2020 REPORT PURSUANT TO CONNECTICUT GENERAL STATUTE SECTION 10A-55M REPORTING PERIOD: JANUARY 1, 2019 TO DECEMBER 31, 2019

WESTERN CONNECTICUT STATE UNIVERSITY

Publishing Year: 2020 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

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CHECKLIST FOR CONN. GEN. STAT. § 10a-55m(f) **SEXUAL VIOLENCE REPORT 2019 SUBMISSION**

N INFORMATION

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Contact: Jesenia Minier-Delgado

Report Year: 2019-2020 uity

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on Consensual Relationships (Effective 10/20/2016) Regarding Reporting Suspected Abuse or Neglect of a Child

Code of Conduct (Effective 6/16/2016; 7/29/2020)

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Ι. 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

NARRATIVE

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.

In 2019, the University begun a campaign in honor of Marian Anderson whose major accomplishments earned recognition around the nation. Marian Anderson was one of the most celebrated singers of the twentieth century. As an African-American woman, born in 1897, her life and career were frequently met with racism and adversity. Despite this, her talent was recognized by audiences all over the world and she is widely recognized as a Civil Rights icon. Her quiet elegance paved the way for countless women and African-American artists who came after her. The Anderson School of Visual and Performing Arts will be rooted in Ms. Anderson's sense of integrity and regard for all people. Students from all backgrounds will be considered for admission-including those talented students who did not have access to traditional arts training.

Naming our award winning, state of the art, School of Visual and Performing Arts in honor of Marian Anderson will raise the level of recognition for our programs and provide an appropriate tribute to one of our most revered "hometown" heroes. It is fitting that the Anderson School will be located in Danbury CT-the city that Marian Anderson called home for more than 50 years. Strengthening student support, building partnerships with artists and community members, investing in our faculty and programs, and renaming our school will raise national awareness for our programs and provide a lasting and worthy tribute to Ms. Anderson's life. All funds raised during this multi-year campaign will be used to elevate, innovate and champion our students, faculty, and programs at the Marian Anderson School. For more information on this campaign, please visit: https://www.wcsu.edu/mariananderson/

On August 14, 2020, the United States Department of Education finalized revisions to Title IX of the Education Amendments of 1972, which governs discrimination on the basis of sex in higher education. In practice, Title IX has led to parity in men's and women's athletics and provides the standards for institutions receiving complaints of sexual harassment, sexual assault, domestic and dating violence and stalking reported by students. Like many colleges and universities across the country, Western Connecticut State University has worked hard to prepare for these changes before the start of the Fall 2020 semester with the following:

- 2. Narrower definition(s) on what behavior constitutes sexual harassment;
- 3. Narrower scope of conduct that is actionable under Title IX;

1. Incorporated updated CSCU policies and noted changed to the WCSU Title IX procedures for more stringent models to report and investigate Title IX complaints;

- 4. Changes/updates on the informal resolution procedures for Title IX complaints;
- 5. Changes/updates on confidentiality standards during an investigation;
- 6. Prescribed grievance procedures that include a live hearing and cross examination;
- 7. The addition of an advisor to parties for the live hearing;
- 8. Mandated appeal processes at the conclusion of an investigation;
- 9. Mandated training for Title IX personnel, including the Title IX Coordinator, investigators, decision-makers, and informal resolution professionals; and
- 10. Emphasis on ensuring that procedures do not constitute any role of impartiality and prohibition of bias, conflicts of interests and prejudgment.

For more information on the above-described Title IX updates at Western Connecticut State University, please visit: <u>https://www.wcsu.edu/diversity/what-is-title-ix-and-cart/</u>

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 2020 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, 2019 through December 31, 2019. 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:

- University ("CSCU"):
 - Board of Regents/CSCU Statement on Title IX Policy

 - Policy on Consensual Relationships; and,
- mentioned policy/policies;
- awareness;
- partner violence reported;
- University related to sexual assault, stalking and intimate partner violence;
- partner violence; and
- 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")

• A copy of the following listed and adopted policies of the Connecticut State Colleges and

• Policy on Sexual Misconduct Reporting, Supportive Services and Processes;

• 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

• 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

• The number of University incidences of sexual assault/violence, stalking and intimate

• The number of anonymous and confidential reports or disclosures recorded by the

• The number of University disciplinary cases related to sexual assault, stalking, intimate

• 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 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 WCSU It's On Us Student Club
- 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
- Two (2) representative(s) (or an assigned designee) 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 2020 semester, the membership composition will also include the University's Domestic Violence Liaison and an interim WCSU Deputy Title IX Coordinator to have cross-representation with university-related resources. Extensive Title IX training, resources and policy review will continue in the upcoming semester to ensure that the incorporated changes to the Title IX procedures are adhered to by CaRRT members when provide guidance and/or education about filing a Title IX complaint.

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")

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") 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.

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.

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

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 <u>click here</u> or visit the University Police Department webpage at <u>http://www.wcsu.edu/police/safetytips.asp</u>

University Police Officers are also available to address the community and serve as knowledgeable lecturers. During this reporting period, *fifty-three (53) safety escorts* were provided on campus. A University Response Checklist has been posted and made available by <u>clicking here</u> (hyperlink to: <u>https://www.wcsu.edu/police/pdf/WCSU-Police-Check-List.pdf</u>) 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:

Academic Year/ Event Period	Event/Program	Event/Program Description
September	Fresh Check Day	Fresh Check Day, the signature program of the Joran Porce Foundation is an uplifting mental health promotion and suicide prevention event that includes interactive expo booths, peer-to-peer messaging, support of multiple campu departments and groups, free food, entertainment, and exciting prizes and giveaways. Fresh Check Day aims to create an approachable and hopeful atmosphere when students are encouraged to engage in dialogue about menta

CHOI	CES ("Cultivating Healthy	Y (
Academic Year/ Event Period	Event/Program	
September-June	The Locker Room	t
e e		
September-June	Women's Recovery Group	
September-June	Alcoholics Anonymous	
	Women's Cer	ı 1te
		1-
Academic Year/Period	Event/Program	
September-June	Girl Talk: Support Group	

Opportunities In College Environments")

Event/Program Description

health and helps to build a bridge between students and the mental health resources available on campus, in the community, and nationally.

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 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.

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.

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.

er for Greater Danbury

Event/Program Description

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.

	Women's C	enter for Greater Danbury
Academic Year/Period	Event/Program	Event/Program Description
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 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: 2019-2020 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, 2019 to December 31, 2019), WCSU has recorded the following below listed incidences:

Total Reported incidence of Sexual Violence				
Report Category	Number of Reports	Number of Disclosures		
Sexual Assault/Violence	11	13		
Stalking	3	4		
Intimate Partner Violence ("IPV")	7	13		

The reported figures coincide with the reported 2019-2020 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, fifty-one (51) 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 fifty-one (51) incidents, twenty-one (21) 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, CaRRT members 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 nocontact 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



Connecticut State Colleges & Universities

SEXUAL VIOLENCE REPORTABLE STATISTICS AND DATA

Western Connecticut State University

REPORTING OFFICE/DEPARTMENT: Office of Diversity and Equity

Jesenia Minier-Delgado

INSTITUTION CONTACT:

YEAR:

CSCU INSTITUTION:

2019

The second second	Incidents of	Sexual Assault, Stalking a	Incidents of Sexual Assault, Stalking and IPV Reported to CSCU in 2019	n 2019	11 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
			Report/Disclosure Details		
Type of Incident	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	Confidential or Anonymous Reports
Sexual Assault	11	4	N/A	11	1 (Anonymous)
Stalking	4	1	N/A	4	N/A
Intimate Partner Violence	2	2*	N/A	5	N/A
(IPV)					

*As reported, two (2) of the seven (7) incidents of intimate partner violence ("IPV") related matters that occurred in 2018 (or in earlier years that was recently disclosed or reported) that were not connected to WCSU (i.e., incidents from childhood and/or high school) and that did not involve a WCSU respondent (i.e., accused individual was not enrolled in classes and/or an employee at WCSU). The disclosures/reports where of respondent remained unknown to the institution (i.e., victim chose not to disclose the identity of the accused individual).

CSCU INSTITUTION:	TUTION:	Western	Western Connecticut State University	niversity			
REPORTING	REPORTING OFFICE/DEPARTMENT:		Office of Diversity and Equity				
INSTITUTIO	INSTITUTION CONTACT:	Jesenia N	Jesenia Minier-Delgado				
YEAR:		2019					
	Disciplina	ry Cases Resulting fro	m Investigations of Se	Disciplinary Cases Resulting from Investigations of Sexual Assault, Stalking and Intimate Partner Violence	timate Partner Violence	The second second	
		ATT STREET	Discipli	Disciplinary/Investigation Details		10 million 10 million	
Type of Incident	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	Appeal Outcome
Sexual Assault	9	1	12	2 ³	Warning (2)	1	Upheld
Stalking	2		1	1	10 - 1 10 - 1	N/A	N/A
Intimate Partner Violence (IPV)	4				Probation (3) Warning (1)	N/A	N/A
Of the ci investiga intimate	ases with a respon ttions into reports partner violence.	dent identified as co of sexual assault; tv The outcomes of tho	nnected to Western (vo (2) investigations se investigations are	Of the cases with a respondent identified as connected to Western Connecticut State University ("WCSU"), WCSU conducted six (6) investigations into reports of stalking; and four (4) investigations into reports of intimate partner violence. The outcomes of those investigations are presented in the above-listed table.	ity ("WCSU"), WCSU nd four (4) investigati ted table.	conducted six (ons into reports	(6) of
Link to t Link to t	he CSCU Student he CSCU Sexual 1	Link to the CSCU Student Code of Conduct: Link to the CSCU Sexual Misconduct Policy:	ittp://www.ct.edu/file	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:	CodeofConduct.pdf		
http://wv	ww.ct.edu/files/pol	licies/5.2%20Ssexua	1%20misconduct%20	http://www.ct.edu/files/policies/5.2%20Ssexual%20misconduct%20reporting%20support%20and%20processes.pdi	and%20processes.pd1		
					Ē.		
¹ Four (4) of two (2) stude ² One (1) cm ³ Two (2) stu	the six (6) investigations contraction of the six (6) investigation of the secondent was four the secondent was four dent respondents were four the secondent of the secondent of the secondent secondent of the secondent of the secondent se	onducted resulted in Title IX v written warning(s). One of the nd responsible and is no longe nd responsible for sexually ass	¹ Four (4) of the six (6) investigations conducted resulted in Title IX violations, in conjunction with the violation two (2) student respondents were given written warning(s). One of the investigations was appealed and upheld. ² One (1) employee respondent was found responsible and is no longer employed at WCSU. The respondent di ³ Two (2) student respondents were found responsible for sexually assaulting two complainants. Each student r	¹ Four (4) of the six (6) investigations conducted resulted in Title IX violations, in conjunction with the violations with the CSCU Student Code of Conduct. One (1) student was found not responsible, two (2) student respondents were given written warning(s). One of the investigations was appealed and upheld. ² One (1) employee respondent was found responsible and is no longer employed at WCSU. The respondent did not request a review of the findings.	ode of Conduct. One (1) student v findings.	vas found not responsib suspended.	ť

SEXUAL VIOLENCE REPORTABLE STATISTICS AND DATA

Connecticut State Colleges & Universities



APPENDIX B: CSCU STATUTORY REFERENCES AND DEFINITIONS

WESTERN CONNECTICUT STATE UNIVERSITY



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) (b) "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 programing.

Please direct all inquiries concerning this handbook to Mr. Angelo Simoni, Jr., Connecticut State Colleges and Universities, at <u>860-723-0165/simonia@ct.edu</u>

APPENDIX C: ADOPTED CSCU/WCSU POLICIES WESTERN



Board of Regents for Higher Education

Connecticut State Colleges and Universities

Regarding

Statement of Title IX Policy

Consistent with Title IX of the Education Amendments of 1972 ("Title IX")ⁱ, the Connecticut State Colleges and Universities (CSCU) does not and will not discriminate against students, faculty or staff based upon sex in any of its programs or activities, including but not limited to education programs, employment or admission. Further, retaliation against any person who made a complaint, testified, assisted, participated or refused to participate in a Title IX process will not be tolerated.

The Board of Regents for Higher Education (BOR) is committed to ensuring that each member of the CSCU 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 discrimination, including, sexual harassment, sexual assault, dating violence and stalking. It is the intent of the BOR that each college and university provide safety, privacy and support.

The BOR strongly encourages students, parents, bystanders and employees to alert Title IX Coordinators to sexual discrimination, including sexual harassment. Title IX Coordinators will promptly address these matters and treat all parties equitably. In accordance with federal law, those accused of engaging in prohibited conduct will be presumed not responsible and receive no punitive treatment unless and until found responsible after due process. All BOR governed colleges and universities will provide complainants and the respondents with supportive measures, including referral to agencies that provide medical attention, counseling, legal services, advocacy, referrals and other relevant information.

Under Title IX sexual harassment under means conduct on the basis of sex that satisfies one or more of the following:

- 1. An employee of the recipient conditioned in the provision of an aid, benefit, or service of the recipient on an individual's participation in unwelcome sexual conduct;
- 2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the recipient's education program or activity; or
- "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v)ⁱⁱ, "dating violence" as defined in 34 U.S.C. 12291(a)(10)ⁱⁱⁱ, "domestic violence" as defined in 34 U.S.C. 12291(a)(8)^{iv}, or "stalking" as defined in 34 U.S.C. 12291(a)(30).^v

If the institution's Title IX Coordinator determines that the alleged harassment meets the above definition of sexual harassment, as well as occurred within the United States on property owned or controlled by the institution and at the time of the filing the complainant was participating or attempting to participated in an educational program or activity at the particular College or

University, the Title IX coordinator will initiate a Title IX process. If the Title IX Coordinator determines that the alleged harassment does not meet the above factors, but the alleged misconduct violates BOR policy the Title IX Coordinator will comply with the BOR Sexual Misconduct Reporting, Supportive Measures and Processes Policy. If the institution's Title IX Coordinator determines that the allegations do not constitute a violation of either Title IX or Board policy and can make no finding of responsibility, complainant and respondent will be notified that the matter will be closed.

Sexual harassment will not be tolerated.

Any inquiries about this policy should be directed to the Title IX Coordinator

¹ 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

¹ 20 U.S.C. 1092(f)(6)(A)(v), The term "sexual assault" means an offense classified as a forcible or nonforcible sex

been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship. (ii) The type of relationship. (iii) The frequency of interaction between the persons involved in the

committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is

person that would cause a reasonable person to - (A) fear for his or her safety or the safety of others; or (B) suffer

financial assistance"

offense under the uniform crime reporting system of the Federal Bureau of Investigation. ^{III} 34 U.S.C. 12291(a)(10) The term "dating violence" means violence committed by a person - (A) who is or has relationship shall be determined based on a consideration of the following factors: (i) The length of the relationship.

^{* 34} U.S.C. 12291(a)(8) The term "domestic violence" includes felony or misdemeanor crimes of violence protected from that person's acts under the domestic or family violence laws of the jurisdiction. * 34 U.S.C. 12291(a)(30) (30) The term "stalking" means engaging in a course of conduct directed at a specific substantial emotional distress.

5.2	Sexual Misconduct Reporting, Supportive Measures and	20-103	2020-07-29	
5.2	Processes Policy	20-103	2020-07-29	

Board of Regents for Higher Education Connecticut State Colleges and Universities

Policy Regarding Sexual Misconduct Reporting, Supportive Measures 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 ensuring 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, including, sexual harassment, sexual assault, 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 students, parents, bystanders and employees to report any instance of sexual misconduct, including sexual harassment, sexual assault, sexual exploitation, stalking and intimate partner violence. Title IX Coordinators will promptly address these matters and treat all parties equitably. In accordance with federal law Respondents will be presumed not responsible and receive no punitive treatment unless and until found responsible after due process. All BOR governed colleges and universities will provide complainants and respondents with supportive measures, including referral to agencies that provide medical attention, counseling, legal services, advocacy, referrals and general information regarding sexual misconduct.

All CSCU employees and support persons will make any limits of confidentiality clear before any disclosure of facts takes place. Other than confidential resources as defined below and employees who qualify as Campus Security Authorities under the Jeanne Clery Act, all CSCU employees are required to immediately communicate to the institution's Title IX Coordinator 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

Complainant means an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

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 means a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the institution investigate the allegation of sexual harassment. At the time of the filing the formal complaint, the complainant must be participating in or attempting to participate in an education program or activity of 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.

Respondent means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

Sexual misconduct includes engaging in any of the following behaviors:

which may constitute sexual harassment include but are not limited to:

(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

- 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 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

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general statutes, or domestic or family violence as designated under section 46b-38h of the general statutes. This includes any physical or sexual harm against an individual by a current or former spouse or by a partner in a dating relationship that results from (1) sexual assault (2) sexual assault in a spousal or cohabiting relationship; (3) domestic violence; (4) sexual harassment (5) sexual exploitation, as such terms are defined in this policy.

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

- other forms of verbal threat.
- pets and humiliating another person.

- 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.

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. No institution or person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or because the individual has made a report of complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding or hearing related to a report or complaint related to sex discrimination.

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 complainant and

• 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

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

• 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 complainant'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

respondent while promptly investigating and responding to the report. While the institution will strive to maintain the confidentiality of personally identifiable student information reported, which information is subject to privacy requirements of the Family Education Rights Privacy Act (FERPA), the institution also must fulfill its duty to protect the campus community.

Confidential resources are defined as follows: For the Universities, entities with statutory privilege, which include campus based counseling center, health center and pastoral counseling staff members whose official responsibilities include providing mental health counseling to members of the University community as well as off campus counseling and psychological services, health services providers, member(s) of the clergy, and the local Sexual Assault Crisis Center and Domestic Violence Center. For the Colleges, confidential resources are limited to entities with statutory privilege, such as off campus counseling, on campus counseling where available, 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 complainant or respondent 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 complainant 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 complainants and respondents 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 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 either the complainant or respondent 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 complainant. 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

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of 18 years has been abused or neglected, has been placed in imminent harm or has had a nonaccidental 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

Complainants and respondents will be informed in a timely manner of all their rights and options, including the necessary steps and potential outcomes of each option. Complainants and respondents shall be offered non-disciplinary, non-punitive individualized services as appropriate and available that are designed to restore or preserve equal access to the institution's education program or activity without unreasonably burdening the other party, which may include measures designed to protect the safety of all parties or the institution's educational environment or deter sexual harassment.

When choosing a reporting resource the following information should be considered:

- individual allegedly responsible.
- releases.

RIGHT TO NOTIFY LAW ENFORCEMENT & SEEK PROTECTIVE AND OTHER ORDERS Complainants and respondents shall be provided written information about her/his right to:

- (1)notification; and,
- (2)existing order. Such orders include:
 - standing criminal protective orders; \geq
 - \triangleright injury to or impairing the morals of a child;
 - \geq witness;
 - family violence protective orders. \succ

The institution will also honor lawful protective or temporary restraining orders.

• 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.

• Information regarding the right to take both criminal and civil legal action against the

• 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

notify law enforcement and receive assistance from campus authorities in making the

obtain a protective order, apply for a temporary restraining order or seek enforcement of an

protective orders issued in cases of stalking, harassment, sexual assault, or risk of

temporary restraining orders or protective orders prohibiting the harassment of a

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.

<u>OPTIONS FOR CHANGING ACADEMIC, HOUSING, TRANSPORTATION AND WORKING</u> <u>ARRANGEMENTS</u>

College and university Title IX Coordinators will provide supportive measures to complainants and respondents. These supportive measures may include, but are not limited to, reasonably available options for changing academic situations, including but not limited to extensions of deadlines or other course related adjustments, modifications of work or class schedules, campus transportation and escort services, mutual restrictions on contact between parties, leaves of absence, increased security and monitoring and housing or working situations.

SUPPORT SERVICES CONTACT INFORMATION

It is BOR policy that whenever a college or university Title IX Coordinator or other employee receives a report of sexual misconduct, the Title IX Coordinator shall immediately provide all parties 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, without fee. All CSCU campuses shall develop and distribute contact information for this purpose as well as provide such information on-line.

SEXUAL MISCONDUCT INVESTIGATION AND PROCEDURES

All complaints of sexual misconduct will be reviewed by the college or university Title IX Coordinator who will determine supportive measures and whether the complaint falls within the scope of Title IX. If the institution's Title IX Coordinator determines that the alleged harassment is

(1) so severe, pervasive, and objectively offensive that it effectively denies a person equal access to an education program or activity; or,

(2) implicates an employee of the institution, alleging that the employee conditioned a provision of an aid, benefit, or service upon the complainant's participation in unwelcome sexual conduct; or,

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> (3) alleges "Sexual assault" as defined in 20 U.S.C. $1092(f)(6)(A)(v)^1$, "dating violence" as defined in 34 U.S.C. $12291(a)(10)^2$, "domestic violence" as defined in 34 U.S.C. $12291(a)(8)^3$, or "stalking" as defined in 34 U.S.C. 12291(a)(30)⁴ as defined in 34 U.S.C. 12291(a)(30)⁵

and

recognized by the institution; and

the educational program or activity;

The Title IX coordinator will initiate the Title IX Process which shall be applicable to students, faculty and staff. The Title IX Process and Procedures are available on-line and through the Office of the Title IX Coordinator.

If the institution's Title IX Coordinator determines that the alleged harassment does not meet the factors above but the alleged misconduct violates BOR Policy, the following procedures apply:

(4) the alleged harassment occurred within the United States on property owned or controlled by the institution or any building owned or controlled by a student organization officially

(5) at the time of the filing the Complainant was participating or attempting to participate in

• Each party 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 assault, stalking and dating, domestic or intimate partner violence and shall use the preponderance of the evidence (more likely than

¹ 20 U.S.C. 1092(f)(6)(A)(v), The term "sexual assault" means an offense classified as a forcible or non-forcible sex

² 34 U.S.C. 12291(a)(10) The term "dating violence" means violence committed by a person - (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) The length of the relationship. (ii) The type of

³ 34 U.S.C. 12291(a)(8) The term "domestic violence" includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's

⁴ 34 U.S.C. 12291(a)(30) (30) The term "stalking" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to - (A) fear for his or her safety or the safety of others; or (B) suffer substantial

⁵ 34 U.S.C. 12291(a)(30) (30) The term "stalking" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to - (A) fear for his or her safety or the safety of others; or (B) suffer substantial

offense under the uniform crime reporting system of the Federal Bureau of Investigation. relationship. (iii) The frequency of interaction between the persons involved in the relationship. acts under the domestic or family violence laws of the jurisdiction. emotional distress.

emotional distress.

not) standard in accordance with State law in making a determination concerning sexual assault, stalking or domestic/dating/intimate partner violence.

- Both the complainant and respondent 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 party shall have the opportunity to present evidence and witnesses on her/his behalf during any disciplinary proceeding.
- Both parties 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 respondent the violation committed, if any, and any sanction imposed upon the respondent. Sanctions may range from a warning to expulsion, depending upon the behavior and its severity of the violation(s). The complainant 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 respondent; however, in such cases, if a review by any complainant is granted, among the other actions that may be taken, the sanction of the disciplinary proceeding may also be increased. Both the complainant and respondent 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.

If the institution's Title IX Coordinator determines that the allegations do not constitute a violation of either Title IX or Board policy and can make no finding of responsibility, complainant and respondent shall be notified that the matter shall be closed.

Employee sexual misconduct not subject to Title IX is subject to discipline in accordance with the procedures applicable to the employee's classification of employment.

REVIEW AND AUDIT

The Title IX Coordinator will report to the President of the institution on a regular basis all findings on reported sexual misconduct matters. The Title IX Coordinator shall include within its annual Connecticut General Statute 10a-55m Sexual Misconduct Report a separate report specifically disclosing the number of complaints, the subject matter of each complaint and the final outcome of each case processed under Title IX. At a joint meeting of the Human Resources and Administration Committee and the Academic and Student Affairs Committee, the CSCU Title IX

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Coordinator will report annually on CSCU data of complaints and outcomes of sexual misconduct matters reviewed under Title IX, BOR policies, and other applicable state statutes.

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, handbook and catalogue. 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. This includes but is not limited to the name, office address, email address and telephone number of the Title IX Coordinators.


Title IX Grievance Procedures for Addressing Formal Complaints of Sexual Harassment and/or Sexual Misconduct August 14, 2020

1. Introduction

What is the purpose of the Title IX Grievance Procedures?

Title IX of the Educational Amendments of 1972 prohibits any person in the United States from being discriminated against on the basis of sex in seeking access to any educational program or activity receiving federal financial assistance. The U.S. Department of Education, which enforces Title IX, has long defined the meaning of Title IX's prohibition on sex discrimination broadly to include various forms of sexual harassment and sexual violence that interfere with a student's ability to equally access our educational programs and opportunities.

On May 19, 2020, the U.S. Department of Education issued a Final Rule under Title IX of the Education Amendments of 1972 that:

- Defines the meaning of "sexual harassment" (including forms of sex-based violence)
- Addresses how this institution <u>must</u> respond to reports of misconduct falling within that definition of sexual harassment, and
- Mandates a grievance process that this institution **must** follow to comply with the law in these specific covered cases before issuing a disciplinary sanction against a person accused of sexual harassment.

See, 85 Fed. Reg. 30026 (May 19, 2020). The full text of the Final Rule and its extensive Preamble are available here: <u>http://bit.ly/TitlelXReg</u>

Based on the Final Rule, the Connecticut State Colleges and Universities ("CSCU") will implement the following Title IX Grievance Procedures (referenced herein as "policy" or "grievance procedure"), effective August 14, 2020.

How does the Title IX Grievance Procedures impact other campus disciplinary policies?

In recent years, "Title IX" cases have become a short-hand for any campus disciplinary process involving sex discrimination, including those arising from sexual harassment and sexual assault. But under the Final Rule, CSCU must narrow both the geographic scope of its authority to act under Title IX and the types of "sexual harassment" that it must subject to its Title IX investigation

and adjudication process. Only incidents falling within the Final Rule's definition of sexual harassment will be investigated and, if appropriate, brought to a live hearing through the Title IX Grievance Procedures defined below.

CSCU and Western Connecticut State University ("WCSU" or "University") remains committed to addressing any violations of its policies, even those not meeting the narrow standards defined under the Title IX Final Rule.

Specifically, our institutions have a

- violation of campus policy, and a
- sex-based offenses.

To the extent that alleged misconduct falls outside the Title IX Grievance Procedures, or misconduct falling outside the Title IX Grievance Procedures is discovered in the course of investigating covered Title IX misconduct, the institution retains authority to investigate and adjudicate the allegations under the policies and procedures defined within the Code of Conduct and Sexual Misconduct Policy through a separate grievance proceeding:

nd%20psocesses.pdf (need link to latest)

The elements established in the Title IX Grievance Procedures under the Final Rule have no effect and are not transferable to any other policy of the College for any violation of the Code of Conduct, employment policies, or any civil rights violation except as narrowly defined in this Procedure. This Grievance Procedure does not set a precedent for other policies or processes of the College and may not be cited for or against any right or aspect of any other or process.

How does the Title IX Grievance Procedures impact the handling of complaints?

Our existing Title IX office and reporting structure remains in place. What has changed is the way our Title IX office will handle different types of reports arising from sexual misconduct, as detailed in full throughout Section 2.

• Student Code of Conduct ("Code of Conduct") that defines certain behavior as a

• Sexual Misconduct Reporting, Supportive Measures and Processes Policy ("Sexual Misconduct Policy") that addresses the types of sex-based offenses constituting a violation of campus policy, and the procedures for investigating and adjudicating those

https://www.ct.edu/files/policies/5.2%20Ssexual%20misconduct%20reporting%20support%20a

2. The Title IX Grievance Procedures

Table of Contents (with page numbers as they appear in your final, adopted policy)

General Rules of Application

Effective Date

This Title IX Grievance Procedures will become effective on August 14, 2020, and will only apply to formal complaints of sexual harassment brought on or after August 14, 2020. Complaints brought prior to August 14, 2020 will be investigated and adjudicated according to the Title IX Grievance Procedures if a case is not complete by that date.

Revocation by Operation of Law

Should any portion of the Title IX Final Rule, 85 Fed. Reg. 30026 (May 19, 2020), be stayed or held invalid by a court of law, or should the Title IX Final Rule be withdrawn or modified to not require the elements of this grievance procedures or the invalidated elements of Title IX policy, will be deemed revoked as of the publication date of the opinion or order and for all reports after that date, as well as any elements of the process that occur after that date if a case is not complete by that date of opinion or order publication. Should the Title IX Grievance Procedures be revoked in this manner, any conduct covered under the Title IX Grievance Procedures shall be investigated and adjudicated under the existing Code of Conduct/ Sexual Misconduct Policy.

Non-Discrimination in Application

The requirements and protections of this policy apply equally regardless of sex, sexual orientation, gender identity, gender expression, or other protected classes covered by federal or state law. All requirements and protections are equitably provided to individuals regardless of such status or status as a Complainant, Respondent, or Witness. Individuals who wish to file a complaint about the institution's policy or process may contact the Department of Education's Office for Civil Rights using contact information available at https://ocrcas.ed.gov/contact-ocr.

Definitions

Covered Sexual Harassment

For the purposes of this Title IX Grievance Procedures, "covered sexual harassment" includes any conduct on the basis of sex that satisfies one or more of the following:

- conduct (i.e., quid pro quo);
- institution's education program or activity;
- incapable of giving consent;
- frequency of interaction between the persons involved in the relationship.
- laws of Connecticut.

Note that conduct that does not meet one or more of these criteria may still be prohibited under the Sexual Misconduct Policy.

Consent

For the purposes of this Title IX Grievance Procedures, "consent" refers to "affirmative consent". Affirmative consent means an active, clear and voluntary agreement by a person to engage in sexual activity with another person.

Education Program or Activity

For the purposes of this Title IX Grievance Procedures, Western Connecticut State University ("WCSU" or "University") "education program or activity" includes:

• Any on-campus premises

1. An employee conditioning educational benefits on participation in unwelcome sexual

2. Unwelcome conduct that a reasonable person would determine is so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the educational

3. Sexual assault (as defined in the Clery Act), which includes any sexual act directed against another person, without the consent of the victim including instances where the victim is

4. Dating violence (as defined in the Violence Against Women Act (VAWA) amendments to the Clery Act), which includes any violence committed by a person: (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) The length of the relationship; (ii) The type of relationship; (iii) The

5. Domestic violence (as defined in the VAWA amendments to the Clery Act), which includes any felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under Connecticut domestic or family violence laws or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence

6. Stalking (as defined in the VAWA amendments to the Clery Act), meaning engaging in a course of conduct directed at a specific person that would cause a reasonable person to--(A) fear for their safety or the safety of others; or (B) suffer substantial emotional distress.

- Any off-campus premises that the Western Connecticut State University ("WCSU" or "University") has substantial control over. This includes buildings or property owned or controlled by a recognized student organization.
- Activity occurring within computer and internet networks, digital platforms, and computer hardware or software owned or operated by, or used in the operations of the Western Connecticut State University ("WCSU" or "University") programs and activities over which the Western Connecticut State University ("WCSU" or "University") has substantial control.

Formal Complaint

For the purposes of this Title IX Grievance Procedures, "formal complaint" means a document – including an electronic submission - filed by a complainant with a signature or other indication that the complainant is the person filing the formal complaint, or signed by the Title IX Coordinator, alleging sexual harassment against a respondent about conduct within Western Connecticut State University ("WCSU" or "University") education program or activity and requesting initiation of the procedures consistent with the Title IX Grievance Procedures to investigate the allegation of sexual harassment.

Complainant

For the purposes of this Title IX Grievance Procedures, Complainant means any individual who has reported being or is alleged to be the victim of conduct that could constitute covered sexual harassment as defined under this policy.

Relevant evidence and questions

"Relevant" evidence and questions refer to any questions and evidence that tends to make an allegation of sexual harassment more or less likely to be true.

"Relevant" evidence and questions do not include the following types of evidence and questions, which are deemed "irrelevant" at all stages of the Title IX Grievance Process:

- Evidence and questions about the complainant's sexual predisposition or prior sexual behavior unless:
 - They are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or
 - They concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent. 34 C.F.R. § 106.45(6)(i).

- a legally-recognized privilege.
- voluntary, written consent. 85 Fed. Reg. 30026, 30294 (May 19, 2020).

Respondent

For the purposes of this Title IX Grievance Procedures, Respondent means any individual who has been reported to be the perpetrator of conduct that could constitute covered sexual harassment as defined under this policy.

School Calendar Days

For the purposes of this Title IX Grievance Procedures, "school calendar days" means the weekdays (Mondays through Fridays) when Western Connecticut State University ("WCSU" or "University") when classes are in session.

Privacy vs. Confidentiality

Consistent with the Sexual Misconduct Policy, references made to confidentiality refer to the ability of identified confidential resources to not report crimes and violations to law enforcement or college officials without permission, except for extreme circumstances, such as a health and/or safety emergency or child abuse. References made to privacy mean Western Connecticut State University ("WCSU" or "University") offices and employees who cannot guarantee confidentiality but will maintain privacy to the greatest extent possible, and information disclosed will be relayed only as necessary to investigate and/or seek a resolution and to notify the Title IX Coordinator or designee, who is responsible for tracking patterns and spotting systemic issues. Western Connecticut State University ("WCSU" or "University") will limit the disclosure as much as practicable, even if the Title IX Coordinator determines that the request for confidentiality cannot be honored.

Disability Accommodations

This Grievance Procedure does not alter any institutional obligations under federal disability laws including the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973. Parties may request reasonable accommodations for disclosed disabilities to the Title IX Coordinator at any point before or during the Title IX Grievance Process that do not fundamentally

• Evidence and questions that constitute, or seek disclosure of, information protected under

• Any party's medical, psychological, and similar records unless the party has given

alter the Process. The Title IX Coordinator will not affirmatively provide disability accommodations that have not been specifically requested by the Parties, even where the Parties may be receiving accommodations in other institutional programs and activities.

Making a Report Regarding Covered Sexual Harassment to the Institution

Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.

Contact Information for the Title IX Coordinator:

Name:	Jesenia Minier-Delgado
Title:	Chief Diversity Officer/ADA and Title IX Coordinator
Office Address:	Office of Diversity and Equity
	University Hall, Midtown Campus, Room 202
Email Address:	ode@wcsu.edu
Telephone Number:	(203) 837-8444

Such a report may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address listed for the Title IX Coordinator.

Confidential Reporting

The following Officials will provide privacy, but not confidentiality, upon receiving a disclosure and/or report of conduct prohibited under this policy:

- Jesenia Minier-Delgado, Chief Diversity Officer/Title IX Coordinator, Office of Diversity and Equity (or an assigned designee)
- Fred Cratty, Chief Human Resource Officer, Human Resources Department
- Members of the WCSU CaRRT (Campus Response and Resource Team) whom do not hold statutory privilege to confidentiality
- Members of the WCSU Police Department
- Members of the Division of Student Affairs who do not hold statutory privilege to confidentiality

- Faculty/adjunct faculty who have direct access to students
- •

The following Officials may provide confidentiality: For the Universities, entities with statutory privilege, which include campus-based counseling center, health center and pastoral counseling staff members whose official responsibilities include providing mental health counseling to members of the University community as well as off campus counseling and psychological services, health services providers, member(s) of the clergy, and the local Sexual Assault Crisis Center and Domestic Violence Center.

For the Colleges, confidential resources are limited to entities with statutory privilege, such as off campus counseling, on campus counseling where available, and psychological services, health services providers, member(s) of the clergy, and the local Sexual Assault Crisis Center and Domestic Violence Center.

- Licensed Clinicians for the WCSU Office for Counseling Services
- Licensed Clinicians for the WCSU Office of Health Services
- Clergy members of the WCSU Office of Pastoral Services .
- Advocate members of the Women's Center for Greater Danbury

Non-Investigatory Measures Available Under the Title IX Grievance Procedures

Supportive Measures

Complainants (as defined above), who report allegations that could constitute covered sexual harassment under this policy, have the right to receive supportive measures from Western Connecticut State University ("WCSU" or "University") regardless of whether they desire to file a complaint.

- As appropriate, supportive measures may include, but not be limited to:
 - Counseling
 - extensions of deadlines or other course-related adjustments
 - modifications of work or class schedules
 - campus escort services •
 - restrictions on contact between the parties (no contact orders)
 - changes in work or housing locations
 - leaves of absence
 - increased security and monitoring of certain areas of the campus

Supportive measures are non-disciplinary and non-punitive.

Student Officers and/or representative(s) who have direct leadership in student associations

Emergency Removal

Western Connecticut State University ("WCSU" or "University") retains the authority to remove a respondent from the university program or activity on an emergency basis, where WCSU (1) undertakes an individualized safety and risk analysis and (2) determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of covered sexual harassment justifies a removal.

If Western Connecticut State University ("WCSU" or "University") determines such removal is necessary, the respondent will be provided notice and an opportunity pursuant to the Code of Conduct to challenge the decision immediately following the removal.

Administrative Leave

Western Connecticut State University ("WCSU" or "University") retains the authority to place a non-student employee respondent on administrative leave during the Title IX Grievance Process, consistent with collective bargaining agreements and human resource policies.

The Title IX Grievance Process

Filing a Formal Complaint

The timeframe for the Title IX Grievance Process begins with the filing of a Formal Complaint. The Grievance Process will be concluded within a reasonably prompt manner, and no longer than ninety (90) school calendar days after the filing of the Formal Complaint, provided that the Process may be extended for a good reason, including but not limited to the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities. The procedure for applying for extensions is described below.

To file a Formal Complaint, a complainant must provide the Title IX Coordinator a written, signed complaint describing the facts alleged. Complainants are only able to file a Formal Complaint under this Grievance Procedure if they are currently participating in, or attempting to participate in, the education programs or activities of Western Connecticut State University ("WCSU" or "University"), including as an employee. For complainants who do not meet this criteria, the College will utilize existing policy in the Code of Conduct <u>https://www.ct.edu/files/policies/5.1%20StudentCodeofConduct.pdf</u> and/or Sexual Misconduct Policy <u>Policy</u>

nd%20processes.pdf.

If a complainant does not wish to make a Formal Complaint, the Title IX Coordinator may determine a Formal Complaint is necessary. Western Connecticut State University ("WCSU" or "University") will inform the complainant of this decision in writing, and the complainant need not participate in the process further but will receive all notices issued under this Grievance Procedure.

Nothing in the Title IX Grievance Policy or Code of Conduct prevents a complainant from seeking the assistance of state or local law enforcement alongside the appropriate on-campus process.

Informal Resolution

A complainant who files a Formal Complaint may elect, at any time, to address the matter through the Institution's Informal Resolution Process. All Parties to a Formal Complaint must agree to enter the Informal Resolution Process through an informed written consent.

Information about this Process is available here: [LINK]

Multi-Party Situations

The institution may consolidate Formal Complaints alleging covered sexual harassment against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other party, where the allegations of covered sexual harassment arise out of the same facts or circumstances.

Determining Jurisdiction

The Title IX Coordinator will determine if the instant Title IX Grievance Process should apply to a Formal Complaint. The Process will apply when all of the following elements are met, in the reasonable determination of the Title IX Coordinator:

- 2. The conduct is alleged to have occurred in the United States;
- and
- defined in this policy.

If all of the elements are met, Western Connecticut State University ("WCSU" or "University") will investigate the allegations according to the Grievance Process.

1. The conduct is alleged to have occurred on or after August 14, 2020;

3. The conduct is alleged to have occurred in WCSU education program or activity;

4. The alleged conduct, if true, would constitute covered sexual harassment as

Allegations Potentially Falling Under Two Policies:

If the alleged conduct, if true, includes conduct that would constitute covered sexual harassment and conduct that would not constitute covered sexual harassment, the Title IX Grievance Process will be applied to investigation and adjudication of only the allegations that constitute covered sexual harassment.

Mandatory Dismissal

If any one of these elements are not met, the Title IX Coordinator will notify the parties that the Formal Complaint is being dismissed for the purposes of the Title IX Grievance Procedures. Each party may appeal this dismissal using the procedure outlined in "Appeals," below.

Discretionary Dismissal

The Title IX Coordinator may dismiss a Formal Complaint brought under the Title IX Grievance Procedures, or any specific allegations raised within that Formal Complaint, at any time during the investigation or hearing, if:

- A complainant notifies the Title IX Coordinator in writing that they would like to withdraw the Formal Complaint or any allegations raised in the Formal Complaint;
- The respondent is no longer enrolled or employed by {the institution}; or,
- If specific circumstances prevent {the institution} from gathering evidence sufficient to reach a determination regarding the Formal Complaint or allegations within the Formal Complaint.

Any party may appeal a dismissal determination using the process set forth in "Appeals," below.

Notice of Dismissal

Upon reaching a decision that the Formal Complaint will be dismissed, the institution will promptly send written notice of the dismissal of the Formal Complaint or any specific allegation within the Formal Complaint, and the reason for the dismissal, simultaneously to the parties through their institutional email accounts. It is the responsibility of parties to maintain and regularly check their email accounts.

Notice of Removal

Upon dismissal for the purposes of Title IX, Western Connecticut State University ("WCSU" or "University") retains discretion to utilize the Code of Conduct and/or the Sexual Misconduct Policy to determine if a violation of the Code of Conduct and/or the Sexual Misconduct Policy}

has occurred. If so, Western Connecticut State University ("WCSU" or "University") will promptly send written notice of the dismissal of the Formal Complaint under the Title IX Grievance Process and removal of the allegations to the conduct process.

Notice of Allegations

The Title IX Coordinator will draft and provide the Notice of Allegations to any party to the allegations of sexual harassment. Such notice will occur as soon as practicable, after the institution receives a Formal Complaint of the allegations, if there are no extenuating circumstances.

The parties will be notified by their institutional email accounts if they are a student or employee, and by other reasonable means if they are neither.

The institution will provide sufficient time for the parties to review the Notice of Allegations and prepare a response before any initial interview.

The Title IX Coordinator may determine that the Formal Complaint must be dismissed on the mandatory grounds identified above, and will issue a Notice of Dismissal. If such a determination is made, any party to the allegations of sexual harassment identified in the Formal Complaint will receive the Notice of Dismissal in conjunction with, or in separate correspondence after, the Notice of Allegations.

Contents of Notice

The Notice of Allegations will include the following:

- process.
- process.

• Notice of the institution's Title IX Grievance Process and a hyperlink to a copy of the

• Notice of the allegations potentially constituting covered sexual harassment, and sufficient details known at the time the Notice is issued, such as the identities of the parties involved in the incident, if known, including the complainant; the conduct allegedly constituting covered sexual harassment; and the date and location of the alleged incident, if known.

• A statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance

• A statement that the parties may have an advisor of their choice, who may be, but is not required to be, an attorney, as required under 34 C.F.R. § 106.45(b)(5)(iv);

• A statement that before the conclusion of the investigation, the parties may inspect and review evidence obtained as part of the investigation that is directly related to the allegations raised in the Formal Complaint, including the evidence upon which the

institution does not intend to rely in reaching a determination regarding responsibility, and evidence that both tends to prove or disprove the allegations, whether obtained from a party or other source, as required under 34 C.F.R. § 106.45(b)(5)(vi);

• A statement that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

Ongoing Notice

If, in the course of an investigation, the institution decides to investigate allegations about the complainant or respondent that are not included in the Notice of Allegations and are otherwise covered "sexual harassment" falling within the Title IX Grievance Procedures, the institution will notify the parties whose identities are known of the additional allegations by their institutional email accounts or other reasonable means.

The parties will be provided sufficient time to review the additional allegations to prepare a response before any initial interview regarding those additional charges.

Advisor of Choice and Participation of Advisor of Choice

Western Connecticut State University ("WCSU" or "University") will provide the parties equal access to advisors and support persons; any restrictions on advisor participation will be applied equally.

WCSU has a long-standing practice of requiring students to participate in the process directly and not through an advocate or representative. Students participating as Complainant or Respondent in this process may be accompanied by an Advisor of Choice to any meeting or hearing to which they are required or are eligible to attend. The Advisor of Choice is not an advocate. Except where explicitly stated by this Policy, as consistent with the Final Rule, Advisors of Choice shall not participate directly in the process as per standard policy and practice of the university.

Western Connecticut State University ("WCSU" or "University") will not intentionally schedule meetings or hearings on dates where the Advisors of Choice for all parties are not available, provided that the Advisors act reasonably in providing available dates and work collegially to find dates and times that meet all schedules.

WCSU obligations to investigate and adjudicate in a prompt timeframe under Title IX and other college policies apply to matters governed under this Grievance Procedure, and WCSU cannot agree to extensive delays solely to accommodate the schedule of an Advisor of Choice. The determination of what is reasonable shall be made by the Title IX Coordinator or designee. WCSU will not be obligated to delay a meeting or hearing under this process more than five (5) school

calendar days due to the unavailability of an Advisor of Choice, and may offer the party the opportunity to obtain a different Advisor of Choice or utilize one provided by the university.

Notice of Meetings and Interviews

Western Connecticut State University ("WCSU" or "University") will provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings with a party, with sufficient time for the party to prepare to participate.

Delays

Each party may request a one-time delay in the Grievance Process of up to five (5) school calendar days for good cause (granted or denied in the sole judgment of the Title IX Coordinator, Director of Student Conduct, or designee) provided that the requestor provides reasonable notice and the delay does not overly inconvenience other parties.

For example, a request to take a five day pause made an hour before a hearing for which multiple parties and their advisors have traveled to and prepared for shall generally not be granted, while a request for a five day pause in the middle of investigation interviews to allow a party to obtain certain documentary evidence shall generally be granted.

The Title IX Coordinator or designee shall have sole judgment to grant further pauses in the Process.

Investigation

General Rules of Investigations

An investigator designated by the Title IX Coordinator will perform an investigation under a reasonably prompt timeframe of the conduct alleged to constitute covered sexual harassment after issuing the Notice of Allegations.

Western Connecticut State University ("WCSU" or "University") and not the parties, has the burden of proof and the burden of gathering evidence (i.e. the responsibility of showing a violation of Title IX has occurred). This burden does not rest with either party, and either party may decide not to share their account of what occurred or may decide not to participate in an investigation or hearing. This does not shift the burden of proof away from the university and does not indicate responsibility.

Western Connecticut State University ("WCSU" or "University") cannot access, consider, or disclose medical records without a waiver from the party (or parent, if applicable) to whom the records belong or of whom the records include information. WCSU will provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence, (i.e. evidence that tends to prove and disprove the allegations) as described below.

Inspection and Review of Evidence

Prior to the completion of the investigation, the parties will have an equal opportunity to inspect and review the evidence obtained through the investigation. The purpose of the inspection and review process is to allow each party the equal opportunity to meaningfully respond to the evidence prior to conclusion of the investigation.

Evidence that will be available for inspection and review by the parties will be any evidence that is directly related to the allegations raised in the Formal Complaint. It will include any:

- 1. Evidence that is relevant, even if that evidence does not end up being relied upon by the institution in making a determination regarding responsibility;
- 2. inculpatory or exculpatory evidence (i.e. evidence that tends to prove or disprove the allegations) that is directly related to the allegations, whether obtained from a party or other source.

All parties must submit any evidence they would like the investigator to consider prior to when the parties' time to inspect and review evidence begins.

The institution will send the evidence made available for each party and each party's advisor, if any, to inspect and review through an electronic format or a hard copy. The Institution is not under an obligation to use any specific process or technology to provide the evidence and shall have the sole discretion in terms of determining format and any restrictions or limitations on access.

The parties will have ten (10) school calendar days to inspect and review the evidence and submit a written response by email to the investigator. The investigator will consider the parties' written responses before completing the Investigative Report.

REQUESTS TO EXTEND INSPECTION AND REVIEW

The institution may provide the parties five (5) school calendar days after the initial inspection and review of evidence, and before the investigator completes their Investigative Report, to provide additional evidence in response to their inspection and review of the evidence, and then provide

the parties five (5) school calendar days to inspect, review, and respond to the party's additional evidence through a written response to the investigator. Those written responses may be disclosed to the parties.

Any evidence subject to inspection and review will be available at any hearing, including for purposes of cross-examination.

The parties and their advisors agree not to photograph or otherwise copy the evidence and must sign an agreement not to disseminate any of the evidence subject to inspection and review or use such evidence for any purpose unrelated to the Title IX grievance process.

Inclusion of Evidence Not Directly Related to the Allegations:

Evidence obtained in the investigation that is determined in the reasoned judgment of the investigator not to be directly related to the allegations in the Formal Complaint will not be disclosed, or may be appropriately redacted before the parties' inspection to avoid disclosure of personally identifiable information of a student. Any evidence obtained in the investigation that is kept from disclosure or appropriately redacted will be documented in a "privilege log" that may be reviewed by the parties and their advisors, if any.

Investigative Report

The investigator designated by the Title IX Coordinator will create an Investigative Report that fairly summarizes relevant evidence, and will provide that Report to the parties at least ten (10) school calendar days prior the hearing in an electronic format or a hard copy for each party's review and written response.

The Investigative Report is not intended to catalog all evidence obtained by the investigator, but only to provide a fair summary of that evidence.

Only relevant evidence (including both inculpatory and exculpatory - i.e. tending to prove and disprove the allegations - relevant evidence) will be referenced in the Investigative Report.

The investigator may redact irrelevant information from the Investigative Report when that information is contained in documents or evidence that is/are otherwise relevant.

Hearing(s)

General Rules of Hearings

Western Connecticut State University ("WCSU" or "University") will not issue a disciplinary sanction arising from an allegation of covered sexual harassment without holding a live hearing unless otherwise resolved through an informal resolution process.

The live hearing may be conducted with all parties physically present in the same geographic location, or, at college/university discretion, any or all parties, witnesses, and other participants may appear at the live hearing virtually through remote video conferencing. This technology will enable participants simultaneously to see and hear each other. At its discretion, WCSU may delay or adjourn a hearing based on technological errors not within a party's control.

All proceedings will be recorded through either an audio recording, audiovisual recording or transcript. That recording or transcript will be made available to the parties for inspection and review.

Prior to obtaining access to any evidence, the parties and their advisors must sign an agreement not to disseminate any of the testimony heard or evidence obtained in the hearing or use such testimony or evidence for any purpose unrelated to the Title IX Grievance Process. Once signed, this Agreement may not be withdrawn.

Continuances or Granting Extensions

Western Connecticut State University ("WCSU" or "University") may determine that multiple sessions or a continuance (i.e. a pause on the continuation of the hearing until a later date or time) is needed to complete a hearing. If so, WCSU will notify all participants and endeavor to accommodate all participants' schedules and complete the hearing as promptly as practicable.

Newly-discovered Evidence

As a general rule, no new evidence or witnesses may be submitted during the live hearing.

If a party identifies new evidence or witnesses that were not reasonably available prior to the live hearing and could affect the outcome of the matter, the party may request that such evidence or witnesses be considered at the live hearing.

The Hearing Official/Panel will consider this request and make a determination regarding (1) whether such evidence or witness testimony was actually unavailable by reasonable effort prior to the hearing, and (2) whether such evidence or witness testimony could affect the outcome of the matter. The party offering the newly-discovered evidence or witness has the burden of establishing these questions by the preponderance of the evidence.

If the Hearing Official/Panel answers in the affirmative to both questions, then the parties will be granted a reasonable pause in the hearing to review the evidence or prepare for questioning of the witness.

Participants in the live hearing

Live hearings are not public, and the only individuals permitted to participate in the hearing are as follows:

Complainant and Respondent (The Parties)

- The parties cannot waive the right to a live hearing.
- that does not constitute a "statement" by that party.
 - under the formal complaint.
- "statement" by that party.
- or other questions.

• The institution may still proceed with the live hearing in the absence of a party, and may reach a determination of responsibility in their absence, including through any evidence gathered

• For example, a verbal or written statement constituting part or all of the sexual harassment itself is not a "prior statement" that must be excluded if the maker of the statement does not submit to cross-examination about that statement. In other words, a prior statement would not include a document, audio recording, audiovisual reading, and digital media, including but not limited to text messages, emails, and social media postings, that constitute the conduct alleged to have been the act of sexual harassment

• Western Connecticut State University ("WCSU" or "University") will not threaten, coerce, intimidate or discriminate against the party in an attempt to secure the party's participation. • If a party does not submit to cross-examination, the hearing body cannot rely on any prior statements made by that party in reaching a determination regarding responsibility, but may reach a determination regarding responsibility based on evidence that does not constitute a

• The hearing body cannot draw an inference about the determination regarding responsibility based solely on a party's absence from the live hearing or refusal to answer cross examination

The Hearing Body

- The hearing body will consist of [a single decision-maker; a panel of [INSERT NUMBER] decision-makers].
- No member of the hearing body will also have served as the Title IX Coordinator, Title IX investigator, or advisor to any party in the case, nor may any member of the hearing body serve on the appeals body in the case.
- No member of the hearing body will have a conflict of interest or bias in favor of or against complainants or respondents generally, or in favor or against the parties to the particular case.
- The hearing body will be trained on topics including how to serve impartially, issues of relevance, including how to apply the rape shield protections provided for complainants, and any technology to be used at the hearing.
- The parties will have an opportunity to raise any objections regarding a decision-maker's actual or perceived conflicts of interest or bias at the commencement of the live hearing.

Advisor of choice

- The parties have the right to select an advisor of their choice, who may be, but does not have to be, an attorney.
- The advisor of choice may accompany the parties to any meeting or hearing they are permitted to attend, but may not speak for the party, except for the purpose of cross-examination.
- The parties are not permitted to conduct cross-examination; it must be conducted by the advisor. As a result, if a party does not select an advisor, the institution will select an advisor to serve in this role for the limited purpose of conducting the cross-examination at no fee or charge to the party.
- The advisor is not prohibited from having a conflict of interest or bias in favor of or against complainants or respondents generally, or in favor or against the parties to the particular case.
- The advisor is not prohibited from being a witness in the matter.
- If a party does not attend the live hearing, the party's advisor may appear and conduct crossexamination on their behalf.
- If neither a party nor their advisor appear at the hearing, Western Connecticut State University ("WCSU" or "University") will provide an advisor to appear on behalf of the non-appearing party.

Witnesses

- Witnesses cannot be compelled to participate in the live hearing, and have the right not to participate in the hearing free from retaliation
- If a witness does not submit to cross-examination, as described below, the hearing body cannot rely on any statements made by that witness in reaching a determination regarding responsibility, including any statement relayed by the absent witness to a witness or party who testifies at the live hearing. 85 Fed. Reg. 30026, 30347 (May 19, 2020).

Hearing Procedures

For all live hearings conducted under this Title IX Grievance Process, the procedure will be as follows:

- The Parties will each be given the opportunity to provide opening statements;
- The hearing body will ask questions of the Parties and Witnesses;
- in order to enforce the established rules of decorum.
- the hearing body to use statements made by the Party.

Live Cross-Examination Procedure

Each party's advisor will conduct live cross-examination of the other party or parties and witnesses. During this live-cross examination the advisor will ask the other party or parties and witnesses relevant questions and follow-up questions, including those challenging credibility directly, orally, and in real time.

Before any cross-examination question is answered, the hearing body will determine if the question is relevant. See Relevance Procedures. Cross-examination questions that are duplicative of those already asked, including by the hearing body may be deemed irrelevant if they have been asked and answered.

Review of Transcript/Recording

Either the recording or transcript of the hearing will be available for review by the parties unless there are any extenuating circumstances. The record/transcript of the hearing will not be provided to parties or advisors of choice.

Determination Regarding Responsibility

Standard of Proof

• The hearing body will open and establish rules and expectations for the hearing;

• Parties will be given the opportunity for live cross-examination after the hearing body conducts its initial round of questioning; During the Parties' cross-examination, the hearing body will have the authority to pause cross-examination at any time for the purposes of asking the hearing body's own follow up questions; and any time necessary

• Should a Party or the Party's Advisor choose not to cross-examine a Party or Witness, the Party shall affirmatively waive cross-examination through a written or oral statement to the hearing body. A Party's waiver of cross-examination does not eliminate the ability of

Western Connecticut State University ("WCSU" or "University") uses the preponderance of the evidence standard for investigations and determinations regarding responsibility of formal complaints covered under this Grievance Procedure. This means that the investigation and hearing determines whether it is more likely than not that a violation of the Grievance Procedure occurred.

General Considerations for Evaluating Testimony and Evidence

While the opportunity for cross-examination is required in all Title IX hearings, determinations regarding responsibility may be based in part, or entirely, on documentary, audiovisual, and digital evidence, as warranted in the reasoned judgment of the Hearing Body.

The hearing body shall not draw inferences regarding a party or witness' credibility based on the party or witness' status as a complainant, respondent, or witness, nor shall it base its judgments in stereotypes about how a party or witness would or should act under the circumstances.

Generally, credibility judgments should rest on the demeanor of the party or witness, the plausibility of their testimony, the consistency of their testimony, and its reliability in light of corroborating or conflicting testimony or evidence.

Still, credibility judgments should not rest on whether a party or witness' testimony is non-linear or incomplete, or if the party or witness is displaying stress or anxiety.

Decision makers will afford the highest weight relative to other testimony to first-hand testimony by parties and witnesses regarding their own memory of specific facts that occurred. Both inculpatory and exculpatory (i.e. tending to prove and disprove the allegations) evidence will be weighed in equal fashion.

Except where specifically barred by the Title IX Final Rule, a witness' testimony regarding thirdparty knowledge of the facts at issue will be allowed, but will generally be accorded lower weight than testimony regarding direct knowledge of specific facts that occurred.

The Final Rule requires that the hearing body allow parties to call "expert witnesses" for direct and cross examination. Western Connecticut State University ("WCSU" or "University") does not provide for expert witnesses in other proceedings. While the expert witness will be allowed to testify and be crossed as required by the Final Rule, the decision-maker will be instructed to afford lower weight to non-factual testimony of the expert relative to fact witnesses, and any expert testimony that is not directed to the specific facts that occurred in the case will be afforded lower weight relative to fact witnesses, regardless of whether the expert witness testimony is the subject of cross examination and regardless of whether all parties present experts as witnesses.

The Final Rule requires that Western Connecticut State University ("WCSU" or "University") allow parties to call character witnesses to testify. WCSU does not provide for character witnesses in other proceedings. While the character witnesses will be allowed to testify and be crossed as required by the Final Rule, the decision-maker will be instructed to afford very low weight to any non-factual character testimony of any witness.

The Final Rule requires that WCSU admit and allow testimony regarding polygraph tests ("lie detector tests") and other procedures that are outside of standard use in academic and nonacademic conduct processes. While the processes and testimony about them will be allowed to testify and be crossed as required by the Final Rule, the decision-maker will be instructed to afford lower weight to such processes relative to the testimony of fact witnesses.

Where a party or witness' conduct or statements demonstrate that the party or witness is engaging in retaliatory conduct, including but not limited to witness tampering and intimidation, the hearing body may draw an adverse inference as to that party or witness' credibility.

Components of the Determination Regarding Responsibility

The written Determination Regarding Responsibility will be issued simultaneously to all parties through their institution email account, or other reasonable means as necessary. The Determination will include:

- held;
- 3. Findings of fact supporting the determination;
- violated.
- 5. For each allegation:

 - on the respondent; and
 - provided by the recipient to the complainant; and
- to appeal (described below in "Appeal").

1. Identification of the allegations potentially constituting covered sexual harassment; 2. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings

4. Conclusions regarding which section of policy, if any, the respondent has or has not

a. A statement of, and rationale for, a determination regarding responsibility; b. A statement of, and rationale for, any disciplinary sanctions the recipient imposes

c. A statement of, and rationale for, whether remedies designed to restore or preserve equal access to the recipient's education program or activity will be 6. The recipient's procedures and the permitted reasons for the complainant and respondent

Timeline of Determination Regarding Responsibility

If there are no extenuating circumstances, the determination regarding responsibility will be issued by Western Connecticut State University ("WCSU" or "University") within ten (10) school calendar days of the completion of the hearing.

Finality

The determination regarding responsibility becomes final either on the date that the institution provides the parties with the written determination of the result of the appeal, if an appeal is filed consistent with the procedures and timeline outlined in "Appeals" below, or if an appeal is not filed, the date on which the opportunity to appeal expires.

Appeals

Each party may appeal (1) the dismissal of a formal complaint or any included allegations and/or (2) a determination regarding responsibility. To appeal, a party must submit their written appeal within five (5) school calendar days of being notified of the decision, indicating the grounds for the appeal.

The limited grounds for appeal available are as follows:

- Procedural irregularity that affected the outcome of the matter (i.e. a failure to follow the institution's own procedures);
- New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter;
- The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against an individual party, or for or against complainants or respondents in general, that affected the outcome of the matter;
- The severity of sanctions.

The submission of appeal stays any sanctions for the pendency of an appeal. Supportive measures and remote learning opportunities remain available during the pendency of the appeal.

If a party appeals, the institution will as soon as practicable notify the other party in writing of the appeal, however the time for appeal shall be offered equitably to all parties and shall not be extended for any party solely because the other party filed an appeal.

Appeals should be submitted in electronic form using ARIAL or TIMES NEW ROMAN, 12 point font, and single-spaced. Appeals should use footnotes, not endnotes. Appeals that do not meet these standards may be returned to the party for correction, but the time for appeal will not be extended unless there is evidence that technical malfunction caused the appeal document not to meet these standards.

Appeals will be decided by an Appeals Officer, who will be free of conflict of interest and bias, and will not serve as investigator, Title IX Coordinator, or hearing decision maker in the same matter.

Outcome of appeal will be provided in writing simultaneously to both parties, and include rationale for the decision.

Retaliation

Western Connecticut State University ("WCSU" or "University") will keep the identity of any individual who has made a report or complaint of sex discrimination confidential, including the identity of any individual who has made a report or filed a Formal Complaint of sexual harassment under this Title IX Grievance Procedures, any Complainant, any individual who has been reported to be the perpetrator of sex discrimination, any Respondent, and any witness, except as permitted by the FERPA statute, 20 U.S.C. 1232g, or FERPA regulations, 34 CFR part 99, or as required by law, or to carry out the purposes of 34 CFR part 106, including the conduct of any investigation, hearing, or judicial proceeding under this Title IX Grievance Procedures.

No person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX of the Education Amendments of 1972 or its implementing regulations.

No person may intimidate, threaten, coerce, or discriminate against any individual because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding or hearing under this Title IX Grievance Procedures.

Any intimidation, threats, coercion, or discrimination, for the purpose of interfering with any right or privilege secured by Title IX or its implementing regulations constitutes retaliation. This includes any charges filed against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but that arise from the same facts or circumstances as a report or complaint of sex discrimination or a report or Formal Complaint of sexual harassment. Complaints alleging retaliation may be filed according to the Board of Regents Title IX Statement of Policy and Board of Regents Sexual Misconduct Reporting, Supportive Measures and Processes Policy.



APPENDIX D:



BOR/CSCU STUDENT CODE OF CONDUCT

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I. STUDENT CODE OF CONDUCT

PREAMBLE

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

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

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

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

INTRODUCTION

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

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

PART A: DEFINITIONS

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

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

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- 8. College or University has a contractual relationship.
- 9
- 10. solely or in conjunction with another entity.
- 12. or hearing board.
- 13.
- 14. limited to, teaching, research, and academic advising.
- 15.
- 16.
- described in Part I-D of this Code.
- 18. Code.

"CSCU Affiliates" means individuals and/or entities with whom or with which the

"CSCU Official" means any person employed by the College or University to perform assigned administrative, instructional, or professional responsibilities.

"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

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.

"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

"Institution" means the University or College within CSCU.

"Instructor" means any faculty member, teaching assistant or any other person authorized by the University to provide educational services, including, but not

"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).

"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

"Reporting Party" means any person who alleges that a student has violated this

- 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. <u>Application of the Student Code</u>: 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

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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 Universitysanctioned 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:

- - sexual flirtation, touching, advances or propositions
 - verbal abuse of a sexual nature • pressure to engage in sexual activity

 - sexual jokes
 - stereotypic comments based upon gender

(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:

(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:

• 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

• threats, demands or suggestions that retention of one's educational status is contingent upon toleration of or acquiescence in sexual advances.

- 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.

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- 9.
 - a. other person; and
 - b. 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. mental retardation.
- 11.
- 12.
- 13.
- 14. on or into CSCU premises.
- 15. incendiary or explosive devices, or falsely reporting an emergency.
- personnel.

Stalking, which is defined as repeatedly contacting another person when:

The contacting person knows or should know that the contact is unwanted by the

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

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

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.

Behavior or activity which endangers the health, safety, or well-being of oneself or others.

Offensive or disorderly conduct which causes interference, annovance 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.

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

Starting fires, causing explosions, falsely reporting the presence of fire, bombs,

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
- 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;

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- d.
- e.
- f. utterly without redeeming social value); and
- g.
- 28.
 - a. meeting or hearing as part of the Student Conduct system;
 - b.
 - c.
 - d.
 - e. disciplinary system;
 - f. disciplinary proceeding;
 - g. of the disciplinary proceeding;
 - h.
 - Ť. disciplinary

Deliberate disruption of the operation of CSCU computer systems and networks;

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);

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

Violation of the BOR Policy Statement on Acceptable and responsible use of Information Technology resources and/or any applicable BOR computer use policy.

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

Failure to obey the notice from a Hearing Body or CSCU Official to appear for a

Falsification, distortion, or intentional misrepresentation of information to a Disciplinary Officer or Conduct Administrator, or before a Hearing Body;

Initiation of a conduct or disciplinary proceeding knowingly without cause;

Disruption or interference with the orderly conduct of a disciplinary proceeding;

Attempting to discourage an individual's proper participation in, or use of, the

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

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

Failure to comply with the sanction(s) imposed under the Student Code; and

Influencing or attempting to influence another person to commit an abuse of the 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, and 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 Complainant and the Respondent shall each have the following rights:

1. All complaints of sexual misconduct will be reviewed by the Title IX Coordinator who will determine supportive measures and whether the complaint falls within the scope of Title IX.

2. If the institution's Title IX Coordinator determines that the alleged harassment is

(1) so severe, pervasive, and objectively offensive that it effectively denies a person equal access to an education program or activity; or,

(2) implicates an employee of the institution, alleging that the employee conditioned a provision of an aid, benefit, or service upon the complainant's participation in unwelcome sexual conduct; or,

(3) alleges "Sexual assault" as defined in 20 U.S.C. $1092(f)(6)(A)(v)^1$, "dating violence" as defined in 34 U.S.C. $12291(a)(10)^2$, "domestic violence" as defined in 34 U.S.C. $12291(a)(8)^3$, or "stalking" as defined in 34 U.S.C. $12291(a)(30)^4$ as defined in 34 U.S.C. $12291(a)(30)^5$

and

(4) the alleged harassment occurred within the United States on property owned or controlled by the institution or any building owned or controlled by a student organization officially recognized by the institution; and

(5) at the time of the filing the Complainant was participating or attempting to participate in the educational program or activity;

¹ 20 U.S.C. 1092(f)(6)(A)(v), The term "<u>sexual assault</u>" means an offense classified as a forcible or non-forcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.

² 34 U.S.C. 12291(a)(10) The term "<u>dating violence</u>" means violence committed by a person - (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) The length of the relationship. (ii) The type of relationship. (iii) The frequency of interaction between the persons involved in the relationship.

³ 34 U.S.C. 12291(a)(8) The term "<u>domestic violence</u>" includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or <u>vouth</u> victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

⁴ 34 U.S.C. 12291(a)(30) (30) The term "<u>stalking</u>" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to - (A) fear for his or her safety or the safety of others; or (B) suffer substantial emotional distress.

⁵ 34 U.S.C. 12291(a)(30) (30) The term "<u>stalking</u>" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to - (A) fear for his or her safety or the safety of others; or (B) suffer substantial emotional distress.

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The Title IX coordinator will initiate the Title IX Process.

The Title IX Process and Procedures are available on-line and through the Office of the Title IX Coordinator.

- following procedures apply:
 - of sexual misconduct);
 - proceedings begin promptly;
 - the process; and (viii) the hearing will be held live.
 - d. In accordance with the Family Educational Rights and Privacy Act (FERPA),

 - f.

3. If the institution's Title IX Coordinator determines that the alleged harassment does not meet the factors in Section 2 above, but the alleged misconduct violates the Student Code of Conduct, the

> a. At any meeting or proceeding, both the Complainant and Respondent (Respondent means the person who has been reported to be the perpetrator of conduct violating the Student Code of Conduct) 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

b. Both the Complainant and Respondent are entitled to request that disciplinary

c. 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 Complainant and Respondent the opportunity to present evidence and witnesses on their behalf during any disciplinary proceeding; (v) provide both the Complainant and Respondent with equal access to any information that will be used during meetings and hearings; (vi) invoke the standard of "affirmative consent⁶" in determining whether consent to engage in sexual activity was given by all persons who engaged in sexual activity; (vii) presume that the Respondent is not responsible until the conclusion of

Complainant and Respondent have the right to keep their identities confidential; e. Complainants and Respondents shall be provided written notice of the decision of the Hearing Body simultaneously, 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 parties to sexual misconduct shall contain only the following: the name of the parties, the violation committed, if any, and any sanction imposed against the Respondent. Both parties 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; however, if a request for review 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 be increased or decreased.

⁶ The standard of "Affirmative Consent" is set forth in the BOR Sexual Misconduct Reporting, Support Services and Processes Policy and is incorporated herein by reference.

Notwithstanding the foregoing, in any hearing pertaining to sexual misconduct both the Complainant and Respondent 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.

If the institution's Title IX Coordinator determines that the allegations do not constitute a violation of either Title IX or Board policy and can make no finding of responsibility, complainant and respondent will be notified that the matter will be closed.

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.

PARTA

- 1. Instructor's Role:
 - accordance with this Code.
- 2. alleging academic misconduct.
- 3. be a non-voting member of the board and act as convener.
- 4. in writing.
- 5. 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 m is conduct. (Should the academic sanction not be changed pursuant to this recommendation, the University reserve the right to change the academic sanction.) Upon

DISCIPLINARY PROCEDURES - ACADEMIC MISCONDUCT

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

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

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

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

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

- 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. <u>Appeals</u>: 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. <u>Providing Information leading to a Complaint</u>: 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.

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- 3.
- Pre-Hearing Investigation and Administrative Disposition: 4.

b.

- a. serve as a member of the Hearing Body.
 - be final.
- 5... and domestic violence.
- 6. Hearing Procedures:
 - а.

Disciplinary Proceedings Against a Student Charged with Sexual Assault, Sexual, Intimate Partner, Domestic Violence or Other Sex Related Offense: See Section I.E.

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

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

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,

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. <u>Hearing</u>: 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. <u>Record of Hearing</u>: 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.
- e. constitute evidence of responsibility.
- f.
- g. of an Advisor or Support Person.
- h.
- ÷.
- 10

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(e)s the Hearing Body may choose to call to testify,

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

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.

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

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.

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.

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. <u>Written Notice of Decision</u>: 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. <u>Review</u>: 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. <u>Grounds for Review</u>: 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. <u>Review Procedures</u>: 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.

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- final and binding upon all involved.
- c. designee.
- Hearing may also be increased.
 - 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: 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.

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 newlyconstituted 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

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

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

Upon review, if the decision or sanction of the disciplinary proceeding is changed, any alleged victim must be notified in writing of the change indecision or sanction at

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

- 2. <u>Effect of Interim Suspension or Residence Hall Separation</u>: 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.
- <u>Procedure</u>: 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. <u>Warning</u>: 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.

c.

- b. amount due and payable by a specified date.
 - student privileges will be restored to the student
- d.
- e.
- f. college professional may be required.
- g. disciplinary action by the University.
- h.

Fine: A sanction involving the imposition of a specified dollar

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

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.

Loss of Privileges: Denial of specified privileges for a designated period.

Restitution: Compensation for loss, damage to real or personal property. This may take the form of appropriate service and/or monetary or material replacement.

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-

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

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. <u>Residence Hall Separation</u>: 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. <u>Residence Hall Expulsion</u>: Permanent separation of the Student from the residence halls.
- k. <u>Suspension</u>: 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.
- I. <u>Expulsion</u>: 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;

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- b.
- c.
- Sanctions Which May Be Imposed on Student Organizations 4.
 - a.
 - b. the hearing body.

Denial of access to administrative processes, including, but not limited to, course add/drop, pre-registration, registration, and room selection; and/or

Withholding of the privilege of participation in university sponsored activities and/or public ceremonies, or formal disciplinary charges under II.B hereof.

Sanctions: Those sanctions listed in subsections 1.a through f of Section II.D.

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

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:

- 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.

- final.
- 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
 - on the following business day.
- 6. If the Student requests a hearing, he/she is entitled to the following:
 - panel whose members shall be appointed by the Dean;
 - Student;
 - proceedings on the pending criminal matter;
 - d. to hear and to question the information presented:

 - to receive a written decision following the hearing. f.

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

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

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

a. to be heard within five (5) days or as soon as reasonably possible, by an impartial party or

b. if the Dean appoints an impartial panel, to have a Student on the panel if requested by the

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

e. to present information, to present witnesses, and to make a statement on his or her behalf; and

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;

BOR/CSCU STUDENT CODE OF CONDUCT

- academic program;
- been imposed;
- that violates this Code is likely to result in more serious sanctions;
- or in the community at large.

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

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

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

6. "Community Restitution" requires a Student to perform a number of hours of service on the campus

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.

PARTA: 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.

- alleged said conduct violates, if applicable.
- that there is a sufficient factual basis for discipline.
- result in imposition of the penalty sought.

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

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

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

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.

- specifically apply only to the on-site hearing.

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 wellbeing 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**

- 2. Restitution Compensation for loss of or damage to property.
- 3. Academic Sanctions
- Suspensions shall range from one semester to two years.
- 5. Students who are suspended will receive no refund of tuition or fees.
- return.

c. The procedures outlined in the "on- site" section will be followed, unless they

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.

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.

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.

6. A Student who has been suspended must apply for re-matriculation if he/she plans to

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.

 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.

Approved 3/13/2014; amended 4/17/2014; 1/15/2015, 6/16/2016





OFFICE OF DIVERISTY 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/Eth	Gender/Ethnic Breakdown	им		
				MM	WF	BM	BF	WH	ΗF	MO	OF
Cultural Diversity Training	32	35	67	19	24	n	m	5	9	5	2
Sexual Harassment (Title IX) Refresher Training	41	30	11	24	19	13	6	8	12	10	11
Am I overacting? Understanding and Combating Microaggressions	11	10	21								
Filling in the Gaps – Addressing Mental Health on WCSU's campuses	20	24	44								
BOR/CSCU Cultural Diversity Training - Manchester Comm. College	69	78	137								
Marian Anderson Celebration and Feature Showcase	39	41	80								
Ethnic/Gender Training Totals:				36	33	16	12	13	18	15	13

Ň	DT ANYMORE STUDENT TRA	NOT ANYMORE STUDENT TRAINING FIGURES FOR 2019-2020 FOR WESTERN CONNECTICUT STATE UNIVERSITY	SITY		
school	student_type level	level course_name	num_students num_complete percent_complete	Lomplete perc	ent complete
Western Connecticut State University Graduate		GR Not Anymore - Undergraduate/Graduate Students	510	327	64.10%
Western Connecticut State University	New	Western Connecticut State University - Not Anymore Refresher 1 (19/20)	1	1	100.00%
Western Connecticut State University	New	Not Anymore - Undergraduate/Graduate Students	1135	888	78.20%
Western Connecticut State University	Returning	Western Connecticut State University - Not Anymore Refresher 1 (19/20)	3251	1916	58.90%
Western Connecticut State University Returning	Returning	Not Anymore · Undergraduate/Graduate Students	43	15	34.90%

Swm Team Chalk About Love Day	Swim Team Chalk About Low
Litchfield Hall	Litchfield Hall
II's On Us Club	It's On Us Club
Health Fair	Health Fair
Students' Sanction per Judicial Alfars reques	Students' San
Western Connection Program	Western Conn
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ZPT Member through Journel Affeire and	ZRT Mam
Football Toam	Football
Voxes/Life Hacks	Voxces/Lif
Scavonger Hunt	Scavongo
Men's Basketball Team	Men's Bas
Education Class - Marsha Daria	Education
JLA Class - Hasan Arslan	JLA Class -
Nursing Class - Mary Nielson	Nursing Cla
Numming Class - Barbara Pricopo	Nursing Cla
Writing Class - Outraach	Writing Clas
Men's Lacrosse Team	Men's Lach
Chart Tool Cass - Ingild Pruss	INDEPENDENT INDEPENDENT
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Anna Malavasi's Social Sciences Class	Anna M
Silent Witness - Westsdo	Stent V
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First Year Expension Class - Theater Dept	First)
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Kim D'Esposito - Nursing Class - IPV/HT Healthcare	Kin C
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Sociology Class - Monoj Misra	Sociolo
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Social Sciences Class - Anna Malavasi	Social
(IPV Heathcare Nursing Class - Eleen Campbol UDV Class - Dance Columnia	eH Vel
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From January 2019 to December 2019, the Women's Center reached a total of 2,168 students through various education programs, awareness events, and outreach. The Women's Center provided 9 awareness events and 33 education programs.

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From January 2019 to December 2019, the Women's Center provided 13 trainings to staff and faculty at WCSU, reaching a total of 279 attendees/participants.

Program Date Audience	Audience	Comments	Programs	Attended Units	Ŋ
01/25/2019	01/25/2019 Professionals: Community	Title IX Training for Faculty/Staff	DV,SA,SH,PROF- TRAUMA	15	4
03/29/2019	03/29/2019 Professionals: Community	Faculty/Staff Title IX Training	DV,SA,SH,PROF-SENS	19	4
04/10/2019	Professionals: Community	Faculty/Staff Title IX Training	DV,SA,SH,PROF-SENS	18	4
04/18/2019	04/18/2019 Professionals: Community	Judicial Board Training	DV,SA,SH,PROF- TRAUMA,P	15	80
05/30/2019	05/30/2019 Professionals: Community	Title IX Faculty/Staff Training	DV,SA,SH,PROF-SENS	45	4
06/18/2019	06/18/2019 Professionals: Community	Orientation Leaders	SH	23	Э
08/07/2019	08/07/2019 Professionals: Community	RD Training	GT	S	4
08/14/2019	08/14/2019 Professionals: Community	RA Training	DV.SA,SH, PROF-SENS	54	9
08/15/2019	08/15/2019 Professionals: Community	Healthcare Staff	DV,SA,PT-HC	e	9
08/21/2019	08/21/2019 Professionals: Community	Rec Staff Training	DV,SA,SH,PROF-SENS	23	9
08/23/2019	08/23/2019 Professionals: Community	Title IX Staff/Faculty	DV,SA,SH,PROF-SENS	20	4
10/18/2019	10/18/2019 Professionals: Community	Prof. Community - Trauma & SH - Title IX Training	SH, PROF- TRAUMA	œ	4
10/25/2019	10/25/2019 Professionals: Community	GSA Training for RA's/RD's	U	31	9
				279	

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

WESTERN CONNECTICUT STATE UNIVERSITY

WESTERN CONNECTICUT STATE UNIVERSITY

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

No one deserves to be hurt or threatened. If you (or someone you know) is being hurt or threatenod by someone you love or know initimately, make plans and take precautions to keep yourself safo. Here are some suggestions that have halped other people in situations like the one you am experiencing.	Staying safe on campus The safest way for me to got to class is:	These are places on campus where I often run into my abustve partner/ex-partnor:	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 theso public areas where I feel safe:	l 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 Poica/Public Satery:	Title IX Coordinator:	Women's Center:	Other	
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Emergency numbers Police Emergency Number 911 Statewide Helpfine ()HRI 774-20(0)

(PHM) 7.77-23000
 Telephone numbers in your area WCSU Police Department (203) Hs7-97(x)
 WCSU Haith Services (203) Hs7-4504
 WCSU Office of Diversity & Equity (203) Hs7-8414
 WCSU Office of Diversity & Equity (203) Hs7-8460
 WOmen's Center on Campus (203) Hs7-8600
 WCSU Counseling Center (203) Hs7-8600
 WCSU Counseling Center (203) Ts1-5206
 WOMEN'S Counce Hotline (203) 731-5206
 WOMEN'S Center of Greater Danbury Community Line (203) 731-5200
 Resident Director List of RD's can be found here: wesu echibiousmy stiff.amp Family and Friends



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Staying safe in the dorms/sultes

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

When my dom/suite mate is gone, I can hav people stay with me. If I feel unsafe, I can ask

The safest way for me to leave my dom//suite 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 anoth way I can travel to campus:

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

Number: Number: Number: Name: Name: Name:

Can keep it copy of the protective order with the at all futures

If Envire a protective order or restrantly order, do campus police or secondy have a copy.

Things I can do to keep myself safe electronically and online

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Если trille to волнолно Etrust. Той to touridy member. со-worker, profession, clertyr member

or doctor

Increase your support network

- 4 сли заме он d track, лиу облизов, threatonnu or barcastra comments, mostaque, posits or texts.

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)

Econ call the police if Lany alract Lwill busits or Trave beam duracts.

- Learn ack my freaves and framity not to lear my partitient know voluers harr or to alort humbler of changes in my confract information.
 - Ecan chance off of my passwords and can choose not to give the new passwords to anyone. Fcan change, or croate a voice mul password
- Evals not unswere calle newn unknown, fykwikad or private numbers;

Things I can do to keep myself safe in social situations

- I can ask my freachs to keep that phones with them while they are with me in case we get separated and I need help. Creating fray alteriate contracts on the following search/mobile spice
 - Circle of 6: ພາພພະດ່າດໃນຊາງ.ເວທາ Guardly: ພາພພະດາແປນເດຍກ BSafe: ພາພພະດາປາສາໄດ້ເດຍການນີ້ມີສະດາກ OnWatch: ພາພພະດາພາຍປະການນີ້ມີສະດາກ
 - - I can go to different please that my partner docen't go to or know about
- Lcan task friends who are favoring garliterings if my partner has been invited or ask them not to invite us both

Things I can do to keep myself safe every day

- Learn centry may coell phones and important numbers with me at all furnes
 - Equilibrium to set with someone. Error cloud where Erm or what Erm clong.

 - ' can fey to striy areared people I trust and an public pleases.
- If I feel uncomfortable, I will alort someone about when is happening in my relationship so they can keep me safe on campus.
- Ecan rivord places where my partner or his/har fucids are likely to be.
- Leten't have to wait for an energency to ask for help, it's okay to plan alward if Pin concerned.

- דכנות נכון וחע resident arbusor, rth פיוחן אישיי וווע closest thend and that Thave an order of protestion.
- R ruy partner violates the protective order. A carrical the policie and report the violation.

Staying safe emotionally

It Lees contrased, scared, anxious or depressed, 1 can call the following hierds or family members: Natric: Nutribor

Number Nambas Name Naria

- Ecan seas if my phone company, can block my partner's phone mantwe from calling of texting my phone.
- Γ can suck support from the university to end hurcasang continuncations that have baser connect to the Ricough any university entitle or university phone systems.
- Load back up my call phone laptop or other electronics to the choid

What is safety planning?

Sately planunig is a process to help rectaose your risk based on your militorial life and relationship. While you can't control your partner's battavice, you can shill take steps to help keyp yourself sinto. You are most fikely doing many of the things outlined in this guide alreach, and satiely planning is a tool to help you pudp teart it cast an structures.

- No matter where Eqo. Ecan be aware of how to leave safely in case of an emergency
- Lean leave if teel unconfortable, as Eknow E should put inv trust in inv instincts.
- It I plan on chriking, I can be sure to have a subor driver who is not my partner or have the number for a sofe ride.
- Fcan sport time with people who make me tast safe, supported and grood about myself

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

Cell phone and chargor, sparre cash, keys, drow r's licenso and/or passport, stuckent ID, birth certificate and/or social security card, unimigration papers and other intportant dixamments, change of clothus, modications, spociel and inreplaceable items.

- If Lam no longer with my partner and we must speak. Evail make sure that others are around in case of danger.
- Leant pursue an order of profestion to have legisl support in keeping my partner away.
- Ecan concerder that bis/ber bybrotor is not my fault and that Edusaryor to be safe and healthy or compute and in my relationalups.

Definitions Sexual Assault:

Campus Response and Resource Team (CaRRT)

Sexual Haras

ctor of June of All and

reference Plus LA Ares

Stalking:

Intimate Partner Violence (also known as violence, domestic wolence, or interperso violence)

Campus & Community Reso Anna I. C. Ana i fanare atau Alo We

of Respect



To All WCSU Students:

students on contege campuase reformation (problem. At Western we have a zero-tolerar these types of behavior. Shout assert and watence are watenons of Factarri and Stata I Student Coole of behavior. Shout assert and Student Coole of behavior. Shout assert and subject to haran penaties throwoulle who v subject to haran penaties throwoulle the occurrence of securit asserts assert and more and is perconned to respond to any report of su ind with the appropriate legal action

orgy before that all students have a right le learned any violant rio acheve this goal, the University colar raity resources to aducate students, pre-ated to provide the resided support to a, and to provide the strongly believe the 3 safe learning enviro order to acheve this Such cmm nouct many extrational programs and can't lition, an ontrie extrational program is availate boord intratives provide students with an op-in actour interparational visaerca, how to prote an actour interparational visaerca an extra-ness and others, and how to takes an extra-tiong secural arsount and merperations when the seek to empower you so you can on op a sele environment for everyonal.

these pages you will find university and com-is desiring the survivors and their frenchs ar is desiring in concernant with focal advoca-tions and the survivors and the califith witch is charaped with exacting, the pour. Please read through the Wottims Bid of califith witch is charaped with exacting the pour. Please read charaped with exacting the pour. Please read through the Wottims Bid of calification and the read of the calification can visue during the write response that and the needs of the vision for the delivery of ex-and the reads of the vision for the delivery of ex-and ensure that perpetators are held accon-ections.

enia Minier - Derpudo, MIPA restiv Title IX Coordinator



4. Contacting the University Police Department

1. University/Juc

ical Action What Can You Do 4 an Incident Happens... sion of Student Attain

		2. Assistance in Changing Living Arrangements, Class	gements, Class		
Get medical attention if needed		Screatings of on-calingues work screatings	C 311	5. Protective and/or Restraining Orders	
	Women's Center at WCSU		č		
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		3. Anonymous Heportany:			
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Note:			2		
		Note:			
Try to preserve all physical evidence of the assault					
			and the second s		
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.

6. g U

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 ۰
 - Wormen's Center of Greater Danbury (203) 837-3939
- University Counseling Center (203) 837-8690 0
- Health Service (203) 837 8594
- .
- CHOICES Office (Substance Abuse) (203) 837-8899
 - Director of Judicial Affairs (203) 837-8770 D
- Dean of Students Office (203) 837-8547
- WCSU Police Department (203) 837-9300



IN CEURINA 101 M.



Emergency Room (ER) treatment: Assault victims may

WCSU's SART tearn 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 expen-ence relationship difficutities after an attack. Recognizing this, the university will be particularly sensitive to meeting the needs of each inclividual.

Formal report (criminal complaint) of sexual assauft: 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 in-form 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 re-garding prosecution of the alleged perpetrator.



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

2

Western Connecticul State University rigorously enforces Comrectiout's legislation prohibiting sexual assault, sexual reteasment, stalking, and dating or domestic violence by and against our students when such orimes occur within the campus community. Students are provided with awareness naming on primary prevention, and with our Student Code of Conduct guidelines. Reported violations receive prompt aversity action, with the privacy of the students involved strictly protected The parameters of what constitutes sexual assault, sexual margement, stalking, dating or domestic violence are entered in detail online at wosuledu/stuaffairs/judicial office. Hi students are strongly advised to review these and to understand that any student who is the victim of a crime res specific rights in accordance with the Constitution of the State of Connecticut Article XXIX: Fights of Victums of Crime.

State of Connecticut Article XXX: Rights of Victums of Crime. ¹ nese rights are tully explained online at www.jud.ct.gov/ji/ commai/Part777.1-12.htm.		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 I-tepatitis B are provided as needed.
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:	Reporting incidents, whether occurring on or off campus: 5 activity and the observative/voluer at 301 ex (2006-0500-0000, Kompun: Flyue Placerer, ang/he- read to, thus, active obset. This galler result students	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 rapo. It is destroyed in 60 days it no police report is made
 The Counseling Center Substance-abuse programs Student Affairs Health Service 	 ungeting antrodate mudical attantion undical commercial ity collecting contents by approximating contents are by approximating contents proscoution undication 	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 pro- cess is available online at wcsu.edu/stuatfairs/policies.asp
 Judicial Affairs University Police Danbury Women's Center 		Protective orders: Court orders prohibit communica- tion with, or entering the residence, workplace, school, or property of, an alleged victim, or entering a place frequent- ed 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

Recent COVID-19 outbreak in Danbury. Learn more here. (https://www.wcsu.eoua/reopen/)

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STATE	Go
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(/)	FINANCIAL AID ~ (HTTPS://WCSU.EDU/FINAID/) HOUSING ~ (HTTPS://WCSU.EDU/HOUSING/)
	STUDENT LIFE ~ (HTTPS://WWW.WCSU.EDU/STUDENTLIFE/) ATHLETICS (HTTP://WWW.WESTCONNATHLE
• • • • • • • •	APPLY! (HTTPS://WWW.WCSU.EDU/ADMISSIONS/APPLY/)

Police Department (https://www.wcsu.edu/police)

You are here. Home (/) > Police Department (https://www.wcsu.edu/police) > Anonymous Incident Report

Home(/police/)	Anonymous Incident Report
Vision (/police/visionvalues/) and	Want to report a CRIME or other incident?
Values Campus (http://wcsuiedu/diversity/ca Resource Team	All information if kept Confidential and Private by the University to the extent allowed by law. No information at fegarding 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.
(CaRT)	If you would like to have either the Title IX Coordinator or University Police contact you regarding this incident, please include contact information below.
Numbers(/police/contactnumbers/) and Contacts	NOTE: If you need <u>IMMEDIATE ASSISTANCE</u> call the University Police directly at 911 from any campus phone or (203) 837-9300. This form generates a report that is normally reviews during business hours and should not be used if you need an immediate response.
Shuttle(http://wcsuledu/shuttle/) Bus Service	Location of Incident • Please select +
Parking (/police/parkingrules/) Rules	Date •
Emergency(/police/wp- Procedurescontent/uploads/sites'88 Guide Procedures-Guide.pdI)	2 Describe what was reported of what you saw happen: *
Community(/police/wp- Response content/uploads/sites/88 Checklist Procedures-Guide.pdf)	/2017/04/Emergency
Safety Tips(/police/safetytips/)	Please provide names and descriptions of the people involved:
On and (/police/onoffsafetytips/) Off Campus Safety	
Reporting(/police/reportacrime/)	THE INFORMATION BELOW IS OPTIONAL
a Crime Request{/police/wp-	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 and incident.

inonymous Incident Report | Police Department

for Copycontent/uploads/sites/88,2017 of Request-Form.pdf) Report	Name
Police Logs(/police/logs/)	Address
In (https://www.wcsu.edu/news the archives/MontefuscoatFBINation News	Telephone
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- Current Students
 (https://www.wcsu.edu/currentstudents/)
- Alumni & Parents
 (https://www.wcsu.edu/alumni/)
- Faculty & Staff (https://www.wcsu.edu/facultystaff/)
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(https://wcsuedu/non-discrimination-notice/) | Anonymous Incident Report (/police/anonymous-

incident-report/)

ittps://www.wcsu.edu/police/anonymous-incident-report/

Contact Information (https://westconntfaformsnet/forms/help/114)

Quick Links

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Contact us

Western Connecticut State University 181 White Street Danbury, CT 06810

C 203-837-9000

 Contact the University (https://wcsu.edu/contact/)

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 f (http://www.facebook.com/westconn)
 (http://www.youtube.com/westernctstate)

in (https://www.linkedin.com/edu/western-connecticut-state-

university-18041)

&+ (https://plus.google.com/+westconn)

Recent COVID-19 outbreak in Danbury. Learn more here. (https://www.wcsu.edu/reopen/)

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	STUDENT LIFE ~ (HTTPS://WWW.WCSU.EDU/STUDENTLIFE/) ATHLETICS (HTTP://WWW.WESTCONNATHLE
$x \rightarrow 0$	APPLY! (HTTPS://WWW.WCSU.EDU/ADMISSIONS/APPLY/)

Office of Diversity and Equity (https://www.wcsu.edu/diversity)

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Office of Diversity (/diversity) and Equity (ODE)

Mission(/diversity/mission/) Welcome (/diversity/welcome-Message message/)

Message from the Chief Diversity Officer

(Approved)(/diversity/wcsuUniversityapproved-Affirmativeaffirmative-Action Plansaction plans/)

Americans (/diversity/americans-With with-disabilities act Disabilitiesada university Act (ADA) statement/) University

Committee(sl//diversity/comm and/or Working Group(s)

University (/diversity/minority-Minority recruitment-and-Recruitment retentionand resources/) Retention Resources

Diversity (/diversity/cultural Programmingprogrammingand and training/) Training(s)

Diversity (/diversity/resources/)

WCSU Campus Response & Resource Team ("CaRRT")

Last updated: September 4, 2020



We listen. We understand, We help.

INTRODUCTION

Western Connecticut State University ("WCSU") asserts that all students have the right to be free from interpersonal violence such as sexual assault, sexual harassment, stalking, and intimate partner 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 students important information regarding the systems that are in place at WCSU to support any student whose rights have been violated. The university will take prompt action based on violations of the Student Code of Conduct while simultaneously supporting students 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. This legislation requires universities to adopt and disclose policies related to sexual assault on campuses. These guidelines must include the following:

- Information about on and off campus reporting procedures
- Details about where students can receive support and services
- Summaries of the institution's disciplinary procedures (Student Code of Conduct)
- Assistance for students who wish to change their living arrangements, classes, or work schedule following an assault
- Plans for how the university will honor protective and/or restraining orders



(http://wcsu.edu/diversity/carrt/)

WCSU Bill of (/diversity/carrt/bill-Rights of-rights/)

Definition(s)(/diversity/carrt/defini

Incident(s)(/diversity/carrt/inciden

Important (/diversity/carrt/phone/ Phone Number(s)

Stop(/diversity/carrt/stop/)

Option(s)(/diversity/carrt/options/)

WCSU (/diversity/carrt/team/) CaRRT Team

Event(s)(/diversity/carrt/events/)

Past (/diversity/carrt/past-Events events/)

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Resources and Information

Not (/diversity/not-Anymore/Title anymore-title-ix-IX Online online-training-Training Portal portal/)

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Response &

Undocumented(http://www.wcsu.edua/uerofebuuarye),2021/) Student Support

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

University (/diversity/workplace Transgendertransgender Guidance guidance/)

Contact (/diversity/contact Us

· Training for all new students and employees within first academic year of their arrival to the university. 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 WCSU has always followed these principles regarding these ncidents, the new legislation ensures that students will be fully supported

University Anonymous Incident Reporting System (http://www.wcsu.edu/police/anonymous-incident-report/)

BOR/CSCU Sexual Misconduct Reporting, Supportive Services and Processes Policy (/diversity/wp-content/uploads/sites/37/2017/12/SexualMisconductPolicy16 pdf)

Campus Resource Team (CaRRT) Membership (/diversity/carrt/team/)

Clothesline Project Initiatives (/diversity/carrt/clothesline/)

CSCU Student Code of Conduct (/diversity/wpcontent/uploads/sites/37/2017/12/StudentCodeofConduct16.pdf)

Definitions (/diversity/carrt/definitions/)

2020-2021 Letter from Vice President Keith Betts re: Not Anymore to New Students (to be posted on or after September 8, 2020)

Link/Access Point to the Not Anymore/Title IX Online Training Portal (http://wcsu.wpengine.com/diversity/not-anymore-title-ix-online-training-portal/)

Options for reporting an incident (/diversity/carrt/options/)

Sexual Misconduct Campaigns* (http://wcsu.wpengine.com/diversity/sexualmisconduct-campaigns/)

SPARC Stalking Awareness Resource(s)* (https://na01.safelinks.protection.outlook.com/?

CaRRT Phone Numbers (/diversity/carrt/phone/)

*Note: These listed resources are meant to offer useful information about external university services and/or guidance. WCSU is about promoting positive mental health and wellness. As a university community, we understand that the success of students hinge on providing competent, collaborative, and committed resources. Our staff and/or counselors at the Office of Counseling Services (http://www.wcsu.edu/counseling/), Office of Health Services (http://www.wcsu.edu/healthservices/), CHOICES (https://www.wcsu.edu/choices/) and/or the Women's Center for Greater Danbury (http://www.wcsu.edu/womenscenter/) are equipped with the knowledge, attitudes and skills to meet the regional needs of students across the campus.

WCSU Brochures, Handouts and Links

CaRRT Announcement: WCSU Bill of Rights (/diversity/carrt/bill-of-rights/)

CaRRT Brochure: What to do if this happens? (PDF) (http://wcsu.wpengine.com/diversity/wp-content/uploads/sites/37/2019/02/CaRRT 4panel-brochure pdf) (updated 2 05 2019)

CaRRT Brochure: WCSU Campus/Personal Safety Plan (PDF) (http://wcsu.wpengine.com/diversity/wp-content/uploads/sites/37/2018/03/WCSU-Campus-Safety-Plan pdf)

(/diversity/carrt/stop/)

CaRRT Link: What can you do if an incident happens? (/diversity/carrt/incident/)

CaRRT Handout: WCSU Informal Resolution Procedure (compl. 9.04.2020) (/diversity/wp-content/uploads/sites/37/2020/09/WC5U-Informal-Resolution-Procedure-compl-9.04 2020 pdf)

Healing (/diversity/healing Community trauma-

Trauma: = resources-and-Resources informationand Information

LGBTQ+On (/diversity/lgbtqand Off Resources resources/)

Search (/diversity/search

What is Title (/diversity/what is-title-ix-and-

(/diversity/carrt/) Campus

Resource Team

Services

url=https%3A%2F%2Fwww.stalkingawareness.org%2F&data=02%7C01%7Cminierdelgadoj%40wcsu.edu%7C9d3d7454655c4692a2a90

University CaRRT/CaRRT Past Sponsored Events (/diversity/carrt/events/)

Upcoming 2020-2021 University CaRRT (or CaRRT sponsored) events (to be posted on

CaRRT Link: How can I help stop sexual assault and interpersonal violence at WC5U?

(/diversity/wp-content/uploads/sites/37/2020/09/Resource-Guide-for-Accused-Students-with-Judicial-Actions-compl.-7.12.2018.pdf)

CaRRT Handout: Flow Chart on SEXUAL ASSAUL, HARASSMENT, IPV, and STALKING Reporting Options (/diversity/wp-content/uploads/sites/37/2017/12/Flow-Chart.pdf)

CaRRT Handout GUIDELINES - Interpersonal Violence Procedure (/diversity/wpcontent/uploads/sites/37/2017/12/Sexual-Misconduct-Reporting-Guidelines-Revised.pdf)

Note: Printed copies are also available at the WCSU Office of Diversity and Equity, Women's Center (Satellite Office – White Hall, Room 003), Counseling Center, CHOICES & WCSU Police Department.

Find more information on the Title IX webpage (/diversity/what-is-title-ix-and-cart/)

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 Alumni & Parents (https://www.wcsu.edu/alumni/) 	 Academics (https://wcsu.edu/academics/) 	C 203 837 9000
 Faculty & Staff {https://www.wcsu.edu/facultystaff/} Donors & Friends (https://www.wcsu.edu/giving/) 	 Athletics (https://wcsu.edu/sports/) Blackboard Learn (https://www.wcsu.edu/iti/elearning/) 	Contact the University (https://wcsu.edu/contact/)
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university-18041)

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Office of Diversity and Equity (https://www.wcsu.edu/diversity)

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Committee(s)(/diversity/committe and/or Working Group(s)

University (/diversity/minority-Minority recruitment-and Recruitment retentionand resources/l Retention Resources

(/diversity/cultural-Diversity Programmingprogramming-Training(s)

Diversity (/diversity/resources/)

What is Title IX and CaRRT?

Note: Click here (http://wcsu.wpengine.com/diversity/not-anymore-title-ix-online-training-portal/) 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 WCSU Title IX Coordinator?

The University President has appointed Mrs. Jesenia Minier-Delgado, the University's Chief Diversity Officer to serve as the University's ADA and 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

Recent COVID-19 outbreak in Danbury. Learn more here. (https://www.wcsu.edu/reopen/)

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> ADMISSIONS - (HTTPS://WCSU.EDU/ADMISSIONS/) ACADEMICS - (HTTPS://WCSU.EDU/ACAD

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

ATHLETICS (HTTP://WWW.WESTCONNATHLE

Last updated: August 10, 2020

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Resources		
and		Effective September 1, 2017, CaRT will be known as the Campus Response and Resource Team (CaRRT)
Information	١	We listen. We understand. We help.
Not	(/diversity/not-	
Anymore/Ti IX Online	tle anymore-title-ix- online-training-	INTRODUCTION
Training Po	rtal portal/)	Western Connecticut State University ("the University" or "WCSU") asserts that all students have the right to be free from any
discriminat	on	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.
Healing	(/diversity/healing	
from	from-community	These guidelines and procedures have been developed to comply with Connecticut Public Act 14-11, effective July 1, 2014 . The
Community	rauma	Legislation requires universities to adopt and disclose policies related to sexual assault on campuses. These guidelines must include the following:
Trauma	resources and	include the following:
Resources	information	1. Information about on and off campus reporting procedures;
and	draft/)	Details about where students can receive support and services;
Information)	3. Summaries of the institution's complaint and disciplinary procedures (i.e., Complaint Discrimination Procedures and

- 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

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Campus

Student

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Response &

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Contact (/diversity/contact Us us/)

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Alumni & Parents (https://www.wcsu.edu/alumni/)

Faculty & Staff (https://www.wcsu.edu/facultystaff/)

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

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

in (https://www.linkedin.com/edu/western-connecticut-state-

university-18041)

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



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 enviornment. 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!

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

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

Advocacy and Support Services

WCSU Counseling Services 203-837-8690

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 Reporting Options

Confidential On Campus

WCSU Health Center 203-837-8594

Recent COVID-19 outbreak in Danbury. Learn more here. (https://www.wcsu.edu/reopen/)



Response & Resource Team ("CaRRT") (/diversity/carrt/)

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Office of Diversity (/diversity/) and Equity (ODE)	Option(s)	
Mission(/diversity/mission/)	Last updated: August 13, 2020	
Welcome (/diversity/welcome-		Title IX
Message message/) from the	OPTIONS FOR REPORTING AN INCIDENT OF SEXUAL MISCONDUCT/VIOLENCE	(http://wcsu.edu/diversity/carrt/)
Chief Diversity Officer	Western Connecticut State University ("WCSU" or "University") has a Campus Response and Resource Team ("CaRRT") that is readily available to assist and support all members of the university community who has experienced sexual assault/violence, sexual harassment, stalking and intimate partner violence (either)	WCSU Bill of (/diversity/carr Rights of-rights/)
(Approved) (/diversity/wesu	on or off campus. Confidentiality will be held protected in accordance with the	Rights of-fights/)
University approved-	applicable law(s).	Definition(s)(/diversity/carr
Affirmative affirmative-	1. Formal Reporting: Contacting the WCSU Title IX Coordinator and WCSU Police	
Action Plans action-plans/)	Department	Incident(s)(/diversity/carrt/i
Americans (/diversity/americans With with-disabilities-act- Disabilitiesada-university-	Reporting any of the above incidents to (either) the WCSU Title IX Coordinator and/or the WCSU Police Department and/or the local authorities does not commit you to further legal action. The earlier you report any such incident, the easier it will be for the local authorities to investigate the crime and to prosecute the case successfully if	lmportant (/diversity/carrt/p Phone Number(s)
Act (ADA) statement/)	that is your choice.	Stop/diversity/part/stop/
University	Generally, WCSU will use the linked Title IX Grievance Process Model (/diversity/wp-	Stop(/diversity/carrt/stop/)
Statement	content/uploads/sites/37/2020/08/procedures-8.4.20.docx) to handle Title IX complaints	Option(s)(/diversity/carrt/op
Committee(s)(/diversity/committe and/or	es/j Protective and/or Restraining Order(s)	WCSU (/diversity/carrt/t CaRRT
Working	 A protective and/or restraining order may be requested by the courts related to any of the above incidents. 	Team
Group(s) University (/diversity/minority-	 A court issued protective and/or restraining order prohibits someone from communicating with an alleged victim, from entering the victim's residence. 	Event(s)(/diversity/carrt/eve
Minority recruitment-and-	workplace, school, or property and any place the victim may frequent.	Past (/diversity/carrt/pa
Recruitment retention- and resources/)	 When informed that a protective and/or restraining order has been issued, WCSU will take immediate steps to enforce the order as it relates to activities 	Events events/)
Retention Resources Diversity (/diversity/cultural Programmingprogramming-	on the campus It is important that students alert the WCSU Police Department 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 WCSU Police Department at (203) 837-9300	Clothesline(/diversity/carrt/
and and-training/) Training(s)	Criminal Complaint(s) Members of our university community may decide to make criminal complaints with the WCSU University Police Department. Members of the WCSU Police Department	



arrt/billrrt/defini t/inciden t/phone/ options/) t/team/) vents/) past-

rt/clothes

Diversity (/diversity/resources/) Resources and Information

IX Online Training Portal portal/)

about fiing a complaints/) complaint.

from-community-Communitytrauma-Trauma resources-and-Resources informationand

and Off on and off Campus Resources

Procedures procedures/)

IX and is title-ix-andcart/)

Response & Resource Team

Student

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

University (/diversity/workplace Guidance guidance/)

Contact (/diversity/contact

A member of the WCSU Police Department will conduct a confidential investigation and will keep the involved parties apprised about any decision to prosecute. The WCSU Police Department 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, a member of the WCSU Police Department will contact an advocate from the Women's Center for Greater Danbury and an advocate will meet you at the police station

2 University Disciplinary Action:

WCSU Students may wish to contact the WCSU Office of Judicial Affairs after an incident(s) of sexual assault/violence, sexual harassment, stalking and intimate partner violence to pursue disciplinary action A complete and detailed description of the judicial process may be found in the Student Code of Conduct: http://www.wcsu.edu/stuaffairs/PDFDQCS/Student_Code_of_Conduct.pdf (http://www.wcsu.edu/stuaffairs/forms/StudentCodeofConduct16 pdf)

Judicial/Disciplinary Option(s)

- do not need to hire an attorney
- available to assist you through the process.

Additional option(s) of filing, simultaneously, a criminal complaint and a university complaint:

3 Anonymous Reporting

Any individual has the right to complete and virtually submit a complaint on the WCSU Anonymous Incident Report Form which can be found on: https://www.wcsu.edu/police/anonymous-incident-report/ (https://www.wcsu.edu/police/anonymous-incident-report/)

This electronic form allows the user to optionally include any personal identifying information (e.g., name, age, address). The purpose of this form is for immediate response to any reported incidents, statistical data collection, as well as to determine possible patterns that may exist. Even with anonymous reporting, WCSU may investigate an incident to determine if the community is in potential danger. * Note: University employees are required to complete an Anonymous Incident Undocumented(http://www.wcsuedenationalence, sexual harassment, stalking and intimate partner violence

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

WCSU recognizes that residential (and commuter) 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 for the Office of Residential Housing (203-837-8736) and/ or the Dean of Students (203 837-9700)

Members of our university community should not hesitate to make these requests, which will be addressed in a timely manner.

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- Current Students (https://www.wcsu.edu/currentstudents/)
- Alumni & Parents (https://www.wcsu.edu/alumni/)
- Faculty & Staff

Not (/diversity/not-Anymore/Title anymore-title-ixonline-training-

Information (/diversity/discrit

Healing (/diversity/healing-

LGBTQ On (/diversity/lgbtg

Search (/diversity/search

What is Title (/diversity/what

Campus (/diversity/carrt/)

Services

~

will inform all involved parties of their rights and options.

• 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

 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

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Academics (https://wcsu.edu/academics/)

Athletics (https://wcsu.edu/sports/)

Contact us

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Western Connecticut State University 181 White Street Danbury, CT 06810

\$ 203 837-9000

Contact the University (https://wcsu.edu/contact/)

	 (https://www.wcsu.edu/facultystaff/) Donors & Friends (https://www.wcsu.edu/giving/) Colonial Sports Fans 	 Blackboard Learn (https://www.wcsu.edu/iti/elearning/)
	(https://wcsu.edu/sports/}	
Copyright @ 2018 Western Connecticut State University	Non-Discrimination Notice	(http://www.twitter.com/westconn)
(https://wcsu.edu/non-discrimination-notice/) And	nymous Incident Report	f (http://www.facebook.com/westconn)
(https://www.wcsu.edu/police/anonymous-incident	report/)	墻 (http://www.youtube.com/westernctstate)
		in (https://www.linkedin.com/edu/western-connecticut-state-
	10 30 30 30 1 1 1 1	university-18041)

8+ (https://plus.google.com/+westconn)

Recent COVID-19 outbreak in Danbury. Learn more here. (https://www.wcsu.edu/reopen/)



ABOUT ~

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

STUDENT LIFE ~ (HTTPS://WWW.WCSU.EDU/STUDENTLIFE/)

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

Office of Diversity and Equity (https://www.wcsu.edu/diversity) : WCSU Campus Response & Resource Team ("CaRRT") (/diversity/carrt/)

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and Equity (ODE)	

WCSU Bill of Rights

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Welcome (/diversity/welcome-Message message/) from the Chief Diversity Officer

(/diversity/wcsu Affirmative affirmative Action Plans action plans/)

Americans(/diversity/americans with disabilities-act

and/or

University (/diversity/minority-Minority recruitment-and-Recruitment retentionresources/) and (/currentstudents/) WESTERN CONNECTICUT

All involved parties in the matter(s) of sexual ("WCSU" or "University").

All students and involved individual(s) have the right to emotional and physical safety.

Federal Law entitles all involved parties to the following right(s):

- throughout the disciplinary proceeding(s)
- Both parties shall be informed of the official outcome of any disciplinary proceeding(s)
- All involved parties shall be informed of their option(s) to notify law enforcement
- services on and off-campus.
- All involved parties shall be informed of one or more option(s) for changing academic and/or living situation(s) at the University.

WCSU is committed to the following:

- Warning; Written Reprimand, Probation; Loss of Privileges,
- (http://www.wcsu.edu/handbook/)

- - investigation and/or disciplinary proceeding. The victim must be advised that their information of the he disclosed and a

Text Only Version (http://transcoderusablenet.com/tt/www.wcsu.edu/diversity/carit/bill-of-rights/

Go

- ADMISSIONS ~ (HTTPS://WCSU.EDU/ADMISSIONS/) ACADEMICS - (HTTPS://WCSU.EDU/ACAD
 - HOUSING ~ (HTTPS://WCSU.EDU/HOUSING/)
 - ATHLETICS (HTTP://WWW.WESTCONNATHLE

Last updated: August 10, 2020

misconduct/violence, sexual harassment, domestic violence, dating violence, and stalking are afforded rights by the federal government, the state, and Western Connecticut State University

• The named accuser(s) and the accused have the same opportunities to have a representative of their choosing (i.e., an advocate, support person, etc.) present

· All involved parties shall be informed of all available counseling and protective

 The Connecticut State University System ("CSCU") 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 accused, which include

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 Faculty & Bart - (Hacultystaff) Alumni - (Alumni), Alumnia, Alum

(/) • Victims have the right to know that any disclosure of sexual • (http://www.youtube.com/westernesstate) + (http://www.tacebook.com/westconn) • (http://www.youtube.com/westernesstate) + (http://www.twitter.com/westconn)

an annual crime statistic (with MALIST/W&WMRCKH.bold)/westconn) 🖸 (http://www.instagram.com/westconn) • Victims have a right to privacy and confidentiality up to the extent of a forma

and marked are motified. Th



(http://wcsu.edu/diversity/carrt/)

WCSU Bill of (/diversity/carrt/bill-Rights of-rights/)

Definition(s)(/diversity/carrt/defini

Incident(s)(/diversity/carrt/inciden

Important (/diversity/carrt/phone/ Phone Number(s)

Stop(/diversity/carrt/stop/)

Option(s)(/diversity/carrt/options/)

(/diversity/carrt/tearn/) WCSU CaRRT Team

Event(s)(/diversity/carrt/events/)

Past (/diversity/carrt/past-Events events/)

ACI otheshine (Adiversity/carrt/clothes

Diversity (/diversity/resources/) Resources	University must have a waiver signed information with any third party, incl		
and Information	Additionally, the University is cor involved parties are afforded the	nmitted to ensuring that all following:	
Not (/diversity/not- Anymore/Title anymore-title-ix- IX Online online-training-	• The right to an advocate of their cho	bosing: d resources about victim advocacy, contact	
Training Portalportal/)	exercises the MCCU Table DV Con-	d resources about accused advocacy, ordinator: (203) 837-8444	
Information (:d'versity/discrimina about firing a compraints/) discrimination complaint	 In a campus disciplinary hearing, all they offer their testimony, including conference, or to have access to a pr 	parties have a variety of options for how the participation of a phone/virtual ivate room, ntact the Office of Judicial Affairs: (203)	
Healing (/diversity/healing from from community-		ntact the Office of Diversity and Equity.	
Communitytrauma			a rochear. S
Trauma, Pesources-and- Resources information-			
and draft/) Information			
LGBTQ+ On (/diversity/lgbtq and Off on and off-			
Campus campus-			
Resources resources/)			
Search (/diversity/search Procedures procedures/)			
What is Title (/diversity/what			
IX and is title ix-and- CaRRT? cart/)			
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- \$ 203-837 9000
- 🖀 Contact the University (https://wcsuedu/contact/)

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Alumni & Parents

Faculty & Staff

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(https://www.wcsu.edu/alumni/)

(https://www.wcsu.edu/facultystaff/)

 Donors & Friends (https://www.wcsu.edu/giving/)

 Colonial Sports Fans (https://wcsu.edu/sports/)

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(https://wcsuiedu/non-discrimination inotice/ii) Anonymous Incident Report

(https://www.wcsuledu/police/anonymousling dent report/)

 Blackboard Learn (https://www.wcsu.edu/iti/elearning/)

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

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

in (https://www.linkedin.com/edu/western-connecticut-state-

university-18041)

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Recent COVID-19 outbreak in Danbury. Learn more here. (https://www.wcsu.edu/reopen/)



Office of Diversity and Equity (https://www.wcsu.edu/diversity) : WCSU Campus Response & Resource Team ("CaRRT") (/diversity/carrt/)

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Mission(/diversity/mission/)	Last updated: August 10, 2020	
Welcome (/diversity/welcome- Message message/) from the	HOW CAN I HELP STOP SEXUAL ASSAULT AND INTERPERSONAL VIOLENCE AT WCSU?	(http://wcsu.edu/diversity/carrt/)
Chief Diversity Officer (Approved) (/diversity/wcsu	Sexual Assault and Interpersonal Violence are complex and very real issue on college campuses today In order to address this reality, all members of the Western Connecticut State University ("WCSU" or "University") community and relevant outside agencies must work together. Public safety is everyone's responsibility. By increasing your own knowledge and acknowledging your ability to make a	WCSU Bill of (/diversity/carrt/bill- Rights of-rights/)
University approved Affirmative affirmative	difference at WCSU, you can begin to reduce the risk.	Definition(s)(/diversity/carrt/defini
Action Plans action-plans/)	Consider the following ways you can work to stop sexual violence and interpersonal violence at WCSU:	Incident(s)(/diversity/carrt/inciden
Americans(/diversity/americans With with disabilities act	 Speak up. Take a stand in situations that could escalate to sexual abuse/interpersonal violence on and off campus. 	Important (/diversity/carrt/phone/ Phone
Disabilitiesada-university-	 Talk openly with your close friends and family about these issues 	Number(s)
Act (ADA) statement) University	 Encourage student leaders, coaches, professors, and others to provide information about sexual assault and misconduct to all WCSU students. 	Stop(/diversity/carrt/stop/)
Statement	 Use the linked WCSU resources (/diversity/carrt/) to inform yourself and any one you know in helping to plan activities and programs for WCSU 	Option(s)(/diversity/carrt/options/)
Committee(s)(/diversity/committe		WCSU (/diversity/carrt/team/)
and/or	Don't be afraid to get involved.	CaRRT
Working	 Take care of yourself and your close friends and friends 	Team
Group(s) University (/diversity/minority-	 Participate in the WCSU online training session called Not Anymore (/diversity/not-anymore-title-ix-online-training-portal/) as well as other on- campus events and activities 	Event(s)(/diversity/carrt/events/)
Minority recruitment-and- Recruitment retention-	 Participate in the WCSU Operation Jungle Red events, Take Back the Night events and other represented events on campus 	Past (/diversity/carrt/past- Events events/)
and resources/) Retention Resources	 Click and download the WCSU Live Safe app (https://pcpi app.link/? %24deeplink_path=chooseorg&orgid=291&sourceid=5&edc=1428961050&hash=42 for mobile users to access directed services with the WCSU Police Department and other campus offices 	286886051&_p=cli3356c9a027afse4038cf5)
Diversity (/diversity/cultural-	and other campus onces	
Programmingprogramming-		
and and-training/)		

ittps://www.wcsu.edu/diversity/carrt/stop/

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LGBTQ+On (/dversity/lgbtqand Off on and-off-Campus campus-Resources resources/)

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

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

Undocumented(http://www.wcsujedu/undocumented/) Student Support Services

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

 Blackboard Learn (https://www.wcsu.edu/iti/elearning/)

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in (https://www.linkedin.com/edu/western-connecticut-state-

university-18041)

8+ (https://plus.google.com/+westconn)



Resource Guide for Accused Students for Alleged Incidents of Sexual Misconduct at WCSU

When a student is accused of sexual misconduct, it is important that they get the support that they need to better understand the disciplinary process. Being accused of sexual misconduct can be a worrisome and confusing experience. There are resources available to you on campus to answer your questions and offer you support throughout the disciplinary process. You should know that in our BOR/CSCU Student Code of Conduct, "Accused Student" means any student accused of violating the Student Code.

You Involved parties should also know that for cases involving allegations of sexual misconduct, there is no time limit for a Complainant to file a disciplinary complaint through the BOR/CSCU Student Code of Conduct. The standard of evidence that is utilized in these cases is a preponderance of evidence, which means did the accused student "more likely than not" violate one or more of the university policies.

Here are some important guidelines to assist you during this process:

- this disciplinary process.
- known before the hearing.
- disciplinary proceeding,
- (appeal) if they disagree with any decision.

On-Campus Resources	Location	Phone Number
WCSU Counseling Services	Midtown Student Center, Rm 222	(203) 837-8690
WCSU Dean of Student's Office	Old Main Building, Rm 306	(203) 837-8547
WCSU Title IX Office	University Hall, Rm 202	(203) 837-8444/8277
WCSU Office of Judicial Affairs	Midtown Student Center, Rm 220	(203) 837-8770
WCSU Police Department	Midtown Roberts Ave. Police Station (203) 837-9300	

• The Complainant and the accused have the same opportunity to have a support person present throughout the disciplinary proceedings. In our Student Code of Conduct, "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. Attached is a list of students from our Judicial Advocate program that may be able to support you during

The Complainant and the Accused Student have equal access to all information that is

The Complainant and the Accused Student shall be informed of the outcome of any

• The Complainant and the Accused Student have the same right to request a review



Title IX Grievance Procedures for Addressing Formal Complaints of Sexual Harassment August 14, 2020

1. Introduction

What is the purpose of the Title IX Grievance Procedures?

Title IX of the Educational Amendments of 1972 prohibits any person in the United States from being discriminated against on the basis of sex in seeking access to any educational program or activity receiving federal financial assistance. The U.S. Department of Education, which enforces Title IX, has long defined the meaning of Title IX's prohibition on sex discrimination broadly to include various forms of sexual harassment and sexual violence that interfere with a student's ability to equally access our educational programs and opportunities.

On May 19, 2020, the U.S. Department of Education issued a Final Rule under Title IX of the Education Amendments of 1972 that:

- Defines the meaning of "sexual harassment" (including forms of sex-based violence)
- Addresses how this institution <u>must</u> respond to reports of misconduct falling within that definition of sexual harassment, and
- Mandates a grievance process that this institution <u>must</u> follow to comply with the law in these specific covered cases before issuing a disciplinary sanction against a person accused of sexual harassment.

See, 85 Fed. Reg. 30026 (May 19, 2020). The full text of the Final Rule and its extensive Preamble are available here: <u>http://bit.ly/TitleIXReg</u>

Based on the Final Rule, the Connecticut State Colleges and Universities ("CSCU") will implement the following Title IX Grievance Procedures (referenced herein as "policy" or "grievance procedure"), effective August 14, 2020.

How does the Title IX Grievance Procedures impact other campus disciplinary policies?

In recent years, "Title IX" cases have become a short-hand for any campus disciplinary process involving sex discrimination, including those arising from sexual harassment and sexual assault. But under the Final Rule, CSCU must narrow both the geographic scope of its authority to act under Title IX and the types of "sexual harassment" that it must subject to its Title IX investigation and adjudication process. *Only* incidents falling within the Final Rule's definition

of sexual harassment will be investigated and, if appropriate, brought to a live hearing through the Title IX Grievance Procedures defined below.

CSCU and Western Connecticut State University ("WCSU" or "University") remains committed to addressing any violations of its policies, even those not meeting the narrow standards defined under the Title IX Final Rule.

Specifically, our institutions have a

- violation of campus policy, and a
- sex-based offenses.

To the extent that alleged misconduct falls outside the Title IX Grievance Procedures, or misconduct falling outside the Title IX Grievance Procedures is discovered in the course of investigating covered Title IX misconduct, the institution retains authority to investigate and adjudicate the allegations under the policies and procedures defined within the Code of Conduct and Sexual Misconduct Policy through a separate grievance proceeding. https://www.ct.edu/files/policies/5.2%20Ssexual%20misconduct%20reporting%20support%20a nd%20processes.pdf (need link to latest)

The elements established in the Title IX Grievance Procedures under the Final Rule have no effect and are not transferable to any other policy of the College for any violation of the Code of Conduct, employment policies, or any civil rights violation except as narrowly defined in this Procedure. This Grievance Procedure does not set a precedent for other policies or processes of the College and may not be cited for or against any right or aspect of any other or process.

How does the Title IX Grievance Procedures impact the handling of complaints?

Our existing Title IX office and reporting structure remains in place. What has changed is the way our Title IX office will handle different types of reports arising from sexual misconduct, as detailed in full throughout Section 2.

2. The Title IX Grievance Procedures

Table of Contents

General Rules of Application

• Student Code of Conduct ("Code of Conduct") that defines certain behavior as a

• Sexual Misconduct Reporting, Supportive Measures and Processes Policy ("Sexual Misconduct Policy") that addresses the types of sex-based offenses constituting a violation of campus policy, and the procedures for investigating and adjudicating those

Effective Date

This Title IX Grievance Procedures will become effective on August 14, 2020, and will only apply to formal complaints of sexual harassment brought on or after August 14, 2020. Complaints brought prior to August 14, 2020 will be investigated and adjudicated according to the Title IX Grievance Procedures if a case is not complete by that date.

Revocation by Operation of Law

Should any portion of the Title IX Final Rule, 85 Fed. Reg. 30026 (May 19, 2020), be stayed or held invalid by a court of law, or should the Title IX Final Rule be withdrawn or modified to not require the elements of this grievance procedures or the invalidated elements of Title IX policy, will be deemed revoked as of the publication date of the opinion or order and for all reports after that date, as well as any elements of the process that occur after that date if a case is not complete by that date of opinion or order publication. Should the Title IX Grievance Procedures be revoked in this manner, any conduct covered under the Title IX Grievance Procedures shall be investigated and adjudicated under the existing Code of Conduct/ Sexual Misconduct Policy.

Non-Discrimination in Application

The requirements and protections of this policy apply equally regardless of sex, sexual orientation, gender identity, gender expression, or other protected classes covered by federal or state law. All requirements and protections are equitably provided to individuals regardless of such status or status as a Complainant, Respondent, or Witness. Individuals who wish to file a complaint about the institution's policy or process may contact the Department of Education's Office for Civil Rights using contact information available at https://ocrcas.ed.gov/contact-ocr.

Definitions

Covered Sexual Harassment

For the purposes of this Title IX Grievance Procedures, "covered sexual harassment" includes any conduct on the basis of sex that satisfies one or more of the following:

- 1. An employee conditioning educational benefits on participation in unwelcome sexual conduct (i.e., quid pro quo);
- 2. Unwelcome conduct that a reasonable person would determine is so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the educational institution's education program or activity;

- victim is incapable of giving consent;
- violence laws of Connecticut.
- distress.

Note that conduct that does not meet one or more of these criteria may still be prohibited under the Sexual Misconduct Policy.

Consent

For the purposes of this Title IX Grievance Procedures, "consent" refers to "affirmative consent". Affirmative consent means an active, clear and voluntary agreement by a person to engage in sexual activity with another person.

Education Program or Activity

For the purposes of this Title IX Grievance Procedures, Western Connecticut State University ("WCSU" or "University") "education program or activity" includes:

- Any on-campus premises

3. Sexual assault (as defined in the Clery Act), which includes any sexual act directed against another person, without the consent of the victim including instances where the

4. Dating violence (as defined in the Violence Against Women Act (VAWA) amendments to the Clery Act), which includes any violence committed by a person: (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) The length of the relationship; (ii) The type of relationship; (iii) The frequency of interaction between the persons involved in the relationship. 5. Domestic violence (as defined in the VAWA amendments to the Clery Act), which

includes any felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under Connecticut domestic or family violence laws or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family

6. Stalking (as defined in the VAWA amendments to the Clery Act), meaning engaging in a course of conduct directed at a specific person that would cause a reasonable person to--(A) fear for their safety or the safety of others; or (B) suffer substantial emotional

• Any off-campus premises that the WCSU has substantial control over. This includes buildings or property owned or controlled by a recognized student organization. • Activity occurring within computer and internet networks, digital platforms, and computer hardware or software owned or operated by, or used in the operations of the Western Connecticut State University ("WCSU" or "University") programs and activities over which WCSU has substantial control.

Formal Complaint

For the purposes of this Title IX Grievance Procedures, "formal complaint" means a document – including an electronic submission - filed by a complainant with a signature or other indication that the complainant is the person filing the formal complaint, or signed by the Title IX Coordinator, alleging sexual harassment against a respondent about conduct within a WCSU education program or activity and requesting initiation of the procedures consistent with the Title IX Grievance Procedures to investigate the allegation of sexual harassment.

Complainant

For the purposes of this Title IX Grievance Procedures, Complainant means any individual who has reported being or is alleged to be the victim of conduct that could constitute covered sexual harassment as defined under this policy.

Relevant evidence and questions

"Relevant" evidence and questions refer to any questions and evidence that tends to make an allegation of sexual harassment more or less likely to be true.

"Relevant" evidence and questions do not include the following types of evidence and questions, which are deemed "irrelevant" at all stages of the Title IX Grievance Process:

- Evidence and questions about the complainant's sexual predisposition or prior sexual behavior unless:
 - They are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or
 - They concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent. 34 C.F.R. § 106.45(6)(i).
- Evidence and questions that constitute, or seek disclosure of, information protected under a legally-recognized privilege.
- Any party's medical, psychological, and similar records unless the party has given voluntary, written consent. 85 Fed. Reg. 30026, 30294 (May 19, 2020).

Respondent

For the purposes of this Title IX Grievance Procedures, Respondent means any individual who has been reported to be the perpetrator of conduct that could constitute covered sexual harassment as defined under this policy.

School Calendar Days

For the purposes of this Title IX Grievance Procedures, "school calendar days" means the weekdays (Mondays through Fridays) when Western Connecticut State University ("WCSU" or "University") classes are in session.

Privacy vs. Confidentiality

Consistent with the Sexual Misconduct Policy, references made to *confidentiality* refer to the ability of identified confidential resources to not report crimes and violations to law enforcement or college officials without permission, except for extreme circumstances, such as a health and/or safety emergency or child abuse. References made to *privacy* mean WCSU offices and employees who cannot guarantee confidentiality but will maintain privacy to the greatest extent possible, and information disclosed will be relayed only as necessary to investigate and/or seek a resolution and to notify the Title IX Coordinator or designee, who is responsible for tracking patterns and spotting systemic issues. WCSU will limit the disclosure as much as practicable, even if the Title IX Coordinator determines that the request for confidentiality cannot be honored.

Disability Accommodations

This Grievance Procedure does not alter any institutional obligations under federal disability laws including the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973. Parties may request reasonable accommodations for disclosed disabilities to the Title IX Coordinator at any point before or during the Title IX Grievance Process that do not fundamentally alter the Process. The Title IX Coordinator will not affirmatively provide disability accommodations that have not been specifically requested by the Parties, even where the Parties may be receiving accommodations in other institutional programs and activities.

Making a Report Regarding Covered Sexual Harassment to the Institution

Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.

Contact Information for the Title IX Coordinator:

 Name:
 Jesenia Minier Delgado

 Title:
 Chief Diversity Officer/Title IX Coordinator

 Office Address:
 181 White Street, University Hall, Room 202B

 Email Address:
 minierdelgadoj@wcsu.edu

 Telephone Number:
 (203) 837-8444

Such a report may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address listed for the Title IX Coordinator.

Confidential Reporting

The following Officials will provide privacy, but not confidentiality, upon receiving a report of conduct prohibited under this policy:

- Jesenia Minier Delgado, Chief Diversity Officer/Title IX Coordinator (or an assigned designee)
- Fred Cratty, Chief Human Resources Officer, WCSU Human Resources Department
- WCSU CaRRT Members
- Faculty position(s) that entails direct access to students
- Administrative position(s) that entails direct access to students

The following Officials may provide confidentiality:

- Office of Counseling Services
- Office of Health Services
- WCSU pastoral counseling staff members
- Members of the Women's Center for Greater Danbury as our local Sexual Assault Crisis Center and Domestic Violence Center.

Non-Investigatory Measures Available Under the Title IX Grievance Procedures

Supportive Measures

Complainants (as defined above), who report allegations that could constitute covered sexual harassment under this policy, have the right to receive supportive measures from Western Connecticut State University ("WCSU" or "University") regardless of whether they desire to file a complaint.

As appropriate, supportive measures may include, but not be limited to:

- Counseling
- extensions of deadlines or other course-related adjustments
- modifications of work or class schedules
- campus escort services
- restrictions on contact between the parties (no contact orders)
- changes in work or housing locations
- leaves of absence .
- increased security and monitoring of certain areas of the campus

Supportive measures are non-disciplinary and non-punitive.

Emergency Removal

Western Connecticut State University ("WCSU" or "University") retains the authority to remove a respondent from WCSU's program or activity on an emergency basis, where WCSU (1) undertakes an individualized safety and risk analysis and (2) determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of covered sexual harassment justifies a removal.

If WCSU determines such removal is necessary, the respondent will be provided notice and an opportunity pursuant to the Code of Conduct to challenge the decision immediately following the removal.

Administrative Leave

Western Connecticut State University ("WCSU" or "University") retains the authority to place a non-student employee respondent on administrative leave during the Title IX Grievance Process, consistent with collective bargaining agreements and human resource policies.

The Title IX Grievance Process

Filing a Formal Complaint

The timeframe for the Title IX Grievance Process begins with the filing of a Formal Complaint. The Grievance Process will be concluded within a reasonably prompt manner, and no longer than ninety (90) school calendar days after the filing of the Formal Complaint, provided that the Process may be extended for a good reason, including but not limited to the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities. The procedure for applying for extensions is described below.

To file a Formal Complaint, a complainant must provide the Title IX Coordinator a written, signed complaint describing the facts alleged. Complainants are only able to file a Formal Complaint under this Grievance Procedure if they are currently participating in, or attempting to participate in, the education programs or activities of Western Connecticut State University ("WCSU" or "University"), including as an employee. For complainants who do not meet this criteria, the College will utilize existing policy in the Code of Conduct <u>https://www.ct.edu/files/policies/5.1%20StudentCodeofConduct.pdf</u> and/or Sexual Misconduct Policy <u>https://www.ct.edu/files/policies/5.2%20Ssexual%20misconduct%20reporting%20support%20a</u> nd%20processes.pdf.

If a complainant does not wish to make a Formal Complaint, the Title IX Coordinator may determine a Formal Complaint is necessary. WCSU will inform the complainant of this decision in writing, and the complainant need not participate in the process further but will receive all notices issued under this Grievance Procedure.

Nothing in the Title IX Grievance Policy or Code of Conduct prevents a complainant from seeking the assistance of state or local law enforcement alongside the appropriate on-campus process.

Informal Resolution

A complainant who files a Formal Complaint may elect, at any time, to address the matter through the Institution's Informal Resolution Process. All Parties to a Formal Complaint must agree to enter the Informal Resolution Process through an informed written consent. Information about this Process is available here: <u>https://www.wcsu.edu/diversity/wp-</u> content/uploads/sites/37/2020/09/WCSU-Informal-Resolution-Procedure-compl.-9.04.2020.pdf

Multi-Party Situations

The institution may consolidate Formal Complaints alleging covered sexual harassment against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other party, where the allegations of covered sexual harassment arise out of the same facts or circumstances.

Determining Jurisdiction

The Title IX Coordinator will determine if the instant Title IX Grievance Process should apply to a Formal Complaint. The Process will apply when all of the following elements are met, in the reasonable determination of the Title IX Coordinator:

- 1. The conduct is alleged to have occurred on or after August 14, 2020;
- 2. The conduct is alleged to have occurred in the United States;
- 3. The conduct is alleged to hav activity; and
- 4. The alleged conduct, if true, we defined in this policy.

If all of the elements are met, Western Connecticut State University ("WCSU" or "University") will investigate the allegations according to the Grievance Process.

Allegations Potentially Falling Under Two Policies:

If the alleged conduct, if true, includes conduct that would constitute covered sexual harassment and conduct that would not constitute covered sexual harassment, the Title IX Grievance Process will be applied to investigation and adjudication of only the allegations that constitute covered sexual harassment.

Mandatory Dismissal

If any one of these elements are not met, the Title IX Coordinator will notify the parties that the Formal Complaint is being dismissed for the purposes of the Title IX Grievance Procedures. Each party may appeal this dismissal using the procedure outlined in "Appeals," below.

Discretionary Dismissal

The Title IX Coordinator may dismiss a Formal Complaint brought under the Title IX Grievance Procedures, or any specific allegations raised within that Formal Complaint, at any time during the investigation or hearing, if:

3. The conduct is alleged to have occurred in WCSU's education program or

4. The alleged conduct, if true, would constitute covered sexual harassment as

- A complainant notifies the Title IX Coordinator in writing that they would like to withdraw the Formal Complaint or any allegations raised in the Formal Complaint;
- The respondent is no longer enrolled or employed by {the institution}; or,
- If specific circumstances prevent {the institution} from gathering evidence sufficient to reach a determination regarding the Formal Complaint or allegations within the Formal Complaint.

Any party may appeal a dismissal determination using the process set forth in "Appeals," below.

Notice of Dismissal

Upon reaching a decision that the Formal Complaint will be dismissed, the institution will promptly send written notice of the dismissal of the Formal Complaint or any specific allegation within the Formal Complaint, and the reason for the dismissal, simultaneously to the parties through their institutional email accounts. It is the responsibility of parties to maintain and regularly check their email accounts.

Notice of Removal

Upon dismissal for the purposes of Title IX, Western Connecticut State University ("WCSU" or "University") retains discretion to utilize the Code of Conduct and/or the Sexual Misconduct Policy to determine if a violation of the Code of Conduct and/or the Sexual Misconduct Policy} has occurred. If so, WCSU will promptly send written notice of the dismissal of the Formal Complaint under the Title IX Grievance Process and removal of the allegations to the conduct process.

Notice of Allegations

The Title IX Coordinator will draft and provide the Notice of Allegations to any party to the allegations of sexual harassment. Such notice will occur as soon as practicable, after the institution receives a Formal Complaint of the allegations, if there are no extenuating circumstances.

The parties will be notified by their institutional email accounts if they are a student or employee, and by other reasonable means if they are neither.

The institution will provide sufficient time for the parties to review the Notice of Allegations and prepare a response before any initial interview.

The Title IX Coordinator may determine that the Formal Complaint must be dismissed on the mandatory grounds identified above, and will issue a Notice of Dismissal. If such a

determination is made, any party to the allegations of sexual harassment identified in the Formal Complaint will receive the Notice of Dismissal in conjunction with, or in separate correspondence after, the Notice of Allegations.

Contents of Notice

The Notice of Allegations will include the following: • Notice of the institution's Title IX Grievance Process and a hyperlink to a copy of the

- process.
- incident, if known.
- process.
- required to be, an attorney, as required under 34 C.F.R. § 106.45(b)(5)(iv);
- a party or other source, as required under 34 C.F.R. § 106.45(b)(5)(vi);
- A statement that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

Ongoing Notice

If, in the course of an investigation, the institution decides to investigate allegations about the complainant or respondent that are not included in the Notice of Allegations and are otherwise covered "sexual harassment" falling within the Title IX Grievance Procedures, the institution will notify the parties whose identities are known of the additional allegations by their institutional email accounts or other reasonable means.

The parties will be provided sufficient time to review the additional allegations to prepare a response before any initial interview regarding those additional charges.

• Notice of the allegations potentially constituting covered sexual harassment, and sufficient details known at the time the Notice is issued, such as the identities of the parties involved in the incident, if known, including the complainant; the conduct allegedly constituting covered sexual harassment; and the date and location of the alleged

• A statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance

• A statement that the parties may have an advisor of their choice, who may be, but is not • A statement that before the conclusion of the investigation, the parties may inspect and review evidence obtained as part of the investigation that is directly related to the allegations raised in the Formal Complaint, including the evidence upon which the institution does not intend to rely in reaching a determination regarding responsibility, and evidence that both tends to prove or disprove the allegations, whether obtained from

Advisor of Choice and Participation of Advisor of Choice

Western Connecticut State University ("WCSU" or "University") will provide the parties equal access to advisors and support persons; any restrictions on advisor participation will be applied equally.

WCSU has a long-standing practice of requiring students to participate in the process directly and not through an advocate or representative. Students participating as Complainant or Respondent in this process may be accompanied by an Advisor of Choice to any meeting or hearing to which they are required or are eligible to attend. The Advisor of Choice is not an advocate. Except where explicitly stated by this Policy, as consistent with the Final Rule, Advisors of Choice shall not participate directly in the process as per standard policy and practice of Western Connecticut State University.

Western Connecticut State University ("WCSU" or "University") will not intentionally schedule meetings or hearings on dates where the Advisors of Choice for all parties are not available, provided that the Advisors act reasonably in providing available dates and work collegially to find dates and times that meet all schedules.

WCSU's obligations to investigate and adjudicate in a prompt timeframe under Title IX and other college policies apply to matters governed under this Grievance Procedure, and WCSU cannot agree to extensive delays solely to accommodate the schedule of an Advisor of Choice. The determination of what is reasonable shall be made by the Title IX Coordinator or designee. Western Connecticut State University ("WCSU" or "University") will not be obligated to delay a meeting or hearing under this process more than five (5) school calendar days due to the unavailability of an Advisor of Choice, and may offer the party the opportunity to obtain a different Advisor of Choice or utilize one provided by WCSU.

Notice of Meetings and Interviews

Western Connecticut State University ("WCSU" or "University") will provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings with a party, with sufficient time for the party to prepare to participate.

Delays

Each party may request a one-time delay in the Grievance Process of up to five (5) school calendar days for good cause (granted or denied in the sole judgment of the Title IX Coordinator,

Director of Student Conduct, or designee) provided that the requestor provides reasonable notice and the delay does not overly inconvenience other parties.

For example, a request to take a five day pause made an hour before a hearing for which multiple parties and their advisors have traveled to and prepared for shall generally not be granted, while a request for a five day pause in the middle of investigation interviews to allow a party to obtain certain documentary evidence shall generally be granted.

The Title IX Coordinator or designee shall have sole judgment to grant further pauses in the Process.

Investigation

General Rules of Investigations

An investigator designated by the Title IX Coordinator will perform an investigation under a reasonably prompt timeframe of the conduct alleged to constitute covered sexual harassment after issuing the Notice of Allegations.

Western Connecticut State University ("WCSU" or "University") and not the parties, has the burden of proof and the burden of gathering evidence, i.e. the responsibility of showing a violation of Title IX has occurred. This burden does not rest with either party, and either party may decide not to share their account of what occurred or may decide not to participate in an investigation or hearing. This does not shift the burden of proof away from WCSU and does not indicate responsibility.

Western Connecticut State University ("WCSU" or "University") cannot access, consider, or disclose medical records without a waiver from the party (or parent, if applicable) to whom the records belong or of whom the records include information. WCSU will provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence, (i.e. evidence that tends to prove and disprove the allegations) as described below.

Inspection and Review of Evidence

Prior to the completion of the investigation, the parties will have an equal opportunity to inspect and review the evidence obtained through the investigation. The purpose of the inspection and review process is to allow each party the equal opportunity to meaningfully respond to the evidence prior to conclusion of the investigation.
Evidence that will be available for inspection and review by the parties will be any evidence that is directly related to the allegations raised in the Formal Complaint. It will include any:

- 1. Evidence that is relevant, even if that evidence does not end up being relied upon by the institution in making a determination regarding responsibility;
- 2. inculpatory or exculpatory evidence (i.e. evidence that tends to prove or disprove the allegations) that is directly related to the allegations, whether obtained from a party or other source.

All parties must submit any evidence they would like the investigator to consider prior to when the parties' time to inspect and review evidence begins.

The institution will send the evidence made available for each party and each party's advisor, if any, to inspect and review through an electronic format or a hard copy. The Institution is not under an obligation to use any specific process or technology to provide the evidence and shall have the sole discretion in terms of determining format and any restrictions or limitations on access.

The parties will have ten (10) school calendar days to inspect and review the evidence and submit a written response by email to the investigator. The investigator will consider the parties' written responses before completing the Investigative Report.

REQUESTS TO EXTEND INSPECTION AND REVIEW

The institution may provide the parties five (5) school calendar days after the initial inspection and review of evidence, and before the investigator completes their Investigative Report, to provide additional evidence in response to their inspection and review of the evidence, and then provide the parties five (5) school calendar days to inspect, review, and respond to the party's additional evidence through a written response to the investigator. Those written responses may be disclosed to the parties.

Any evidence subject to inspection and review will be available at any hearing, including for purposes of cross-examination.

The parties and their advisors agree not to photograph or otherwise copy the evidence and must sign an agreement not to disseminate any of the evidence subject to inspection and review or use such evidence for any purpose unrelated to the Title IX grievance process.

Inclusion of Evidence Not Directly Related to the Allegations:

Evidence obtained in the investigation that is determined in the reasoned judgment of the investigator not to be directly related to the allegations in the Formal Complaint will not be disclosed, or may be appropriately redacted before the parties' inspection to avoid disclosure of personally identifiable information of a student. Any evidence obtained in the investigation that is kept from disclosure or appropriately redacted will be documented in a "privilege log" that may be reviewed by the parties and their advisors, if any.

Investigative Report

The investigator designated by the Title IX Coordinator will create an Investigative Report that fairly summarizes relevant evidence, and will provide that Report to the parties at least ten (10) school calendar days prior the hearing in an electronic format or a hard copy for each party's review and written response.

The Investigative Report is not intended to catalog all evidence obtained by the investigator, but only to provide a fair summary of that evidence.

Only relevant evidence (including both inculpatory and exculpatory – i.e. tending to prove and disprove the allegations - relevant evidence) will be referenced in the Investigative Report.

The investigator may redact irrelevant information from the Investigative Report when that information is contained in documents or evidence that is/are otherwise relevant.

<u>Hearing</u>

General Rules of Hearings

Western Connecticut State University ("WCSU" or "University") will not issue a disciplinary sanction arising from an allegation of covered sexual harassment without holding a live hearing unless otherwise resolved through an informal resolution process.

The live hearing may be conducted with all parties physically present in the same geographic location, or, at college/university discretion, any or all parties, witnesses, and other participants may appear at the live hearing virtually through remote video conferencing. This technology will enable participants simultaneously to see and hear each other. At its discretion, WCSU may delay or adjourn a hearing based on technological errors not within a party's control.

All proceedings will be recorded through either an audio recording, audiovisual recording or transcript. That recording or transcript will be made available to the parties for inspection and review.

Prior to obtaining access to any evidence, the parties and their advisors must sign an agreement not to disseminate any of the testimony heard or evidence obtained in the hearing or use such testimony or evidence for any purpose unrelated to the Title IX Grievance Process. Once signed, this Agreement may not be withdrawn.

Continuances or Granting Extensions

Western Connecticut State University ("WCSU" or "University") may determine that multiple sessions or a continuance (i.e. a pause on the continuation of the hearing until a later date or time) is needed to complete a hearing. If so, WCSU will notify all participants and endeavor to accommodate all participants' schedules and complete the hearing as promptly as practicable.

Newly-discovered Evidence

As a general rule, no new evidence or witnesses may be submitted during the live hearing.

If a party identifies new evidence or witnesses that were not reasonably available prior to the live hearing and could affect the outcome of the matter, the party may request that such evidence or witnesses be considered at the live hearing.

The Hearing Official/Panel will consider this request and make a determination regarding (1) whether such evidence or witness testimony was actually unavailable by reasonable effort prior to the hearing, and (2) whether such evidence or witness testimony could affect the outcome of the matter. The party offering the newly-discovered evidence or witness has the burden of establishing these questions by the preponderance of the evidence.

If the Hearing Official/Panel answers in the affirmative to both questions, then the parties will be granted a reasonable pause in the hearing to review the evidence or prepare for questioning of the witness.

Participants in the live hearing

Live hearings are not public, and the only individuals permitted to participate in the hearing are as follows:

Complainant and Respondent (The Parties)

- The parties cannot waive the right to a live hearing.
- gathered that does not constitute a "statement" by that party.
 - under the formal complaint.
- "statement" by that party.
- based solely on a party's absence from the live hearing or refusal to answer cross examination or other questions.

The Hearing Body

- The hearing body will consist of a panel of four or five decision-makers.
- serve on the appeals body in the case.
- any technology to be used at the hearing.

Advisor of choice

- to be, an attorney.
- The advisor of choice may accompany the parties to any meeting or hearing they are examination.

• The institution may still proceed with the live hearing in the absence of a party, and may reach a determination of responsibility in their absence, including through any evidence

• For example, a verbal or written statement constituting part or all of the sexual harassment itself is not a "prior statement" that must be excluded if the maker of the statement does not submit to cross-examination about that statement. In other words, a prior statement would not include a document, audio recording, audiovisual reading, and digital media, including but not limited to text messages, emails, and social media postings, that constitute the conduct alleged to have been the act of sexual harassment

• Western Connecticut State University ("WCSU" or "University") will not threaten, coerce, intimidate or discriminate against the party in an attempt to secure the party's participation. • If a party does not submit to cross-examination, the hearing body cannot rely on any prior statements made by that party in reaching a determination regarding responsibility, but may reach a determination regarding responsibility based on evidence that does not constitute a

The hearing body cannot draw an inference about the determination regarding responsibility

• No member of the hearing body will also have served as the Title IX Coordinator, Title IX investigator, or advisor to any party in the case, nor may any member of the hearing body

• No member of the hearing body will have a conflict of interest or bias in favor of or against complainants or respondents generally, or in favor or against the parties to the particular case. • The hearing body will be trained on topics including how to serve impartially, issues of relevance, including how to apply the rape shield protections provided for complainants, and

• The parties will have an opportunity to raise any objections regarding a decision-maker's actual or perceived conflicts of interest or bias at the commencement of the live hearing.

• The parties have the right to select an advisor of their choice, who may be, but does not have

permitted to attend, but may not speak for the party, except for the purpose of cross-

- The parties are not permitted to conduct cross-examination; it must be conducted by the advisor. As a result, if a party does not select an advisor, the institution will select an advisor to serve in this role for the limited purpose of conducting the cross-examination at no fee or charge to the party.
- The advisor is not prohibited from having a conflict of interest or bias in favor of or against complainants or respondents generally, or in favor or against the parties to the particular case.
- The advisor is not prohibited from being a witness in the matter.
- If a party does not attend the live hearing, the party's advisor may appear and conduct crossexamination on their behalf.
- If neither a party nor their advisor appear at the hearing, Western Connecticut State University ("WCSU" or "University") will provide an advisor to appear on behalf of the non-appearing party.

Witnesses

- Witnesses cannot be compelled to participate in the live hearing, and have the right not to participate in the hearing free from retaliation
- If a witness does not submit to cross-examination, as described below, the hearing body cannot rely on any statements made by that witness in reaching a determination regarding responsibility, including any statement relayed by the absent witness to a witness or party who testifies at the live hearing. 85 Fed. Reg. 30026, 30347 (May 19, 2020).

Hearing Procedures

For all live hearings conducted under this Title IX Grievance Process, the procedure will be as follows:

- The hearing body will open and establish rules and expectations for the hearing;
- The Parties will each be given the opportunity to provide opening statements;
- The hearing body will ask questions of the Parties and Witnesses;
- Parties will be given the opportunity for live cross-examination after the hearing body conducts its initial round of questioning; During the Parties' cross-examination, the hearing body will have the authority to pause cross-examination at any time for the purposes of asking the hearing body's own follow up questions; and any time necessary in order to enforce the established rules of decorum.
- Should a Party or the Party's Advisor choose not to cross-examine a Party or Witness, the Party shall affirmatively waive cross-examination through a written or oral statement to the hearing body. A Party's waiver of cross-examination does not eliminate the ability of the hearing body to use statements made by the Party.

Live Cross-Examination Procedure

Each party's advisor will conduct live cross-examination of the other party or parties and witnesses. During this live-cross examination the advisor will ask the other party or parties and witnesses relevant questions and follow-up questions, including those challenging credibility directly, orally, and in real time.

Before any cross-examination question is answered, the hearing body will determine if the question is relevant. See Relevance Procedures. Cross-examination questions that are duplicative of those already asked, including by the hearing body may be deemed irrelevant if they have been asked and answered.

Review of Transcript/Recording

Either the recording or transcript of the hearing will be available for review by the parties unless there are any extenuating circumstances. The record/transcript of the hearing will not be provided to parties or advisors of choice.

Determination Regarding Responsibility

Standard of Proof

Western Connecticut State University ("WCSU" or "University") uses the preponderance of the evidence standard for investigations and determinations regarding responsibility of formal complaints covered under this Grievance Procedure. This means that the investigation and hearing determines whether it is more likely than not that a violation of the Grievance Procedure occurred.

General Considerations for Evaluating Testimony and Evidence

While the opportunity for cross-examination is required in all Title IX hearings, determinations regarding responsibility may be based in part, or entirely, on documentary, audiovisual, and digital evidence, as warranted in the reasoned judgment of the Hearing Body.

The hearing body shall not draw inferences regarding a party or witness' credibility based on the party or witness' status as a complainant, respondent, or witness, nor shall it base its judgments in stereotypes about how a party or witness would or should act under the circumstances.

Generally, credibility judgments should rest on the demeanor of the party or witness, the plausibility of their testimony, the consistency of their testimony, and its reliability in light of corroborating or conflicting testimony or evidence.

Still, credibility judgments should not rest on whether a party or witness' testimony is non-linear or incomplete, or if the party or witness is displaying stress or anxiety.

Decision makers will afford the highest weight relative to other testimony to first-hand testimony by parties and witnesses regarding their own memory of specific facts that occurred. Both inculpatory and exculpatory (i.e. tending to prove and disprove the allegations) evidence will be weighed in equal fashion.

Except where specifically barred by the Title IX Final Rule, a witness' testimony regarding third-party knowledge of the facts at issue will be allowed, but will generally be accorded lower weight than testimony regarding direct knowledge of specific facts that occurred.

The Final Rule requires that the hearing body allow parties to call "expert witnesses" for direct and cross examination. Western Connecticut State University ("WCSU" or "University") does not provide for expert witnesses in other proceedings. While the expert witness will be allowed to testify and be crossed as required by the Final Rule, the decision-maker will be instructed to afford lower weight to non-factual testimony of the expert relative to fact witnesses, and any expert testimony that is not directed to the specific facts that occurred in the case will be afforded lower weight relative to fact witnesses, regardless of whether the expert witness testimony is the subject of cross examination and regardless of whether all parties present experts as witnesses.

The Final Rule requires that WCSU allow parties to call character witnesses to testify. WCSU does not provide for character witnesses in other proceedings. While the character witnesses will be allowed to testify and be crossed as required by the Final Rule, the decision-maker will be instructed to afford very low weight to any non-factual character testimony of any witness.

The Final Rule requires that WCSU admit and allow testimony regarding polygraph tests ("lie detector tests") and other procedures that are outside of standard use in academic and non-academic conduct processes. While the processes and testimony about them will be allowed to testify and be crossed as required by the Final Rule, the decision-maker will be instructed to afford lower weight to such processes relative to the testimony of fact witnesses.

Where a party or witness' conduct or statements demonstrate that the party or witness is engaging in retaliatory conduct, including but not limited to witness tampering and intimidation, the hearing body may draw an adverse inference as to that party or witness' credibility.

Components of the Determination Regarding Responsibility

The written Determination Regarding Responsibility will be issued simultaneously to all parties through their institution email account, or other reasonable means as necessary. The Determination will include:

- held;
- 3. Findings of fact supporting the determination;
- violated.
- 5. For each allegation:
 - on the respondent; and
 - provided by the recipient to the complainant; and
- to appeal (described below in "Appeal").

Timeline of Determination Regarding Responsibility

If there are no extenuating circumstances, the determination regarding responsibility will be issued by Western Connecticut State University ("WCSU" or "University") within ten (10) school calendar days of the completion of the hearing.

Finality

The determination regarding responsibility becomes final either on the date that the institution provides the parties with the written determination of the result of the appeal, if an appeal is filed consistent with the procedures and timeline outlined in "Appeals" below, or if an appeal is not filed, the date on which the opportunity to appeal expires.

1. Identification of the allegations potentially constituting covered sexual harassment; 2. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings

4. Conclusions regarding which section of policy, if any, the respondent has or has not

a. A statement of, and rationale for, a determination regarding responsibility; b. A statement of, and rationale for, any disciplinary sanctions the recipient imposes

c. A statement of, and rationale for, whether remedies designed to restore or preserve equal access to the recipient's education program or activity will be 6. The recipient's procedures and the permitted reasons for the complainant and respondent

Appeals

Each party may appeal (1) the dismissal of a formal complaint or any included allegations and/or (2) a determination regarding responsibility. To appeal, a party must submit their written appeal within five (5) school calendar days of being notified of the decision, indicating the grounds for the appeal.

The limited grounds for appeal available are as follows:

- Procedural irregularity that affected the outcome of the matter (i.e. a failure to follow the institution's own procedures);
- New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter;
- The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against an individual party, or for or against complainants or respondents in general, that affected the outcome of the matter;
- The severity of sanctions.

The submission of appeal stays any sanctions for the pendency of an appeal. Supportive measures and remote learning opportunities remain available during the pendency of the appeal.

If a party appeals, the institution will as soon as practicable notify the other party in writing of the appeal, however the time for appeal shall be offered equitably to all parties and shall not be extended for any party solely because the other party filed an appeal.

Appeals should be submitted in electronic form using ARIAL or TIMES NEW ROMAN, 12 point font, and single-spaced. Appeals should use footnotes, not endnotes. Appeals that do not meet these standards may be returned to the party for correction, but the time for appeal will not be extended unless there is evidence that technical malfunction caused the appeal document not to meet these standards.

Appeals will be decided by an Appeals Officer, who will be free of conflict of interest and bias, and will not serve as investigator, Title IX Coordinator, or hearing decision maker in the same matter.

Outcome of appeal will be provided in writing simultaneously to both parties, and include rationale for the decision.

Retaliation

Western Connecticut State University ("WCSU" or "University") will keep the identity of any individual who has made a report or complaint of sex discrimination confidential, including the identity of any individual who has made a report or filed a Formal Complaint of sexual harassment under this Title IX Grievance Procedures, any Complainant, any individual who has been reported to be the perpetrator of sex discrimination, any Respondent, and any witness, except as permitted by the FERPA statute, 20 U.S.C. 1232g, or FERPA regulations, 34 CFR part 99, or as required by law, or to carry out the purposes of 34 CFR part 106, including the conduct of any investigation, hearing, or judicial proceeding under this Title IX Grievance Procedures.

No person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX of the Education Amendments of 1972 or its implementing regulations.

No person may intimidate, threaten, coerce, or discriminate against any individual because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding or hearing under this Title IX Grievance Procedures.

Any intimidation, threats, coercion, or discrimination, for the purpose of interfering with any right or privilege secured by Title IX or its implementing regulations constitutes retaliation. This includes any charges filed against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but that arise from the same facts or circumstances as a report or complaint of sex discrimination or a report or Formal Complaint of sexual harassment.

Complaints alleging retaliation may be filed according to the Board of Regents Title IX Statement of Policy and Board of Regents Sexual Misconduct Reporting, Supportive Measures and Processes Policy. UNIVERSITY MATERIALS/BROCHURES/WEBPAGE INFORMATION ON THE WCSU POLICE DEPARTMENT

WESTERN CONNECTICUT STATE UNIVERSITY

WCSU Community Response Checklist

C How to Contact WCSU Police

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

W Fire or Fire Alarm

Evacuate building immediately DO NOT use elevators Dial 911

+ Medical Emergency

Dial 911: Identify yourself, your location, nature of injuryand how many injured or ill Stay on the phone with the 911 operator

Bomb or Suspicious Package

Dial 914 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, shefter in place by securing your innediate 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

- 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 yeur area
- you to leave the building.

Join the WCSU Emergency Notification System!

Get additional information about WCSU's Emergency Management Procedures



www.wcsu.edu/police



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 ٠
- 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

Provided by the **University Police** April 2007

CHEMICAL OR HAZARDOUS MATERIALS RELEASE

- .
- 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/evewashes 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

Dial 911

Recent COVID-19 outbreak in Danbury. Learn more here. (https://www.wcsu.edu/reopen/)

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Police Department (https://www.wcsu.edu/police)

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tp://www.flickr.com/westconn) 🖸 (http://www.instagram.com/westconn) the police being able to solve the crime, apprehend the suspect, and recover any property

University police at 837-9300 (911 for emergencies) by going to the Police Department on gency phones on campus. An officer will be dispatched to your location to begin an will want to know some basic information about you as the complainant and the incident o give a signed statement attesting to the facts of the incident.

ou can give them and develop any other information they can through investigation, and vital link to the solution of crime through your observation and eyewitness account. You property by insuring that you mark your property with some type of an identifier and numbers. The police can help you recover stolen items, if you get involved with our

not want to pursue action within the University system or the criminal justice system, you onfidential report. With your permission, the Chief of Police or a designee of the University the details of the incident without revealing your identity. The purpose of a confidential eep a matter confidential, while taking steps to ensure the future safety of yourself and iversity can keep an accurate record of the number of incidents involving our community, crime with regard to a particular location, method, or assailant, and alert the campus rts filed in this manner are counted and disclosed in the annual statistics for the ounselors may also inform their clients to make voluntary, confidential crime reports

" program that allows an individual to report a crime on campus. A report form may be ion or submitted via email. The individual may remain anonymous if they wish, all nfidential and protected. This program allows the campus community to get involved. lation or worrying about what will happen if they report an individual or group

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- (https://www.wcsu.edu/iti/elearning/)

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\$ 203-837-9000

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Police Department (https://www.wcsu.edu/police)

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out these and other rights of crime victims and the services that are available to help you, call

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You are here. Home (/) > . Police Department (https://www.wcsu.edu/police) > Victim's Assistance

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nmediate medical care, if required.

notified of court proceedings; including arrest, arraignment, and release of the offender from harassment from an employer for appearing as a witness if you have received a subpoena returned to you if it was seized by police in the investigation or prosecution of the crime

lication for compensation for any bodily injuries you have suffered as a result of the crime informed of services and agencies that can help you-including the assistance of a Victim

> The Commission on Victim Services 1-800-822-VICT (Monday-Friday 8:30-4:30)

Victim's Assistance | Police Department

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ape Aggression Defense Systems | Police Department



Police Department (https://www.wcsu.edu/police)

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Campus (http://wcsuiedu/diversity/ca	program The program is designed
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leam	The courses at Western Connecticut Stat
(CaRT)	that provide each student with a workbo defense program for reference and cont
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and	program of its kind in the country. The g and effectiveness of our tactics, our solid
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Checklist Procedures-Guide pdf)	Class times will be varied due to demand
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efense Systems

program of realistic, self defense tactics and techniques. The RAD vomen that begins with awareness, prevention, risk reduction and basics of hands-on defensive training. RAD is NOT a martial arts

all ages and abilities.

te University are free and are taught by certified RAD Instructors ook/reference manual. This manual outlines the entire physical tinuous growth. The RAD System of physical defense is currently



niversities in the United States and Canada and is the largest women's physical defense rowing, widespread acceptance of this system is primarily due to the ease, simplicity d research and unique teaching methodology. The Rape Aggression Defense System is e concepts and techniques against various types of assault by utilizing easy, effective tics. Our system of realistic defense will provide women with knowledge to make an operate on the premise that a spontaneous violent attack will stimulate a natural desire ducate women about "The Fight or Flight Syndrome," while showing them that nse is not only prudent, but necessary if natural resistance is effective

HE R.A.D. CLASS

his is broken up into two eight hour segments

is for each class, we do limit class size to ensure that each participant feels comfortable

d and actual participation.

necessary to "complete" the class and receive your pass to any future R.A.D. classes held narge

2

what is taught to you in previous classes, on one of the instructors who will be dressed is called simulation training and is a valuable part of the class as it gives the student a skills work in real life situations. This part of the class is optional, but is encouraged

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25/88/2018 Poll 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 never ask you to 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 the** class or to schedule a special class for your group, organization, sorority or department/school, contact our RAD instructors at allenME@wcsu.edu (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 information (RAD.asp)

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- Alumni & Parents
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- Faculty & Staff
 (https://www.wcsu.edu/facultystaff/)
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- **\$** 203-837-9000
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	STUDENT LIFE ~ (HTTPS://WWW.WCSU.EDU/STUDENTLIFE/) ATHLETICS (HTTP://WWW.WESTCONNATHLE
a a <u>a a</u> a a	APPLYI (HTTPS://WWW.WCSU.EDU/ADMISSIONS/APPLY/)

Police Department (https://www.wcsu.edu/police)

You are here Home (/) > Police Department (https://www.wcsu.edu/police) > Theft Prevention and Safety Tip:

Home(/police/)	Theft Prevention and Safety Tips
Vision (/police/visionvalues/) and Values	1 Never leave personal belongings unattended: unguarded articles invite the thief. This includes articles left in automobiles, whether the 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.
Campus (http://wcsu.edu/diversity/c Resource	2 Wallets, pocketbooks, etc., are prime targets for the "hit and run" thief, they should stay with you all the time. Often (arct) people leave such items unguarded while leaving their rooms and offices for a moment or two (to visit a friend, go to a washroom, answer a phone, etc.), and upon their return find their valuables missing.
Team (CaRT)	 Lock your doors when you are leaving your room, office, or lab. Most of the thefts from such areas occur when the areas are unlocked. Doors and windows have locks, use them. If they are not in proper working order, report it without delay.
Numbers(/police/contacthumbers/) and Contacts Shutile(http://wcsu.edu/shutile/)	4. Take advantage of "Operation Identification", an effort on the part of many police agencies to convince people to mark
Bus Service	 5. The theft of automobiles is a major problem throughout the nation. You can take some simple steps to protect yourself from auto thieves: Always lock your car when parked.
Parking (/police/parkingrules/) Rules	 Install and use a hidden electrical switch, which cuts off your electrical circuitry, making it impossible to start the engine.
Emergency(/police/wp- Procedurescontent/uploads/sites/8 Guide Procedures-Guide pdt)	 Remove the coil wire and store it in a safe place when parking your car for an extended period of time. This has the same effect as the hidden switch, and adds an extra layer of protection. The engine cannot be started until the coil 8/2017/04/Emergenced. Always park in well lighted areas.
at the second second second	 Consider installation of an automatic alarm system. There are many varieties of anti-theft devices available on the market today. While many seem to set themselves up as the ultimate in security, you should bear in mind that no 8/2017/04/E System is "fool proof". If you are in doubt, feel free to call the University police during the normal business hours or simply stor by. We'll be glad to discuss with you the pro's and con's of any system, device, or method of making your automobile more secure.
Safety Tips(/police/safetytips/) On and [/police/cholfsafetytips]) Off	6. Bicycle theft has become a booming business for thieves, especially since the advent of the 10-speed models. Bicycles can be easily marked with Operation Identification engraving tools. After you've engraved your bike, make a record of the design or number you used, and keep this record, bill of sale, and a complete written description of the bike (including the manufacturer's serial number) in a safe place. Beyond this, we urge you to safeguard your bicycle by using one of several heavy duty locking mechanisms that are currently on the market.
Campus Safety Reporting(Ipolice/reportacrime/) a Crime	7. At times people return to their rooms, offices, etc., and find some stranger inside. The stranger usually has a "cover" story, such as: looking for employment, or trying to find some person. Regardless of the story provided, take close notice of the intruder's appearance, age, height, weight, and clothing, and notify the university police as soon as safety allows. Do not forcefully confront intruders or pursue them when they flee. Such action involves a high degree of risk, and has in the past resulted in assaults upon members of the community. It is far more advisable to be able to provide a good description of an intruder and the direction of flight- then notify the university police who will respond immediately.
Request(/police.wp	One method that has proven quite successful in the past is to simply say to a person whom you suspect as being an

'heft Prevention and Safety Tips | Police Department

r Copycontent/uploads/sites/88/2017/04 Request-Form.pdf)	R편의8편는 May Theip you 는 in which the person will leave t
epolit	While you're listening to the
	for the university police. Help
plice Logs(/police/logs/)	police. You might make the

(https://www.wcsuleduine.cla News

simple rules:

Community Service Patrol Escort Service

passerby.

Student(http://www.wcsuledu/student-Affairs affairs/)

Annuall/police/wp

. Whenever you travel whether it be on campus or in the city, it is a good idea to be alert to potential attackers. Many people have asked us what device they should carry for protection should they run into trouble. We recommend you steer clear of chemical sprays. The possibility exists that your attacker could overpower you and use your chemical spray to cause you severe physical injury.

10. Try to avoid carrying large sums of cash on your person. Checking accounts, credit cards and traveler's checks are much safer when you must deal in large sums. Obviously everyone carries some cash; but anticipate what you'll need, and refrain from carrying more. 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 in the past 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 a specific place. Keep books with you; do not leave them in public places, on coat racks, or lockers. Report books thefts immediately. Often, recovery may be made at the resale counter.

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(https://wcsuledu/nonidiscrimination notice/) [Anonymous Incident Report [/police/anonymous

incident report/)

i the person is an incruder, the chances are quite high that all cover istory will be too, after the area.

story, you can get a good look at the person and be able to provide an accurate description Ip protect yourself and your classmates an direport all suspicious activity to the university 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, offices, labs, etc., notify the university police immediately. Officers will quickly respond. Remember that if you live in a the archives Montefuscoat FBINational Acesserice hall, it serves as your home while you're here. No one can keep it secure better that you

9. The rate of reported assaults in the Danbury area climbs steadily. In order to reduce the risk of victimization, follow these

. Know where you are going; people wandering about often stand out.

- Report content up bads is tes/88. 0 8/10/Securitry to get a friend to walk with you, especially at night; there really is safety in numbers' Take advantage of the
 - · 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

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

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- (/currentstudents/) CONNECTICUT STATE (/)	STUDENT LIFE ~ (HTTPS://WWW.WCSU.EDU/STUDENTLIFE/) ATHLETICS (HTTP://WWW.WESTCONNATHLE Faculty & Staff ~ (/facultystaff/) Alumni ~ (/alumni/) Donors & Friends ~ (/ia) A-Z Index ~ Contact ~ APPLY! (HTTPS://WWW.WCSU.EDU/ADMISSIONS/APPLY/)
UNIVERSITY 👌 (http://www.yo	utube.com/westernctstate) 🦸 (http://www.facebook.com/westconn) 🞔 (http://www.twitter.com/westconn)
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Home(/)	police/)	Crime Prevention Programs
Vision and Values Campus	(/police/visionvalues/) 6 (http://wcsuledu/diversity/c	Crime and criminality are problems for the entire community, not problems for the police alone. The police are charged to prevent and suppress crime, and to solve crime once it occurs to the utmost of their ability. However, they are realistically aware that they can neither prevent all crime from occurring nor solve every crime that does occur. To attain the greatest possible degree of success in these endeavors, we require and strive to obtain the active cooperation, assistance, and moral support of a the police we service.
Resourc Team (CaRT)	e rs(/police/contactnumbers/)	Crime takes place in our society at large and, unfortunately, the problem does not magically disappear at the edge of campus Thefts, assaults, and other violations of the law do sometimes occur at western as at other colleges. It is not likely that you will be a victim of crime, but it is possible. Recognition of this fact is a good first step in avoiding becoming a victim of crime. We can further reduce the risk of victimization by thinking about our personal safety and taking practical, precautionary measures
and Contact		The University Police Division crime prevention unit has a wide variety of pamphlets and flyers in such topics as self-protection, rape prevention, theft prevention, etc. In addition, there are specialized topics of interest which include drug abuse, alcoholism, and others. The division sponsors a speakers bureau, where University police officers, experts in particular areas, go out and address the community and make appropriate contacts for expert lecturers.
Bus Service		To give you an idea of trends and criminal activity, the University Police will periodically issue special police bulletins as well as publish information in the campus newspaper (The Echo), and the staff bulletin (Western Report)
Parking Rules	(/police/parkingrules/)	
	ncy(/police/wp- uescontent/uploads/sites/86 Proceduies-Guide.pdt)	3/2017/04/Emergency
	imtyt/police/wp se icontent/uploads/sites/81 st Procedures Guide.pdf)	8/2017/04/Emergency
Safety 1	ips(/police/safetytips/)	
On and Off Campu Salety	(/paice/anoffsaletyt/ps/) s	
Reporti a Crime	ng(/police/reportactime/)	
Reques	с(/ронсе/мр	

Drime Prevention Programs | Police Department

for Copycontent/uploads/sites/88/2017/04 Report of Request-Form pdf) Report

Police Logs(/police/logs/)

In (https://www.wcsu.edu/news the archives/MontefuscoatFBINationalAcademy/) News

Annual(/police/wp-Report content/uploads/sites/88/20-8/10/Security Report 2018.pdf)

Student(http://www.wcsuledu/student Affairs affairs/)

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i.	B B II HE B	APPLY! (HTTPS://WWW.WCSU.EDU/ADMISSIONS/APPLY/)	

Police Department (https://www.wcsu.edu/police)

Home(/police/)	On and Off Campus Safety Tips
Vision (/police/visionvalues/)	As always, following good common sense procedures makes a positive difference.
and Values	 When traveling to and from campus, walk with a friend whenever possible. If you must walk alone, consider carrying an attention-getting screech alarm. Use well-lit routes.
Campus (http://wcsuiedu/diversity/ Resource	 At your apartment- Keep your doors and windows secure and locked whenever you leave your residence.
Team	 Consider changing your door locks when you move into a new residence since you have no way of knowing who may have keys from the previous resident.
(CaRT)	 Set up your own community watch with your neighbors, if possible, and be familiar with your surroundings
Numbers(/police/contactnumbers	Keep local police and fire emergency numbers handy.
and Contacts	 If you need help regarding security, call the university police at 837-9300 and ask for the crime prevention officer. This officer can assist you in many aspects of your personal security as well as refer you to your town city police department crime prevention officials
Shuttle(http://wcsu.edu/shuttle/)	department crime prevention on iciais
Bus Service	
Parking (/police/parkingrules/) Rules	
Emergency(/police/wp+ Procedurescontent/uploads/sites/8 Guide Procedures-Guide.pdl)	
Community(/police/wp- Response content/uploads/sites/l Checklist Procedures-Guide.pdf)	
Safety Tips(/police/safetytips/)	
On and (/police/onoffsafetytips/) Off Campus Safety	

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Reporting(/police/reportachme/) a Crime

On and Off Campus Safety Tips | Police Department

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Assessment of Police Services Actually Rendered

	Page 1 of 1					
Please fill out this survey of the Assessment of Police Services Actually Rendered. You have the option of sending it electronically or it can be printed out and mailed to the following address; WCSU Police Department C/O Sgt. Montefusco 181 White St. Danbury, CT 06810						
1. When did we provide service?						
None O	а с на в					
2. What year did we provide service?						
None C						
3. How did you contact us?						
None O						
4. What service did we provide						
None 0						
5. Please rate the quility of assistance Very Satisfied Satisfied Neutral Dissatisfied Very Dissatisfied						
very Jacianea Jacianea Neuria Dissacianea very Dissacianea						
6. General comments						
Done Cancel						

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UNIVERSITY MATERIALS/BROCHURES/WEBPAGE INFORMATION ON THE WOMEN'S CENTER FOR GREATER DANBURY

WESTERN CONNECTICUT STATE UNIVERSITY

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-0 × 8 8 1 5× 8	APPLY! (HTTPS://WWW.WCSU.EDU/ADMISSIONS/APPLY/)	

Women's Center (https://www.wcsu.edu/womenscenter)

WCSU community.

WOMEN'S

REMOTE SERVICES AVAILABLE

You are here. Home (/) > Women's Center on Campu-

Servicesservices/)

Training, & Outreach

Defining(/wornenscenter/definition/

ISSURE

Interpersonal //womenscenter/definition/ hter lease and sydney Trezza at trezzas@wcsu.edu or Cara Mackler at cara.m@wcogd.org. Our 24-hour Violence violence/)

Healthy, (/womenscenter/healthy-Unhealthy & unhealthy-relationships/) Abusive Relationships

confidential hotlines are also available at 203-731-5204 and 203-731-5206. Make sure to follow us on Instagram @wcogd_oncompus and on Facebook at The Women's Center on Compus or @wcogdoncampus.

CAMPUS SERVICES

Consent(/womenscenter/definition/got-The Women's Center staff are a free and confidential resource for individuals of any gender identity on and off campus who consent/) have experienced or are experiencing dating/domestic violence or sexual violence or any other major life transitions. The

Bystander (/womenscenter/definition/bystameter-Center staff are not mandated to report disclosures to any other office on campus, including the Title IX office. Our Interventionintervention/)

Statistics(/womenscenter/definition/statistics/) Direct Services (/womenscenter/direct services/)

Individual Counseling

office on campus is located in White Hall 003A

Information and Referrals

appropriate 24-Hour Hotlines:

- Our counselors are certified in the state of Connecticut to work with primary and secondary victims of domestic violence, dating abuse and sexual assault,

NTER WORKING TO END VIOLENCE

Until further notice, advocates are available solely online for counseling, advocacy, and educational programs. We are offering services to new or returning clients and educational classes via phone, Zoom,

WebEx, or other platforms. To schedule an appointment for counseling or to connect with an advocate,

Counselor/Advocates can refer and connect individuals to campus and community resources when

Education, Training & Outreach (http://wcsu wpengine.com/womenscenter/contact/)on topics surrounding

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

- Crisis Intervention and Advocacy Support Groups

Contact(Womenscenter contact-USI

interpersonal violence. anne becariation

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

Vomen's Center | Western Connecticut State University

Resources(/womenscenter/links/)

- · cuucation programs for students
- Trainings for staff/faculty
- Awareness Events/outreach

• 24-Hour Hotlines:

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

MAIN OFFICE

Women's Center of Greater Danbury Serving Families 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 www.wcogd.org (http://www.wcogd.org) womenscenter@wcogd.org (mailto:womenscenter@wcogd.org)



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

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**All services are FREE & CONFIDENTIAL and open to anyone of any gender identity

(http://wcogd.org/index.php/home-bottom



(http://www.facebook.com/The-Womens-Center-of-Greater-Danbury-140116302702053/) 🚫 (https://twitter.com/WCofGD)

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

Aff.matice Consent: A knowing, volumary, and mutual agreement through words, actions or gestures, among all puritripants to engage in sexual activity. It can be withdrawn at any time and is needed at each recalation of physical/sexual behavior



ото (разволение), ристеритеритери .

INTERPERSONAL ABUSE?

control, isolation, or other kinds one person evens power and control over another through Interpersonal Abuse is when אוונימן. אפעיימן. סיי פייזטדוסממן threats or actions, economic όΓ ασεναινε behavior

делаел иделниея, ласея, стаяея, perpendent n erosses all ages. Anyone can be a vience or чехый) олелтаноля, ето.

ABUSE DATING

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

Types of Abuse

- Physical: Hitting, punching, restraining. приеднелна, ете •
 - Emotional: Gashghung, nampalaung,
 - спечина, bend розчечие, ете
- Verbal: Involung, shouling, moeking. 0
- Sexual: Coereing, Foreing, regsoning. behnling, ere .
 - Digital: Monitoring, howwing. blackandling, etc .
 - threatening, etc Financial: Stealing, controlling,

SEXUAL ASSAULT	Second Assecut: An det of power and control in which sexual contact, behavior, and or detivity occurs without explicit consent of the vieturi. This can include:	 Sev.id Rape Rap 		L Sex of Assa, 1, 203 75, 5207 Domestic Violence, 205-75-5205
STALKING	Stalking: A parrora of behaviora that ean equise someone to fear for their personal safety or equise them emononal dispess	 Τhis can include: Ε αθουρια κοι κατά το ακοιτατικο το ακουριατικο το τη το ποριατική το πραγματικο τη το ποριστικό τη τη	 Construction of someone's belontings Hardening someone's friends or famility 	White Hall Room 003A
HEALTHY RELATIONSHIPS	Health, Relationships are based in equality and respect 1 veryone has the right to feel valued, respected, and safe in their relationships	Some Gualities of a healthy relationship empathy are: communication honesty trust respect equality loyalty support boundaries compassion independence	fun	205 857 5959



About Us

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

experienced sexual assault. All of our services are available in English and Spanish – and are provides free, 24-hour confidential help to The Center is a non-profit agency that women, men and children who have 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 Darien, Greenwich, New Canaan, Norwalk, the eight towns of lower Fairfield County: Stamford, Weston, Westport, and Wilton.

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. Thanks to our generous supporters and



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

www.thecenter-ct.org



NEAR & FAR AID



Counseling • Education • Advocacy

way to make a difference in someone's life? Do you want to take a stand for an important issue gaining valuable experience?

4

Are you looking for an interesting and important and get involved with your community, while

Consider becoming a volunteer at The Center

Services include:

mire Nut Alone. We're here to help

Clinical Services

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 fegal, intelled and counseling options.

Our wish? A world free from sexual violence

Education & Training

Volunteer Programs

Have a heart. Lend a hand.

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

topics to raise awareness of sexual violence.

Our educational programs are age appropriate,

strugged staff is av NOTE STORE STORE



The Center's Services

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

- Sexual Assault Crisis Counselors (the hotline is available in English and in Spanish) 24-hour hotline which is staffed by Certified
- Individual short term crisis counseling up to 12 free and confidential sessions
- Support Groups
- Advocacy and accompaniment throughout medical, police and judicial proceedings
- attorneys and agencies who are experienced Referrals to area therapists, doctors, 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.



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 When It Happened No Matter Where It Happened

We Can Help You Now.



Counseling • Education • Advocacy



exual Assault? What is

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

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.

tell others. If you do choose to tell others, The client's right to choose the appropriate path counselor can help you decide if and how to Center's services are also available for your You do not have to tell anyone about your family and friends. The Center will always for Sexual Assault Crisis Counseling and Education www.thecenter-ct.org respect your right to receive confidential Should | Tell Anyone? assault unless you decide to do so. A The Center in their healing process. services.

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

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

Many Survivors Experience:

• Fear

• Anger

Difficulty sleeping

- Nightmares

· Difficulty concentrating

Avoidance of sexual contact

• Guilt

Flashbacks

teelings following a sexual assault, remember If you have experienced some or all of these that you are having a normal reaction to a Fraumatic experience. You are not alone.
UNIVERSITY MATERIALS/BROCHURES/WEBPAGE INFORMATION ON ALL OTHER UNIVERSITY RESOURCE(S) AND RELEVANT OFFICE(S)

WESTERN CONNECTICUT STATE UNIVERSITY

tudent Care Team (SCT) | Office of Judicial Affairs



Office of Judicial Affairs (https://www.wcsu.edu/judicial-affairs)

The Student (Judicial-Judicial affairs/student Advocate jucticialadvocates/) Program

Code of content/uploads/sites/175/2020 an ember of 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 submit documentation of a concern regarding someone who is exhibiting behaviors or signs of academic, social or emotional distress. Any member can contact one of the offices representing the SCT, and speak to 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 lask anyway. The more opportunity we



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:

ttps://www.wcsu.edu/judicial-affairs/student-care-team-sct/

Student (/judicial affairs/wp-

Recent COVID-19 outbreak in Danbury. Learn more here. (https://www.wcsu.edu/reopen/)

://www.youtube.com/westernctstate) 🦸 (http://www.facebook.com/westconn) 🕑 (http://www.twitter.com/westconn) (http://www.instag/jaona.aom/w/esticaren)us (http://www.instag/jaona.aom/westoorare) team sct/ Go

ADMISSIONS - (HTTPS://WCSU.EDU/ADMISSIONS/) ACADEMICS - (HTTPS://WCSU.EDU/ACAD FINANCIAL AID ~ (HTTPS://WCSU.EDU/FINAID/) HOUSING ~ (HTTPS://WCSU.EDU/HOUSING/) ATHLETICS (HTTP://WWW.WESTCONNATHLE

You are here. Home (/) > Office of Judicial Affairs (https://www.wcsu.edu/judicial-affairs) > Student Care Team (SCT

Student Care Team (SCT)

We Care.

exual Assau	it	
	iting Violence,	WONDERING WHETHER OR HOW TO INTERVENE WITH A STUDENT IN DISTRESS?
nd Stalking	Section	Ask yourself the following:
How to file a	(/judicial-	
complaint	affairs/how-to-	 Is this behavior significantly out of the ordinary? Is this student consistently disruptive?
regarding	file-a-complaint-	Is this behavior impacting the learning environment?
sexual misconduct,	regarding- sexual-	 Is the behavior getting worse, even with classroom management techniques²
	sticmisconduct-	Does the behavior put anyone at risk?
violence, or	dating-	 Is this situation beyond my skill level or training?
stalking?	domestic- violence-or-	 Do I want to talk with someone before determining a course of action?
	stalking/}	If you answered "Yes" or "Perhaps" to any of the above questions, it is a good idea to contact us at sct@wcsu edu
Title IX (,	/judicial-affairs/title-	(mailto sct@wcsuedu).
	x-training-	Please access and complete the online form here:
Materials r	naterials/)	Online Form (/judicial-affairs/student-care-team-sct/online-form/)
Definitions(/ji		
	fairs/definitions/)	GUIDELINES FOR FACULTY/STAFF TO USE BEFORE REFERRING TO SCT:
Sexual Misconduct	(/judiciał- affairs/sex-	To insure a clear and efficient process to resolve concerns about student behavior, we believe that the Student Care Team
	n misconduct-risk-	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.
Strategies	reduction/)	For Faculty: If the matter involves behavior in the classroom that cannot be redirected despite several attempts and is having a
Bystander	(/judicial-	negative effect on the classroom dynamics, dynamics, it is recommended that you ask the student to meet with you prior to
ntervention	affairs/bystander/)	the next class. At this meeting, it is advised to set the parameters that are acceptable behavior and let the student know if those
Statement of	(/judicial-	parameters are not met, you will as the student need 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
Standard of	affairs/evidence/)	accept these parameters or if the students accepts them but upon returning to class violates them, then it is recommended
Evidence		that the faculty member, the Chair and the student meet with the academic dean.
Sexual Misconduct	(/judicial- affairs/sexual-	If the matter needs an immediate response, dial 911, and the WCSU Police will respond.
Disciplinary	misconduct-	This action can have a number of results depending on the nature of the emergency. If it is health related, an ambulance would
Procedures	disciplinary-	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.
	procedures/)	If an arrest or a report to Judicial Affairs were made, the matter would be resolved as quickly as possible, and the faculty
Victim's Bill (/ of Rights a	'judicial- ffairs/victims-bill-of-	member would be apprised of the resolution.
0	ights/)	If the matter does not rise to the level of an emergency but you believe is in violation of the Student Code of Conduct, contact
	to://www.adu/adu/a	Charles Alexander, Director of Judicial Affairs, at 7-8770. You would complete a report which would generate an
olice	tp://wcsu.edu/police/)	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 matter is of concern but is not affecting the classroom directly, then contact the Student Care Team at sct@wcsu edu
.udent(http ffairs affair	://wcsuledu/student	(mailto:sct@wcsuedu) and someone will get back to you within 24 hours Monday through Friday Examples of such
naus anau	5/)	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
	.p://www.wcsu.edu/won	Confidentiality.
enter		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

CURRENT OF MEMBERS & CONTACT INCOMATION

Student Care Team (SCT) | Office of Judicial Affairs



Assistant Professor Social Work 203-837-8573 waderancourtr@wcsu.edu (mailto:waderancourtr@wcsu.edu)

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/)
- Donors & Friends (https://www.wcsu.edu/giving/)
- Colonial Sports Fans (https://wcsu.edu/sports/)

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(https://wcsuiedu/non-discrimination notice/) | Anonympus Incident Report

https://www.wcsu.edu/judicial-affairs/student-care-team-sct/

CORRENT SCI MEMBERS & CONTACT INFORMATION.



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





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





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





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



' 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

Quick Links

Maps & Directions

A to Z Index (https://www.wcsu.edu/az-index/)

- Academics (https://wcsu.edu/academics/)
- Athletics (https://wcsu.edu/sports/)

(https://www.wcsu.edu/campustour/directions/)

Blackboard Learn (https://www.wcsu.edu/iti/elearning/)

Contact us

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Western Connecticut State University 181 White Street Danbury, CT 06810

C 203-837-9000

Contact the University (https://wcsuedu/contact/)

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

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

in (https://www.linkedin.com/edu/western-connecticut-state-

university-18041)

8+ (https://plus.google.com/+westconn)

Recent Covid-19 out break in Danbury. Learn more here. (https://www.wcsu.edu/reopen/) Essentials 🕇 ://www.youtube.com/westernctstate) 🦸 (http://www.facebook.com/westconn) 🔰 (http://www.twitter.com/westconn) Division of Student Wifts Wgww.flickr.com/westcom.ning (http://www.instegram.com/westcoma/ WESTERN CONNECTICUT STATE Go UNIVERSITY ADMISSIONS - (HTTPS://WCSU.EDU/ADMISSIONS/) ABOUT ~ FINANCIAL AID ~ (HTTPS://WCSU.EDU/FINAID/) HOUSING ~ (HTTPS://WCSU.EDU/HOUSING/) 1/1 STUDENT LIFE ~ (HTTPS://WWW.WCSU.EDU/STUDENTLIFE/) APPLY! (HTTPS://WWW.WCSU.EDU/ADMISSIONS/APPLY/)

Counseling (https://www.wcsu.edu/counseling)

About

Services(/counseling/services-2/) Fall 2020 (/counseling/fall-Activities 2020-activities/)

Counseling(/counseling/principles/) Services Core

Principles Common (/counseling/student-

issues/) Issues

Frequently (/counseling/sessions/) Asked Questions

How to Make (/counseling/howto-make-an-

Meet Our Staff(/counseling/staff/)

Appointmentappointment/)

Managing Life

Creating (/counseling/creating-Calm calm/)

Let Me {/counseling/let-Introduce me-introduce-you-You to Stress to-stress/)

Coping with (/counseling/coping-Change & with-change-loss/) Loss

Managing (/counseling/managing-Coronaviruscovid-19/) (COVID-19)

Self-Care during Guide-to-coping-with-isolat on.pdf) Isolation

Self-Help (/counseling/self-Resources help/)

WELCOME TO WCSU COUNSELING SERVICES

The WCSU Counseling Services offers free and confidential services to the university community. We are currently offering telecounseling sessions for matriculated students, as well as virtual outreach activities for the campus community. Students, faculty, and staff can also request guidance from the Counseling Services if they have concerns about a student or a specific situation.

For more information about counseling, consultation, or educational programming, please call the Counseling Services' main number at 203-837-8690 during business hours, M-F, 8:30am - 4:30pm (closed 12-1pm) We hope as you are adapting to new and changing circumstances that you and your loved ones are healthy and safe

racism.

Racism, discrimination, and inequality are interwoven through the many facets of our history, our communities, and our daily lives. This is clearly represented by the manner in which people of color are disproportionately impacted by COVID-19 and the hardships this perpetuates as a result.

The Counseling Services is committed to actively supporting antiracism in our community by learning, listening, leading, and creating dialogues amongst faculty, staff, and students. We recognize that students are experiencing a range of reactions and emotions to the recent events, especially students of color, and the Counseling Services is available to offer support.

Emergencies

If you are concerned about a student and feel that the student is in imminent danger, please call 911 for immediate help. In case of an emergency, or after hours. call 911; 24-hour Suicide Hotline 800-273-TALK (8255) or Text 741741; 24-hr Trevor Lifeline (LGBTQ) 866-488-7386, 24-hr Domestic Violence Hotline 888-774-2900, 24-hr Sexual Assault Hotline 888-999-5545 24-hr National Domestic Violence Hotline 800-799-7233 or Text Loveis to 22522; Trans Lifeline 877-565-8860

DISCLAIMER

Counseling Services 181 White Street, Midtown Student Center, Room 222, Danbury, CT 06810 Phone 203 837 8690, Fax 203-837 8416

Email CounselingServices@wcsuedu (mailto:CounselingServices@wcsuedu)

ACADEMICS - (HTTPS://WCSU.EDU/ACAD ATHLETICS (HTTP://WWW.WESTCONNATHLE

You are here. Home (/) > Counseling Service:



The Counseling Services stands against racial and social injustices and mourns the lives of George Floyd, Breonna Taylor, Ahmaud Arbery, as well as the endless list of people of color who have lost their lives to

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 from the Counseling Services staff.

ounseling | Western Connecticut State University

9/8/20, 3:56 PM

Resources

Campus (http://wcsu.edu/diversity/carrt/) Response and Resource Team (CaRRT)

Community{/counseling/community-Referrals referrals/)

LGBTQ+ (https://www.wcsu.edu/diversity/lgbtq-On & Off on-and-off-campus-resources/) Campus

Resources

Undocumented(https://www.wcsu.edu/undocumented/)

Student Support Services

Women's(https://www.wcsu.edu/womenscenter/) Center

The Role of (/counseling/faculty-Faculty and staff/) Staff

Student(http://www.wcsuedu/student-Affairs affairs/)

Contact (/counseling/contact/) Counseling Services

Who are you?

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 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://wcsuiedu/sports/) Quick Links

(https://www.wcsu.edu/az-index/)

Instagram: wcsu_counselingservices

Maps & Directions
 (https://www.wcsu.edu/campustour/directions/)

 Academics (https://wcsuiedu/academics/)

- Athletics (https://wcsu.edu/sports/)
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Contact us

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university-18041)

&+ (https://plus.google.com/+westconn)

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(https://wcsuiedu/non-discrimination-notice/) | Anonymous Incident Report

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



The Counseling Center's mission is to assist personal and aducational dovelopment through therapy, consultation, educational outroach and, if needed, referral. The yoal is to help students develop effective problem solving and decision-making capabilities in order to make satistiving life choices and maximize their capacity for continued emotional growth. **Counseling Center Mission**

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

Presentations and Workshops

Counseling staff is available for presentations to classes, student organizations and residential groups. Therapists facilitate discussions about substance abuse, eating disorders, shess municipement and smark of other topics.

Training

Presentations and Outreach

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

- Stress management
 Depression
 Transition to college life
 Relaxation techniques
 Assertiveness training
- Self-esteern
 Griet and loss
- Outreach includes providing consultation services to administration, tacuity, staff and parents. The Counseling Centler continues to establish strong relationships with various departments and organizations both on and off campus.

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

wcsu.edu/counseling (203) 837-8690



A Center for You

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Counseling

Talking with a skilled professional can help decrosse anxiety while you make cleasions about the future. Therapy may be brief to resolvo a particular difficuty 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 wews.

Can Therapy Benefit Me?

Most people will benefit from having a skilled professional who is both compassioniate. understanding and non-judgmental to assist them in dealing with a problem. You may have already turned to a friend, family member or ciergy, but 4 you still feel you are struggling, whi may benefit from the services of a professional thorapist.

Scheduling Appointments

Call the Counseling Center at (203) 837 8690 or stop by the Student Center, Room 222, to make an appointment. Appointments are aveilable Monday through Finday from 8:30 a.m. to 4.30 p.m. Sessions are generally 50 minutes in fength.

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 incademtic record.

Concerned About a Friend?

Sturforts often tind themselves worrying about a friend or roommate. Our therapists provide consultation and guidance to help vou deviso a plan to get help for the person you are concerned about.

Emergency Services

In case of an emergency, outside of the Counsoling Center's regular business hours, students are encouraged to dial 911 or contact a 24-hour emergency hotline, (888) 447-3339.

HidAssessA Λl

For more information, please contact:

Contact Information



Rights and Responsibilities

A qualified student with a disability at WCSU has the right to:

- Equal access to courses, programs, services, jobs and facilities available through WCSU
- Reasonable and appropriate accommodations, academic adjustments and/or auxiliary aids determined on an individual case-by-case basis
- Appropriate confidentiality of all information regarding disabilities, except when disclosures are required or permitted by faw
 - Information and course materials in alternate formats. .
- A qualified student with a disability at WCSU has the responsibility to:



- Meet WCSU qualifications and maintain essential university standards and requirements for courses, programs, services, and activities
 - Abide by the University's code of conduct
- Contact AAS in a timely manner as an incliviclual with a disability and provide documentation of the disability when seeking any necommodations
- Follow AAS policies and procedures for obtaining accommodations, auxiliary aids and services
 - Follow WCSU policies and procedures
- Seek information, counsel and assistance as necessary.



AccessAbility Services Higgins Annex, Room 017 181 White Street Danbury CT 06810 (203) 837- 8225 aas@wcsu.edu









Welcome to AccessAbility Services

AccessAnlity Services (AS) at Western Connecticut State University (WCSU) facilitates equal access to all programs and activities at WCSU for students with programs and activities at WCSU for students with pricabilities. AAS coordinates and provides accommodations and support services to more from 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.

Tqual concational opportunity and access in college are governed by foderal law, specifically the Rehabilitation Act of 1973 (including "Section 504"), and Americans with Disabilities Aust (ADA) of 1990, and the ADA amendments of 2008. AAS is guided by these atlatutes when reviewing student requests for these atlatutes when reviewing student requests for these atlatutes (an a case-by) case basis.

The ADA states that individuals with disabilities shall not be discriminated against denied participation in or derived 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 bourses at WCSU. AAS is the designated office at WCSU for students to voluntarity disclose a disability, submit appropriate documentation for venfication and request accommodations.

Eligibility for Accommodations

Any student with a documented disability may be eligible to receive accommodations and somces from AAS. Students requesting accommodations must contact AAS at the beginning of each scmester so the appropriate accommodations can be dotermined 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 Filggins Annex Room 017 or at www.wcsu.edu/acctssability.

Some of the Services Provided by AAS May include:

- Extended time, scribes and readers for exams and/or quizzes
- Roduced 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

- AAS. 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/mutticultural/ grievance.asp





CHOICES (https://www.wcsu.edu/choices)

Student(http://www.wcsu.edu/studenC.H.O.I.C.E.S at Western Affairs affairs/)

C.H.O.I.C.E.S(/choices/)

Wellness(http://wcsu.edu/wellness/) 0 Western

Surveys / (/choices/surveys-National national-info/)

Events(/choices/events/)

Events (/choices/archive/) Archive and Gallery

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AA and Al-Anon (/choices/aa-Meetings meetings/)

(/choices/self-Self Evaluations evaluations/)

Campus



CHOICES stand for Cultivating Healthy Opportunities In College Environments. 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

- use of alcohol and/or drugs

The CHOICES office will be closed for the remainder of the spring 2020 semester. However, our phones and emails remain active and we check them continually during business hours (Monday-Friday, 8:30am-4:30pm).

During these very challenging times, be assured we are still here to help you. Below are some resources which can help students connect with a variety of virtual 12- step recovery meetings and other resources that have virtual capability. We will update these resources weekly as new, innovative practices are being created every day!!

We are contacting all students who were receiving services and will continue to support all referrals. Please contact us if you have any questions.

Sharon Guck 203 837-8899 gucks@wcsu.edu (malito:gucks@wcsu.edu)

9/8/20, 3:57 PM

Recent Covidents/break in Danbury. Learn more here. (https://www.wcsu.edu/reopen/)

://www.youtube.com/westernctstate) 🦸 (http://www.facebook.com/westconn) 💆 (http://www.twitter.com/westconn) Go

> ADMISSIONS ~ (HTTPS://WCSU.EDU/ADMISSIONS/) ACADEMICS ~ (HTTPS://WCSU.EDU/ACAD HOUSING ~ (HTTPS://WCSU.EDU/HOUSING/) ATHLETICS (HTTP://WWW.WESTCONNATHLE

You are here Home (/) > CHOICES at Westerr



Mission and History

· Provide confidential assessment and counseling for students experiencing problems with any substance use/abuse Provide resources, information and services that will help students make informed and responsible decisions about the

Educate students about healthy lifestyle alternatives

Howard Senior 203 837-8899 senior003@wcsu.edu (mallto:senior003@wcsu.edu)

AA Resources

https://ct-aa.org/meetings/?tsml-view=map (https://ct-aa.org/meetings/?tsml-view=map)

AA meetings are now being held virtually by many local providers. This link will help provide the most up to date information on meetings near you and their accommodations currently!

https://www.recoverytapers.com (https://www.recoverytapers.com)

Spotify podcasts:

Sober Cast. Unofficial AA Podcast "An AA meeting in a podcast. Sober cast is an (unofficial) Alcoholics Anonymous podcast featuring AA speaker meetings and workshops. This is not a discussion podcast, simply speaker meetings and workshops in podcast format."

The Sober Experiment

"What would it be like to not take that drink? That snort? That pill? That needle? That tenth cookie? What would it be like to be SOBER - uninsulated from the slings and arrows of life's sometimes excruciating reality? Nan poses the question?

Sober Pod -- Recovery Podcast

"Sober pod is a podcast dedicated to the idea that one addict or alcoholic helping another to get and stay sober is an essential ingredient to building a foundation in a life of sobriety. We discuss recovery, sober living, sobriety, and more! Stay sober. Subscribe Thrive!

Upcoming Events (http://wcsu.wpengine.com/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









RESPONSIBLY, MOST FOLLOW

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In the Connecticut State University survey, male and female athletes were found to have significantly higher problem gambling rates than male and female

ABOUT ATHLETES A WOL ABOUT AND BETTING...

non-athletes, respectively.*





GAMBLING IS RISKY BEHAVIOR. EDUCATION AND YOUR FUTURE! **USING COLLEGE MONEY FOR** IT CAN COST YOU YOUR

WARNING SIGNS OF A GAMBLING PROBLEM:*

- Borrowing money to gample
- 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 causing conflict with family and friends Gambling taking priority over other social activities

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 MARKETED, 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
 - TWICE as much time gambling as non-problem gamblers. Problem gamblers spent population, 5.4%.

t State University Survey Pro :002 Con



students, were significantly more likely to: Students with a gambling problem, compared to other

- ★ binge drink
- consequences when they used alcohol ★ report negative
- tobacco and marijuana ★ regularly use
 - weight management control efforts ★ binge eat and use

"I lost my college gambling." scholarship money on tuition and

- Lisa, College Senior, CI



1-800-34NOBET









いたないないであっ

Generalized Anxiety Disorder

www.adaa.org

For information visit www.adaa.org or contact

C I worry about EVERYTHING

irritable, and waiting for the other shoe to drop. even when there is nothing always restless, on edge, to worry about. I'm



I was so relieved when my problem. To discover that doctor put a name to my there are other people like me. To learn that there is hope.

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?

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 get-The exact cause of GAD is not known. Scientists ting married, can trigger symptoms in individuals predisposed to GAD.

What treatments are available?

tive-behavioral therapy, exposure therapy, anxiety management and medications. One, or a combina-tion of these, may be recommended. Details about these treatments are available on the ADAA webfor GAD and other anxiety disorders see significant improvement and enjoy a better quality of life. A variety of treatment options exist including cogni-Fortunately, most individuals who seek treatment site at www.adaa.org.

"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 indi-vidual needs. Ask your doctor to explain why a par-ticular type of treatment is being recommended, what other options are available and what you need to do to fully participate in your recovery. It is important to remember that there is no single

How can ADAA help you?

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 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, conwhat you are experiencing and assist you in finding mental health professionals in your city who can nect you with a community of people who know 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 Suffering from GAD or any anxiety disorder can you can get on with your life.

In the last year, have you Yes or no?

Contact ADAA at www.adaa.org. Let us help you help yourself. Eat a balanced diet. Don't skip meals. Avoid caf-feine which can trigger anxiety symptoms. Keep a daily journal. Become aware of what triggers your anxiety.

rre not a' Talk to someone – a friend. loved one or doctor. Get help. Anxiety disorders are real. serious and treatable.

You are not a!

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.

Anxiety Disorder (GAD)? What Is Generalized

We all worry. Relationships, deadlines, being on time to an appointment – you name it, excessive and unrealistic worry that goes on every day, possibly all day. They feel it's beyond their control and can't be turned there's plenty in life to worry about. But those with GAD experience persistent, "Off."

People with GAD often expect the worst, even when there is no good reason for any worrying is hard to control, and occurs on concern. The excessive worrying is often about health, family, money or work. The

more days than not for at least six months. The exaggerated, unrelenting worrying intertoms include restlessness, irritability, muscle feres with every day living. Physical symptension, fatigue and difficulty sleeping or concentrating.



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 Anxiety is a normal part of living. It's the body's way of telling us something isn't right. It keeps us

experienced:	Changes in sleeping or eating habits?	Feeling sad or depressed more days than not?	A disinterest in life more days than not?	A feeling of worthlessness or guilt more days than not?	An inability to fulfill responsibilities at work/school or family due to alcohol or drug use?	A dangerous situation, such as driving under the influence, caused by alcohol or drug use?	Being arrested due to alcohol or drugs?	The need to continue using alcohol or drugs despite it causing problems for you and/or your loved ones?
	ND YD	NO YO	Z U Y U	NC YO	Z Z Z	Z Z Z	N D Y D	Z Z

15-3	ery	.Talk to	someone a	spouse,	significant other,	friend, child .	or doctor.
	YOUL Amy	Exercise.	Go for a	walk or jog.	Do yoga.	Dance. Just	get moving!
Take Ve	8. Manage Vour Amkie	Whether you	have normal anxi-	ety or an anxiety	disorder, these	strategies will	help you cope:

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.

•	Are you troubled by:	Excessive worry, occurring more days than not, for at least 6 months?	Unreasonable worry about a number of different situations, such as work, school and/or health?	Your inability to control or "shut off" your worry?
	Yes or no?	ND YD	N N D V D	

What's the difference between normal anxiety and GAD?

Normal Anxiety

Worry about a specific event, such as a work deadline, school exam or upcoming doctor's appointment

Difficulty relaxing, sleeping or concentrating when faced with a serious problem, such as an illness, job loss or death of a loved one

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 Muscle aches, tension,

aches and pain and fatigue not related to a specific physical or emotional problem persisting for six months or more Restlessness, muscle

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.

Trouble falling asleep, staying asleep? asleep or restless/unsatisfying sleep?

oy on

Anxiety that interferes with your daily life?

U X D N

GAD

Constant, chronic and unsubstantiated worry interfering with work, school and/or family stress, disrupting social activities and causing significant

Edginess, irritability, insomnia, difficulty concentrating more days than not for no apparent reason



2019–2020 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



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Safety & Security

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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 de-

partment.



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: Kevin Brenzel 203-837-8850 brenzelk@wcsu.edu



Fairfield Hall: Senior Community Advisor Mr. Eliijah Lewis/ Ryan Cooke (RD) 203-837-8537 lewis208@wcsu.edu



Ryan Cooke 203-837-8548 cooker@wcsu.edu

🗺 Litchfield Hall:

Mr. Ryan Farrell





Newbury Hall: Ms. Andrea Pereira 203-837-8534 pereiraa@wcsu.edu

Pinney Hall:

Mr. Lafayette Gerst 203-837-8535 Gerstl@wcsu.edu







Peer Staff Members

2019—2020 Housing & Residence Life

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 recrea-

tional equipment.

tudent 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.



ASSISTANT 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.





By choosing to live on campus at Western, you have joined the

ranks of CULTURETM, 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, pro-



grams, 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

Creating Undergraduate Learning Through Unique Residential Experiences





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 CULTURETM 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 CULTURETM 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" commuities, 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 Microfridge 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.)

- may be hung from Pinney Hall balconies.
- Live (or cut) Christmas trees.
- Waterbeds.
- 20 pounds.
- 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.
- to exceed ten (10) gallons in capacity.
- ulations for balconies).
- ted on Pinney Hall balconies.
- Chewing tobaccos (or similar products).
- boxes.
- Water bombs, balloons, squirt guns and water fights.
- areas and adjacent lawns).

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

No major weight-lifting equipment. Minor weight-lifting equipment must be less than

Rooms and apartments must be kept clean of uncovered food, soda or other cans,

Pets, with the exception of non-meat-eating fish, which may be kept in containers not

Objects placed on window ledges or hung from windows. (See Westside Specific reg-

• 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 permit-

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

Snowball throwing in the immediate vicinity of the residence halls (including parking)

• 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 depart-





ment.

- plug in air fresheners with a coil, diffusers
- Washers, dryers, and dishwashers in individual rooms or apartments.
- detergents is also prohibited.
- 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 lia associated with these games are prohibited as well.
- the case of an actual fire or a life-safety emergency.
- 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.
- ing 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.

• Electric (or other) scent warmers, regardless of form of scent (oil, candle, wax, etc.),

Glow-in-the-dark stickers or similar decorations. Writing on walls with laundry or other

Furnishings must not be within 18 inches of the front of AC/heating units in rooms or

chance or skill) in rooms and apartments. Poker or other card games and parapherna-

Drinking games (including those played with non-alcoholic beverages) are prohibited.

• Entering or exiting rooms or apartments through windows or balconies, other than in

• Nothing (cloth, beads, etc.) may be hung from ceilings. Also, nothing is ever to be

 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, ceil-



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
 - chairs
 - laundry lines or drying racks hanging from or placed on the balconies

 - 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.

• permanent (upholstered, etc.) furniture, including university-provided desk or dining room

• 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



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:

- ond alcohol or drug offense, except in such cases detailed in #4.
- parents or guardians prior to the letter's arrival.
- dent and his/her family should they wish to pursue counseling or other processes.
- age following a first violation. Examples of such cases may be as follows:
 - The incident involved significant property damage;

 - The incident was accompanied by other serious violations of university policy.
- ter should be sent to parents/guardians after a first violation.

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 sec-

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

3. Letters will include resources available at the university and the nearby community to assist the stu-

4. In specific cases, the university will notify the parents or guardians of students under 21 years of

The incident involved a reckless disregard for the safety of themselves and/or others; and

The university judicial officer, in conjunction with the dean of students, will determine whether a let-

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 al-

low 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 statement 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).

tually 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.

- meeting to follow soon afterward.
- They will:
 - Inform the staff of their name(s)
 - Present an accepted and valid form of identification
 - WCSU ID

 - 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
- dents.

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 even-

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

2. Visitors to the residence hall must stop at the Info Desk immediately upon entering the building.

3. Residents must be present at the desk to sign guests in. Guests may leave a message for the resident (delivery is not guaranteed). Guests are not permitted to enter the building to "look for" resi-



- **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 on the part of any guest or violation of any university or housing policy is the ultimate responsibility of the host resident.

Violations of these visitation procedures will result in university discipline, including the loss of visitation privileges.

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 fulltime, 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:

- versity-wide classes as defined by the published university calendar.
- ty-wide classes.
- versity-wide classes.
- weeks of university-wide classes.



• 100% refund, less the housing deposit, for withdrawal up to and including the first day of Uni-

• 90% of the balance, less the housing deposit, will be refunded during the first week of universi-

• 60% of the balance, less the housing deposit, will be refunded during the second week of uni-

• 40% of the balance, less the housing deposit, will be refunded during the third and fourth



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.

- dence halls at WCSU.
- ed on the Microfridge rental units.
- with life safety equipment in any manner.
- residence hall room or apartment exit door.
- alarm.

• 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 resi-

Microwaves are not permitted in student rooms on the Midtown campus other than those provid-

 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

• 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

• 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

• 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.
- car to walk you back to your room.
- Keep your car locked at all times, and park in a well-lighted area.
- you over the phone (with no hands).



• 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

• 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

• 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 into 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 website (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: <u>http://www.wcsu.edu/housing/documents/documents/</u> 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 (<u>www.afcurgentcaredanbury.com</u>). The charges for these services will be billed according to your insurance company. For further information on after hours care please visit <u>wcsu.edu/healthservices/afterhours.asp</u>



2019-20 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	\$3,874.50
Single.	\$4,355.50
Triple	\$3,642.50
Board (Meal) Charges: (Board	d is required of all students who live on campus)
Ultimate (All Midtown Residence Halls)	\$2,829.00
Platinum (Centennial)	\$2,645.00 (Platinum Plus: \$2,698.00)
Gold (optional, Grasso, Pinney)	\$1,839.00 (Gold Plus: \$1,892.50)
Blue (Grasso, Pinney)	\$1,147.00 (Blue Plus: \$1,372.50)
Wes	stside campus:
Pinney Hall:	
3 bedroom, double in a 5 bed apartment	\$4,583.00
3 bedroom, single in a 5 bed apartment	\$5,019.50
1 bedroom, 2 bed apartment	\$5,069.00
1 bedroom, 1 bed apartment	\$5,633.00
Centennial Hall:	
2 bedroom, 4 person suite	\$4,201.50
2 bedrooms, 5 or 6 person suite	\$4,001.50
1 bedroom, 2 bed suite	\$4,632.50
1 bedroom, 1 bed suite	\$5,247.00
Grasso Hall:	
2 bedroom, 4 bed apartment	\$4,201.50
1 bedroom, 2 bed apartment	\$4,632.50
1 bedroom, 1 bed apartment	\$5,020.00

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/intersession, 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 2019-20

Freshmen, Friday, Aug. 23 **Returning Students** Sunday, Aug. 25

Freshmen/transfer students move in at 9 a.m. First meal on meal plan — brunch

Residence halls open for returning students at 10 a.m.

Thanksgiving

Tuesday, Nov. 26

Sunday, Dec. 1

Halls close at 6 p.m. for non-registered students Last meal — dinner Residence halls re-open — 1 p.m. First meal — dinner

*Semester break

Friday, Dec. 13

Monday, Jan. 20, 2020

Spring break Friday, March 13

Sunday, March 22

End of year *

Friday, May 15

TBA

Last meal — dinner Graduation is at 10:30 a.m.

Last meal — lunch

First meal — dinner

Last meal — lunch

First meal — dinner

*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.

Residence halls close — 6 p.m.

Residence halls open —10 a.m.

Halls close at 6 p.m. for non-registered students

Residence halls re-open — 1 p.m.

Residence halls close at 6 p.m.



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.



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 (20-25 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.

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