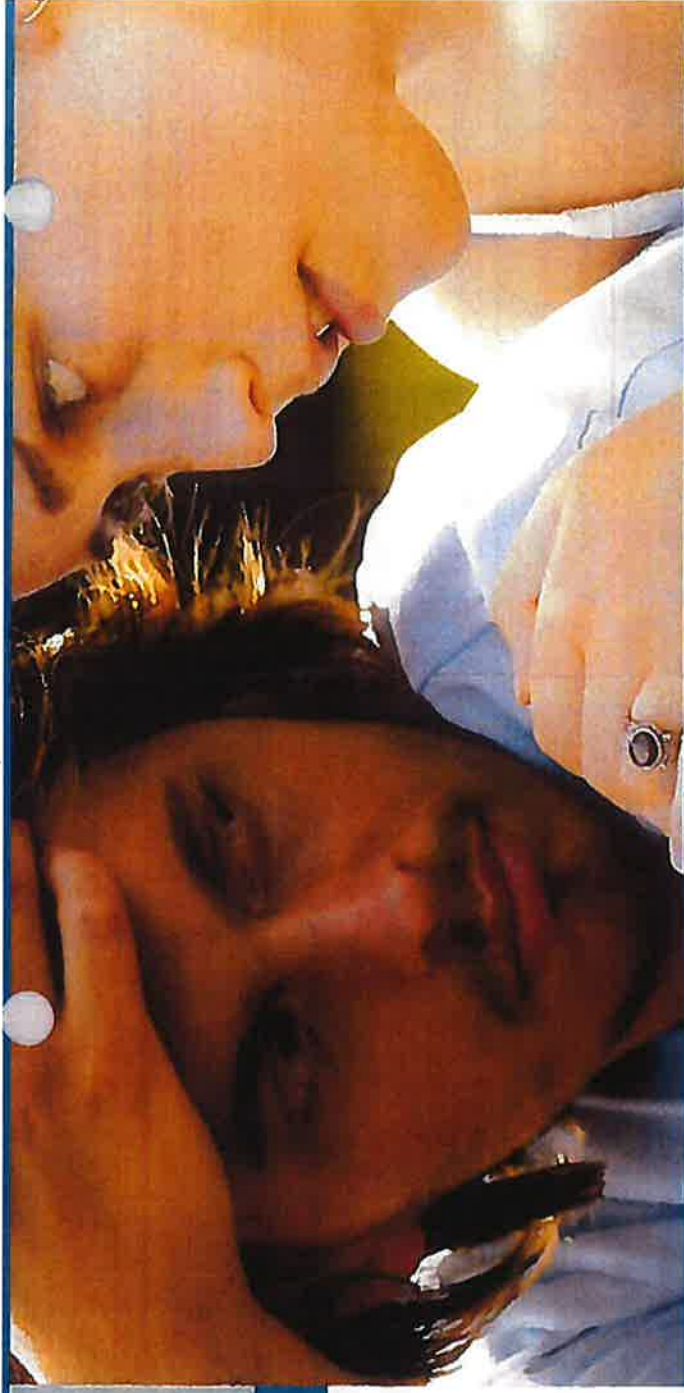
The Center's Services

Our **free** and **confidential** services for survivors and their family members and friends include:

- 24-hour hotline which is staffed by Certified Sexual Assault Crisis Counselors (the hotline is available in English and in Spanish)
- Individual short term crisis counseling - up to 12 free and confidential sessions
- Support Groups
- Advocacy and accompaniment throughout medical, police and judicial proceedings
- Referrals to area therapists, doctors, attorneys and agencies who are experienced in working with survivors
- Support and advocacy for parents/caregivers during forensic interviews of children who have disclosed child sexual abuse
- Assistance in filing for Victim's Compensation benefits

Bilingual staff is available.

All services are free and confidential.



Our Mission

The Center provides counseling and support services to victims of sexual assault and strives to eliminate sexual violence through community-wide education programs. Our wish? A world free from sexual violence.

The Center for Sexual Assault Crisis Counseling and Education

733 Summer Street, Suite 503
Stamford, CT 06901
Office: 203-348-9346
Fax: 203-324-2321

24 - Hour Hotlines
English: 203-329-2929
Español: 888-568-8332

www.thecenter-ct.org



No Matter What Happened

No Matter When It Happened

No Matter Where It Happened

We Can Help You Now.



Counseling • Education • Advocacy

What is Sexual Assault?

Sexual assault is any non-consensual sexual contact. It includes rape, attempted rape, gang rape, spousal rape, incest, child sexual assault, sexual contact, and sexual harassment. It happens to people regardless of their race, ethnicity, age, income or the community in which they live.

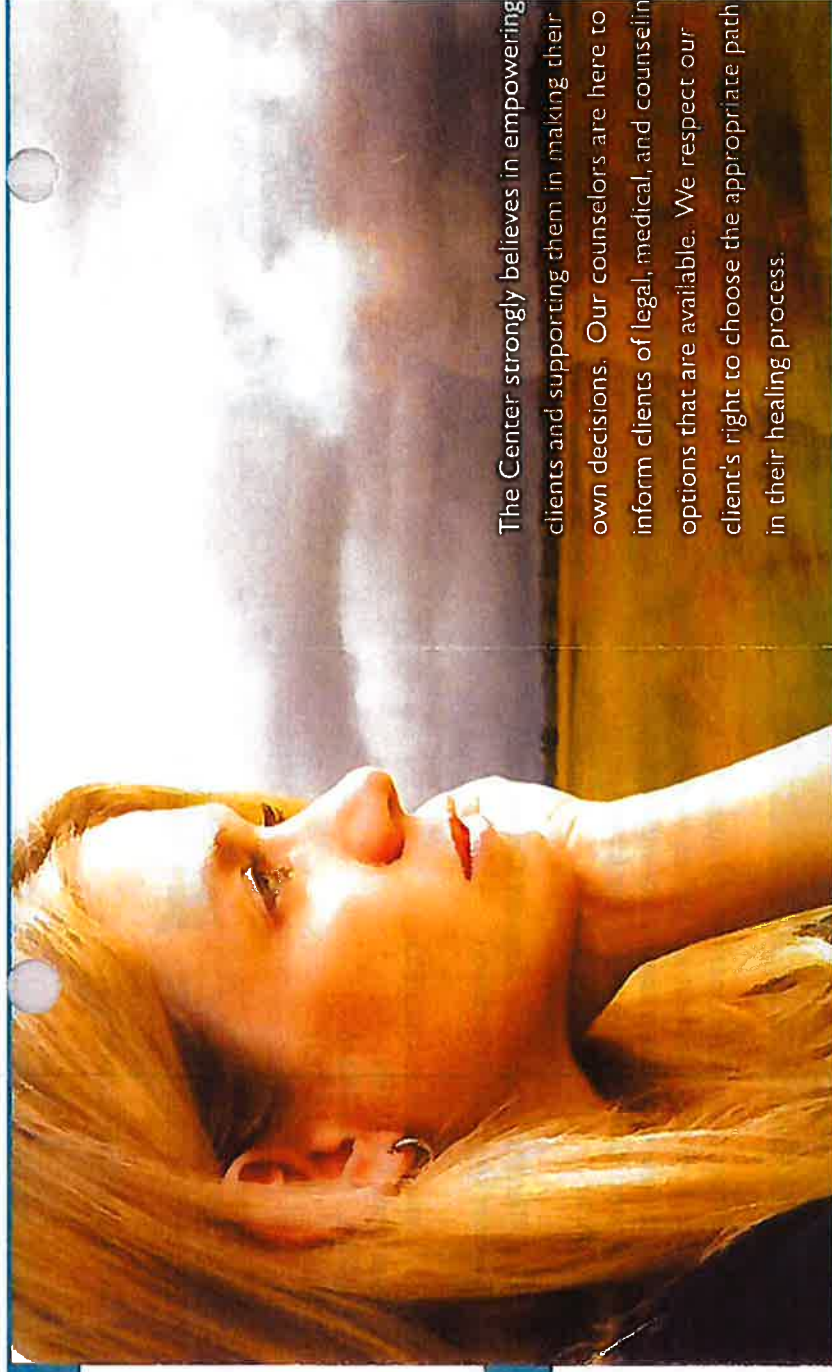
Is My Reaction Normal?

Survivors of sexual assault vary in their reactions to their experiences. There is no wrong way to react to an assault.

Many Survivors Experience:

- Fear
- Anger
- Difficulty sleeping
- Nightmares
- Difficulty concentrating
- Avoidance of sexual contact
- Guilt
- Flashbacks

If you have experienced some or all of these feelings following a sexual assault, remember that you are having a normal reaction to a traumatic experience. You are not alone.



The Center strongly believes in empowering clients and supporting them in making their own decisions. Our counselors are here to inform clients of legal, medical, and counseling options that are available. We respect our client's right to choose the appropriate path in their healing process.

Should I Tell Anyone?

You do not have to tell anyone about your assault unless you decide to do so. A counselor can help you decide if and how to tell others. If you do choose to tell others, The Center's services are also available for your family and friends. The Center will always respect your right to receive confidential services.

It Happened a Long Time Ago, Why Do I Still Feel This Way?

Years later, many survivors find themselves still having difficulties associated with their abuse. It is never too late to address these feelings. They do not have to last forever. We recognize that it is hard to take the first step. Talking to someone experienced in working with survivors of abuse can help you find ways to deal with your feelings.

**UNIVERSITY MATERIALS/BROCHURES/WEBPAGE INFORMATION ON ALL
OTHER UNIVERSITY RESOURCE(S) AND RELEVANT OFFICE(S)**

The logo for Western Connecticut State University features a large, stylized red 'W' that frames the university's name. The name is written in a bold, dark blue, sans-serif font, stacked in four lines: 'WESTERN', 'CONNECTICUT', 'STATE', and 'UNIVERSITY'.

**WESTERN
CONNECTICUT
STATE
UNIVERSITY**



Office of Judicial Affairs (/judicial-affairs)

You are here: [Home \(/\)](#) > [Office of Judicial Affairs \(/judicial-affairs\)](#) > [Student Care Team \(SCT\)](#)

↓ Show Menu

Student Care Team (SCT)



We Care.

WHAT IS THE SCT?

The Student Care Team (SCT) at WCSU is a multi-disciplinary leadership team established to foster essential information sharing and collaboration. The SCT's purpose is to monitor, assess, intervene, consult, and refer in order to remove barriers to student success and wellbeing. Students often come to college with various social, emotional, developmental, physical and, sometimes, mental health issues. These can create challenges as they can interfere with academic success or cause concern in residence life settings, in the classroom, or on campus.

HOW TO REFER A STUDENT TO THE SCT:



the WCSU community, you are in a unique position to identify signs of concern and connect students to services that support their success. Any member of the university community can report information of a concern regarding someone who is exhibiting behaviors or signs of academic or emotional distress. Any member can contact one of the offices representing the SCT, a representative who can determine if the concern falls into the domain of the SCT. If you are unsure whether a concern you have is something the SCT can assist with, ask anyway. The more opportunity we have to provide resources to our students, the better.

WONDERING WHETHER OR HOW TO INTERVENE WITH A STUDENT IN DISTRESS?

Ask yourself the following:

- Is this behavior significantly out of the ordinary?
- Is this student consistently disruptive?
- Is this behavior impacting the learning environment?
- Is the behavior getting worse, even with classroom management techniques?
- Does the behavior put anyone at risk?
- Is this situation beyond my skill level or training?
- Do I want to talk with someone before determining a course of action?

If you answered "Yes" or "Perhaps" to any of the above questions, it is a good idea to contact us at sct@wcsu.edu (mailto:sct@wcsu.edu).

Please access and complete the online form here:

[Online Form \(/judicial-affairs/student-care-team-sct/online-form/\)](/judicial-affairs/student-care-team-sct/online-form/)

GUIDELINES FOR FACULTY/STAFF TO USE BEFORE REFERRING TO SCT:

To insure a clear and efficient process to resolve concerns about student behavior, we believe that the Student Care Team should be activated by one of its members. In communicating with faculty and staff about the team, there is a need to provide information about who is the best contact, and that depends upon the nature of the situation that is of concern.

For Faculty: If the matter involves behavior in the classroom that cannot be redirected despite several attempts and is having a negative effect on the classroom dynamics, dynamics, it is recommended that you ask the student to meet with you prior to the next class. At this meeting, it is advised to set the parameters that are acceptable behavior and let the student know if those parameters are not met, you will ask the student to leave the class and to meet with you and your department chair prior to the student's return to your class. Hopefully the issue can be resolved with the chair as a third party. If the student does not accept these parameters or if the student accepts them but upon returning to class violates them, then it is recommended that the faculty member, the Chair and the student meet with the academic dean.

If the matter needs an immediate response, dial 911, and the WCSU Police will respond.

This action can have a number of results depending on the nature of the emergency. If it is health related, an ambulance would be called. If it is related to problematic behavior, depending on the seriousness of the act, the student could be arrested, referred to Judicial Affairs or both.

If an arrest or a report to Judicial Affairs were made, the matter would be resolved as quickly as possible, and the faculty member would be apprised of the resolution.



W... does not rise to the level of an emergency but you believe is in violation of the Student Code of Conduct, contact **Charles Alexander, Director of Judicial Affairs, at 7-8770**. You would complete a report and generate an investigation. If the student has violated the Conduct Code, there would be a meeting with the Judicial Affairs Officer or a hearing. You would be apprised of the resolution.

If the student is of concern but is not affecting the classroom directly, then contact the **Student Care Team** at sct@wcsu.edu (mailto:sct@wcsu.edu) **and someone will get back to you within 24 hours Monday through Friday**. Examples of such behavior include a suspicion of substance abuse or an observed change in temperament from friendly to sullen. Within a reasonable amount of time, follow-up would be provided by the Dean of Students, consistent with laws/regulations of confidentiality.

If the student has an accommodation and has stopped attending class or is not turning in assignments by the published deadline, contact AccessAbility Services at 7-8946. Within a reasonable amount of time, follow-up would be provided by the Director of AccessAbility Services, consistent with laws/regulations of confidentiality.

While the matter may be resolved directly by the office or individual that you contact, it may be referred to the Student Care Team for further discussion.

For Staff: If the matter needs an immediate response, dial 911, and the WCSU Police will respond.

If the matter involves behavior in your office that cannot be redirected despite several attempts, then contact your supervisor. If this action does not produce a satisfactory resolution, then dial 911 and the WCSU Police will respond. Depending on the seriousness of the act, the student could be arrested, referred to Judicial Affairs or both.

If an arrest or a report to Judicial Affairs were made, the director of the office who reported the problem would be apprised of the resolution.

While the matter may be resolved directly by the office or individual that you contact, it may be referred to the Student Care Team for further discussion.

CURRENT SCT MEMBERS & CONTACT INFORMATION:

Dr. Walter Cramer
Dean of Students
Student Affairs
(203) 837-8547
cramerw@wcsu.edu
(mailto:cramerw@wcsu.edu)



Dr. Rée LeBlanc Gunter
Director
Counseling Center
(203) 837-8690
gunterr@wcsu.edu
(mailto:gunterr@wcsu.edu)



Charles J. Alexander
Director
Judicial Affairs
Phone: (203) 837-8770
alexanderc@wcsu.edu
(mailto:alexanderc@wcsu.edu)



Sharon Guck
Coordinator
Substance Abuse
Prevention Programs
(203) 837-8898





Police Chief
University Police
(203) 837-9300
connorr@wcsu.edu
(mailto:connorr@wcsu.edu)



Ron Mason
Director
Housing & Residence Life
(203) 837-8531
masonr@wcsu.edu
(mailto:masonr@wcsu.edu)



Rebecca Wade-Rancourt
M.S. W., L.C.S.W.
Assistant Professor
Social Work
203-837-8573
waderancourtr@wcsu.edu
(mailto:waderancourtr@wcsu.edu)



Elisabeth Morel
Director
AccessAbility Services
203-837-8225
morele@wcsu.edu
(mailto:waderancourtr@wcsu.edu)



* If you would like a couple of us to come to your department/staff meeting, please reach out to one of our members and we will be glad to assist.

Who are you?

- ▶ Future Students (<https://www.wcsu.edu/admissions/>)
- ▶ Current Students (<https://www.wcsu.edu/currentstudents/>)
- ▶ Alumni & Parents (<https://www.wcsu.edu/alumni/>)
- ▶ Faculty & Staff (<https://www.wcsu.edu/facultystaff/>)

[s \(https://www.wcsu.edu/giving/\)](https://www.wcsu.edu/giving/)[ans \(https://wcsu.edu/sports/\)](https://wcsu.edu/sports/)[\(l\)](#)[ks](#)

- ▶ [A to Z Index \(https://www.wcsu.edu/az-index/\)](https://www.wcsu.edu/az-index/)
- ▶ [Maps & Directions \(https://www.wcsu.edu/campustour/directions/\)](https://www.wcsu.edu/campustour/directions/)
- ▶ [Academics \(https://wcsu.edu/academics/\)](https://wcsu.edu/academics/)
- ▶ [Athletics \(https://wcsu.edu/sports/\)](https://wcsu.edu/sports/)
- ▶ [Blackboard Learn \(https://www.wcsu.edu/iti/elearning/\)](https://www.wcsu.edu/iti/elearning/)

Contact us

📍 Western Connecticut State University
181 White Street
Danbury, CT 06810

☎ 203-837-9000

✉ [Contact the University \(/contact.asp\)](/contact.asp)

Copyright © 2018 Western Connecticut State University | [Non-Discrimination Notice \(/non-discrimination-notice.asp\)](/non-discrimination-notice.asp) | [Anonymous Incident Report](#)

[\(https://www.wcsu.edu/police/anonymous-incident-report/\)](https://www.wcsu.edu/police/anonymous-incident-report/)

[f \(http://www.facebook.com/westconn\)](http://www.facebook.com/westconn) [🐦 \(http://www.twitter.com/westconn\)](http://www.twitter.com/westconn)

[You Tube \(http://www.youtube.com/westernctstate\)](http://www.youtube.com/westernctstate)

[in \(https://www.linkedin.com/edu/western-connecticut-state-university-18041\)](https://www.linkedin.com/edu/western-connecticut-state-university-18041)

[g+ \(https://plus.google.com/+westconn\)](https://plus.google.com/+westconn)

Presentations and Outreach

Counseling staff is available for presentations to classes, student organizations and residential groups. Therapists facilitate discussions about substance abuse, eating disorders, stress management and an array of other topics.

Presentations and Workshops

Interested students, faculty or staff can request presentations or workshops from the Counseling Center staff. Recently offered presentations and workshops include:

- Stress management
- Depression
- Transition to college life
- Relaxation techniques
- Assertiveness training
- Self-esteem
- Grief and loss

Outreach includes providing consultation services to administration, faculty, staff and parents. The Counseling Center continues to establish strong relationships with various departments and organizations both on and off campus.

Training

The Counseling Center serves as a training site for master's and doctoral level students in counseling and psychology programs. All graduate students are supervised by licensed professionals.

Counseling Center Mission

The Counseling Center's mission is to assist personal and educational development through therapy, consultation, educational outreach and, if needed, referral. The goal is to help students develop effective problem-solving and decision-making capabilities in order to make satisfying life choices and maximize their capacity for continued emotional growth.

Location

Midtown campus
Student Center, Room 222

Hours

Monday–Friday, 8:30 a.m.–4:30 p.m.
Students may call or stop in to make an appointment

(203) 837-8690

wcsu.edu/counseling

The Counseling Center



WESTERN
CONNECTICUT
STATE UNIVERSITY

A Center for You

The qualified Counseling Center staff members work with you in a safe, confidential and supportive environment to discuss and help you with your concerns and problems. College life, while exciting and rewarding, can also be difficult and overwhelming. The Counseling Center provides help in understanding the challenges and stresses of college life and provides a safe place for you to discuss your concerns and problems.

Therapy is provided to help students address personal, interpersonal and academic concerns. The therapy process is about you and your problems, your concerns and your goals. You are the expert on your own life and your goals. The staff is here to help you.

Students seek help to resolve concerns including:

- Adjustment to college life
- Relationship with family or friends
- Stress and time management
- Depression and academic struggles
- Anxiety
- Grief and loss
- Alcohol and substance use
- Self-management and ability
- Academic and career
- Weight or body image concerns
- Identity issues
- Sleep disturbance

Counseling

Talking with a skilled professional can help decrease anxiety while you make decisions about the future. Therapy may be brief to resolve a particular difficulty or more in-depth to identify the root causes of serious problems. Therapy provides a forum for discussion about a painful situation, allowing you the opportunity to step back and examine the situation from other views.

Can Therapy Benefit Me?

Most people will benefit from having a skilled professional who is both compassionate, understanding and non-judgmental to assist them in dealing with a problem. You may have already turned to a friend, family member or clergy, but if you still feel you are struggling, you may benefit from the services of a professional therapist.

Scheduling Appointments

Call the Counseling Center at (203) 837-8690 or stop by the Student Center, Room 222, to make an appointment. Appointments are available Monday through Friday from 8:30 a.m. to 4:30 p.m. Sessions are generally 50 minutes in length.

Cancellations are required 24 hours in advance. Your appointment time is reserved exclusively for you by your therapist and is part of her or his professional commitment to help you. Please arrive on time for your scheduled appointment.

Services are limited in the summer.

It's Free

There is no fee for therapy — as long as you are enrolled as a matriculated Western student. We provide therapy to both undergraduate and graduate students.

It's Confidential

Your therapist is legally and ethically bound to maintain your confidentiality. The office does not divulge any information about you to anyone on or off campus, including that you are receiving services, without your specific, written permission. Limits to confidentiality include: plans to hurt self or someone else and knowledge of ongoing abuse or neglect of children or an elderly or disabled adult. All records are confidential and will not be a part of your university or academic record.

Concerned About a Friend?

Students often find themselves worrying about a friend or roommate. Our therapists provide consultation and guidance to help you devise a plan to get help for the person you are concerned about.

Emergency Services

In case of an emergency, outside of the Counseling Center's regular business hours, students are encouraged to dial 911 or contact a 24-hour emergency hotline, (888) 447-3339.

AccessAbility

WESTERN
CONNECTICUT
STATE UNIVERSITY

-
- AccessAbility
- WESTERN
CONNECTICUT
STATE UNIVERSITY

AccessAbility

WESTERN
CONNECTICUT
STATE UNIVERSITY

-
- AccessAbility
- WESTERN
CONNECTICUT
STATE UNIVERSITY

AccessAbility

WESTERN
CONNECTICUT
STATE UNIVERSITY

AccessAbility

WESTERN
CONNECTICUT
STATE UNIVERSITY

AccessAbility

WESTERN
CONNECTICUT
STATE UNIVERSITY

AccessAbility

WESTERN
CONNECTICUT
STATE UNIVERSITY

AccessAbility

WESTERN
CONNECTICUT
STATE UNIVERSITY





Welcome to AccessAbility Services

AccessAbility Services (AAS) at Western Connecticut State University (WCSU) facilitates equal access to all programs and activities at WCSU for students with disabilities. AAS coordinates and provides accommodations and support services to more than 400 undergraduate and graduate students with documented disabilities. Our goal is to provide appropriate and reasonable accommodations and services while supporting each student in developing the skills necessary to be an independent learner.

Equal educational opportunity and access in college are governed by federal law, specifically the Rehabilitation Act of 1973 (including "Section 504"), the Americans with Disabilities Act (ADA) of 1990, and the ADA amendments of 2008. AAS is guided by these statutes when reviewing student requests for accommodation(s) on a case-by-case basis.

The ADA states that individuals with disabilities shall not be discriminated against, denied participation in, or denied benefits of the services, programs or activities of a public entity. WCSU makes reasonable accommodations and/or modifications to policies, practices, procedures and/or facilities to accommodate students with disabilities who take courses at WCSU. AAS is the designated office at WCSU for students to voluntarily disclose a disability, submit appropriate documentation for verification and request accommodations.

Eligibility for Accommodations

Any student with a documented disability may be eligible to receive accommodations and services from AAS. Students requesting accommodations must contact AAS at the beginning of each semester so the appropriate accommodations can be determined and implemented. Students first need to fill out an Accommodation Intake Form and provide current documentation indicating a disability that is documented by a qualified professional. The Accommodation Intake Form and Documentation Guidelines are available at AAS located in Higgins Annex Room 017 or at www.wcsu.edu/accessability.

Some of the Services Provided by AAS May Include:

- Extended time, scribes and readers for exams and/or quizzes
- Reduced distraction setting for exams and/or quizzes
- Permission to use assistive technology in classrooms
- Preferential classroom seating
- Assistive technology
- Academic Coaching and Educational Support services (ACES).

Grievance Procedures

- Students who experience difficulty with an accommodation or accessing any service or program at WCSU should immediately notify AAS. Every effort will be made to address the situation in a timely manner.
- Students may appeal grades by following the procedures outlined in the WCSU Student Handbook.
- Students who believe they have experienced discrimination based on their having a disability may choose to file a complaint. More details can be obtained at: <http://www.wcsu.edu/multicultural/grievance.asp>





CHOICES (/choices)

You are here: Home (/) > C.H.O.I.C.E.S at Western

↓ Show Menu



(/choices/)

C.H.O.I.C.E.S at Western



Mission and History

CHOICES stand for **C**ultivating **H**ealthy **O**pportunities **I**n **C**ollege **E**nvironments. We are the alcohol and substance abuse prevention program at Western. We believe that all students want to succeed academically and fulfill their potential during the college years. When substance abuse gets in the way, it can seriously derail those dreams

Our Goals

- Provide confidential assessment and counseling for students experiencing problems with any substance use/abuse



resources, information and services that will help students make informed and responsible choices about the use of alcohol and/or drugs

Students about healthy lifestyle alternatives



Upcoming Events (<http://wcsu.edu/choices/events/>)



Meet Western's C.H.O.I.C.E.S.

Contact Info & Hours of Operation

Monday – Friday

8:30 AM to 4:30 PM

203-837-8898

Midtown Student Center

Room 211

Meet your C.H.O.I.C.E.S. Team

Sharon Lawler, M.P.H | Coordinator

Stan Watkins, M.S.W | Counselor

Charla Beauvais | Team Member

↓ Show Menu



(/choices/)

Services



The Substance Abuse Prevention Office (CHOICES) provides information and help for students experiencing problems related to alcohol or other substance use and abuse. All services are strictly confidential.



W... include: information about the symptoms and early warning signs of abuse and
 sources and treatment available on campus or within the community, screening and
 support groups, and counseling.



ctors provide many fun and healthy programs that positively affect attitudes and behaviors
 ol and other drug use on campus and throughout life.

CHOICES also provides WCSU students online self-assessment tools called E-CHUG and E-TOKE. We also
 have a resource library filled with current literature and brochures on many health related topics.
 Students can browse or borrow any of our materials which are excellent resources for personal or
 academic use.

Programs:

Student Support Groups

Support for sober
 students and those who
 wish to become sober:

CHOICES offers several support
 groups for men and women:
 AA meetings, a student run
 support group, and two led by
 counselors. See the "Support
 Group" page for more info.

CHOICES understands the
 challenge of being sober in
 college and can provide
 referrals to support groups, AA
 meetings, and outside
 counselors.

Confidential counseling
 for anyone concerned
 about their substance
 use:

Help for students
 concerned about
 someone else's
 use/abuse:

CHOICES provides confidential
 counseling for anyone
 struggling or concerned with
 their substance use. The office
 will also refer students to other
 support services.

CHOICES offers advisement
 and a variety of other services
 for students concerned about
 the substance use of their
 friends or family.

Peer Education Programs

Fresh Check Day

CHOICES offers a wide variety
 of topics designed and
 presented by peer educators.
 We can create programs
 specific to your needs and
 interests. Examples include:
 Weed, Sex Ed, and BAC.

Fresh Check Day works to bring
 awareness of mental health
 resources and coping
 strategies to college campuses.
 It is a program through the
 Jordan Porco Foundation.



Screenings, Assessments, and Referrals for Students

NAMI campus is a student-led, student-run mental health group that works to educate students and raise awareness, advocate for improved mental health services, and support peers with NAMI programs.

CHOICES offers alcohol and drug screenings such as E-CHUG and E-TOKE for students concerned about their substance use. Counselors can also provide referrals to on and off campus resources.

Up to date information and education on drugs and alcohol

Our office is dedicated to providing the latest information and research on drugs and alcohol. Peer educators are responsible for researching topics before presentations and for updating older programs. Additionally, counselors frequently attend workshops to learn new techniques/information.

Who are you?

- ▶ Future Students (<https://www.wcsu.edu/admissions/>)
- ▶ Current Students (<https://www.wcsu.edu/currentstudents/>)
- ▶ Alumni & Parents (<https://www.wcsu.edu/alumni/>)



Counseling (/counseling)

You are here: Home (/) > Counseling Center

↓ Show Menu

WELCOME TO THE WCSU COUNSELING CENTER

The WCSU Counseling Center offers free and confidential services to the university community. We are located at the Midtown Campus in the Student Center in Room 222. We are open 8:30 a.m. – 4:30 p.m. (Closed 12 p.m. – 1 p.m.) Monday through Friday.

The Counseling Center's mission is to assist personal and educational development through counseling, educational outreach including groups and workshops, and consultation. Our services strive to help students develop effective problem-solving, coping, and decision-making capabilities in order to make satisfying life choices and maximize their capacity for continued growth and success. The Counseling Center operates under the Division of Student Affairs.



DISCLAIMER

The Counseling Center Web Site is designed for educational purposes only. You should not rely on this information as a substitute for personal medical or psychological attention, diagnosis or face to face treatment. If you are concerned about your mental health, it is recommended that you consult a mental health provider immediately and do not wait for an electronic response from web page professionals or Counseling Center staff.

Counseling Center

181 White Street, Midtown Student Center, Room 222, Danbury, CT 06810

Phone: 203.837.8690, Fax: 203-837.8416

Email: CounselingCenter@wcsu.edu (mailto:CounselingCenter@wcsu.edu)



Counseling (/counseling)

You are here: [Home \(/\)](#) > [Counseling \(/counseling\)](#) > [Services](#)

↓ Show Menu

Services



Individual Counseling

Group Counseling

Couples Counseling and Consultations with Family Members

Crisis-Intervention

Consultation for Faculty/Staff/Parents/Students

Outreach Presentations and Wellness Workshops

Information and Referrals

The Counseling Center provides a wide range of services including short-term individual and group counseling, psycho-educational workshops, training and consultation to students, administration, faculty, staff and parents, in a safe, confidential and supportive environment. Services are free and available to all undergraduate and graduate students who are matriculated and enrolled at Western Connecticut State University.

RELATED WCSU SERVICES:

Alcohol and Substance Use/Abuse Services (<http://www.wcsu.edu/CHOICES/>)

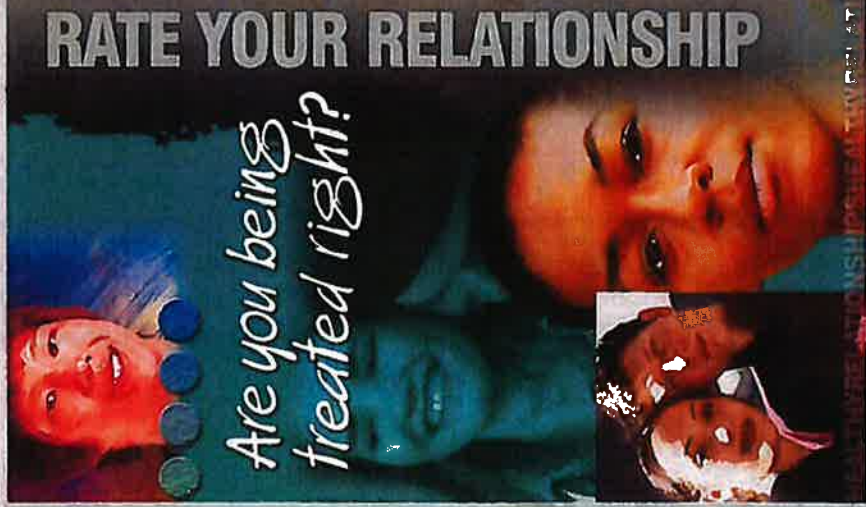
Dating Violence/Sexual Assault (<http://www.wcsu.edu/womenscenter/>)

Health Services (<http://www.wcsu.edu/healthservices/>)

Holistic Health Center (<http://www.wcsu.edu/ihhs/wellness-suite/>)

Student Affairs (<http://www.wcsu.edu/student-affairs/>)

Western Recreation (http://www.westconnathletics.com/general/RECREATION_Department)



RATE YOUR RELATIONSHIP

*Are you being
treated right?*

Dating someone?
Then ask yourself:
is this relationship
a healthy one?

**Through good times
and tough times,**
a healthy romantic
relationship has certain
qualities. Both people:

- trust and respect each other
- are fair, open and honest
- can relax around each other
- feel they're a good team.

**Some relationships
come and go,**
while others last and last.
Long-lived or not, a
relationship is healthy when
both of you appreciate each
other and feel safe together.



Please read:
Talk to a professional! This
folder is not a substitute for the
advice of a qualified expert.

©2010 Charlton
4000 Charlton Lane, Suite 200, All rights reserved. Printed in USA.
Charlton's Best Counselor (for Counseling Professionals) South Dartmouth, MA 01977
To receive call 800-838-7723 or visit www.charltonbest.com
and ask for item number P400078

**A healthy relationship
takes two.**

It should be built on:

Open communication

People in a healthy relationship
share their feelings, worries and
dreams. They show respect by:

- using "I" messages—
"I feel annoyed," instead
of "You're always late!"
- taking time to listen.
Then they ask questions
to make sure they
understand what's up.

Give-and-take

In a healthy relationship,
people go for balance in what
they decide and do. They're
supportive, and they accept
each other's differences.

Independence

It's important to enjoy each
other, but it's also good to keep
other friendships and interests
alive. People need to spend
time apart now and then!



**One simple rule of
a healthy relationship?
Don't try to change
the other person!**

Having issues? Try talking it out.

To handle conflict:

First, stay calm.

If you feel really upset, cool off first. Then discuss what's going on together.

Next, brainstorm.

How can the two of you solve the problem? Think of as many ideas as you can together. Make a list.

Then, decide together.

Agree on a solution that's "win-win." Or find a good compromise—you get to pick the movie every other time, for example.

Finally, try out the plan.

Talk about how it's going from time to time. If it's not working, try a new solution.

Even the most loving relationships have some ups and downs—but abuse is never OK.

WARNING:

unhealthy relationships can turn dangerous.

Is your partner controlling or abusive? Types of abuse include:

- emotional abuse—such as insults, put-downs, threats, being checked up on with constant calls or text messages, or being kept away from friends or family
- physical abuse—such as being slapped, kicked or pushed
- sexual abuse—going farther than you want, including rape.

If you've been abused, it is not your fault.

- Do refuse excuses from the person who abused you. Abuse often happens again, even if the person promised to stop.
- Do find a way to end things safely. (For example, tell the person by phone that it's over, and why.) See far right for sources of help.

If you witness abuse

or a friend is being abused, offer your support. Listen without judging and take the problem seriously. Encourage the person to seek help.

So how is it going, really?

Be honest with yourself.

Pick the phrases that best complete this sentence for you:

"In my relationship, I..."

- feel safe
- feel supported
- compromise
- feel independent
- talk things out
- feel comfortable
- share in decisions
- feel good a lot
- feel scared
- feel jealous
- always give in
- feel controlled
- "lose it" often
- feel pressured
- am the boss
- feel bad a lot

How'd you do?

More picks on the left? That's good! These are signs of a healthy relationship. As a couple, work on keeping your relationship strong.

More picks on the right? Your relationship may have some problems. Are you really getting what you want and need? Do you feel safe and respected? Get help if you need it.

Need a hand? Reach out!

Talk to somebody you trust. For example, turn to a:

- parent or other trusted relative
- teacher or coach
- health-care provider
- spiritual leader
- school counselor or an EAP (employee assistance program) at work.

Don't accept abuse.

For help with an unhealthy relationship, contact:

- a local crisis center or hotline (check your phone book)
- the National Domestic Violence Hotline
—1-800-799-SAFE (1-800-799-7233)
—1-800-787-3224 (TTY)
- the National Teen Dating Abuse Helpline
—1-866-331-9474
—1-866-331-8453 (TTY)
—www.loveisrespect.org.

YOU deserve a healthy relationship!

A WORD ABOUT ATHLETES AND BETTING...

The Amateur Sports Protection Act of 1992 forbids betting on collegiate sports in the United States except Nevada. Yet, illegal sports gambling and student bookies exist on every campus in the U.S.

In the Connecticut State University survey, male and female athletes were found to have significantly higher problem gambling rates than male and female non-athletes, respectively.*

FOR STUDENTS WHO CHOOSE TO GAMBLE LEGALLY AND RESPONSIBLY, MOST FOLLOW THESE GUIDELINES:

- Gambling is recreation and not a substitute for earning needed funds.
- Gamble with friends. Problem gamblers increasingly gamble alone.
- Set limits on how often and how long to gamble.
- Decide ahead of time how much money to spend on gambling and stop when the limit is reached.
- Don't borrow money or use credit cards to gamble.
- Avoid drinking alcohol while gambling.

* 2002 Connecticut State University Survey Project

Connecticut Council on Problem Gambling

47 Clapboard Hill Road, Suite 6
Guilford, Connecticut 06437

Phone: 203-453-0138

Fax: 203-453-9142

Website: www.ccpbg.org

E-mail: ccpg@ccpg.org

HELPLINE

1-800-346-6238

1-800-34NOBET

COLLEGE GAMBLING: RECREATION OR RECKLESSNESS?

- DEPRESSION
- SUICIDAL THOUGHTS
- ARRESTS AND LEGAL HASSLES
- OBSESSION WITH BETTING

THERE IS HELP!

HELPLINE

1-800-346-6238

1-800-34NOBET

CCPG

Additional copies of this brochure
are available upon request

The CCPG is primarily funded by the
Mashantucket Pequot Tribe and the Mohegan Tribe

DON'T GAMBLE WITH YOUR EDUCATION!



USING COLLEGE MONEY FOR GAMBLING IS RISKY BEHAVIOR.

IT CAN COST YOU YOUR EDUCATION AND YOUR FUTURE!

WARNING SIGNS OF A GAMBLING PROBLEM:*

- Borrowing money to gamble
- Gambling larger amounts of money to try to make up for losses
- Gambling interfering with academic or work performance
- Gambling used as a means to cope with stress, loneliness and/or depression
- Gambling taking priority over other social activities
- Gambling causing conflict with family and friends

* Problem gamblers typically have one or more of these signs.

GAMBLING IN CONNECTICUT HAS CHANGED SIGNIFICANTLY OVER THE PAST DECADE. IT IS MORE ACCESSIBLE, RIGOROUSLY MARKETINGED, AND WITH MORE PEOPLE GAMBLING, THERE ARE MORE PROBLEM GAMBLERS.

A survey on problem gambling of 1348 undergraduates at four Connecticut universities* revealed the following:

- The rate of problem gambling among college students, 11.4%, is MORE THAN DOUBLE the rate of the adult population, 5.4%.
- Problem gamblers spent TWICE as much time gambling as non-problem gamblers.

* 2002 Connecticut State University Survey Project



Students with a gambling problem, compared to other students, were significantly more likely to:

- ★ binge drink
- ★ report negative consequences when they used alcohol
- ★ regularly use tobacco and marijuana
- ★ binge eat and use weight management control efforts

"I lost my college tuition and scholarship money on gambling."

— Lisa,
College Senior, CT



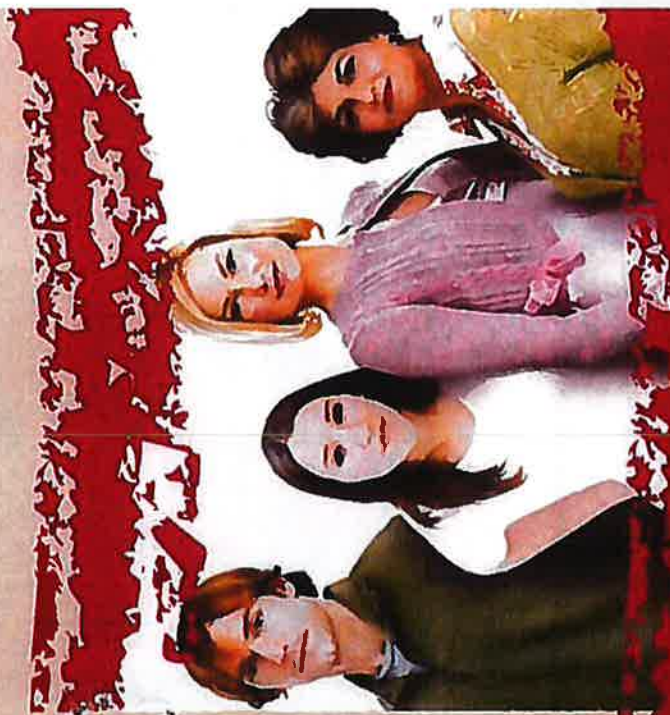
HELPLINE

1-800-346-6238

1-800-34NOBET

CCPG

Generalized Anxiety Disorder



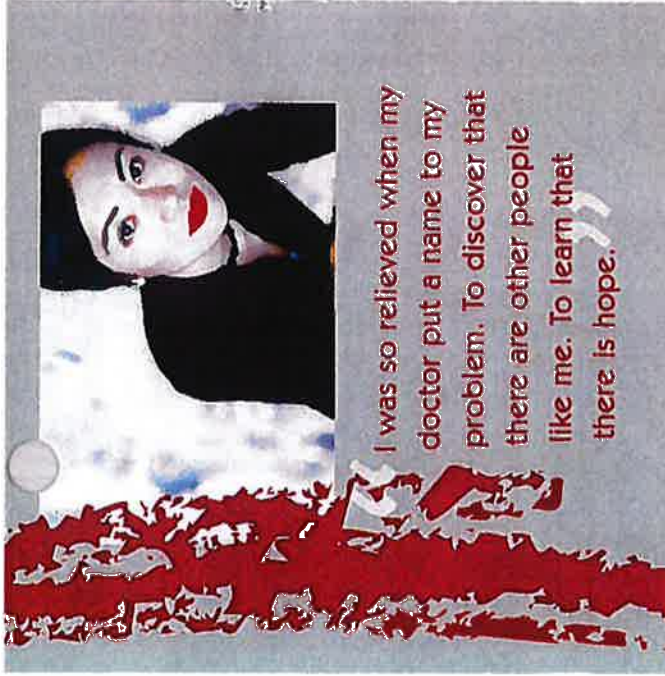
The Anxiety Disorders Association of America (ADAA) is a national 501 (c)(3) nonprofit organization whose mission is to promote the prevention, treatment, and cure of anxiety disorders and to improve the lives of all people who suffer from them. Help ADAA help others. Donate now at www.adaa.org

For information visit www.adaa.org or contact

Anxiety Disorders Association of America
8730 Georgia Ave., Ste. 600
Silver Spring, MD 20910

Phone: 240-485-1001

“I worry about EVERYTHING even when there is nothing to worry about. I’m always restless, on edge, irritable, and waiting for the other shoe to drop.”



I was so relieved when my doctor put a name to my problem. To discover that there are other people like me. To learn that there is hope.

What treatments are available?

Fortunately, most individuals who seek treatment for GAD and other anxiety disorders see significant improvement and enjoy a better quality of life. A variety of treatment options exist including cognitive-behavioral therapy, exposure therapy, anxiety management and medications. One, or a combination of these, may be recommended. Details about these treatments are available on the ADAA website at www.adaa.org.

It is important to remember that there is no single "right" treatment. What works for one person may or may not be the best choice for someone else. A course of treatment should be tailored to your individual needs. Ask your doctor to explain why a particular type of treatment is being recommended, what other options are available and what you need to do to fully participate in your recovery.

How can ADAA help you?

Suffering from GAD or any anxiety disorder can interfere with many aspects of your life. ADAA can give you the resources that will help you and your loved ones better understand your condition, connect you with a community of people who know what you are experiencing and assist you in finding mental health professionals in your city who can help. Visit the ADAA website at www.adaa.org to locate doctors and therapists who treat GAD and other anxiety disorders in your area, as well as local support groups. Learn about the causes, symptoms and best treatments for all of the anxiety disorders, review questions to ask a therapist or doctor and find helpful books, tapes and other materials to help family and loved ones. ADAA is here to help you make the best decisions so that you can get on with your life.

How can GAD affect your life?

Generalized anxiety disorder can affect all areas of life, including social, work/school and family. According to a national survey conducted by the Anxiety Disorders Association of America (ADAA), seven out of 10 people with GAD agreed that their chronic anxiety had an impact on their relations with spouses/significant others and two thirds reported that GAD had a negative effect on their friendships.

What causes GAD?

The exact cause of GAD is not known. Scientists believe that biological factors, family background and life experiences are all involved. And of course, we cannot forget about stress. Even the stress of positive events, such as buying a new house or getting married, can trigger symptoms in individuals predisposed to GAD.

What Is Generalized Anxiety Disorder (GAD)?

We all worry. Relationships, deadlines, being on time to an appointment – you name it, there's plenty in life to worry about. But those with GAD experience persistent, excessive and unrealistic worry that goes on every day, possibly all day. They feel it's beyond their control and can't be turned "off."

People with GAD often expect the worst, even when there is no good reason for any concern. The excessive worrying is often about health, family, money or work. The worrying is hard to control, and occurs on more days than not for at least six months. The exaggerated, unrelenting worrying interferes with every day living. Physical symptoms include restlessness, irritability, muscle tension, fatigue and difficulty sleeping or concentrating.

About Anxiety Disorders

Anxiety is a normal part of living. It's the body's way of telling us something isn't right. It keeps us from harm's way and prepares us to act quickly in the face of danger. However, for some people, anxiety is persistent, irrational and overwhelming. It may get in the way of day-to-day activities and

You are not alone. Talk to someone – a friend, loved one or doctor. Get help. Anxiety disorders are real, serious and treatable.

Keep a daily journal.	Eat a balanced diet. Don't skip meals. Avoid caffeine which can trigger anxiety symptoms.	Contact ADAA at www.adaa.org . Let us help you help yourself.
Become aware of what triggers your anxiety.		

Having more than one illness at the same time can make it difficult to diagnose and treat the different conditions. Conditions that sometimes complicate anxiety disorders include depression and substance abuse, among others. The following information will help your healthcare professional in evaluating you for GAD.

Yes or no?

In the last year, have you experienced:

- | | |
|---|---|
| <input type="checkbox"/> Y <input type="checkbox"/> N | Changes in sleeping or eating habits? |
| <input type="checkbox"/> Y <input type="checkbox"/> N | Feeling sad or depressed more days than not? |
| <input type="checkbox"/> Y <input type="checkbox"/> N | A disinterest in life more days than not? |
| <input type="checkbox"/> Y <input type="checkbox"/> N | A feeling of worthlessness or guilt more days than not? |
| <input type="checkbox"/> Y <input type="checkbox"/> N | An inability to fulfill responsibilities at work/school or family due to alcohol or drug use? |
| <input type="checkbox"/> Y <input type="checkbox"/> N | A dangerous situation, such as driving under the influence, caused by alcohol or drug use? |
| <input type="checkbox"/> Y <input type="checkbox"/> N | Being arrested due to alcohol or drugs? |
| <input type="checkbox"/> Y <input type="checkbox"/> N | The need to continue using alcohol or drugs despite it causing problems for you and/or your loved ones? |

Take-Home & Manage Your Anxiety

Whether you have normal anxiety or an anxiety disorder, these strategies will help you cope:

Exercise.
Go for a walk or jog.
Do yoga.
Dance. Just get moving!

Talk to someone ...
spouse,
significant other,
friend, child
or doctor.

Generalized Anxiety Disorder Self-Test

If you think you might have GAD, take the test below. Answer "yes" or "no" to the questions and discuss the results with your doctor.

- Yes or no? Are you troubled by:**
- ☐ Y ☐ N Excessive worry, occurring more days than not, for at least 6 months?
 - ☐ Y ☐ N Unreasonable worry about a number of different situations, such as work, school and/or health?
 - ☐ Y ☐ N Your inability to control or "shut off" your worry?
- Yes or no? Are you bothered by at least 3 of the following:**
- ☐ Y ☐ N Restlessness, feeling keyed up or on edge?
 - ☐ Y ☐ N Being easily tired?
 - ☐ Y ☐ N Concentration problems?
 - ☐ Y ☐ N Irritability?
 - ☐ Y ☐ N Muscle tension?
 - ☐ Y ☐ N Trouble falling asleep, staying asleep or restless/unsatisfying sleep?
 - ☐ Y ☐ N Anxiety that interferes with your daily life?

What's the difference between normal anxiety and GAD?

Normal Anxiety	GAD
Worry about a specific event, such as a work deadline, school exam or upcoming doctor's appointment	Constant, chronic and unsubstantiated worry causing significant stress, disrupting social activities and interfering with work, school and/or family
Difficulty relaxing, sleeping or concentrating when faced with a serious problem, such as an illness, job loss or death of a loved one	Edginess, irritability, insomnia, difficulty concentrating more days than not for no apparent reason
Muscle aches, tension, tiredness related to an activity or situation, such as overexertion at the gym, a stressful day at work or sitting too long at the computer	Restlessness, muscle aches and pain and fatigue not related to a specific physical or emotional problem persisting for six months or more

even make them impossible. This may be a sign of an anxiety disorder.

The term "anxiety disorders" describes a group of conditions including **generalized anxiety disorder (GAD)**, **obsessive-compulsive disorder (OCD)**, **panic disorder**, **posttraumatic stress disorder (PTSD)**, **social anxiety disorder (SAD)** and specific phobias. For information on all of the anxiety disorders visit www.adaa.org.



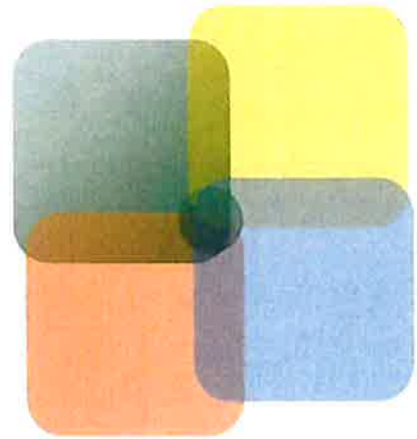
2018-19 GUIDE TO HOUSING & RESIDENCE LIFE





Our Mission

Our residence halls are crossroads where we promote academic excellence, build communities, and support student development.



We Believe

We believe students who live on campus should follow these guiding concepts:

While in University housing, we will:

- Work to develop healthy and pro-active self-concepts
- Be responsible community members
- Gain knowledge of and successfully apply life skills
- Demonstrate self-reliance
- Begin to distinguish between sound and unsound decision-making
- Celebrate and contribute to our diverse community



Table of Contents

Staff

Central Office Staff	5
Assistants to the Director / Resident Directors	6
Peer Staff Members	7
Service Staff	9

Residence Life Programs

CULTURE™	10
Community Leadership & Opportunities	13
Living on Campus	14

Policies

The Conduct Process	16
Prohibited Items & Activities: All Halls	17
Room & Apartment Maximum Occupancies	21
Suite & Apartment Policies	21
WCSU Alcohol Policy (Residence Halls)	23
Parental Notification for Drug & Alcohol Violations	24
No Smoking Policy	25
Quiet Hours / Courtesy Hours Policies	25
Sprinkler Head / Fire Safety Equipment	26
Damages (Personal & Public Area)	26
Health, Fire, & Safety Inspections	27
Lockouts	27
Visitation	28
Late Night/Overnight Guests	30

Processes & Procedures

The Basics	30
Meningitis Vaccine Requirement	30
Satisfactory Academic Progress (SAP) and Grade Point Average Practices	30
Room Selection	31
Leaving/Cancelling Housing	32
Board of Regents Withdrawal Policies	32





Safety & Security

Door Access Procedures	33
Lost ID Cards	33
Fire Safety	34
Cooking	35
In Case of a Fire	35
Your Personal Safety—Keys and IDs	36
Safety	36

Amenities

Mail	37
Email	37
Vending.....	37
Meals	37
Internet	38
Laundry	38
Phone & Voice Mail	38
Shuttle Bus Service	38
Cable Television	39

Important Information

Liability & Personal Property Insurance	39
Storage	39
Health Services	40
2017-18 Costs Per Semester	41
Housing Open/Close Schedule (Breaks).....	42
Website & Social Media	43
Fire Maps	44



STAFF

The Central Office

Located on the first floor of Newbury Hall is the central office of the department of Housing & Residence Life (HRL). You can contact us by phone at 203-837-8531 or via email at housing@wcsu.edu. You'll find the following staff located there:



Mr. Ron Mason, *Director of Housing & Residence Life*

203-837-8736.....masonr@wcsu.edu

The director is responsible for the overall operation of the department. From the day you come looking for an application to the day you graduate, all the information and issues of your on-campus housing are the director's concern.



Ms. Maribeth Griffin, *Director of Residential Programs & Staff*

203-837-8532.....griffinm@wcsu.edu

The director for residential programs and staff is responsible for all areas of the residence life component of your experience — the CULTURE™ program (read more about this later), housing student employment, the supervision of the RD staff and other programs developed and implemented by the department.



Mr. Ed Mulvihill, *Associate Director for Operations*

203-837-8538.....mulvihille@wcsu.edu

The associate director for operations is responsible for coordinating operational issues in the residence halls, such as housing assignments, serving as the liaison between the housing & residence life department and facilities and scheduling, and for coordinating conference programs.



Ms. Effie Masse, *Secretary*

203-837-8533.....massee@wcsu.edu

The department secretary is responsible for handling the everyday functions of the HRL office.

Assistants to the Director/Resident Directors

Each of the residence halls is managed by a full-time, professional staff member. We call them Resident Directors or RDs. These staff members are responsible for the daily operation of the buildings to which they are assigned. They hire and supervise student staff: information desk workers, student administrative assistants, resident assistants and academic resource mentors.

The RDs work closely with the custodial and maintenance staffs to make sure that the buildings are cleaned and well-maintained. Most importantly, the RDs work with the students of their buildings on issues of academic success, community building, leadership and personal and civic responsibility. They have great skills, which can really help guide students to a fantastic experience at Western.

This year, our RDs are:



Centennial Hall:

Mr. Sean Keenan

203-837-8850

keenanst@wcsu.edu



Fairfield Hall: Senior Community Asst.

Mr. Alex Antaya/ Maranda Cox (RD)

203-837-8537

coxnm@wcsu.edu



Grasso Hall:

Amanda Lasicki

203-837-8548

lasickia@wcsu.edu



Litchfield Hall:

Mr. Ryan Farrell

203-837-9060

farrellr@wcsu.edu



Newbury Hall:

Ms. Maranda Cox

203-837-8534

coxnm@wcsu.edu



Pinney Hall:

Mr. Lafayette Gerst

203-837-8535

Gerstl@wcsu.edu





Peer Staff Members

2018-19 Housing & Residence Life Staff

Our operations could not run without the significant assistance of our peer/student staff members. Some of these jobs require innate skills and specialized training – those of resident assistants and academic resource mentors. Others require students who are committed to working hard and looking out for the safety and welfare of their fellow students. Let's talk about some of the student staff you will come across.



Resident Assistants (RAs)

RAs are students who are selected and trained to work with their fellow residents, offering helping skills, advice and referrals, as well as working with their floor mates to build living and learning communities. They will program, meet with, and get to know you over the semester. RAs are available for assistance with roommate issues and maintenance needs, as well as helping you to know and uphold university policies and being able to refer you to university resources.



Academic Resource Mentors (ARMs)

Academic Resource Mentors (ARMs) are peer mentors who live in the halls. Their purpose is to help coach and guide you along your journey to academic success. If you find yourself struggling with a class, they will work with you to help understand the issues you might be having, and direct you to people or services that can make a difference in the outcome.

For example, you might be struggling with a writing class or assignment. Your ARM can help



you investigate what the issue is – Are you having difficulty understanding the materials? Do you need to organize your thoughts better before writing the paper? Do you struggle getting good notes from your class? Once they've worked with you to identify the issue, then they can work with you on the issues. They can provide some hints and strategies for managing your time or taking better notes. They can refer you to the writing center. They can offer to read your paper and see if it makes sense.

Beyond this, the ARMs will host office hours (&/or study halls) in your buildings and will put on some programs that will help you learn skills that will make your college career easier. Don't be afraid to look for them during their posted office hours, or stop in at a program or study hall. They're happy to work with you!



Information Desk Workers

Each building has an information desk that serves as the point of entry for the building. These student staff members make sure people entering provide appropriate IDs to indicate that they are residents, or, if visitors, that they are properly signed in and escorted by residents according to visitation policies. IDWs also loan out games and recreational equipment.



Student Administrative Assistants (SAAs)

These students are hired by each RD to assist with the administrative functions of the residence halls. Their responsibilities include helping to complete paperwork, logging maintenance requests, tracking room inventories and assisting with the daily scheduling and functioning of the Information Desk.



Student Office Assistants

The central HRL office, located in Newbury Hall, has several students who run front-line service in the office, including greeting and providing information to walk-ins, answering phones and directing calls, and assisting in a variety of administrative functions in the central office.





Service Staff

Custodians

The buildings have hard-working staffs of custodians responsible for cleaning the bathrooms, lounges and other public areas of the buildings. They work Monday through Friday from 7 a.m. – 3 p.m. A limited staff is here on Saturdays to replace paper products in the public bathrooms, and to clean any extraordinary areas that may need special care. Custodians do not clean individual rooms, suites or apartments, nor do they pick up garbage left outside your doors. They cannot remove furniture from your room, nor store furniture or belongings for you.

Maintainers

The university has a staff of maintainers who perform minor repairs in the residence halls and are kept quite busy caring for resident rooms, bathrooms, kitchens, lounges, and all the furnishings contained in them. If a job requires more significant work, our campus plumbers, carpenters and electricians will assist. If you have a maintenance problem, please see your RA or the information desk to fill out a work order.





CULTURE™

Creating Undergraduate Learning

Through Unique Residential Experiences

By choosing to live on campus at Western, you have joined the ranks of CULTURE™, a residential experience where you'll take on greater leadership challenges, where your involvement carries rewards, where your academic life is supported by peer assistants and in-house staff resources, and where your academic accomplishments are recognized and rewarded.

What's it all about?

There are many components to CULTURE™ at Western. Let's talk about some of them.

ARM – Academic Resource Mentors

ARMs are student peers who play an integral role in the establishment of an academic environment in the residence halls. As you just read, ARMS are an essential component of the CULTURE™ program. ARMs are available to you as academic resources, assisting you in getting information, providing resources about majors, programs, or how to find your advisor, guiding you through rough patches you may have with classes or professors, pointing you toward study skills labs or people who can help you, and working hand-in-hand with PASS volunteers in your building to make sure that you get whatever assistance you may need to succeed at WCSU. ARMs also work closely with the building's resident director to help you if you're having academic difficulties that might affect





your Satisfactory Academic Progress (SAP) and GPA for housing.

PASS — Peer Academic Support Services

Students who have achieved a 3.0 GPA or higher volunteer to tutor fellow students in their best subjects. PASS volunteers are identified in each building by signs posted near their rooms, as well as in a list kept at the information desk and with each building's ARM. For instance, if you need help with math, look for a PASS volunteer who lists math as a skill. Volunteers are glad to give you some assistance. Keep in mind that PASS members will not do your homework for you. They're just there to help you reach your goals and understand the process.

Faculty in the Residence Halls

Housing & Residence Life continually looks for ways to bring its faculty to our students. Faculty members often volunteer to present programs or participate with students in our halls. The Great Resources of Western program (GROW) regularly brings faculty to talk about all kinds of information important to academic success and getting the most of your campus experience. Look for more information throughout the fall semester.

Community Standards

Community standards (or how we'd like to live with each other) work best when everyone actively participates in the process. Don't be afraid to speak up if you have a question or something's happening that you don't like or don't understand. When everyone is involved, the process of community standards works best for everyone!

Campus Resources

The Western campus is filled with resources to help make your college experience successful. If you don't know where to turn for help with an issue, talk to your RD, RA or ARM, or stop at the information desk. Any one of these folks will be able to put you in touch with the people who can help you.

Academic Initiatives

Your academic success is important to us, and we celebrate it with you at our annual Academic Recognition Ceremony. Other initiatives, such as our GROW and My Road to Western programs, continue as well. Look for new initiatives in your hall this year!



Priority Points

Another facet of the CULTURE™ program is the awarding of priority points. Throughout the year, your participation in hall events and organizations, as well as your behavior, your academic standing, and other criteria, will determine a "point value" for you. The time when most of you will know about priority points is at room selection for the next fall, when your points will be totaled. Your point value, combined with those of your selected room/apartment mates, will determine your status for room selection. The goal is to have a highly ranked packet of people which will determine when you may participate in room selection for the fall semester.

Things to keep in mind.

- Get involved, follow the rules and succeed academically.
- The priority points list will be updated and available with your RD and/ or SAA.
- A final points tally will occur just before room selection.
- You can lose points for violations of our student code of conduct or residence hall policies.

Please look on the housing web page in the CULTURE™ section for updated details of our priority points program.



COMMUNITY LEADERSHIP & OPPORTUNITIES

Hall Councils

Each building has Hall Councils, student-based organizations that provide leadership opportunities in your residence halls. Each floor or section of your building sends a representative to the building's hall council. Each hall council is responsible for providing social, cultural, educational and other programming for you. Hall Councils are also presented with the public area damages for each residence hall. Although they do not determine the pricing, it is the hope that the hall council will work to determine the culprits, as well as a means by which to prevent further damages. People selected from hall councils attend and represent your building at the Inter-Residence Hall Association (IRHA). Please see your RA/RD for details.

Inter-Residence Hall Association

The IRHA is a governing body made up of student representatives from each of the WCSU residence halls and their hall councils. They work to coordinate the interests of the residence halls, to bring students together through activities involving and benefiting each hall and to address problems and concerns common to the resident students.

IRHA is also the forum to discuss campus food service. Representatives from the campus food service company occasionally attend meetings and respond to student concerns.

IRHA provides recreation equipment for use by residents (e.g., volleyballs, games, ping-pong and pool equipment) They are also responsible for programming, either as an organization or as a sponsor of other individual's or group's programs. IRHA is a member of the National Association of College and University Residence Halls and its regional affiliates. Through their participation in this organization, there are opportunities for outside involvement and travel. IRHA meets weekly. All resident students are encouraged to get involved and attend an IRHA meeting,. Check in with one of your RAs to learn when the meeting time is!





LIVING ON CAMPUS

Roommates

For many of you, this will be your first time living away from home, and your first time sharing a room with someone else. Having a college roommate is an experience like no other. The following are some thoughts about being a good roommate:

Having a roommate isn't rocket science, but it is work.

We recommend you:

- Clean up after yourself.
- When your roommate wants quiet be respectful of their wishes
- Do not break your roommate's things.
- Be kind to your roommate
- Get to know your roommate. Don't judge them based on their social media accounts.
- Be reasonable about visits from friends.
- Be reasonable about visits from "special" friends.
- Do not use your roommate's things without permission.
- Give them your respect.

The Great 8 of being a Good Roommate

1. If something doesn't belong to you, leave it alone.
2. Step into the hall or a floor lounge for those late night "phone calls."
3. Set a schedule (cleaning, studying etc.)
4. Clean up after yourself.
5. Have "alone time."
6. Communicate: talk before you fight.
7. Set rules and make a roommate contract.
8. Respect each other and each other's boundaries.

Things to Remember:

Although we try our best to pair roommates well, there may be occasions when some of you may need or want a room change. If you find yourself in that situation, here are some things to remember:

- Room changes are not permitted during the first two weeks of the semester. Housing needs to check occupancy levels and determine if and where spaces may be available.
- Take some time to get to know your roommate before deciding you can't live with him or her.
- Try to resolve conflicts with your roommate as they arise, and don't forget to ask the RA staff for help.
- Room changes are all subject to the availability of space. We can only move you if we have somewhere to put you!
- All room changes must be approved by your RD, even if you just want to switch bedrooms in your same suite or apartment.
- If you have already spoken to your roommate and things haven't gotten better, then talk to your RA or RD. Remember, all room changes require the approval of the Resident Director of your building.
- You can change buildings if space permits it, but this requires the approval of both buildings' RDs, and there may be certain requirements that need to be met to move to Grasso Hall or Pinney Hall.
- Room changes may mean that your room and board fees will change. Please be sure to ask about any cost adjustments that might occur.
- Remember, if you need a room change follow the steps below:
 - Talk to your roommate
 - Ask your RA for help
 - Discuss your options with your RD
 - THEN, work with your RD to effect a room change. He or she will work with the housing & residence life staff to make the changes.



POLICIES

Communities are groups of people who join together for some kind of common purpose and who develop a set of regulations for behavior so that people can peacefully co-exist. In your case, the residence halls are “pre-formed” communities, with long established rules and guidelines to follow, the majority of which have been designed and implemented with the safety and security of the residents in mind. Violations of these policies will result in university disciplinary sanctions, which may include fines, restitution or residence hall separation.

The Conduct Process

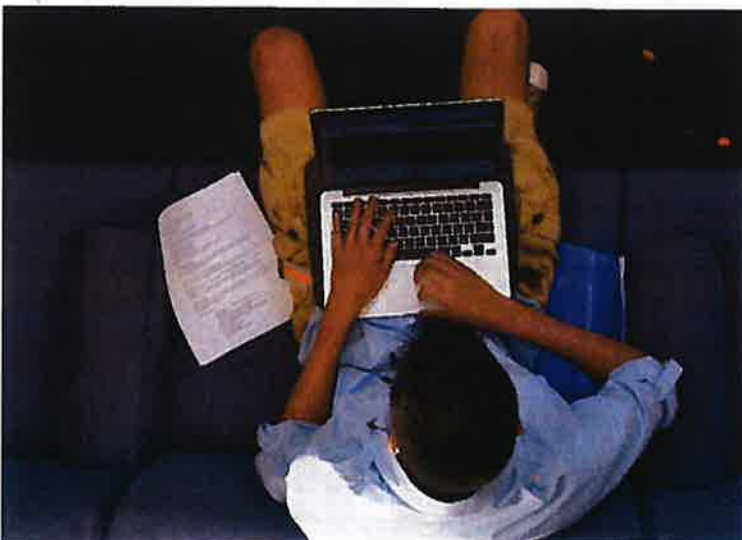
If you are documented for a possible policy violation, you will be notified by delivery (from your hall staff) of a time to meet with either the resident director or a **university judicial officer** assigned to investigate the case. It is **mandatory** to attend this meeting. At this investigative meeting, the incident will be discussed with you. Your resident director or a university judicial officer will tell you if there is sufficient evidence to bring charges and sanctions against you and what those charges and sanctions are. You may then choose to sign an agreement (waiver) form, and will be given a copy of it.

If you do not accept responsibility for a violation, or if you have an extensive judicial history, a hearing will be scheduled. You will receive notice of the hearing, including the potential charges, and information necessary for you to understand your rights and responsibilities as outlined in the code of conduct. At a hearing, the case will be presented to a university judicial officer or the university judicial board. You will testify if you wish, and a decision will be made as to your responsibility for the violation. Once the decision is made, you will be notified of it in writing, as well as any sanctions you may receive as a result.

You may appeal a hearing decision by picking up an appeal form in the Office of Judicial Affairs in the Stu-

dent Center 220 or the Office of Student Affairs on the 3rd floor of Old Main. You have three (3) days from receiving the decision to pick up and fill out this appeal form. The Assistant Dean of Students usually hears the appeal.

If you have any questions at all about the university judicial process, please contact the Office of Judicial Affairs at (203) 837-8770. Also please refer to the Student Code of Conduct and Statement of Judicial Procedures in your student handbook and on the Judicial Affairs website (<http://www.wcsu.edu/stuaffairs/>)





PROHIBITED ITEMS AND ACTIVITIES — ALL HALLS:

This list is not intended to be all-inclusive, and additional items may be added to the list as they become identified. The university reserves the right to limit the usage of any appliance on an as needed basis.

- Firearms of any kind, or any item that could be mistaken for a firearm. This includes, but is not limited to, water guns, twirling rifles and paintball guns.
- Weapons of any kind, legal or illegal, including but not limited to guns, knives, bows and arrows, martial arts types of equipment, BB guns, pellet guns, Nerf® guns, air guns, or paint guns. "Weapons" means any firearm, including BB guns, pellet guns, air guns, or paint guns, whether loaded or unloaded, any knife (excluding a small pen or pocket knife), including a switchblade or other knife having an automatic spring release device, a stiletto blade, sabers or decorative swords, any police baton or nightstick, bows and arrows, any martial arts weapon or electronic defense weapon.
- Explosives or fireworks of any kind.
- Volatile liquids and substances of any kind, including but not limited to fuels, open paints, paint thinner or turpentine. Art equipment should be kept in lockers in the art department.
- Gasoline motors, including motorcycles and mopeds, in the residence halls.
- Wicker, paper or other types of flammable wastebaskets.
- Prohibited appliances on the Midtown campus and in Centennial Hall include: George Foreman grills, hot plates, toasters and toaster ovens, electric frying pans, crock pots and immersible heating coils.
- Room air conditioners and space heaters.
- Microwaves in rooms on the Midtown campus, other than those provided on the Micro-fridge rental units. Westside may only have the university-provided microwave.
- You are permitted to have refrigerators, but they may not be larger than 3.6 cubic feet, and you may have no more than one per resident in each room or apartment.
- Non-UL approved or faulty appliances.
- Halogen lamps of any kind.
- Octopus (multi-tap) outlet plugs and extension cords, as well as outlet extenders that are not surge-protected. (UL approved circuit breaker power strips are permitted if nec-

essary.)

- Flammable or non-UL approved decorations, including Christmas decorations and string lights. You may have decorations that are UL-approved. These must never be placed outside of the room or in a dangerous position in the room. No decorations may be hung from Pinney Hall balconies.
- Live (or cut) Christmas trees.
- Waterbeds.
- No major weight-lifting equipment. Minor weight-lifting equipment must be less than 20 pounds.
- Rooms and apartments must be kept clean of uncovered food, soda or other cans, excess dirt, litter and other unsanitary items or conditions.
- Incense or candles, burnt or unburnt, of any kind, and for any purpose.
- Illegal drugs and/or drug paraphernalia, including hookahs.
- Pets, with the exception of non-meat-eating fish, which may be kept in containers not to exceed ten (10) gallons in capacity.
- Objects placed on window ledges or hung from windows. (See Westside Specific regulations for balconies).
- There is no smoking permitted anywhere in WCSU residence halls. Smoking materials of any kind, including Beedi, clove or other cigarettes and smoking paraphernalia, including but not limited to hookahs, are violations of policy, as are e-cigarettes. All smoking must be done at least 15 feet away from the building. Smoking is not permitted on Pinney Hall balconies.
- Chewing tobaccos (or similar products).
- Stored alcohol or other beverage containers in rooms or apartments, even if used for decorative purposes. You also may not display alcohol packaging, and/or cardboard boxes.
- Water bombs, balloons, squirt guns and water fights.
- Snowball throwing in the immediate vicinity of the residence halls (including parking areas and adjacent lawns).
- Sports play in the hallways (for example, playing catch, rollerblading, bicycling, running, etc., aside from those sponsored as programs by the housing & residence life de-



partment).

- You may not remove room or apartment furnishings, nor may you use lounge furnishings at your discretion.
- You may not remove or damage any windows or window screens (including slicing, cutting, ripping). Screens may have tamper-proof stickers installed, and will be inspected in the monthly health, fire, and safety inspections. Screens which have been tampered with will be noted, and residents will be charged in the university discipline process.
- No items thrown, tossed or otherwise moved through windows, screens, or balconies.
- Exterior clotheslines (this includes Pinney balconies) or placing drying racks in the hallways.
- Illegally parked motor vehicles.
- Bikes may not be kept within the residence halls including inside your room/apartment/suite.
- Using an exit-way for any purpose that will interfere with its use as an exit-way.
- Altering or tampering with heating, electrical, fire safety, or security systems, including but not limited to misuses of smoke detectors, sprinklers and sprinkler heads, fire alarms, thermostats, or door lock systems.
- Collecting or assembling flammable materials that constitute a fire hazard.
- Using rooms or common areas for activities that could be considered parties.
- Using rooms and apartments as sales rooms or for storage of merchandise, solicitation or peddling.
- Deliveries to individual student rooms (excluding deliveries as part of HRL programs, e.g., candy-grams.)
- Pointing speakers out of residence hall windows, or excessively loud stereos, TV's, video games, etc.
- Dry and wet erase message boards on your door (inside or out). They may be used on other surfaces.
- No materials may be posted or distributed in the residence halls without receiving permission and an "Approved for Posting" stamp from the housing & residence life department.



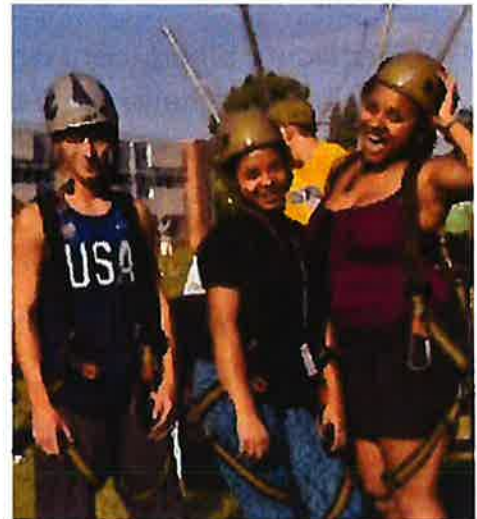
ment.

- Electric (or other) scent warmers, regardless of form of scent (oil, candle, wax, etc.), plug in air fresheners with a coil, diffusers
- Washers, dryers, and dishwashers in individual rooms or apartments.
- Glow-in-the-dark stickers or similar decorations. Writing on walls with laundry or other detergents is also prohibited.
- Furnishings must not be within 18 inches of the front of AC/heating units in rooms or apartments.
- Curtains may only be hung using tension rods or 3M hooks.
- Table games (such as pool, ping pong, foul shot games, pinball or other games of chance or skill) in rooms and apartments. Poker or other card games and paraphernalia associated with these games are prohibited as well.
- Drinking games (including those played with non-alcoholic beverages) are prohibited.
- Entering or exiting rooms or apartments through windows or balconies, other than in the case of an actual fire or a life-safety emergency.
- Nothing (cloth, beads, etc.) may be hung from ceilings. Also, nothing is ever to be hung on doors or from overhead pipes and/or sprinklers/sprinkler heads.
- Pull up bars may not be hung from doorways.
- Painting, wallpapering, stamping and/or stenciling walls.
- Decorations may be hung on walls with removable poster strips or hooks only. No duct tape, packing tape, molly bolts, screws of any type, nails or prong holders may be used. No permanent or semi-permanent structure can be attached to any walls, ceiling or floor.
- Students may not lease, sublet, rent out, or in any other manner use their rooms or apartments as hotels or other temporary lodging to/for anyone.
- Activities that are violations of local, state or federal laws.

Room and Apartment Maximum Occupancies

There is a maximum of two guests per resident permitted in each residence hall. If your room has:

Resident(s)	You may have:	For a total occupancy of:
1	2 Guests	3
2	4 Guests	6
3	6 Guests	9
4	8 Guests	12
5	10 Guests	15



Note: This does not mean that if you are the only resident in your room, you can still bring in guests for non-present roommates (e.g., you can't invite extra people if all your roommates are out).

Suite and Apartment Policies

Apartments and suites require some different regulations than the traditional Midtown residence hall rooms. Here are some policies relating specifically to Pinney, Grasso, and Centennial halls.

Furniture

- The only non-university furniture permitted in Centennial, Grasso or Pinney is one small entertainment center unit. Small plastic/metal shelves and drawers are allowed in Westside residence halls to help with storage.

Wall Decorations

- Decorations may be hung on walls with removable poster strips or hooks only. No duct tape, packing tape, molly bolts, anchor screws, nails or prong holders may be used.

Balconies

- Nothing may be tossed from your balconies or patios. You and/or the other residents in your apartment may be separated from on-campus housing if you are found responsible for violating this policy.
- You may not use the balconies or patios as an entry to or exit from any apartment, except in the case of a fire or life safety emergency that prevents you from leaving through your apartment door.

You may be separated from on-campus housing if you are found responsible for violating this policy.

- Balconies may have:
 - potted plants (not hanging)
 - patio chairs (resin, folding, etc.) a small resin side table
- Balconies may not have:
 - hammocks, including those attached to railings
 - permanent (upholstered, etc.) furniture, including university-provided desk or dining room chairs
 - laundry lines or drying racks hanging from or placed on the balconies
 - decorations of any kind (including banners, holiday lights, etc.) Holiday lights may be strung on or around the interior of the sliding door, but may not be hung on any exterior surface
 - grills of any kind (charcoal, propane, hibachi, etc.)
 - stereo speakers aimed out balconies or windows.
 - garbage, boxes, or plastic/paper bags are to be left on the balconies.
- Smoking is prohibited on all balconies/patios.



The WCSU Alcohol Policy

A complete version of the WCSU Alcohol Policy is available on the WCSU Student Affairs webpage, as well as the HRL webpage. What follows is the section of the policy as it relates to the residence halls:

Residence Halls

- A. Possession or consumption of alcoholic beverages by persons under the legal drinking age is prohibited. Sale, purchase or possession of alcohol without liquid (alcohol vaporization) machines is prohibited. (Section 30-116)
- B. The manufacturing of alcoholic beverages is prohibited.
- C. Students of legal drinking age may not have alcohol in their room/apartment at any time if any of the students residing in the room/apartment are under the legal drinking age. No alcohol will be visible or consumed while anyone under the legal drinking age is in the room or apartment.
- D. It is never permitted to possess an open container of alcohol or consume alcohol in public areas in or around the residence halls. This includes but is not limited to hallways, practice or study rooms, computer rooms, lounges, bathrooms, and lawns or parking areas adjacent to the residence halls (including parking garages).
- E. Common source alcohol containers (such as, but not limited to, kegs, beer balls, punch bowls and wine boxes) are prohibited.
- F. Alcohol containers, full or empty, may not be used for decorative purposes. Paraphernalia associated with drinking or alcohol-related games (such as, but not limited to, funnels, beer bongs, shot glasses, and taps) are not permitted in the residence halls. Possession of such implements or containers is a violation of University policy.
- G. The storing, displaying or collecting of empty alcohol containers in a room or apartment is prohibited. Failure to remove empty containers or storing empty containers can lead to health and safety violations.



Parental Notification for Drug & Alcohol Violations

Western Connecticut State University is committed to the elimination of alcohol and drug abuse and misuse within the university community. Accordingly, the university has long held policies regarding the use of alcohol and drugs on campus.

The Higher Education Reauthorization Act of 1998 (HERA) allows institutions of higher education to notify parents or guardians of students under the age of 21 of the final outcome of an alcohol or drug violation. Parental notification has played an important role in reducing the amount of repeat alcohol or drug violations among students, as well as strengthened the connection between the student, his or her family, and the institution.

Western Connecticut State University would like to pro-actively address these issues rather than react to them. The university has adopted the following parental notification policy, both for incidents that occur on-campus and those that occur at off-campus university sanctioned events:

1. Western Connecticut State University will notify parents or guardians of students under the age of 21 (at the time of adjudication) that their son or daughter has been found responsible for violating the university's alcohol or drug policies. This will occur after a finding of responsibility for the second alcohol or drug offense, except in such cases detailed in #4.
2. Students whose parents will be notified of an alcohol or drug violation will be informed of such during the course of their judicial meetings with an investigative officer or a university judicial officer, after a finding of responsibility is made. This will allow the student to make contact with his or her parents or guardians prior to the letter's arrival.
3. Letters will include resources available at the university and the nearby community to assist the student and his/her family should they wish to pursue counseling or other processes.
4. In specific cases, the university will notify the parents or guardians of students under 21 years of age following a first violation. Examples of such cases may be as follows:
 - ♦ The incident involved significant property damage;
 - ♦ The incident involved a reckless disregard for the safety of themselves and/or others; and
 - ♦ The incident was accompanied by other serious violations of university policy.

The university judicial officer, in conjunction with the dean of students, will determine whether a letter should be sent to parents/guardians after a first violation.

5. If a student under the age of 21 is transported to the hospital because of drugs or alcohol, the uni-



versity will contact (via telephone) the parents or guardians of that student to inform them of the potentially serious incident. The following procedure will be in place for such a situation:

- ◆ University Police will make the transport determination, in conjunction with EMS personnel.
- ◆ If the incident occurs at an off-campus, university sanctioned event, the advisor or university representative responsible for the event will contact the campus police, who will follow the procedures below (for non-resident students).

The ADHRL/RD (in the case of resident students), or the University Police (in the case of non-resident students), will contact the administrator on call.

The Administrator on Call will notify parents/guardians that an emergency has occurred with their son or daughter, and that a parent or guardian must come to the hospital to retrieve the student. The student will not be permitted to return to the residence halls or resume classes until the student has met with the alcohol and substance abuse prevention coordinator (or the dean, in her absence) to discuss the incident and options for assistance available from the university and community resources.

No Smoking Policy

All residence halls at WCSU are tobacco and smoke-free (including e-cigarettes). There are no areas in any residence hall where smoking or chewing tobacco is permitted. Smoking areas near the residence halls have been identified by your hall councils and IRHA. Benches and receptacles have been placed near these areas. Containers for disposal of smoking materials have been provided, and you are asked to make use of them. Please ask at your information desk for the area(s) near your buildings. **University policy dictates that you must be at least 15 feet away from any campus building while smoking.**

Quiet Hours

Quiet hours are from 11 p.m. to 8 a.m., Sunday through Thursday, and from midnight to noon on Friday and Saturday.

During finals, 24-hour quiet hours are in effect. If you violate the quiet hours policy during the 24-hour quiet period, or if you are documented for a possible Code of Conduct violation, you will be immediately removed without warning from the residence halls. Notifications will be posted around your residence hall prior to the beginning of the 24-hour quiet period. A disciplinary hearing will follow after the close of the semester.



Courtesy Hours

At all times, WCSU's Department of HRL has a policy of courtesy hours. This policy essentially means that you should be aware of the effect your personal noises have on those who live around you. If you are asked by someone to turn down volume or to be less noisy, please accommodate him or her. You can *and should* expect the same treatment from them in return. Commonly, you are considered too loud if you can be heard further than the door of the room next to your room.

Sprinkler Heads/Fire Safety Equipment

Nothing may be hung from sprinkler heads. In addition, great care should be taken to see that your sprinkler head is not hit or damaged by items or activities in your room, suite, or apartment. In the case that a sprinkler head discharges, police and fire safety personnel will investigate the cause. Be aware that you may be charged with a violation of university policy if it is determined that your actions caused the discharge. You may also be liable for restitution /repair.

The university is not liable, and will not pay, for damages to your personal belongings caused by sprinkler discharge (or other reasons). Please see the liability statement in this booklet, and make sure that you are covered by personal property insurance.

Damages

You are responsible for any and all damages that occur in your residence hall room.

You are also responsible for damages that occur in public areas of the building. Public area damages (PAD) are reported to the building's RD when they are discovered. These can be physical damages, such as broken doors or windows, or may be things such as excessive cleaning (urination in a stairwell). Public Area Damages cannot be appealed. All charges are made available for review throughout the semester.

When damage occurs, an amount (determined by the Department of HRL and Facilities Management) is applied to the damage. It is billed to the responsible person when that person can be identified. Often, though, no one can be identified, and the charge is shared by the general community. It is important if you know who is responsible to bring that information forward to the hall council officers or the RA so it can be discussed at your hall council meetings. All charges and assignments are listed in hall council





minutes and posted throughout the semester. Public area bills are charged at the end of each semester, while individual damages are charged immediately.

Health, Fire, and Safety Inspections

Each month, members of the housing & residence life staff will inspect your rooms, suites, or apartments for health, fire and safety reasons. The inspection dates will not be posted.

Please keep in mind that your room or apartment will be inspected with or without your presence. (Be aware that your room or apartment can be entered at any time by housing staff if it is felt that there is an emergency or impending danger to you, your roommate(s) or university property.)

Violation(s) of university policy will be noted on the Health, Fire and Safety Inspection forms and you will be given a written copy of the form in order to allow you to rectify the violation(s). Dangerous or illegal items may be confiscated during inspections. If you have a violation, you will be given 72 hours to rectify it.

After this time, your room will be re-inspected by the resident director. All initially noted violations will result in a written warning, regardless of whether or not you remedy the situation. If you do not take care of the violation, you will be charged judicially and a further sanction (restitution, probation, community service, and/or separation) may result. Additionally, if violations are found at subsequent inspections, you will be referred to the judicial system immediately to face the possible sanctions listed above. In essence, you are expected to keep your living space in a clean and safe condition at all times.



Lockouts

Many of us have thoughts of security and safety on our minds these days, yet, some students forget or refuse to carry their own IDs, or they leave their room or apartment doors unlocked. These practices are dangerous. Furthermore, the use of staff resources to unlock doors or perform lock changes for those who refuse to carry an ID can reach onerous proportions. *(The issuance of a temp card for anything other than a lock or card malfunction is considered a lockout. You will be charged as indicated below.)*

First time: The first time you are locked out of your room, you will not be charged for a lock out. When you go to the desk or an RA to be let into your room or apartment, you will need to sign a state-



ment saying that you understand the next lockout will result in a charge to your bill.

Second time: If you are locked out of your room or apartment a second time, you will be let in, but your account will be billed \$15. You will not need to have cash with you.

Third time: You will be billed \$25 (to your student account).

Fourth time: Your RD will request a meeting with you . You will also be billed \$25 (to your student account). Further lockouts will result in progressive university disciplinary actions, which could eventually result in your separation from housing.

Fortunately, the majority of our resident students will never have to worry about these policies. We hope that they will act as a deterrent to those of you who continue to not carry your IDs.

Visitation

Visitation to the residence halls is permitted during the operation of the Information Desk (10 a.m. to midnight, Sunday – Thursday, 10 a.m. to 2 a.m., Friday and Saturday).

All residents and guests will be required to follow the procedures outlined below.

1. All persons entering a residence hall (residents and guests) are required to present an accepted form of identification to the Info Desk staff in order to enter the building. Each time a valid ID is not provided, it will be logged, and on the third event, you will be documented, with a disciplinary meeting to follow soon afterward.
2. Visitors to the residence hall must stop at the Info Desk immediately upon entering the building. They will:
 - Inform the staff of their name(s)
 - Present an accepted and **valid** form of identification
 - WCSU ID
 - State Driver's License
 - State Issued ID card
 - Passport (or Passport card)
 - US Military ID
 - Inform the staff of the name and room number of the resident they wish to visit
3. Residents must be present at the desk to sign guests in. Guests may leave a message for the resi-





dent (delivery is not guaranteed). Guests are not permitted to enter the building to “look for” residents.

4. Guests will be signed in using the following information:

Resident's name

Resident's room number

Guest's name

Guest's ID information (ID number, form of ID being used)

Date

Birthdate (if given a non-WCSU ID)

Time of entry

When a resident signs a guest in, s/he is assuming responsibility for the actions and conduct of the guest(s) while s/he is in the building. Residents are responsible for informing guests of university policies and regulations.

5. Guests must be accompanied by the resident who signed them in at all times while in the building. Any guest(s) found in the building unescorted by the resident who signed them in will be asked to leave immediately, and the resident will face charges in the university discipline process. The guest may also lose the privilege of visitation to campus residence halls.



6. All residents are responsible to escort their guest(s) out of the building and are encouraged to sign their guest(s) out, thereby terminating their responsibility for the guest(s). Guests may also opt to sign themselves out, protecting themselves. Please remember, although signing out is optional, all guests must be appropriately signed in each time they enter a building.

7. All buildings must be entered via the front or main entrance door(s) near the Info Desk. No one may permit entrance through exit-only doors, windows, balconies or other means.

8. Guests must be 18 years of age or older. Guests under the age of 18 may **only** sign into the building with a signed parental permission form, which is available in the [FORMS](#) section of the HRL website. The form must be submitted to the building's RD 24 hours in advance of the visit. If your guest will be coming to visit over the weekend the form must be submitted by Friday at 12pm.



9. Guests who violate university or residence hall policy may lose their privilege to visit in or around university residence halls.

Please refer to the maximum occupancy chart for information on numbers of guests permitted.

Late-Night Guests

There may be occasions for which a resident may request that a guest be permitted to remain in the building after the desk closes, perhaps overnight. Regardless if a guest is spending the night or not, no guest is permitted to enter the building after the Info Desk has closed. The following policy for overnight guests shall apply:

Students are permitted to have overnight guests in their rooms **only** if there are no objections from all roommates. A guest may stay overnight for no more than two nights in a seven-day period. Misconduct



PROCESSES & PROCEDURES

The Basics

In order to live in on-campus housing, you must be a matriculated student enrolled in at least 12 credits each semester. Graduate students are permitted to live on campus if they are full-time (9 or more credits per semester). Married students may be accommodated in apartment housing if both students are full-time, matriculated students.

Meningitis Vaccine

You are required by law to be vaccinated within the last five (5) years, and to provide proof of the inoculation for meningitis to the University Health Services office.

Satisfactory Academic Progress (SAP) and Grade Point Average (GPA) Policies

In order to maintain eligibility to live in the residence halls, Western's Department of HRL monitors your GPA (which must remain at 2.0 or higher), and your satisfactory academic progress (SAP), meaning you must complete 24 credits per academic year.





Throughout the course of the year, your ARM will be in contact with you regarding your GPA/SAP status. If it appears that you are in danger of not meeting either your credit limit and/or the necessary GPA, your ARM and/or RD will work with you to make an action plan so that you can meet these requirements. Part of this plan will probably include meeting with your building's ARM or your RD. If you believe you may not be able to meet these requirements, you are strongly encouraged to make an appointment to see your RD and make a plan immediately.

Generally, students who do not meet the SAP or GPA policies' requirements will be permitted to remain in on-campus housing for a semester if they: attend intersession or summer classes and achieve the necessary credits or GPA; or if they have an action plan approved by their resident director which they follow through with. If you're in danger of not meeting GPA or SAP, and if you do neither of these things, you will not be eligible to live on campus. If you are academically suspended, you will be removed from any assignment you've been given and you will not be permitted to live in on campus housing.

Please remember that there are different kinds of SAP for your college or major, as well as for your financial aid eligibility. Don't assume that because you are OK with any one of these areas or with housing that you are OK with another one. Always take the time to visit Financial Aid, your advisor, your dean, or your RD to be sure you are meeting everyone's requirements and regulations.

Your student handbook and WCSU catalog will be helpful to you as well.

Room Selection

The most important thing for you to know is that there is ALWAYS something you will have to do to reserve your space EACH SEMESTER while at WCSU.

With the year-long housing contract, you will only pay a non-refundable housing deposit (\$250) once per year, generally in March for the following fall if you are a returning student. You will be given specific instructions with your deposit notice which will outline the fall room selection process. There will be a very simple, but very specific, set of instructions for you to follow in order to secure your fall room.

Your CULTURE™ priority points will determine a date for you to participate in selection. You and your selected roommates will sign up as a group according to your priority point totals, and you will actually select the room or apartment you will be living in for the fall.

For the Spring semester, we anticipate that most of you will remain in your fall rooms. However, there will be an opportunity to change rooms if you desire it, which will be advertised in the late Fall.

Please be aware of postings, website, Facebook and Twitter announcements, handouts in the residence halls, and emails sent to your WCSU account regarding how to reserve a space for the next semester. If you have any questions, please stop by the HRL office, or call 203-837-8531.

Leaving Housing

Students who **leave** Western Connecticut State University and University housing are required to notify the department of Housing & Residence Life to officially withdraw from housing. Those students are also required to formally check out with the resident director of their building before they will be considered withdrawn.

If you have a need to cancel your Housing Contract for any reason, yet **remain enrolled** at WCSU, you must make a [written request](#) to do so. Students who enroll for the **academic year** in housing may cancel their contract prior to **June 30th** without penalty. After June 30th, the cancellation request will be reviewed by a committee to determine if you will be released from your contract, or will remain responsible for the room and full payment.



Students who enroll for the first time for only the **spring** semester will have until **December 1st** to cancel their contract without penalty. Again, after December 1st, the cancellation request will be reviewed by a committee to determine if you will be released from your contract.

Please see the [information on the year-long contract](#) for complete details of how this contract impacts you.

Board of Regents Withdrawal Policies

The Housing Deposit is a Non-Refundable deposit.

Upon withdrawal from the University, the housing refund will mirror the University refund policy for tuition and fees as such:

- 100% refund, less the housing deposit, for withdrawal up to and including the first day of University-wide classes as defined by the published university calendar.
- 90% of the balance, less the housing deposit, will be refunded during the first week of university-wide classes.
- 60% of the balance, less the housing deposit, will be refunded during the second week of university-wide classes.
- 40% of the balance, less the housing deposit, will be refunded during the third and fourth weeks of university-wide classes.



SAFETY & SECURITY

Door Access Policy

To enter a residence hall on the Western campus you must have a valid WestConnect identification card. WestConnect cards are available at the WestConnect Office located in the Old Main Administration building. Normal business hours are 8 a.m. to 4 p.m.; however the office does offer extended hours at the start of the fall and spring semesters. Please visit their website for the most up-to-date schedule. The office staff may be contacted at (203) 837-9311.

Each main door to the residence halls has a card reader; this reader uses a technology called proximity technology in order to read the card and grant access to the building.

Proximity technology means the card is read when held in proximity to the reader, therefore it does not require you to swipe your card through the reader. The read range for cards is about 4 inches from the reader. Although there is a PIN pad on the reader, that function is not being utilized at this time.

Your card is your key to the building; it is issued to you and intended solely for your use. The card is non-transferable, and you should never loan or give your card to another individual.

Procedure to access the residence hall:

1. Present your card to the reader, and wait for the light to flash green.
2. Pull open the door and enter.

It's that simple!!

Never hold open a door/prop open a door in the residence hall. This will cause an alarm. Be aware that every time you present your card to a reader, there is an audit trail of activity. If an alarm is activated, the University Police will respond.

WARNING: You should never let anyone into the residence hall without a card or being properly checked in at the front desk. Safety is a shared responsibility and you must be conscious of who is accessing your place of residence.

Lost Cards

Report a lost card immediately to your building's front desk and/or resident director. ID Cards should NEVER be given to a friend or other student. Your card can be temporarily marked as lost. Even if you are not sure if the card is permanently lost, notify your resident director. Lost cards may be replaced at the



WestConnect Office during normal business hours.

There is a \$15 charge for the replacement of a lost card, the fee is billed to your student account and is payable at the cashier's office.

If you lose your card after-hours, your resident director, at your request, may provide you with a temporary card to be used until the next business day that the card office is open. Temporary cards must be returned to the resident director.

WestConnect provides a "Manage My Account" website, where you can see your balances for meal plan, ConnectPrint, and ConnectCash and report your card as lost/ stolen. The web address is www.wcsu.edu/westconnect/card_account_manager.asp

Fire Safety

Fire is always a danger in residence halls. Using your common sense is the best weapon to avoid fires. Here are some other tips and information.

- Candles, incense, wax melters, oil diffusers, and clove or other scented cigarettes, tobacco (including chewing tobacco), e-cigarettes and other smoking products are prohibited in all residence halls at WCSU.
- Microwaves are not permitted in student rooms on the Midtown campus other than those provided on the Microfridge rental units.
- Tampering with life safety equipment (extinguishers, smoke or heat detectors, hoses, alarms, sprinkler heads, etc.) is against state and federal laws, as well as university policy. Formal legal and university action will be taken, and the penalties may be severe if you are found to have tampered with life safety equipment in any manner.
- Fire alarms and drills may occur during the semester. Be sure to familiarize yourself with evacuation routes and policies. Evacuation routes (maps with "You are here" stickers) are posted on each residence hall room or apartment exit door.
- Evacuation is mandatory for all fire alarms. The fire or police department may call for all rooms to be searched, and you will face civil and/or university action if you are found in the building during an alarm.
- Evacuation gathering areas are posted near each residence hall (see map at the end of this booklet). When an alarm sounds and you exit the building, you are required to move to the evacuation area in order to allow fire and police personnel to be able to get in and perform their jobs. If you



do not evacuate to the appropriate areas, you will be documented and charged in the university discipline system.

Cooking

Cooking is not permitted in rooms on Midtown. There are facilities throughout most buildings where you may cook, using appropriate caution. In Centennial Hall, microwaves are provided, but other cooking appliances (other than toasters) are prohibited.

Apartments in Pinney and Grasso are equipped with kitchens, but cautious cooking should be the rule. This includes making sure your ovens, microwaves and appliances are kept clean, and that any malfunctions are promptly reported for repairs. Sloppy or dangerous cooking procedures and facilities (greasy buildup, inappropriate appliances, etc.) that result in fire, smoke or excessive heat damage and alarms will result in the filing of university charges against the residents responsible for the conditions which caused the damage or alarms. Restitution for resulting damages will be a minimum sanction in such cases and housing separation could also result in a sanction.



In Case of a Fire

If you hear an alarm, or if you discover a fire and pull an alarm, prepare for exiting the building by doing the following:

- Take a towel to cover your face in case there is smoke.
- Close all windows. Oxygen feeds the fire.
- Check your doorframe for heat. If it is hot to the touch, stay inside and call the police emergency number (911) to notify them that you are in your room.
- Take your ID or room keys with you.
- Close your door behind you.
- Walk quickly but don't run to the nearest accessible exit. If there is smoke, stay near the floor, as smoke rises.
- Wear shoes and warm clothes. You can be outside for a long time with some alarms.
- Remain calm.
- Report to the identified evacuation area for your building.





Your Personal Safety — Keys and IDs

These items are your lifelines to your rooms and the buildings in which you live in. At this time, all rooms or apartment doors on campus operate with your ID. Keys are only issued if there is a problem with your door lock or if you request one for your bedroom in your apartment (Pinney Hall). You, your roommates and all of your possessions are protected almost solely by the fact that no one else has access to your ID.

Doors from rooms or apartments to public hallways must never be left in the unlocked position or propped open. Staff members have been instructed to check hallway doors on their rounds, to lock any doors found in an unlocked position and to close propped open doors. Disciplinary action may be taken if room or apartment doors are found left in an unlocked position or propped open. Disciplinary action may include documentation and a meeting with the resident director or with a judicial officer.



If you lose your ID, you must tell the desk immediately so that your card can be shut off. You must replace your card as quickly as possible and notify the desk again so that the proper code can be assigned to your new ID.

Safety

Issues of personal safety are important to each of us. In order that we are safe and our belongings secure, it is imperative that you follow these policies at all times.

- All exit doors should remain secure at all times. Never prop doors at any time.
- Remember to keep your room door locked at all times.
- When you travel across campus at night, use the university escort service (x79300) or go in groups. If you are coming back to campus late, you may call ahead and have the escort meet you at your car to walk you back to your room.
- Keep your car locked at all times, and park in a well-lighted area.
- Emergency phones are located all over campus. Most have a blue light to make them easy to find. There are also yellow and blue emergency phones. All you need to do is get to the phone and push the button. Police will immediately be notified of your call and location and can communicate with you over the phone (with no hands).
- Mark personal items with identifying numbers (equipment available from University Police).
- Write down the serial numbers of your belongings. This information will be helpful to WCSUPD in



the event something is stolen.

- Let a staff member know immediately if you see a stranger in the halls.
- Carry your ID on you at all times. You will be asked to provide it to enter any hall, even the one you live in. You may be asked to show your ID to the police or the staff, and your guests will always have to show a picture ID to visit in a building.

AMENITIES

Mail

Each student has a mailbox in his or her residence hall. Mail is delivered Monday through Friday only. Please check your mailbox daily!

Address all mail to:

Your Name
Building and Room #
WCSU
181 White Street
Danbury, CT 06810

Email

Your Western email address is the chief, official means by which the university and the Department of HRL will communicate with you. It is imperative that you check this account daily.

Vending Machines

Most buildings have candy and soda machines. Most campus vending machines are also able to accept ConnectCash on your student ID. ConnectCash is loaded on your card that can be used for laundry, Sodexo venues, vending machines and the University Bookstore. There is a \$20 minimum to add money to your ConnectCash account.

Meals

Sodexo is the current food service provider. You must present your ID card or pay cash to eat. Midtown residents default to the Ultimate Dining plan. This plan offers 21 meals per week in the Student Center Restaurant, Einstein's, and the Westside Marketplace, 5 guest passes, and \$200 Flex Points per semester.





These students may opt to take the Platinum or Platinum plus plan if they desire.

Centennial students default to the Platinum plan as their meal plan. The Platinum plan provides 15 meals per week, (SC Restaurant, Einstein's WS Marketplace) in addition to \$110 in Flex Points and 5 guest passes for the semester. Centennial students may opt to select the Ultimate or Platinum Plus plan, but may not select the Blue, Blue Plus, Gold, or Gold Plus plans. The Platinum Plus plan provides 15 meals per week, \$175 in Flex Points, and 5 guest passes for the semester.

Grasso and Pinney students have a Blue plan, which provides 75 meals per semester in either Westside or Midtown, along with \$250 in Flex Points. There is also a Blue Plus plan, which is 75 meals per semester and \$325 in Flex Points. Grasso and Pinney students can opt to purchase the Blue Plus, Gold, Gold Plus, Platinum, Platinum Plus, or Ultimate Dining plans as well. The Gold plan consists of 175 meals per semester and \$175 Flex Points, while Gold Plus is 175 meals per semester and \$250 Flex Points per semester.

Flex Points are "dollars" linked to your meal plan that allow you to purchase items in any of the Sodexo locations on both campuses. Points expire at the end of the academic year.

Internet

All residence halls provide wireless access to the Internet. Each room also provides data drops for your computer, with Internet access. It's as simple as plugging in and following the instructions for logging in to the system. If you have questions, please call the Help Desk at 203-837-8467. You will find complete information on the university website at www.wcsu.edu/technology/students.

Laundry

Our laundry machines operate from your ID (WestConnect card) when you have ConnectCash on it. Machines are available in each building. If using cash, the price is \$1.50 per wash/dry. If using ConnectCash on your ID, the cost is \$1.30 per wash/dry.

Phones and Voice Mail Services

The university no longer provides phone or voicemail services within the residence halls.

Shuttle Bus Service

Shuttle service is supplied between both campuses. Schedules are available online and in your information desk. Stops are located at the Westside Commuter Lot, the Campus Center, the O'Neill Center, in front of Pinney Hall, in front of Grasso Hall, in front of Centennial Hall; and on Midtown on Fifth Avenue near White Hall, near the Berkshire Gym, and on Roberts Avenue next to the Student Center.

Several stops are also available in Danbury: Lake Ave. (near Stop & Shop), the Kennedy Street HART station (upon request) and Danbury train station (upon request), and on weekends, the Danbury Fair Mall.



A new service is also available which allows you to follow the shuttle on GPS. This location tracking is available to Android and iOS users, as well as in a webapp, through Double Map. Check the shuttle web-site (<http://www.wcsu.edu/shuttle/>) for details.

The shuttle is a free service, but you must have your ID. Should you run into issues with the shuttle, you're asked to email your specific details (time/date/run etc.) to shuttle@wcsu.edu.

Cable Television

Each room is equipped with cable TV access. Service is currently provided by Campus Televideo. For a listing of the channels, please see this link: <http://www.wcsu.edu/housing/documents/documents/forms/2016%20Western%20Cable%20Lineup.pdf>. We also now provide HBO Go and Showtime—all you need is your WCSU email and password!

IMPORTANT INFORMATION

Liability and Personal Property Insurance

The university shall not be liable, directly or indirectly, for loss and/or damage to personal property by fire, theft, water damage due to any source of water contamination, or any other cause. Every resident is encouraged to hold personal property insurance coverage since the University Insurance Program is limited to coverage of only university-owned property. You may be covered by your parents' homeowners' policy. Please check into insurance coverage immediately.

Storage

Residence halls are designed mainly for living and programming spaces. There is extremely limited storage available, and it is confined to housing & residence life storage only. There is no space available outside your room to store any of your belongings.

You may also not move any university furniture from your rooms (beds, dressers, desks, chairs). Please plan accordingly and utilize your space well. Do not move your furniture out of your room and leave it in the hallways. Please do not ask a custodian or maintainer to remove furniture for you.



Health Services

The University Health Service is located on the Midtown campus, across from the parking garage and in front of Litchfield Hall. Health Service provides treatment to all full time students, regardless of the health insurance they carry. Emergency care only is provided for part time students, faculty and staff.

Appointments are recommended. Please call 203-837-8594 to schedule an appointment.

After Hours

If it is an emergency, you should go to the emergency room at Danbury Hospital. For non-emergencies, contact your private health care provider or a local urgent care clinic (www.afcurgentcaredanbury.com). The charges for these services will be billed according to your insurance company. For further information on after hours care please visit wcsu.edu/healthservices/afterhours.asp



2018-19 COSTS PER SEMESTER

The room rates that are reflected below are those which have been approved by the CSU Board of Regents. They do not indicate that each type of space is available. All assignments to specific room types are made at the sole discretion of the Department of HRL. Costs each year are determined by the Board of Regents and have generally been increased 5 percent each year.

Midtown campus:

♦ Fairfield, Litchfield, Newbury Halls:

Double	\$3,780.00
Single	\$4,249.50
Triple	\$3,553.50

Board (Meal) Charges: (Board is required of all students who live on campus)

Ultimate (All Midtown Residence Halls)	\$2,733.50
Platinum (Centennial)	\$2,555.50 (Platinum Plus: \$2,607.00)
Gold (optional, Grasso, Pinney)	\$1,777.00 (Gold Plus: \$1,828.50)
Blue (Grasso, Pinney)	\$1,108.00 (Blue Plus: \$1,326.00)

Westside campus:

♦ Pinney Hall:

3 bedroom, double in a 5 bed apartment	\$4,471.00
3 bedroom, single in a 5 bed apartment	\$4,897.00
1 bedroom, 2 bed apartment	\$4,945.50
1 bedroom, 1 bed apartment	\$5,119.00

♦ Centennial Hall:

2 bedroom, 4 person suite	\$4,099.00
2 bedrooms, 5 or 6 person suite	\$3,899.00
1 bedroom, 2 bed suite	\$4,519.50
1 bedroom, 1 bed suite	\$5,119.00

♦ Grasso Hall:

2 bedroom, 4 bed apartment	\$4,099.00
1 bedroom, 2 bed apartment	\$4,519.50
1 bedroom, 1 bed apartment	\$4,897.50

Social Fee: Per student \$22.50/per semester

Break Housing

- For Thanksgiving and spring breaks, housing is available at no additional charge for all resident students, regardless of the reason for the stay. Students must, however, register with the HRL department/your RD in order to have access to the building.
- During semester break/intercession, housing is available on a limited basis and at an additional charge for those who might need it. Information will be available about this break on the HRL website and in your buildings approximately one month prior to the break.



OPEN/CLOSE SCHEDULE*

Academic Year 2018—2019

Freshmen,

Friday, Aug. 24

Freshmen/transfer students move in at 9 a.m.

First meal on meal plan — brunch

Returning Students

Monday, Aug. 27

Residence halls open for returning students at 10 a.m.

Thanksgiving

Tuesday, Nov. 20

Halls close at 6 p.m. for non-registered students

Last meal — dinner

Sunday, Nov. 25

Residence halls re-open — 1 p.m.

First meal — dinner

***Semester break**

Friday, Dec. 14

Residence halls close — 6 p.m.

Last meal — lunch

Tuesday, Jan. 21

Residence halls open — 10 a.m.

First meal — dinner

Spring break

Friday, March 8

Halls close at 6 p.m. for non-registered students

Last meal — lunch

Sunday, March 17

Residence halls re-open — 1 p.m.

First meal — dinner

End of year *

Friday, May 17

Residence halls close at 6 p.m.

Last meal — dinner

Sunday, May 29

Graduation is at 10:30 a.m. **Tentative date & time

*Students must leave immediately upon completion of their last final exam. Exceptions are granted, based upon reason and at the discretion of the housing staff involved.



WEBSITE

If you would like more information about the housing & residence life department, please visit us on the WCSU website.

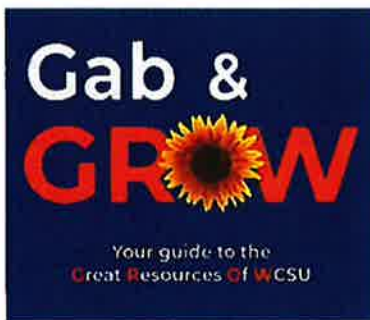
wcsu.edu/housing



You can also find us on Facebook at [WCSU Housing & Residence Life](#).



We're also Tweeting [@wcsuhousing](#).



A WCSUMEDIA Podcast



And for a podcast with all kinds of information to help you be successful at WCSU, listen in to [Gab & GROW](#), a series of short (15—20 minute) podcasts with information about people, places, resources, and hints for WCSU Success. You'll find the podcasts on iTunes, Stitcher, SoundCloud, and other podcast providers. Just look for WCSUMedia, then [Gab & GROW](#).



FIRE MAPS

Westside campus

Pinney Hall:

If you leave through a front door, please head to the right as you exit. Move to the far East corner of the parking lot near Grasso.

Be sure that you've cleared sidewalks, entryway, doors, and roads to the building for fire department access. If you leave from the rear exit, walk down the stairs and away from the building into the back parking lot areas.

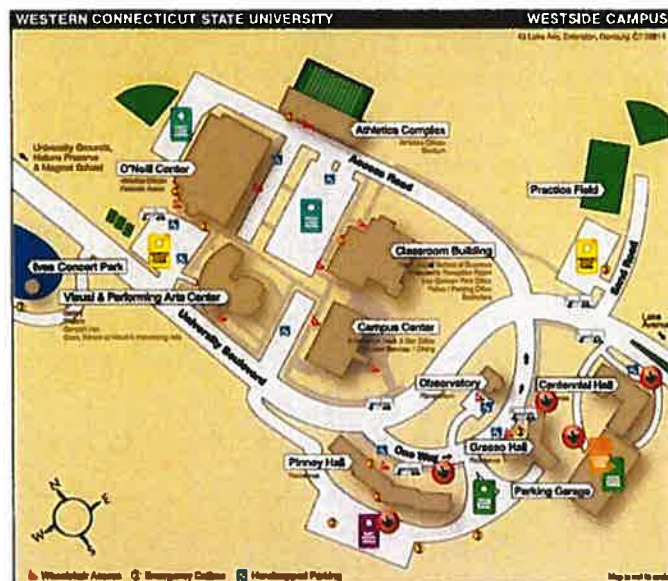
Keep roadways clear for fire department access.

Grasso Hall:

Exit to the West of the building, toward the front Pinney parking lot, or from the rear to the far lane of the back parking lot. Please keep all roadways and parking areas clear for fire access.

Centennial Hall:

From the front, please exit to the left of the building and move to grassy areas beyond the access road. From the rear exits, please move to the far end of the courtyard, beyond the access road and closer to the garage area. Please keep all roadways clear for fire department access.



Midtown campus

Newbury Hall: From the rear (parking lot) side of the building, residents should move toward the boiler house and Litchfield Hall area. You must clear the parking lot entirely, as this is where the fire trucks will access the building. If you leave from the Eighth Avenue side, please move to the grassy lawn near Litchfield.

Fairfield Hall: From whatever door you exit, please make your way to the Alumni Circle area between Fairfield and Old Main. Do not go into the parking area between Fairfield and White Hall, as this is where fire trucks will access the building.

Litchfield Hall: Residents should make their way to the Old Main parking lot or to the far end of the patio area near the boiler house. Please stay away from the main entrance to the building and the White Street (Health Services) side, which is where the trucks will access the building.

