

POLICY STATEMENTS GOVERNED BY CLERY

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COMPILING THE ANNUAL SECURITY REPORT

The University Police Department is responsible for preparing and distributing the Crime and Fire Safety Reports in compliance with the Jeanne Clery Disclosure of Campus Crime Statistics Act (Clery Act). This report is published annually by October 1 and contains three years of selected campus crime statistics and specific campus security policy statements as required by the Clery Act. The Police Department composes and assembles the statistical information with input from various sources including local law enforcement and the Office of Student Affairs.

All crimes, even if an individual does not wish to pursue action within the University system or the criminal justice system, should be reported to the Eastern Police Department for the safety and security of the entire campus community and to ensure inclusion in the annual crime statistics. The full text of this report can be located at www.easternct.edu/police/clery-crime-reports/

The department reports crime statistics to the Connecticut Department of Emergency Services and Public Protection and to the Federal Bureau of Investigation. This report is prepared in cooperation with local law enforcement agencies and Eastern's offices of Housing and Residential Life, Environmental Health and Safety, Student Conduct and Student Affairs. Each entity provides updated information on their educational efforts and programs to comply with the Act. Each year, an email notification is sent to all enrolled students, faculty and staff providing the web site to access this report. Hard copies of this report are made available in all residential halls, the Admissions Office, Student Affairs, Human Resources, the Police Department, and various locations on-campus.

Campus crime, arrest and referral statistics include those reported to the University Police, designated Campus Security Authorities and local law enforcement agencies. Connecticut law requires prompt, mandatory reporting by health care practitioners (such as those at Student Health Services) when they provide medical services to a person they know or reasonably suspect is suffering from wounds inflicted during criminal activity.

The department, under the administration of the Chief of Police, is committed to providing the safest possible environment for all members of the community. Its "crime rate" is the number of reported incidents in each category. This department report covers the most recent period of available relevant figures, from January 1st through December 31st of each year.

The offenses reported are only those occurring within the geographical limits of the campus of Eastern Connecticut State University and/or property under the control of Eastern Connecticut State University. Residential Life areas are all residential halls that house students. On-campus areas are all other buildings and facilities on the university's grounds, e.g., Student Center, Sports Center, parking lots and so on.

SECURITY OF AND ACCESS TO CAMPUS FACILITIES

Administrative buildings are secured at the end of the business day. Academic buildings are locked at the conclusion of evening classes. Residential halls are continuously secured. On-duty Residential Life staff monitor persons entering each residential hall. Guests must sign in and abide by all rules and regulations. Students are responsible for the conduct of their guests. University Police Officers make frequent walkthroughs of residential halls during the day and night. When Eastern is closed, University buildings are generally locked. Some University-sponsored programs are open to the general public while others are restricted to students and staff with a valid Eastern ID.

Police officers and Buildings and Grounds Officers patrol all campus grounds and buildings around the clock. Eastern Police Officers work closely with the Resident Assistants and the housing professional staff to provide a safe environment in residential halls. Officers routinely patrol the common areas of all residential housing areas, while respecting the individual and constitutional rights of students and their guests.

There over 300 cameras strategically placed throughout campus. Several cameras monitor access and egress of the three main entrances to campus and the entrance to the athletic complex parking area.

Depending on circumstances, any security or safety issues discovered by public safety officers are reported to the facilities management department or contracted vendors to address as soon as possible.

POLICY ON LAW ENFORCEMENT AND JURISDICTION

The Eastern Connecticut State University Police Department was established and operates under Section 10a-156b of the Connecticut General Statutes. The Eastern Police Department's jurisdiction is primarily defined by the geographic limits of the property owned or controlled by the University and the immediate perimeter.

The approximate campus perimeter is:

MAIN CAMPUS

NORTH bordering private properties in Willimantic on Lynwood Dr. and Ridgewood Rd.

EAST along High St. between Valley St. and Charter Oak Rd.

SOUTH bordering properties in Willimantic adjacent to Noble Hall

WEST along Windham St in Willimantic and Village Rd. and Eastern Rd. on the University Campus.

ATHLETIC COMPLEX

EAST along Mansfield City Rd.

NORTH, SOUTH AND WEST bordering private properties and State property in Mansfield.

Eastern Police will respond as quickly and safely as possible to any request for assistance, whether it is an emergency or not. Response time is based on current activity and urgency of the call. Crimes in progress, alarms, traffic accidents with injuries, and medical assists have a higher priority than other types of calls. Police Officers in vehicles, on foot, or on bicycles are eager to be of assistance and may be contacted directly. For off-campus offenses, we encourage prompt reporting to the proper local law enforcement agency.

The police department provides assistance to the neighboring local police department when necessary. Although there are no formal memoranda of understanding agreements at this time, University Police work in collaboration with area law enforcement agencies.

The department's complement of sworn Police Officers are graduates of the Police Officer Standards and Training Council and the Connecticut Police Academy, and all receive in-service training to maintain state certification. University Police have complete authority to apprehend and arrest anyone involved in illegal acts on-campus. The prosecution of all criminal offenses, both felony and misdemeanor, are conducted through the Judicial Districts of Windham and Tolland counties. Police personnel work closely with local, state, and federal police agencies and are a part of the 911 Emergency System. If minor offenses involving University rules and regulations are committed by a student, the police may also refer the individual to the disciplinary Student Conduct Office, a division of Student Affairs.

REPORTING CRIMES AND OTHER EMERGENCIES

Crime Reporting

Students and employees should always call 911 for police, fire and medical-related emergencies. For past tense crimes or calls for other non-emergency police services, the Eastern Police Department can be reached by calling (860) 465-5310 from any non-University telephones or by dialing extension 55310 from a campus phone. The Eastern Police Department is open 24/7/365 and is located at the corner of High St. and Charter Oak Rd. We cannot overemphasize the importance of prompt and accurate reporting of crime. If a crime is not promptly reported, evidence can be destroyed or the potential to apprehend a suspect lost. If you witness a crime or emergency, promptly report it to the Eastern Police Department and be prepared to answer questions as accurately as you can. The subsequent investigation can only be as thorough as the information received. If you are the victim of a crime or you have seen or received information of criminal activity or other emergency, please contact the Eastern Police immediately at (860) 465-5310.

A network of over 70 Code Blue Emergency phones are strategically located throughout the campus for direct emergency communications with the Police Department. There are wall phones directly linked to the Police Department located in buildings on-campus, as well as more than 349 cameras strategically placed throughout campus. Reports may also be made in person at the Police Department, 44 Charter Oak Road (at the North entrance to campus) or to any officer on patrol

Police Response

Eastern Police will respond as quickly and safely as possible to any request for assistance, whether it is an emergency or not. Response time is based on current activity and urgency of the call. Crimes in progress, alarms, traffic accidents with injuries, and medical assists have a higher priority than other types of calls. Police Officers in vehicles, on foot, or on bicycles are eager to be of assistance and may be contacted directly. For off-campus offenses, we encourage prompt reporting to the proper local law enforcement agency.

Voluntary Confidential Reporting Procedures

A special confidential police hotline has been established at (860) 465-0242. Anyone can call the hotline and anonymously give information relating to an active investigation or information that may lead to an investigation of unlawful activities on-campus. To report criminal activity anonymously online, go to www.easternct.edu/police/ and click on "Campus Safety" and then "Anonymous Crime Reporting." Confidential reporting is voluntary and it is not necessary to identify yourself when either calling in or stopping by to report a crime. All information is kept strictly confidential.

To report crimes that occur in the Willimantic community, call 911 for emergencies and 860-465-3135 for non-emergencies.

POLICY ON TIMELY WARNINGS-EMERGENCY NOTIFICATION AND EVACUATION

The Clery Act requires That Eastern CT State University notify the campus community to certain crimes in a manner that is timely and will aid in the prevention of similar crimes. The intent of a Timely Warning regarding a criminal incident(s) is to enable people to protect themselves. This means that a warning shall be issued as soon as pertinent information is available. Timely Warnings are issued for any crimes that are reported to campus security authorities or local police agencies, and considered by the institution to represent a serious or continuing threat to students and employees. The issuance of a Timely Warning is decided on a case-by-case basis in light of all the facts surrounding the nature of the crime, continued danger to the campus community and ongoing law enforcement investigative efforts. For purposes of this policy, timely generally means within 24 hours after an incident has been brought to the attention of a campus safety authority, as defined in the Jeanne Clery Act.

The Chief of Police of the University Police Department is responsible for issuing Timely Warnings. Prior to issuing a Timely Warning, the Chief of Police will consult with the President, or a designee of the President's Senior Staff. If an emergency situation requires an immediate response, a Timely Warning will be issued immediately without consultation. If an incident occurs, on campus or the surrounding off-campus areas, the university community will be alerted about any emergencies or crimes that pose an immediate, serious or continuing threat to safety. The University Police Department will notify the campus community through the use of one or more of the following: an electronic bulletin board feature of the campus computer network; campus emergency notification system called "Eastern Alert;" electronic mail; the student newspaper, The Campus Lantern; handbills; personal notification; local radio and TV stations; or use of TV message monitors. The name of any victim is confidential and will be withheld in timely warning notifications.

Reporting Emergencies

All emergencies should be reported using the 911 system.

What Constitutes the Issuance of a Campus Timely Warning Notice?

A "Campus Timely Warning Notice" is specifically related to compliance with the federal Clery Act, which requires colleges and universities to notify students and employees whenever there is a threat that a serious crime is ongoing or may be repeated so that campus community members can protect themselves from harm. The Clery Act defines certain specific crimes that require a timely warning notice to be issued when crimes are reported to officials with significant responsibility for student and campus activities, campus safety, or the local police AND the reported crime(s) are believed to have occurred on campus, in or on non-campus buildings or property, or on public property contiguous to the campus.

Eastern's timely warning policy is not limited to certain types of Clery Act crimes and does include certain non-Clery Act crimes that may pose a serious or continuing threat to the campus community. Timely Warnings will be issued as soon as the pertinent information is available.

The decision to issue a Timely Warning is determined on a case-by-case basis in light of all the facts surrounding a crime, including factors such as the nature of the crime and the continuing danger to the campus community. Every effort will be made to ensure timely warning content

will include all information that would promote safety and that would aid in the prevention of similar crimes.

What Constitutes Issuance of an Emergency Notification?

Eastern uses the EASTERN ALERT System as its primary Emergency Notification System to notify students and employees immediately when it is determined that there is a “significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus.” The notification to the campus community may contain only the information that is reasonably necessary to promote the safety of the campus community as dictated by the situation. An Emergency Notification will be released as soon as reasonably necessary and without delay, unless notification will compromise efforts to assist a victim, or to contain, respond to, or otherwise mitigate the emergency. After the initial notification, follow-up information must be disseminated to the community via the mediums stated below. An Emergency Notification can be related to criminal activity that is not subject to the timely warning standard required by the Clery Act, but is not necessarily related to criminal activity.

Dissemination Mediums (one or more may be used)

“Eastern Alert;” electronic mail; the student newspaper, The Campus Lantern; handbills; personal notification; local radio and TV stations; use of TV message monitors, other methods deemed necessary that may be used in the information dissemination process.

Emergency Response and Evacuation

This policy statement summarizes the Eastern CT State University’s emergency response and evacuation procedures, including protocols for emergency notifications in those situations that represent a significant emergency or dangerous situation affecting the health and/or safety of the University community. This policy statement complies with the Emergency Notification requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, as amended by the Higher Education Opportunity Act of 2008 and applicable Department of Education regulations.

Emergency Response Plan

The University has an Incident Management Team (IMT) that is responsible for the overall direction and planning for emergency situations on campus or those that occur in the local or regional area affecting the campus. Under the direction of the IMT, the University has a comprehensive, all hazards Critical Incident Management Plan and Continuity of Operations Plan that outlines steps the University will take to prevent and mitigate, prepare for, respond to, and recover from a full range of likely hazards the University may face.

In conjunction with at least one emergency management exercise each year, the University will notify the community of the exercise and remind the community of the information included in the University's publicly available information regarding emergency response procedures.

Emergency Notification System

The University is committed to ensuring the campus community receives timely, accurate, and useful information in the event of an emergency situation on campus or in the local area that poses a risk to the health and safety of campus community members. To support this commitment, the University the EASTERN ALERT notification format to inform the campus community of emergencies. In most cases, the entire campus community will receive emergency notifications.

Signing up for EASTERN ALERT

Anyone with a current Eastern e-mail address can sign up to receive EASTERN ALERT messages at the following location: <http://www.easternct.edu/easternalert/>. Included at this web page is detailed information regarding the University's emergency notification policy, including how to enroll in the mass notification system to ensure you receive emergency notices on via e-mail, text messaging and on University and personal phones. To ensure these plans remain current and actionable, the University will conduct an emergency management exercise, at a minimum once yearly. These exercises may include tabletop drills, emergency operations center exercises, or full scale emergency response exercises. The University conducts after action reviews of all emergency management exercises.

Confirming the Existence of a Significant Emergency or Dangerous Situation and Initiating the Emergency Notification System

The Department of Public Safety/Police Department may become aware of a critical incident or other emergency situation that potentially affects the health and/or safety of the campus community. Generally, campus first responders become aware of these situations when they are reported to the Department of Public Safety Communications Center or upon discovery during patrol or other assignments. The campus community should report emergencies by dialing 911.

Once first responders confirm that there is, in fact, an emergency or dangerous situation that poses an immediate threat to the health or safety to some or all members of the campus community, communications operators and/or first responders will notify on duty supervisors in the Department of Public Safety or other authorized University office to issue an EASTERN ALERT emergency notification. The Chief of Police/Director of Public Safety and/or his/her designee will also be notified.

A determination will also be made if mutual aid assistance from off campus first responders will be necessary. Off campus first responders will be notified directly by University police communications operators at the direction of the on duty police supervisor.

Other University departments may also be notified including supervisors in the Environmental Health and Safety office, the University Relations office or other members of the University's senior administration. These administrators may be called upon to assist in the formulation of and immediate initiation of all or some portions of the University's emergency notification system process.

If, in the professional judgment of first responders, issuing a notification potentially compromises efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency, the University may elect to delay issuing an emergency notification. As soon as the condition that may compromise efforts is no longer present, the University will issue the emergency notification to the campus community or applicable segment of the community.

Determining the Appropriate Segment or Segments of the Campus Community to Receive an Emergency Notification

University police and/or other local first responders are notified immediately of campus emergencies and are directed to respond accordingly. Once on the scene of a critical incident or dangerous situation that poses an immediate threat to the health or safety of the campus community, first responders may assist those preparing the emergency notification. Because of its relatively small size, Eastern CT State University will issue the emergency notification that may be issued via the University mass notification system to the entire campus community. The University will also post applicable messages about the dangerous condition on the University homepage to ensure the campus is aware of the situation and the steps they should take to maintain personal and campus safety. If the emergency affects a specific portion of the campus, the emergency message may be tailored to provide detailed instructions for that area. Depending on the specific nature and location of the certain emergency situations, segments of the campus population may or may not receive an emergency notification or identical emergency information in an EASTERN ALERT notification. The University Department of Public Safety will determine the appropriate messaging and dissemination parameters and will inform local off campus emergency responders of any emergency situation that could affect the larger community.

Determining the Contents of the Emergency Notification

The office responsible for issuing the emergency notification (usually the Department of Public Safety/Police Department) will, with the assistance of campus and local first responders, determine the content of the notification. The University has developed a wide range of template messages addressing several different emergency situations. The communications officers (or others issuing the alert) will select the template message most appropriate to the ongoing situation and modify it to address the specifics of the present incident. Those issuing the notification will use the following guidelines when determining the contents of the emergency message.

1. The first message is intended to ALERT the community or appropriate segment of the campus community of the dangerous condition and the actions they should take to safeguard their safety. Messages distributed in this stage of a rapidly unfolding critical

incident will generally be short, precise, and directive. (Example: “The campus is experiencing a major power outage affecting the following buildings: Hurley Hall, Meade Hall and Occum Hall. All occupants of these buildings should immediately evacuate and meet at a designated the building through the northeast exits. Follow the directions of fire personnel.)

2. The second message is intended to INFORM the community or appropriate segment of the campus community about additional details of the situation. This message is generally distributed once first responders and the Emergency Operations Center has additional information about the dangerous situation. (Example: “The power outage affecting Hurley, Meade and Occum Hall was caused by a cut power line. Eversource staff are responding along with Facilities personnel to repair the damage. We expect the outage will last until 8:00 a.m. Refer to the University homepage for additional information or dial 860-465-5310.
3. Finally, the third message is the REASSURE notice that is generally distributed once the situation is nearly or completing resolved. The purpose of this message is to reassure the community that the University is working diligently to resolve the dangerous situation. It can also be used to provide additional information about the situation and where resources will be available. In those cases where there are no predetermined template messages in the system, the individual issuing the alert will send develop the most succinct message to convey the appropriate message to the community. The goal is to ensure individuals are aware of the situation and that they know the steps to take to safeguard their personal and community safety.

Procedures Used to Notify the Campus Community

In the event of a situation that poses an immediate threat to members of the campus community, the University has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event for emergency notification to all or a segment of campus community. These methods of communication include the mass notification system called EASTERN ALERT that uses the University’s the email system, text messaging and phone messaging. The campus also has public address (PA) speakers strategically located throughout the campus grounds that can provide messaging in an emergency.

EASTERN ALERT Testing

The EASTERN ALERT shall be periodically tested to enhance the process. At this time, Eastern will conduct at least two emergency notification test drills annually. The Chief of Police shall be responsible for coordinating and authorizing such tests/drills/exercises. The President may also authorize such tests/drills/exercises.

A drill is a coordinated, supervised activity usually employed to test a single, specific operation or function within a single entity (e.g., a fire department conducts a decontamination drill).

An exercise examines and/or validates the coordination, command, and control between various multi-agency coordination centers (e.g., emergency operation center, joint field office, etc.).

When only a test of the system is conducted, the University community will be notified via-e-mail that the drill or exercise is only a test of the EASTERN ALERT notification system.

When a drill or emergency exercise is conducted (i.e. University officials practicing their roles for a staged incident), the University will notify the campus community of the drill in advance and everyone should respond as if it were a true emergency. When the drill or exercise begins, a standard emergency message shall be sent. When the drill or exercise is over, notification shall be made to the campus community advising them the drill or exercise has been concluded.

After an EASTERN ALERT test involving a drill or exercise is completed, a review of the Eastern's Incident Management Team's response will be reviewed for proper procedure and follow-up.

Emergency testing will be documented by the University Police Department by making a notation in the police records management system.

Evacuation Procedures

Building Evacuation

- Building evacuations will occur when an alarm sounds and/or upon notification by the University Police or building coordinator.
- When the building evacuation alarm sounds, leave by the nearest marked exit and alert others to do the same.
- Assist individuals with disabilities if you can!
 - Direct individuals to Areas of Refuge if they cannot leave the building or have them remain in the class.
 - Notify 1st Responders of the location of anyone left in the building.
 - Individuals with disabilities should use 911 to report their location in an emergency.
- Go to designated areas as directed by University personnel.
- Do not return to the building until authorized by the University Police.
- Do not use elevators.
- Once outside, proceed to a clear area that is at least 500 feet away from the building. Keep streets, fire lanes, hydrant areas and walkways clear for emergency vehicles and personnel.

IMPORTANT: After any evacuation, report to a designated campus assembly point as directed by university officials.

Campus Evacuation

- Evacuation of all or part of the campus grounds will be announced by Public Safety.
- All persons (students and staff) are to immediately vacate the site in question and relocate to another part of the campus grounds as directed.

SECURITY AWARENESS PROGRAMS

Security awareness and crime prevention programs are important aspects of reducing crime. The Eastern Police Department makes every effort to sponsor and support this type of programming. Police personnel are available for presentations, forums and general discussions about campus safety and the role of the community in crime prevention efforts. Crime prevention programs are designed to inform students and employees about the various programs and techniques available to reduce their chances of being a crime victim. Security awareness programs are important aspects of reducing crime, and to inform the campus community about safety procedures and practices and encourage them to be responsible for their own security and the security of others

Beginning with student, parent and new employee orientation programs, and continuing throughout the year, the Police Department presents crime prevention and security awareness programs dealing with personal safety, workplace violence, sexual assault, residential hall security, fire safety and alcohol/drug abuse,

Additional programming is conducted throughout the academic year with the Residential Life staff. Personal safety and residential hall security are directly related to the degree of cooperation received from community members. Every resident student is issued a key to his or her residential hall and room/apartment. Students are urged to keep their doors locked, maintain security of their electronic keys, and promptly report lost keys to Residential Life staff. Students should not prop doors open and should discourage others from compromising security in this manner.

A link to safety and security procedures and awareness programs is sent to employees and students at the beginning of each fall semester. General security procedures are available on the University Police website at <http://www.easternct.edu/police/>.

The safety and security of the campus is everyone's responsibility. The University Police Department encourages everyone to follow campus safety procedures and recommendations for their own safety and the safety of others.

Active Shooter Checklist

<http://www.easternct.edu/police/active-shooter/>

Campus Response Checklist Active Shooter Incident *FOLLOW EMERGENCY NOTIFICATION DIRECTIONS*

See the [Run-Hide-Fight Video](#)

DON'T WASTE TIME IF YOU HEAR WHAT SOUNDS LIKE GUNFIRE

Escape quickly if you can safely do so and encourage other to do the same.

Securing the Area:

- Lock and barricade doors
- Turn off lights

- Close blinds
- Block windows
- Turn off radios and computer monitors
- Keep calm, quiet and out of sight
- Keep yourself out of sight and take adequate cover/protection, i.e. concrete walls, thick desks, filing cabinets (cover may protect you from bullets)
- Silence cell phones
- Place signs in exterior windows to identify the location of injured persons

Un-Securing an Area:

- Do NOT un-secure rooms until police authorization
- Remember, a shooter(s) may not stop until engaged by an outside force
- Attempts to rescue people should only be attempted if it can be accomplished without further endangering the persons inside a secured area
- Consider the safety of as many people as possible
- If in doubt , you should remain secured in your area until proper notification is issued

Contacting Authorities:

- Use Emergency 911
- 860-465-5310 Police (non-emergency line)
- dispatch@easternct.edu (ECSU Police email)

Anonymous Crime Reporting Form

This is the ECSU Online Anonymous Crime Reporting Form found at:

<https://25.selectsurvey.net/easternct/TakeSurvey.aspx?SurveyID=llL24m6#>

If you would prefer to include information about yourself, there is an option to include your name, address and phone number on this form.

<https://25.selectsurvey.net/easternct/TakeSurvey.aspx?SurveyID=llL24m6#>

Or call the anonymous hotline at 465-0242.

If you are a victim of a crime, report it immediately. A delay in reporting will hinder any investigation. If you witness a crime or have information regarding a crime, report it immediately. Information received by this department is confidential.

Blue Emergency Phones

These clearly identifiable phones provide a direct communication link to the Eastern Police Department. Individuals in need of emergency assistance can speak directly with a police professional staff member who is able to pinpoint their exact location. These phones are located in parking areas and at other strategic campus locations.

Classroom Safety Discussions (Video for Faculty)

<http://www.easternct.edu/police/classroom-safety-discussions/>

Emergency Procedures

Dial 911 for All Emergencies

[Eastern's Critical Incident-Emergency Procedure Guide](#)

This Critical Incident Management Plan, Emergency Procedures Guide provides guidelines for university administrators, faculty, staff and students. While the guide does not cover every conceivable situation, it supplies the basic administrative guidelines necessary to cope with most campus emergencies.

It is the policy of Eastern Connecticut State University to be prepared for any emergency and/or disaster. Emergency response personnel, equipment, and services of the University will be maintained in a state of readiness to save lives, prevent or minimize damage to property, and provide assistance to all people who are threatened or become victims of an emergency and/or disaster. These services shall be coordinated to the maximum extent possible within the Campus as well as comparable activities of local governments, the State of Connecticut, the federal government, and private agencies and organizations of every type. The Campus Incident Management Team shall determine the level and duration of the Campus' commitment of resources. Campus emergency operations will be conducted within the framework of the university guidelines, and everyone should follow the operational procedures outlined here.

All requests for procedural changes, suggestions, or recommendations should be submitted in writing to the Director of Public Safety for technical review. All changes recommended by the Director of Public Safety will be submitted in writing to the administration for evaluation and adoption. The Director of Public Safety is responsible for maintaining and updating this plan which is reviewed yearly to ensure the protocol can address campus security concerns.

Maintaining Campus Safety and Security

University Police and Facilities Management and Planning employees regularly inspect the University grounds and buildings to ensure that areas are well-lit, clear of debris and provide unobstructed egress. A maintenance log is completed and submitted to the Facilities Management and Planning office to correct any deficiencies in this area.

Police Escort

Police Officers and/or student patrol are available to escort students and staff on-campus when the shuttle buses are not in operation.

Evacuation Procedures

Building Evacuation-Building evacuations will occur when an alarm sounds and/or upon notification by the University Police or building coordinator. When the building evacuation alarm sounds, leave by the nearest marked exit and alert others to do the same. Assist individuals with disabilities if you can. Direct individuals to Areas of Refuge if they cannot leave the building or have them remain in the class. Notify 1st Responders of the location of anyone left in the building. Individuals with disabilities should use 911 to report their location in an emergency. Go to designated areas as directed by University personnel. **DO NOT RETURN TO THE BUILDING** until authorized by the Police. Do not use elevators. Once outside, proceed to a clear area that is at least 500 feet away from the building. Keep streets, fire lanes, hydrant areas

and walkways clear for emergency vehicles and personnel. Do not return to an evacuated building unless told to do so by a university official. IMPORTANT: After any evacuation, report to a designated campus assembly point as directed by university officials.

Campus Evacuation-Evacuation of all or part of the campus grounds will be announced by Public Safety. All persons (students and staff) are to immediately vacate the site in question and relocate to another part of the campus grounds as directed.

Presentations

<http://www.easternct.edu/police/speakers/>

Personnel from the University Police Department are often requested to conduct various presentations to community members, both inside and outside the University environment. Topics include but are not limited to the following:

- Binge drinking
- Careers in law enforcement
- Crime prevention
- Drug and alcohol prevention
- Fire safety
- Hall Director/RA Training
- Personal safety issues
- Rape prevention
- Residence hall security
- Seatbelt safety
- Sexual assault
- Sexual harassment
- Substance abuse

To request information on any of the above topics, or to make arrangements for a presentation, call the Chief of Police or Lieutenant of Operations at the Police Department, Ext. 55310.

Prospective and Current Student Crime Awareness and Prevention Programs

The Eastern Police Department works closely with the Division of Student Affairs in providing information to prospective students and their parents about Division safety programs and general campus safety information. The University Police attend all student/parent orientation programs and provide safety information as well as direct answers to safety-related questions at these events and at move-in.

Campus safety-related information can be found on the University Police website at www.easternct.edu/police/general-safety-information/.

Residential Hall Crime Patrols

Eastern Police Officers work closely with the Resident Assistants and the housing professional staff to provide a safe environment in residential halls. Officers routinely patrol the common

areas of all residential housing areas, while respecting the individual and constitutional rights of students and their guests.

Run-Hide-Fight Video

<http://www.easternct.edu/police/run-hide-fight-video/>

This video is used with permission from the City of Houston Mayor’s Office of Public Safety and Homeland Security. It was developed to provide guidance on how to respond to an “Active Shooter” situation. The Eastern Police Department encourages all community members to view this video to help mentally prepare for the unlikely, but alarming, possibility that they may someday need to “Run, Hide, Fight.”

CRIME PREVENTION PROGRAMS

Crime prevention and security awareness programs are important aspects of reducing crime. The Eastern Police Department makes every effort to sponsor and support this type of programming. Police personnel are available for presentations, forums and general discussions about campus safety and the role of the community in crime prevention efforts. Crime prevention programs are designed to inform students and employees about the various programs and techniques available to reduce their chances of being a crime victim. Security awareness programs are important aspects of reducing crime, and to inform the campus community about safety procedures and practices and encourage them to be responsible for their own security and the security of others.

Beginning with student, parent and new employee orientation programs, and continuing throughout the year, the Police Department presents crime prevention and security awareness programs dealing with personal safety, workplace violence, sexual assault, residential hall security, fire safety and alcohol/drug abuse,

Additional programming is conducted throughout the academic year with the Residential Life staff. Personal safety and residential hall security are directly related to the degree of cooperation received from community members. Every resident student is issued a key to his or her residential hall and room/apartment. Students are urged to keep their doors locked, maintain security of their electronic keys, and promptly report lost keys to Residential Life staff. Students should not prop doors open and should discourage others from compromising security in this manner.

A link to safety and security procedures and awareness programs is sent to employees and students at the beginning of each fall semester. General security procedures are available on the University Police website at <http://www.easternct.edu/police/>.

Bike Patrol Units

The Eastern Police Department has a five officer Bike Patrol Unit that was started in 1994 and operates year round. The officers are certified police cyclists through the International Police Mountain Bike Association (IPMBA). Implemented to increase visibility and approachability of the officers on-campus, the Bike Patrol Unit offers positive community relations and a practical approach to patrolling in an urban setting.

Campus Threat Assessment

In accordance with Public Act 13-3, Eastern Connecticut State University has established a trained threat assessment team. Threat Assessment Team members include the Vice President for Student Affairs, Provost/Vice President for Academic Affairs, Interim Vice President for Human Resources, Vice President for Finance and Administration, Associate Vice President for Equity and Diversity, Director of Public Safety and the Director of Counseling and Psychological Services.

This team has two important functions:

- The first is to heighten awareness by all faculty and staff regarding potentially at-risk students and other individuals on campus through effective educational strategies. The University recognizes this concept as an important safety measure designed to educate faculty and staff on how to recognize and respond to students and other individuals who may be at risk of harm to themselves or others.
- The second is providing a practical, strategic and coordinated approach to threat assessment. Once receiving information of a potential threat, the team shall identify, investigate, assess, and manage any interpersonal or behavioral threat to the safety and wellbeing of campus students, faculty, staff and visitors. Counseling and Psychological Services, the Student Intervention Team or the Human Resources Office will notify the Threat Assessment Team of threatening or violent behavioral issues brought to their attention.

The Threat Assessment Team strives to intervene in issues before they evolve into a crisis. Team members have received specific threat assessment training which allows them to carry out security protocol identified in the Critical Incident Management Plan. The Team has adopted a systematic process to address campus risks, and seeks to identify and prioritize the most significant issues before conducting a causal evaluation and engaging in coordinated intervention. The Threat Assessment Team will not only address specific threats, but also general risks and identified vulnerabilities.

Recognizing the Warning Signs of Threatening or Violent Behavior

As a member of the Eastern Connecticut State University community you may come in contact with individuals experiencing personal distress or difficulties coping with university life, academic, work related or personal issues. These individuals may reveal problems to you through personal communication or indirectly by their general behavior.

While there is no exact method to predict when a person will become violent, an individual may display one or more warning signs before engaging in violent behavior. While these signs do not necessarily indicate that an individual will become violent, this type of behavior should trigger concern as they are usually exhibited by people experiencing stress or interpersonal problems. Research has indicated that individuals who consider carrying out targeted violence don't just "snap." Most will exhibit signs or triggers:

- Plan or prepare for the act.
- Consider the act before hand.
- Discuss the act with others.
- Demonstrate troubling behavior to others.
- Appear desperate or verbalize desperation prior to an attack.

Please be aware that the behavior(s) identified above call for your action and support. It is very important to emphasize that everyone has a role in promoting campus safety.

How to Report Threatening or Violent Behavior

Immediate and Readily Apparent Threatening or Violent Behavior

Report the following immediately by dialing 911

- Any immediate and readily apparent threatening behavior or violent actions.
- If you believe someone is in imminent danger of harming themselves or others.

Suspected or Potential Threatening or Violent Behavior

- Student Intervention
If you are concerned about a student, but it is not an imminent dangerous situation, call the Dean of Students Office at (860) 465-5244 or (860) 465-4412

Complete the "Tell Somebody" online report form at <http://www1.easternct.edu/studentaffairs/tell-somebody/> to provide detailed information on any behavioral matter that is concerning you and should be reviewed.

- Employee Intervention (or others)
To intervene on behalf of someone who is not an imminent danger to themselves or others but is displaying signs or triggers that they may need help, contact your immediate supervisor or call the Human Resources Office at (860) 465-5228

Complete the "Tell Somebody" online report form at <http://www1.easternct.edu/studentaffairs/tell-somebody/> to provide detailed information on any behavioral matter that is concerning you and should be reviewed.

When reporting potentially threatening or violent behavioral issues please make every attempt to provide the information below. Using "Tell Somebody" online report will help guide you through the process.

- Identity of the individual who may need assistance.
- The demeanor or specific behavior of the individual.
- Possible triggers for the behavior.
- Where the incident took place.
- Date(s) and time(s) the behavior was observed.
- If this is the first time you have witnessed or been made aware of the individual's actions.
- Identify anyone else who witnessed the incident.

Community Policing

The Eastern Police Department employs proactive community policing values. Police Officers strive to provide a safe and secure environment by collaborating with other campus entities to emphasize preventive and problem-solving policing. They make every effort to identify community safety concerns and will assist in the development of programs to address identified issues. Department members serve the community with professionalism and enthusiasm.

Cybercrimes & E-mail Fraud

<http://www.easternct.edu/police/cybercrime-email-fraud/>

Cybercrimes and fraudulent e-mail messages are a universal problem.

The Eastern Police Department reminds all students, staff, and faculty to be cautious in providing any personal information to telephone or computer solicitors. Personal information such as social security numbers, dates of birth, bank account numbers, and credit card account numbers should never be provided to anyone whom you are not familiar with or of whose identity you are uncertain. Remember that your telephone number or email address may be readily available and should not be accepted as a point of legitimacy from unknown callers.

If you have been the victim of a Cybercrime there is more information available to assist you at [Stay Safe Online.org](http://StaySafeOnline.org).

Courtesy of the Police and Information Technology Services Departments.

General Safety Information

<http://www.easternct.edu/police/general-safety-information/>

ACCIDENTS, INJURIES, SUDDEN ILLNESSES For assistance, call 911 for emergencies.

CRIMINAL ACTIVITY

If you are a victim of a crime, report it immediately. A delay in reporting will hinder any investigation. If you witness a crime or have information regarding a crime, report it immediately. Information received by this department is confidential. Click here to report anonymously on-line. Or call the anonymous hotline at (860) 465-0242.

FIREARMS ON CAMPUS PROHIBITED

All members of the University community have a responsibility to themselves and to others to use due care for their safety and to comply with all local, state, and University regulations. The University prohibits employees and students or their guests from possessing or storing a firearm on campus. University Police are the only persons who are authorized to carry firearms on campus. For purposes of this policy, definitions contained in the Connecticut General Statutes pertaining to firearms will apply. These Statutes define "firearm" as follows:

- "Firearm" means any sawed-off shotgun, machine gun, rifle, shotgun, pistol, revolver or other weapon, whether loaded or unloaded from which a shot may be discharged.

Employees or others who have a concern about personal safety are encouraged to contact the Director of Public Safety (garewskij@easternct.edu) or the Office of Human Resources (delisak@easternct.edu).

HAZARDOUS CONDITIONS

If you observe something to be a dangerous condition, report it promptly. You may be responsible for helping to prevent an injury. Remember—we must all be concerned with safety!

SECURITY TIPS

- LOCK YOUR DOOR-even when you only plan to be away for a short time.
- DO NOT loan, duplicate, or hide a key in your room or apartment. Report lost keys and FOBs to the University Police immediately.
- DO NOT leave important or valuable personal belongings in plain view in your room or apartment. Be sure to keep these items locked in a secure location in your room or apartment.
- If you live in a first floor room or apartment, do not leave items of value on the windowsill.
- PARTICIPATE IN operation identification.
- DO NOT prop doors open.
- Contact the University Police should you have any questions or concerns. (phone numbers below)
- Be careful what you post on your social network sites, especially personal information and details about your location.
- Walk with a partner whenever you can.
- Lock your car and keep valuables out of site. Once in your car, LOCK IT!
- Be aware of your surroundings. Wearing earbuds, texting and other such activities can diminish your response to what is happening around you. STAY ALERT!

SUSPICIOUS PERSONS, VEHICLES, EVENTS

If you observe or hear something or someone suspicious, call the University Police at 860-465-5310 or extension 5-5310 from a university phone. Get the best description you can of people and motor vehicles. You may be responsible for helping to prevent a crime. NEVER ALLOW SOMEONE ACCESS TO A RESIDENCE HALL THAT YOU DO NOT KNOW.

UNIFORM CAMPUS REPORT

In accordance with Connecticut State Law, statistics on campus crime are available upon request at the University Police Department or by clicking [here](#).

VEHICLE REGISTRATION & DECALS

All users of the campus parking facilities must register their vehicle with the Police Department and must display a valid parking permit. Further information regarding parking regulations and enforcement will be provided when you register your vehicle.

STUDENT HANDBOOK

Please reference the Student Handbook for a complete list of University Regulations.

PHONE NUMBERS

ECSU Police

- 911 Emergency
- (860) 465-5310 Non-emergency or 55310 from a university phone
- (860) 465-0242 Confidential hotline or 50242 from a university phone

Willimantic Police

- 911 Emergency
- (860) 465-3135 Non-emergency, routine calls

- ECSU Health Services
(860) 465-5263 or 55263 from a university phone
- ECSU Counseling Services
 - (860) 465-5204 or 55204 from a university phone
- Windham Community Memorial Hospital
 - (860) 465-6715
- Northeastern CT Sexual Assault Crisis Services (CONN SACS)
 - 888-999-5545 Toll Free
 - (860) 465-2789 Local
- ECSU Office of Accessibility Services
 - (860) 465-5573 or 55573 from a university phone
- ECSU Women's Center
 - (860) 465-4313 or 54313 from a university phone
- ECSU Housing Office
 - (860) 465-5369 or 55369 from a university phone
- ECSU Campus Ministry
 - (860) 465-5113 or 55113 from a university phone
- ECSU Student Affairs
 - (860) 465-4412 or 54412 from a university phone
- ECSU Substance Abuse Prevention Coordinator
 - (860) 465-5281 or 55281 from a university phone

Haven Training Program

First time students – first year and transfer students are required to participate in Haven, an interactive online platform addressing the critical issues of relationship violence, sexual assault, sexual harassment, and stalking among students. The course is designed to educate about the elements of healthy relationships, the importance of affirmative consent, sexual consent, and the role of bystanders in creating safe and healthy communities.

The Title IX Coordinator, with the Office of Equity and Diversity and a member of the University's SAIV-RT, launches online training courses for University Employees – faculty and staff. Haven for Staff and Faculty and the training course for Campus Security Authorities (CSA) are both interactive online courses for campus employees – faculty and staff. Haven increases University Employees' awareness of dating violence, domestic violence, sexual assault and stalking as it relates to prevention of these offenses and how to respond if they are made aware of an offense that has occurred.

Ongoing Initiatives

Ongoing initiatives include but are not limited to poster and flyer campaigns, electronic communications, films, guest speakers, symposia, conferences, seminars or panel discussions. All initiatives aim to increase the community's awareness of dating violence, domestic violence, sexual assault and stalking, to inform them of supportive resources and reporting rights, and to deepen their understanding of their role in prevention and risk reduction and reduce the chance of becoming a victim.

Shuttle Bus Service

The Eastern Police Department provides shuttle bus service on-campus. Shuttle stops are clearly marked and conveniently located. Shuttles are equipped with GPS location capabilities so the campus community can access the shuttle bus locations in real time by using a convenient app. Find the app at www.easternct.edu/police/shuttle-service/. All shuttle operators have direct communication access with the police communications center.

Student Patrol

The Eastern Police Department utilizes a student patrol service to assist with our crime prevention efforts. They are often assigned to public areas and to escort students and staff, if necessary.

POLICY ON DRUG, ALCOHOL AND SUBSTANCE ABUSE

Drugs, Alcohol and Substance Abuse (EMPLOYEES)

Employees are Eastern Connecticut State University's most valuable resource, and the University is committed to ensuring the personal health and safety of all members of the ECSU community. To that end, the University will provide a drug free environment for students and employees in accordance with the Federal Drug-Free Workplace Act of 1988.

Prohibited Activity

ECSU Policy prohibits the following:

Being under the influence of alcohol, unauthorized controlled substances or illegal drugs on University premises or in University-owned vehicles. "Controlled substances" are specifically defined in federal law and consist of two classes of drugs: (1) those commonly thought of as "illegal" drugs; and (2) certain medications if not being taken under a physician's prescription or according to a physician's orders, which the federal government has determined have a potential for abuse, or are potentially physically or psychologically addictive.

The use or possession of alcohol, unauthorized controlled substances, or illegal drugs while on the job or subject to duty.

The possession, use, manufacture, distribution, dispensation, or sale of illegal drugs away from University premises which adversely affect the employee's work performance, or his/her own or others' safety at work.

Use of University property for the storage of any illegal drug, drug paraphernalia, or unauthorized controlled substance.

Conviction under any criminal drug statute for a violation occurring in the workplace.

"Workplace" includes any locations owned, operated or controlled by the State, whether the employee is on or off duty, and any other locations while on duty where State business is conducted, including traveling on State time to or from such work locations.

Failure to notify the employer of any criminal drug conviction relating to illegal drug activity in the workplace within five (5) days of conviction, in accordance with the requirements of the Act. A conviction means a finding of guilt (including a plea of nolo contendere) and/or the imposition of a sentence by a judge or jury in any federal or state court. This reporting requirement is in addition to any agency work rules that require notice of arrests and/or convictions. An employee who is so convicted or who fails to report such a conviction is subject to discipline, up to and including termination.

A list of legal sanctions for certain types of prohibited activity is available from the University Police Department.

Procedures

The following procedures shall be utilized in dealing with alcohol and drug related problems involving employees of the University.

Voluntary Referral

The University recognizes that early treatment of alcohol and drug abuse is critical in order to maximize the chances for successful rehabilitation. Whenever possible, ECSU will assist employees in overcoming drug and alcohol dependency, keeping in mind that the decision to seek diagnosis and accept treatment for substance abuse is the individual responsibility of the employee. Employees who wish to seek voluntary treatment for alcohol and drug related problems should contact the ECSU Employee Assistance Program (1-800-526-3485) for confidential assistance regarding counseling and treatment referral services. The Employee Assistance Program (EAP) provided by Solutions EAP, Inc., will provide assessment services and, if necessary, refer employees to an appropriate treatment provider in the area.

Mandatory Referral

When a supervisor has a reasonable suspicion that declining job performance or abnormal on-the-job behavior is due to an employee's use of drugs or alcohol, he/she should refer the employee to the Employee Assistance Program prior to initiating other personnel actions to deal with the prohibited behavior or activity.

If an employee does not seek assistance through the EAP, the supervisor shall follow appropriate progressive disciplinary or evaluative procedures after consultation with the Personnel Office. If the employee does seek treatment, disciplinary or other action will be precluded as long as the employee maintains satisfactory participation in a recognized accredited rehabilitation program and maintains satisfactory job performance. Employees who undergo treatment or counseling must continue to meet all established standards of conduct and job performance.

Disciplinary Action

Disciplinary action may be warranted under the following circumstances:

- a) For violations of this policy for which treatment or counseling would be inappropriate.
- b) In cases where an employee refuses to seek treatment for declining job performance or abnormal on-the-job behavior which can be attributed to the use of drugs and/or alcohol.
- c) For repeated violations of this policy following treatment.

Standard progressive disciplinary measures should be applied in accordance with collective bargaining agreements and State statutes. Such disciplinary action will take place only after consultation with the Personnel Office regarding the appropriate action to take in each circumstance. The Drug Free Workplace Act requires personnel action within 30 days after learning of an employee's conviction for drug activity in the workplace. Discipline may also be warranted in cases involving illegal activity outside the

workplace. Since drug addiction or alcoholism may constitute a handicapping condition, any personnel action must be consistent with the provisions of the Americans with Disabilities Act (ADA) of 1992 and Section 504 of the Rehabilitation Act of 1973.

In addition, Eastern must notify the appropriate federal agency in writing, as well as the Office of Labor Relations, with ten (10) calendar days of receiving notice that one of its employees funded under a federal grant or contract has been convicted for a violation of a state or federal drug statute occurring in the workplace.

Substance Abuse Awareness Program

As a member of “Drugs Don’t Work,” The Governor’s Partnership to Prevent Substance Abuse in the Workforce, ECSU provides prevention and intervention training programs for students and employees, through the use of workshops, symposiums, written materials and flyers. Faculty, staff, and students serve on ECSU’s Substance Abuse Task Force. Residence Hall staff have been trained in identification and intervention techniques, and the Employee Assistance Program provides similar training for supervisors.

Health Risks

Substance abuse may cause physical and psychological problems which can contribute to difficulties at home, at school, and in the workplace. Common physical problems associated with substance abuse include fatigue, nausea, headache, poor motor control, organ damage, hallucinations, personality disorders, and increased risk of infection and disease.

Substance abuse may also cause impaired judgment, poor concentration and reasoning, loss of memory, or exaggerated feelings of anger, fear and anxiety. Employees who are experiencing these symptoms and who believe that substance abuse may be the cause are urged to seek treatment through their personal physician(s), or by following the voluntary EAP referral procedures in this policy.

Contact Information

- CHIEF HUMAN RESOURCES OFFICER (860) 465-5267
- ADA AND SECTION 504 COORDINATOR (860) 465-5791
- Employee Assistance Program 1-800-526-3485

Drugs, Alcohol and Substance Abuse (STUDENT HANDBOOK)

Eastern Connecticut State University is committed to a liberal arts education. Within this role, the University helps in developing its students to become productive, engaged community leaders. As a public university, Eastern also serves as a social, cultural and economic catalyst for the region and the State of Connecticut. As such, the University Wellness Committee has developed the following policy to promote a safe, healthy and productive community for all its members. The policy was approved by the University on 8/1/2010. This policy will be reviewed in the spring of each even year. Violation of any element of the policy herein subjects the student to sanctions as delineated within the Connecticut State University (CSU) Student Code of Conduct.

1 Alcohol on Campus

1.1 The University permits the serving of alcohol in accordance with Connecticut State Statutes at appropriate events and locations as defined in this policy.

- 1.2 Any alcoholic beverages must be furnished by the University's approved food service contractor.
- 1.3 Alcohol is prohibited on University property with the exception of approved dates, times and locations as outlined by this policy.
- 1.4 Consumption or possession of alcoholic beverages by students or guests is prohibited in campus housing/residential facilities.
- 1.5 Consumption or possession of alcoholic beverages at any intramural or intercollegiate athletic activity is expressly prohibited.
- 1.6 Common source alcohol containers (such as, but not limited to, kegs, beer balls, punch bowls, and wine boxes) are prohibited unless being served by the University's approved food service contractor.

2 Permissions

- 2.1 Any event which includes the service of alcoholic beverages must receive permission from the appropriate source.
 - 2.1.1 Staff or departmental social functions involving the use of alcoholic beverages in campus buildings require the advance approval of the University President and appropriate Vice President or Dean.
 - 2.1.2 All requests for student-sponsored activities at which alcoholic beverages will be used on campus grounds must be approved by the organization's advisor, the Director of Student Activities and the Vice President for Student Affairs. Approval must be submitted to the Director of Food Services at least three weeks in advance of the event.
 - 2.1.3 All requests for activities involving the consumption of alcoholic beverages by non-college affiliated groups held on campus grounds must be submitted to the Office of Professional Development in the School of Continuing Education and the Vice President for Academic Affairs.
- 2.2 Approval of alcoholic beverages is contingent upon the following minimum criteria:
 - 2.2.1 The sponsoring organization is required to arrange with the Director of Public Safety for the provisions of adequate security at any event where alcoholic beverages are being consumed.
 - 2.2.2 Any event where alcoholic beverages are served must also make available food and non-alcoholic beverages. There must be a sufficient quantity to last the duration of the event.
 - 2.2.3 Alcohol may not be the main focus of any proposed event based upon alcohol amounts, duration, costs, etc.
- 2.3 All activities, whether on or off campus, must be in accordance with the State of Connecticut's legal drinking age law.
- 2.4 Failure to comply with the stipulations set forth in this document will result in the cancellation of an event, and will be subject to further action by the University.

3 Drug Abuse

- 3.1 The unprescribed use, possession, sale, purchase or distribution of any

controlled substance to include, but not limited to, marijuana, cocaine, amphetamines, heroin, hallucinogens, barbiturates and paraphernalia, is a violation of the laws of the State of Connecticut and is therefore subject to disciplinary action and possible criminal prosecution as defined in Attachment B.

3.2 Student Athletes must abide by the rules and regulations set forth by the NCAA, the CSU system and the University policies. These rules prohibit the use of anabolic steroids, caffeine, amphetamines and other drugs as ergogenic aids. See the Student Athlete Handbook for a complete description of the alcohol, drug, and testing policies.

3.3 Smoking is actively discouraged and is restricted to designated areas only (at least 40 feet from all buildings).

4 Individual Rights and Responsibilities for the Alcohol and Drug Policy

4.1 At no time may anyone not of legal drinking age purchase, possess, consume, or offer alcoholic beverages on the Eastern campus or at any Eastern-sponsored activity on or off campus.

4.2 All students are responsible for the behavior of their guests. All guests are subject to all University policies and regulations.

4.3 Any intoxicated individual who engages in high-risk behavior which threatens the health or safety of another individual, themselves, or property is subject to disciplinary action.

4.4 All members of the University must be able to produce current University identification and proof of age at the events where alcoholic beverages are served.

4.5 In no case shall the use or abuse of alcohol or illegal drugs be accepted as an excuse or justification for the violation of University rules or regulations.

4.6 All students who are present during any violation of the policies herein are subject to disciplinary action as a result.

4.7 Violations of the alcohol and drug policy are subject to sanctions as delineated in Attachment A (University imposed sanctions as dictated by the CSU Student Code of Conduct). In addition, students, faculty and staff should be aware of the Federal and State sanctions for drug and alcohol related crimes as delineated in Attachment B (possible disciplinary action for alcohol and drug offenses by the Federal and State Governments).

Disciplinary sanctions that may be imposed by the University include, but are not limited to, any of the following or any combination of the following: expulsion, suspension, disciplinary probation, disciplinary warning, residence hall separation, residence hall probation, and residence hall warning. In cases in which sanctions are imposed for offenses involving damage to, destruction of, or misappropriation of property, agreement by the accused student to make restitution may constitute grounds for mitigation of any sanction imposed.

Alcohol and/or Drug Assessment:

Students who have been found responsible for violating the Eastern restrictions against alcohol or drugs may be required to meet with the Office of Wellness Education and Promotion, the Office of Counseling and Psychological Services, or to complete an on-line alcohol program. Depending on the circumstances of the violation(s), sanctions other than those listed above may be imposed. The University reserves the right to impose sanctions not delineated herein as is appropriate.

Parental Notification:

One of the ways the University has implemented to work more closely with parents/guardians is through a parental notification policy. The Family Educational Rights and Privacy Act (FERPA) permit colleges and universities to inform the parents/guardians of students under the age of 21 when a student is found in violation of university alcohol or drug rules. The Student Conduct Office will notify parents/guardians of students less than 21 years of age when a student is found responsible for violations of the University's alcohol and/or drug policies. This notification will typically be done verbally or in writing. If the parent is present at the student conduct proceeding or if it is known that the parent is aware of the incident, the University may not send a notification letter as these circumstances meet the notification standard. Eastern Connecticut State University will continue to encourage students found responsible for violations to also inform their parents of the incident and the subsequent consequences.

Students who are emancipated have the responsibility to provide the Student Conduct Office with the necessary documentation prior to a finding of responsibility in order for parental notification to not occur. This is the sole responsibility of the student and a lack of appropriate notification from the student will result in the notification being sent to the permanent address.

ALCOHOL AND DRUG EDUCATION AND PREVENTION PROGRAMS

The Division of Students Affairs strives to reach and educate all students about the most common barriers to success. From alcohol and drug use to excess stress, they hope to provide essential information to help students make safe, healthy decisions that can reduce or remove these barriers. Some of our services include:

- Resident Assistants and Hall Directors are trained in dealing with alcohol and drug use and abuse. (Office Housing and Residential Life)
- All Resident Assistants are required to plan and implement alcohol education programs in the residential halls for resident students. (Office Housing and Residential Life)
- Alternative to substance use social and educational programming – Thursday Knight Café. (Office of Campus Ministries)
- All new first time freshmen and transfer students receive educational programming during summer and fall orientation. (Office of Student Activities and Office of Wellness Education and Promotion)

- Students who violate the University's alcohol and drug policies participate in educational training and may be referred to Counseling if warranted. (Office of Student Conduct)
- Counseling for students with alcohol and/or drug issues and educational programming. (Counseling and Psychological Services and Office of Wellness Education and Promotion)
- All Varsity Athletes attend the NCAA mandatory educational program every year. (Counseling and Psychological Services, Office of Wellness Education and Promotion and University Athletics)
- Students are referred to Counseling and/or Wellness Education and Promotion for mandated alcohol and/or drug assessments. (Office of the Dean of Students and Office of Student Conduct)
- A Health and Wellness Expo provides educational resources for students and staff. (Offices of Student Health Services, Human Resources and Wellness Education and Promotion)

Wellness Education and Promotion

The services provided by the Office of Wellness Education and Promotion are designed to support, educate and mentor students, providing strategies to increase resilience while eliminating harmful behaviors. Specific programs and services include:

Brief Alcohol Screening and Intervention for College Students (BASICS): A one-to-one program to discuss substance use/abuse, and to determine if there is a possible concern. The student will meet with the Coordinator twice to review patterns of substance use.

CHOICES about Alcohol: A 90 minute risk reduction class to reduce the negative harmful effects of binge drinking

Wellness Wednesday and Beyond: During select Wednesdays specific programs will be made available to students, such as: aromatherapy, relaxation exercises, Tails of Joy Pet Partners and others. Each program will provide information for increasing coping strategies and resiliency and at times will include promotional items!

For more information about any of the above services, please contact the office, at 860-465-2821 or use the following link: <http://www.easternct.edu/wellnesspromotion/>

Compliance with the Drug Free Schools and Communities Act

Eastern is required to comply with the Drug Free Schools and Communities Act which includes the following information:

- Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by employees and students on its property or as part of its activities;
- A description of applicable legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol;
- A description of health risks associated with the use of illicit drugs and the abuse of alcohol;

- A description of available drug or alcohol counseling, treatment, or rehabilitation or re-entry programs;
- A clear statement of the disciplinary sanctions that Eastern will impose on employees and students and a description of termination of employment and referral for prosecution for the unlawful possession, use, or distribution of illicit drugs and alcohol. Disciplinary sanctions may also include completing an appropriate rehabilitation program; and
- A biennial review by Eastern of its program to determine the effectiveness, implement needed changes, and ensure that disciplinary sanctions are consistently enforced.

Information on Eastern's compliance with the Drug Free Schools and Communities Act Report can be found at <http://www.easternct.edu/wellnesspromotion/drug-free-schools-and-communities-act-report/>.

Federal and State Law Enforcement

The Eastern Connecticut State University Police Department is authorized to enforce all Connecticut General Statutes related to alcohol and drug possession and use and all applicable Federal drug laws.

POLICY ON SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE AND STALKING

Human Resources Policies-Sexual Assault Policy and Procedures

University Policy

A primary concern of the University is the health and wellbeing of each student; therefore, Eastern is committed to creating a community that is free from acts of sexual violence. Sexual violence includes any unwanted, unwelcome, forceful or coercive sexual contact.

Sexual assault, as defined for purposes of this policy and procedures, is a crime. Degrees of sexual assault range from unwanted or coercive sexual contact to forced or coerced sexual penetration (Conn. General Statutes, sec. 53a-70 to sec. 53 a.-74). Acts of sexual assault are not tolerated at Eastern Connecticut State University.

A victim/survivor of a sexual assault has the right to pursue legal proceedings against any alleged offender through the criminal or civil proceedings of the Connecticut courts.

A victim/survivor of a sexual assault has the right to pursue disciplinary action against an accused student assailant through the judicial procedures of the University Student Conduct Code, or against an alleged offender who is a University employee through University disciplinary procedures.

University Procedures

The University supports a student's right to exercise an informed choice about actions taken in cases of sexual assault; however, it urges any victim/survivor to contact the University police immediately if a sexual assault occurs.

The Eastern Connecticut State University Police work collaboratively with the Office of the Vice President/Dean of Student Affairs to provide an immediate response to a victim/survivor of sexual assault.

Any University faculty, staff member, administrator, or student who is made aware of a sexual assault involving a member of the Eastern Connecticut University community has the responsibility to report the sexual assault to the University Police.

Where to Get Help

A victim/survivor of sexual assault can get immediate help by contacting the University Police. The University maintains a twenty-four-hour-a-day University Police service. If a sexual assault victim/survivor contacts a faculty, administrator, staff member, student employee, or student, the first assistance and response is to get help for the victim/survivor by notifying the University Police of the incident. The University Police response to the incident requires confidentiality, as permitted by law, for both the victim/survivor and alleged offender.

At the time of initial contact, the University Police give first priority to the emotional and physical condition of the victim/survivor. This includes transporting the victim/survivor to the hospital, if desired or required.

The victim/survivor is also notified of options for legal, medical, and counseling support, available through on-campus or community related services. An emergency sexual assault notification card is given to the victim/survivor by the University police that describes the available services. Copies of the notification card are also available at the following campus offices:

- University Police Department: 465-5310 (Emergency Hotline: 911)
- Residential Housing: 465-5297
- Health Services Center: 465-5263
- Women's Center: 465-4313
- Office of Student Affairs: 465-4412
- Office of Equity and Diversity: 465-4484
- Counseling and Psychological Services: 465-0181

Confidentiality/Rights

The University maintains confidentiality, as permitted by law, in matters pertaining to a victim/survivor of sexual assault or an alleged offender. No personal identifying information is included in any statistical reports and in informational reports concerning sexual assaults that are provided by the University, as required by the Campus Security Act of 1990.

The victim/survivor has a right to choose among available services, and the right to choose to take judicial action (criminal/civil action, or action in accordance with the University Student Code or disciplinary procedures) against the alleged offender. The victim/survivor has the right to have the sexual assault treated seriously and with dignity by the University.

Sexual Assault Team

Any questions concerning the University sexual assault policies and procedures should be referred to the Sexual Assault Team. The role of the Sexual Assault Team is to provide an ongoing assessment and review of the University's sexual assault policies and procedures, evaluate these policies and procedures, and advise the University on educational programs for sexual assault awareness, prevention, and community safety. The Sexual Assault Team review is to include input from faculty, staff, and students.

Here is a list of Resources to Assist Sexual Violence Victims:

<http://www.easternct.edu/saiv/>

<http://www.easternct.edu/saiv/resources-within-willimantic/>

<http://www.saccec.org/>

<http://www.connsacs.org/>

<http://www.ct.gov/chro/> (CT Commission on Human Rights and Opportunities)

<http://www.usccr.gov/> (U.S. Commission on Human Rights)

Sexual Assault Awareness

During each fall orientation, and at planned sessions throughout the academic year, students are presented information designed to create student awareness of circumstances leading to sexual assault, including acquaintance rape. Sessions are also planned for faculty, staff members, and administrators. Each entering student is also given an emergency sexual assault notification card that explains available services for victims/survivors of sexual assault, as well as the immediate response role of the University Police.

Interpersonal Violence and Domestic Violence: Campus Contacts and Reporting Procedures

Contacts

A. Reports of Interpersonal Violence and Domestic Violence by an Eastern employee are made in accordance with the policy set forth by the policies of the Board of Regents. To report Interpersonal Violence and Domestic Violence employees should contact:

University Police at (860) 465-5310 or 911

Dr. Stacey Close

closes@easternct.edu

Associate Vice President for Equity and Diversity at (860) 465-5791

Mr. Kenneth DeLisa

delisak@easternct.edu

Chief Human Resources Officer at (860) 465-5269

B. Reports of Interpersonal Violence and Domestic Violence by an Eastern student against another student are made in accordance with the Guidelines for Student Rights and Responsibilities in the Student Handbook. To report Interpersonal Violence and Domestic Violence, students should contact University Police at (860) 465-5310, and/or Dr. Stacey Close, Associate Vice President of Equity and Diversity, at (860) 465-5791. For advocacy and further information including your Title IX rights and reporting procedures visit the Sexual Assault & Interpersonal Violence Response Team (SAIV-RT) website at www.easternct.edu/saiv/. Please contact Starsheemar Byrum, Women's Center and SAIV-RT Coordinator at (860) 465-4314 for assistance or with any questions regarding support and advocacy. For general information on Title IX, also see Dr. Stacey Close, Associate Vice President of Equity and Diversity, at (860) 465-5791.

Reporting Procedures

A. University Employees:

Employees (complainants), after contact with employee personnel above, may report issues of Interpersonal Violence and Domestic Violence by another employee or student to the Office of Equity and Diversity, Gelsi-Young Hall, Room 254. The reports should be filed with the University as soon as possible after the incident(s) occurred, but generally

no later than thirty (30) calendar days after the occurrence of the alleged act(s) or the complainant's learning of the alleged act(s).

Complaints submitted after the designated deadline may be accepted at the discretion of the Associate Vice President for Equity and Diversity and with the approval of the President. Reports may also be filed with University Police.

Complaints may be pursued as disclosures or reports. A formal report requires a complete and full investigation of the complainant's allegations by the Office of Equity and Diversity and the filing of a written report, consisting of findings and recommendations, with the University President. In determining whether to pursue a complaint formally, the wishes of the complainant will be taken into consideration.

Any formal investigation conducted by the Office of Equity and Diversity shall be initiated within fourteen (14) calendar days of the filing of a report. The complainant and the respondent(s) will be notified by the Office of Equity and Diversity of the initiation of the investigation. Both parties will be informed of their rights under the policies and their ability to have advocates. Upon completion of the investigation, the Associate Vice President for Equity and Diversity or his or her designee shall prepare a report setting forth findings of fact. The complainant and the respondent(s) shall be advised of the completion of the report and shall have an opportunity to review the report prior to its submission to the President. The President or his or her designee shall endeavor to respond to the report prepared by the Office of Equity and Diversity within fourteen (14) calendar days of receipt. It is the goal of the University that all reports of Interpersonal Violence and Domestic Violence filed with the Office of Equity and Diversity be addressed and resolved within sixty (60) days of receipt.

The University shall endeavor, to an extent consistent with its obligations under this policy and the requirements of applicable law, to protect the privacy of persons by whom, or against whom, reports have been made.

B. Complaints Against University Students:

Claims of Interpersonal Violence or domestic violence by students shall be the addressed in accordance with the Student Code of Conduct and Statement of Disciplinary Procedures, set forth in the Student Handbook.

Contacts Phone and Emails, Students

Ms. Michelle Delaney
Dean of Students
(860) 465-5244
delaneymi@easternct.edu

Ms. Starsheemar Byrum
Coordinator, Women's Center
(860) 465-4314
byrums@easternct.edu

Off Campus Resources

Connecticut Coalition Against Domestic Violence
1-888-774-2900 (English)
1-844-831-9200 (Español)

United Services
860-456-2261

Sexual Assault Crisis Center of Eastern Connecticut
860-456-3595

Windham Community Memorial Hospital
860-456-9116

Sexual Assault & Interpersonal Violence Response Team (SAIV-RT)

Eastern Connecticut State University's Sexual Assault & Interpersonal Violence Response Team, also known as the SAIV-RT and designated by the Division of Student Affairs, is a campus community-based team. The SAIV-RT works comprehensively to respond to all forms of interpersonal violence, including, but not limited to sexual assault, dating violence, domestic violence, and stalking.

The team provides supportive options including, but not limited to, counseling, medical support, judicial and legal services, academic intervention, referrals, advocacy, and general information regarding sexual assault and interpersonal violence. The SAIV-RT provides a proactive and informed response to issues of interpersonal violence and is available to help anyone. On this website you will find many resources: definitions of interpersonal violence, the policies in place to protect students, faculty and staff, and the various steps you can take to if you or someone you know has experienced harassment or assault.

If you, or someone you know, is a survivor of sexual assault, dating violence, domestic violence and stalking, the SAIV-RT can assist in providing a private, safe and supportive space to talk, an opportunity to understand options for on-campus and off-campus reporting procedures, and assist in addressing other campus concerns. For more information about the Sexual Assault & Interpersonal Violence Response Team, or to report a sexual assault or any form of interpersonal violence you may contact any member of the team.

What is Sexual Misconduct?

Sexual misconduct includes engaging in any of the following behaviors:

(a) **Sexual harassment**, which can include any unwelcome sexual advance or request for sexual favors, or any conduct of a sexual nature when submission to such conduct is made either explicitly or implicitly a term or condition of an individual's education or employment; submission to or rejection of such conduct by an individual is used as a basis for academic or employment decisions affecting the individual; or such conduct has the purpose or effect of substantially interfering with an individual's academic or work performance or creating an intimidating, hostile or offensive educational or

employment environment. Examples of conduct which may constitute sexual harassment include but are not limited to:

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

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

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

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

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

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

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

Options for Reporting Sexual Assault and Interpersonal Violence

Rights of Reporters

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

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

Confidential Reporting Options

When a BOR-governed college or university receives a report of sexual misconduct, all reasonable steps will be taken by the appropriate CSCU officials to preserve the privacy of the reported victim while promptly investigating and responding to the report. While the institution will strive to maintain the confidentiality of personally identifiable student information reported, which 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, members of the clergy, and the local Sexual Assault Crisis Center and Domestic Violence Center.

For the Colleges, confidential resources are limited to entities with statutory privilege, such as off-campus counseling and psychological services, health services providers, members of the clergy, and the local Sexual Assault Crisis Center and Domestic Violence Center. The personnel of these centers and agencies are bound by state statutes and professional ethics from disclosing information about reports without written releases.

Information provided to a confidential resource by a victim of sexual misconduct or the person reported to have been the victim of sexual misconduct cannot be disclosed legally to any other person without consent, except under very limited circumstances, such as an imminent threat of danger to self or others or if the reported victim is a minor. Therefore, for those who wish to obtain the fullest legal protections and disclose in full confidentiality, they must speak with a confidential resource. Each BOR-governed college and university will provide a list of such confidential resources in the College or University's geographic region to victims of sexual misconduct as well as publish these resources on-line and in various publications. These on-campus resources can be found [here](#). To find off-campus resources in your part of the state, you can refer to [this page](#).

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

Mandated Reporting by Employees

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

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

University Response to a Report of Sexual Misconduct

1) Assignment of a Sexual Assault & Interpersonal Violence Response Team, Coordinator
Whenever the University receives a report of sexual misconduct or sexual assault, the complainant will be referred to a [Sexual Assault & Interpersonal Violence Response Team](#) Coordinator. The coordinator will serve as a resource person to identify, explain, and navigate the complainant's reporting options and the available support services. This can include referrals to counseling, educational support, pastoral care, medical treatment, and information about University and legal processes. The coordinator can also provide assistance in rearranging class schedules, extracurricular activities, housing

and on-campus dining arrangements; to the extent that a student's requests are reasonable and can be accommodated, every effort will be made to do so. Where appropriate, the goal of any adjustment will be to minimize the burden on the complainant's educational program. Similarly, an accused student will also be assigned a coordinator, to provide him or her with support, information and assistance.

2) No-Contact Orders Issued to the Complainant and the Accused

Upon receipt of a report of alleged sexual misconduct in which the accused is a current student at Eastern, the complainant has the option to request a no-contact order, which will then be issued to the complainant and the accused.

Intimidation or Threats to Inhibit Reporting

The University strongly encourages students to report any incident of sexual misconduct or sexual assault. Eastern takes such reports very seriously. Any actual or threatened retaliation or any act of intimidation to prevent or otherwise obstruct the reporting of sexual misconduct or sexual assault by an accused student or third party is itself prohibited and will result in disciplinary sanctions. A complainant or witness who is threatened in any way should immediately report these concerns to their assigned Sexual Assault & Interpersonal Violence Response Team Coordinator or to [Eastern Police](#).

Timely Warning to Campus

In an effort to provide timely notice to the Eastern community, and in the event of an incident that may pose a serious, ongoing threat to members of the Eastern community, a mass email Crime Alert is sent to all students and employees on campus. Updates to the Eastern community about any particular case resulting in a Crime Alert may be distributed via email and may be posted on the Eastern Police website.

Reporting Options

A student has the option to pursue a criminal complaint with the appropriate law enforcement agency, to pursue a complaint through the University disciplinary process, or to pursue both processes simultaneously.

When a student is sexually assaulted, s/he has reporting options. Victims of sexual misconduct are encouraged, but not required, to file a report. If a student makes the decision to file a report, the student has reporting options available:

1. Anonymous Report
2. Formal Report
3. Criminal Complaint
4. Informal Report

Full Confidential Report

Anonymous Report: A student may fill out or seek assistance in completing an Anonymous Report Form. An Anonymous Report does not contain the name of the victim or the offender. An Anonymous Report will be kept on file by the SAIV-RT Coordinator and recorded with the Eastern Police Department for purposes of the Jeanne Clery reporting disclosure requirements. Anonymous Reports allow Eastern to track reported incidents of sexual assault. Completing one of the Anonymous forms does not constitute an incident report, a police report, or a student conduct report, and Eastern will not initiate investigatory or student conduct proceedings. The victim will not be contacted by Eastern unless the victim indicates a desire to be contacted.

- [“Tell Somebody” Reporting Form](#)
- [Anonymous Crime Reporting Form](#)
- [Non-Anonymous Complaint/Referral Form](#)

Confidential Reporting

Formal Report: Sexual assault is a crime and is a violation of the [Student Code of Conduct](#). As such, a student may file a Formal Report with the Eastern Police or the [Office of Student Conduct](#). This report will include the name of the student filing the report and the name of the alleged offender, if known. Upon the filing of a Formal Report, the Eastern Police will conduct an investigation.

The results of the investigation will be forwarded to the Director of Judicial Affairs and the Dean of Students, who will follow procedures outlined in the Student Handbook for the handling of matters of sexual misconduct. Upon a finding of responsibility, the University will take disciplinary action against the offender. The offender may also be prosecuted under Connecticut Criminal Statutes, and the victim may also take civil action against the offender. The results of these various actions are independent of each other.

After the filing of a Formal Report, the student has the option to take no further action with respect to the investigation. In that instance, the student will be advised that the University may still take action regarding the alleged offender in order to protect the University community.

Criminal Complaint: Sexual assault and rape are against the law in the State of Connecticut and may be prosecuted under Connecticut criminal and/or civil statutes. In that respect, and in addition to the reporting options listed above, students who have been sexually assaulted are encouraged to contact the Eastern Police Department directly by calling 860-465-5310 or 911 for emergencies. The police will inform you of your rights and options. The police will conduct an investigation and will keep the complainant informed on matters to prosecute. The police will review all cases with the State’s Attorney’s Office. The State’s Attorney will make the final decision to prosecute under state law. This may be combined with the University judicial process.

Filing a Criminal Report with the Eastern Police is different than filing a Formal Report with the University.

Informal Report: You may informally report the incident to the University Police. University Police will inform you of your rights and options and will guide you to victim services. The victim may, at a future time, choose to pursue charges through the University Judicial system or as a criminal complaint.

All reports will be recorded with Eastern Police Department for purposes of the Jeanne Clery reporting disclosure requirements. These Reports allow Eastern to track reported incidents of sexual assault.

Student Handbook (Eastern Sexual Assault Policy and Procedures)

Board of Regents for Higher Education Connecticut State Colleges and Universities

Policy Regarding Sexual Misconduct Reporting, Support Services and Processes Policy

Statement of Policy

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

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

Affirmative consent must be given by all parties before engaging in sexual activity. Affirmative consent means an active, clear and voluntary agreement by a person to engage in sexual activity with another person. Sexual misconduct, as defined herein, is a violation of BOR policies and, in addition, may subject an accused student or employee to criminal penalties. The BOR and each of its governed colleges and universities are committed to providing an environment free of

personal offenses. Sexual relationships of any kind between staff/faculty and students are discouraged pursuant to BOR policy.

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

Terms, Usage and Standards

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

Affirmative consent may never be assumed because there is no physical resistance or other negative response. A person who initially consents to sexual activity shall be deemed not to have affirmatively consented to any such activity which occurs after that consent is withdrawn. It is the responsibility of each person to assure that he or she has the affirmative consent of all persons engaged in the sexual activity to engage in the sexual activity and that affirmative consent is sustained throughout the sexual activity. It shall not be a valid excuse to an alleged lack of affirmative consent that the student or employee responding to the alleged violation believed that the student reporting or disclosing the alleged violation consented to the activity (i) because the responding student or employee was intoxicated or reckless or failed to take reasonable steps to ascertain whether the student or employee reporting or disclosing the alleged violation affirmatively consented, or (ii) if the responding student or employee knew or should have known that the student or employee reporting or disclosing the alleged violation was unable to consent because the student or employee was unconscious, asleep, unable to communicate due to a mental or physical condition, or incapacitated due to the influence of drugs, alcohol or medication. The existence of a past or current dating or sexual relationship between the persons involved in the alleged violation shall not be determinative of a finding of affirmative consent.

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

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

Sexual misconduct includes engaging in any of the following behaviors:

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

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

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

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

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

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

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

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

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

former spouse or by a partner in a dating relationship that results from (1) sexual assault (2) sexual assault in a spousal or cohabiting relationship; (3) domestic violence; (4) sexual harassment (5) sexual exploitation, as such terms are defined in this policy.

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

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

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

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

Confidentiality

When a BOR governed college or university receives a report of sexual misconduct all reasonable steps will be taken by the appropriate CSCU officials to preserve the privacy of the reported victim while promptly investigating and responding to the report. While the institution will strive to maintain the confidentiality of personally identifiable student information reported, which information is subject to privacy requirements of the Family Education Rights Privacy Act (FERPA), the institution also must fulfill its duty to protect the campus community. Confidential resources are defined as follows: For the Universities, entities with statutory privilege, which include campus based counseling center, health center and pastoral counseling staff members whose official responsibilities include providing mental health counseling to members of the University community as well as off campus counseling and psychological services, health services providers, member(s) of the clergy, and the local Sexual Assault Crisis Center and Domestic Violence Center. For the Colleges, confidential resources are limited to entities with statutory privilege, such as off campus counseling and psychological services,

health services providers, member(s) of the clergy, and the local Sexual Assault Crisis Center and Domestic Violence Center. The personnel of these centers and agencies are bound by state statutes and professional ethics from disclosing information about reports without written releases.

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

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

Mandated Reporting by College and University Employees

Other than confidential resources as defined above, in addition to employees who qualify as Campus Security Authorities under the Jeanne Clery Act, all employees are required to immediately communicate to the institution's designated recipient (e.g., Title IX Coordinator) any disclosure or report of sexual misconduct received from a student regardless of the age of the reported victim. All employees are also required to communicate to the institution's designated recipient (e.g., Title IX Coordinator) any disclosure or report of sexual misconduct received from an employee that impacts employment with the institution or is otherwise related to the business of the institution.

Upon receiving a disclosure or a report of sexual misconduct, employees are expected to supportively, compassionately and professionally offer academic and other accommodations and to provide a referral for support and other services.

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

Rights of Parties

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

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

Right to Notify Law Enforcement & Seek Protective and Other Orders

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

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

Options for Changing Academic, Housing, Transportation and Working Arrangements

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

Support Services Contact Information

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

Employee Conduct Procedures

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

Student Conduct Procedures

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

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

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

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

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

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

Dissemination of this Policy

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

Office of Student Conduct

Types of Adjudication Methods

If a student is alleged to have violated a provision of the CSCU Student Code of Conduct, they will be referred to the Office of Student Conduct. A student may be asked to attend either a Formal Hearing or an Administrative Conference, depending on the severity of the violation. If a Formal Hearing is scheduled, the student has certain rights which are outlined in the [CSCU Student Code of Conduct](#) section of the Student Handbook. If a student is scheduled for an Administrative Conference, they will be contacted to set up an appointment scheduled around their classes. Students may speak to the Hearing Officer privately or with others who were charged with the same violation. If a student chooses to speak privately with the Hearing Officer, the student should make that request when the meeting is being scheduled and an individual meeting will be scheduled. The purpose of an Administrative Conference is to determine whether the student accepts responsibility for the alleged violation(s) and to discuss the incident as well as the student's rights and responsibilities as an Eastern Connecticut State University student. If found responsible, an appropriate sanction will be assigned at that time. The CSCU Student Code of Conduct contains definitions of general disciplinary penalties including Expulsion, Suspension, Disciplinary Probation, Disciplinary Warning, Residence Hall Separation, Residence Hall Probation and Residence Hall Warning. Within these broad categories, the Hearing Officer may impose additional sanctions, including but not limited to personal essays, community service, parental notification, and other appropriate sanctions.

Persona Non Grata (PNG)

A non-Eastern student who is alleged to have violated university policy will be sent a letter informing him that they are considered Persona Non Grata (PNG) from the Eastern Connecticut State University campus. An Eastern student will be afforded a Hearing (or Administrative Conference) before any sanction is imposed. PNG status denotes that the Eastern student is not permitted in designated areas on the Eastern Connecticut State University campus. Violation of the PNG may result in the individual's arrest and possible prosecution for criminal trespass as well as a violation of the CSCU Student Code of Conduct.

Other Sanctions

Depending on the circumstances of the violation(s), sanctions other than those listed above may be imposed. The University reserves the right to impose sanctions not delineated herein as appropriate.

Disclosure of Results

Upon request, the University will disclose the results of any disciplinary proceeding against a student who is the alleged perpetrator of any crime of violence or a non-forcible sex offense to the alleged victim or next of kin if the victim is deceased.

Decision Review

An Accused Student may request that the decision of the Hearing Body be reviewed by the Vice President for Student Affairs or his or her designee. A request for review must be made in writing to the Vice President for Student Affairs or his or her designee within three (3) Calendar Days of the Accused Student's receipt of the written notice of decision. For good cause shown, the Vice President for Student Affairs may extend the three-University Calendar Day limitation on filing a request for a review. An Accused Student may request only one review of each decision rendered by the Hearing Body.

Penalties for Failure to Complete Sanctions

When a student is ordered to complete sanctions, the sanctions will have to be completed by a specific date. Students are advised that failure to complete sanctions may result in further sanctions being ordered. Generally, a student who fails to complete sanctions will have a "hold" placed on his/her official student record. The student will then be prohibited from registering for classes, participating in add/drop, and residing on campus until the sanction is completed. If the student is a residential student, he/she will be required to reapply for housing at that time.

Connecticut Jurisdiction Statutory Language Regarding Dating Violence, Sexual Assault, Family/Domestic Violence, Stalking and Consent

Dating Violence

Connecticut does not have specific language specific to dating violence. Please refer to Connecticut Family/Domestic Violence statutory language.

Connecticut Sexual Assault Statutes

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

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

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

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

Sec. 53a-70a. Aggravated sexual assault in the first degree: Class B or A felony. (a) A person is guilty of aggravated sexual assault in the first degree when such person commits sexual assault in the first degree as provided in section 53a-70, and in the commission of such offense (1) such person uses or is armed with and threatens the use of or displays or represents by such person's words or conduct that such person possesses a deadly weapon, (2) with intent to disfigure the victim seriously and permanently, or to destroy, amputate or disable permanently a member or organ of the victim's body, such person causes such injury to such victim, (3) under circumstances evincing an extreme indifference to human life such person recklessly engages in conduct which creates a risk of death to the victim, and thereby causes serious physical injury to such victim, or (4) such person is aided by two or more other persons actually present. No person shall be convicted of sexual assault in the first degree and aggravated sexual assault in the first degree upon the same transaction but such person may be charged and prosecuted for both such offenses upon the same information.

(b) Aggravated sexual assault in the first degree is a class B felony or, if the victim of the offense is under sixteen years of age, a class A felony. Any person found guilty under this section shall be sentenced to a term of imprisonment of which five years of the sentence imposed may not be suspended or reduced by the court, except that, if such person committed sexual assault in the first degree by violating subdivision (1) of subsection (a) of section 53a-70, and the victim of the offense is under sixteen years of age, twenty years of the sentence imposed may not be suspended or reduced by the court. Any person found guilty under this section shall be sentenced to a period of special parole pursuant to subsection (b) of section 53a-28 of at least five years.

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.

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.

Sec. 53a-70c. Aggravated sexual assault of a minor: Class A felony. (a) A person is guilty of aggravated sexual assault of a minor when such person commits a violation of subdivision (2) of subsection (a) of section 53-21 or section 53a-70, 53a-70a, 53a-71, 53a-86, 53a-87 or 53a-196a and the victim of such offense is under thirteen years of age, and (1) such person kidnapped or illegally restrained the victim, (2) such person stalked the victim, (3) such person used violence to commit such offense against the victim, (4) such person caused serious physical injury to or disfigurement of the victim, (5) there was more than one victim of such offense under thirteen years of age, (6) such person was not known to the victim, or (7) such person has previously been convicted of a violent sexual assault.

(b) Aggravated sexual assault of a minor is a class A felony and any person found guilty under this section shall, for a first offense, be sentenced to a term of imprisonment of twenty-five years which may not be suspended or reduced by the court and, for any subsequent offense, be sentenced to a term of imprisonment of fifty years which may not be suspended or reduced by the court.

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-72b. Sexual assault in the third degree with a firearm: Class C or B felony. (a) A person is guilty of sexual assault in the third degree with a firearm when such person commits sexual assault in the third degree as provided in section 53a-72a, and in the commission of such offense, such person uses or is armed with and threatens the use of or displays or represents by such person's words or conduct that such person possesses a pistol, revolver, machine gun, rifle, shotgun or other firearm. No person shall be convicted of sexual assault in the third degree and sexual assault in the third degree with a firearm upon the same transaction but such person may be charged and prosecuted for both such offenses upon the same information.

(b) Sexual assault in the third degree with a firearm 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 two years of the sentence imposed may not be

suspended or reduced by the court and a period of special parole pursuant to subsection (b) of section 53a-28 which together constitute a sentence of ten years.

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.

Connecticut Stalking Statutes

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

Connecticut Family Domestic Violence Laws

In Connecticut, it is illegal for someone to physically assault, stalk or threaten you even if that person is a member of your family or household, or is someone you have dated. Connecticut defines family or household member to include any of the following persons regardless of their age:

- Spouse or former spouse
- Parents or their children
- Persons related by blood or marriage
- Persons other than those related by blood or marriage but who presently reside together or have resided together (e.g.; roommates)
- Persons who have a child in common regardless of whether they have ever been married or lived together
- Persons who are currently in or who have recently been in a dating relationship

C.G.S. § 46b-38a – Family violence prevention and response – states that “Family violence means an incident resulting in physical harm, bodily injury or assault, or an act of threatened violence that constitutes fear of imminent physical harm, bodily injury or assault, including, but not limited to, stalking or a pattern of threatening, between family or household members. Verbal abuse or argument shall not constitute family violence unless there is present danger and the likelihood that physical violence will occur.”

Public Act No, 18-5 begins January 1, 2019 and includes the following language under C.G.S. § 46b-38a:

The provisions of this section shall not apply to persons who are (1) attending an institution of higher education and presently residing together in on-campus housing, provided such persons are not in a dating relationship, and (2) presently residing in a dwelling unit, as defined in section 47a-1, and making payments pursuant to a rental agreement, as defined in section 47a-1, provided such persons are not in a dating relationship.

Connecticut “Consent” Statutory Definition

Affirmative consent means an active, clear and voluntary agreement by a person to engage in sexual activity with another person.

UNIVERSITY DISCIPLINARY PROCEEDINGS RESULTS

The Office of Student Conduct is responsible for ensuring a fair and impartial disciplinary process for students charged with violation of the [Student Code of Conduct](#). The office also provides education and resources to foster respect and civility among all members of the university community. Disciplinary proceedings shall be conducted by an official trained in issues related to intimate partner violence, sexual misconduct, stalking and other forms of interpersonal violence and shall use the preponderance of the evidence standard in making a determination concerning the alleged assault or violence. Visit the [Office of Student Conduct](#) homepage for more information.

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

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

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

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

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

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

POLICY ON SEX OFFENDER REGISTRATION

Campus Sex Crimes Prevention Act Notice

The Campus Sex Crimes Prevention Act (CSCPA) in section 1601 of Public Law 106-386 is a federal law enacted on October 28, 2000 that provides for the tracking of convicted, registered sex offenders enrolled as students at institutions of higher education, or convicted, registered sex offenders working or volunteering on campus. It was sponsored by U.S. Senator Jon Kyl of Arizona. This and related State statutes require that convicted sex offenders inform their state registering agencies whenever they enroll or become employed at a postsecondary institution. The registering agencies are required to notify the campus police of the presence of the sex offender on campus, and the institutions are in turn authorized to share this information publicly, including it in their annual crime report beginning October 2003.

People who have registered with the Connecticut State Police and who have indicated to the State Police that they are either enrolled as students or are employees of ECSU can be found in the list below. Clicking on the following link <http://www.easternct.edu/police/sex-offender-registry/> will take you to the page where the name of anyone required to register with Eastern Connecticut State University as a sex offender appears.

WARNING

“ANY PERSON WHO USES INFORMATION IN THIS REGISTRY TO INJURE, HARASS OR COMMIT A CRIMINAL ACT AGAINST ANY PERSON INCLUDED IN THE REGISTRY OR ANY OTHER PERSON IS SUBJECT TO CRIMINAL PROSECUTION.”

The Department of Public Safety updates this information regularly, to try to assure that it is complete and accurate. However, this information can change quickly. You are cautioned that the information provided on this site is information of record and may not reflect the current residence, status, or other information regarding a registrant (offender).

Persons who have been arrested or accused of a sex offense listed in Connecticut General Statutes 54-250 through 54-261 are not required to register unless the accusation results in a conviction or a finding of not guilty by reason of mental disease or defect. This list contains only offenders who have been convicted or found not guilty by reason of mental disease or defect.

To access the state’s sex offender registry, click on:

http://www.communitynotification.com/cap_office_disclaimer.php?office=54567

POLICY ON MISSING STUDENT NOTIFICATION PROCEDURES

The Eastern Connecticut State University adheres to the Connecticut Police Officers Standards and Training Council model policy for addressing missing persons including missing students. This comprehensive policy is outlined Eastern Police Policy and Procedure Number O-30 (Guidelines for Handling Missing Persons Investigations)

A summary of the policy requirements is outlined below:

- Officers, dispatchers or other designated personnel who take the initial call, by telephone, in person, or by electronic media, shall determine if the call is a missing person case according to the definition of a missing person
- The definition of a Missing Person: is any person who is reported missing to a law enforcement unit until the person is located and determined to be a voluntarily missing adult. It also includes any child who is missing voluntarily or involuntarily, or under circumstances not confirming to his or her ordinary habits or behavior and who may be in need of assistance per CGS Section 46b- 120.
- It is the duty of all law enforcement agencies to accept without delay any report of a missing person. No law enforcement agency may refuse to accept a missing person report.
- Any law enforcement agency that receives a report of a missing person shall be the lead law enforcement agency in charge of the missing person investigation, and shall continue in that capacity unless another law enforcement agency assume primary responsibility over the investigation. The lead law enforcement agency shall be entitled to the cooperation of any other law enforcement agency in the State.
- A common myth that 24 hours (or any other time frame) must pass before law enforcement will accept a missing person report is incorrect. A delay in reporting may indicate the existence of neglect or abuse within the family.
- The ECSU Police Department will, without delay, initiate the notification of appropriate agencies and begin thoroughly investigating any reported missing person that falls within these policy guidelines. "Without delay" means immediately.
- If the ECSU Police Department receives notification of jurisdiction over any aspect of a missing person investigation, we will promptly give appropriate assistance in the active investigation, follow-up as requested by the law enforcement unit making the request, and provide all reports, records and assistance appropriate to the investigation.
- The ECSU Police Department shall require written reports to be completed by investigating officers. Officer reports on missing person cases will be reviewed contemporaneously by supervisors.

POLICY ON FIRE SAFETY

The Higher Education Opportunity Act requires all U.S. academic institutions to produce an annual fire safety report outlining fire safety practices, standards and all fire-related on-campus statistics pertaining to on-campus residential buildings.

A campus student housing fire log of all reported fires is maintained by the Director of Environmental Health and Safety. The fire log is kept at the Eastern Police Department and the Environmental Health and Safety Office and is available at any time for public viewing. The Records Division is open between 8 a.m. and 4:30 p.m., Monday through Friday.

REPORTING A FIRE HAS OCCURRED

To report a fire, dial 911 from any campus phone. Any fire that was quickly extinguished or any evidence of a recent fire must be reported immediately to a residential hall director or the Eastern Police at (860) 465-5310. Fires must be reported to the following departments/individuals:

University Police Department: Jeffrey A. Garewski, Chief of Police

Environmental Health and Safety: Eric Germain, Director

Fires will be investigated by the Eastern Police Department, the Office of the State Fire Marshal, and any other agency with fire investigation jurisdiction

DEFINITIONS

CAUSE OF FIRE: The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure or act of nature.

FIRE: Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

FIRE DRILL: A supervised practice of a mandatory evacuation of a building for a fire.

FIRE-RELATED INJURY: Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue or escaping from the dangers of the fire. The term "person" may include students, employees, visitors, firefighters or any other individuals.

FIRE-RELATED DEATH: Any instance in which a person – (1) is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue or escaping from the dangers of a fire; or (2) dies within one year of injuries sustained as a result of a fire.

FIRE SAFETY SYSTEM: Any mechanism or system related to the detection of a fire, the warning resulting from a fire or the control of a fire. This may include sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.

VALUE OF PROPERTY DAMAGE: The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and related damages caused by smoke, water and overhaul; however, it does not include indirect loss, such as business interruption.

FIRE SAFETY TRAINING AND DRILLS

Basic fire safety instruction is provided to all incoming freshmen students living in residential halls. They also receive training in emergency evacuation procedures. New employees also receive fire safety and evacuation instruction during the New Employee Orientation program.

The residential housing staff receives additional fire safety training at the beginning of the fall semester, which includes emergency evacuation procedures. Residential hall rooms have emergency evacuation maps located on the inside of the front door which direct them to building exits. Fire drills are generally conducted once each semester.

FIRE POLICIES ON PORTABLE ELECTRIC APPLIANCES, SMOKING AND OPEN FLAMES

It is strictly prohibited to start a fire, cause an explosion, falsely report the presence of a fire bomb, possess any incendiary or explosive device or falsely report an emergency. The unauthorized or improper possession, use, removal, tampering or disabling of fire and/or safety equipment and warning devices is prohibited. Failure to follow standard fire and/or emergency safety procedures, or interference with firefighting or emergency response equipment or personnel is also prohibited.

The presence, possession and/or usage of the following items is prohibited: combustible materials such as liquids, tapestries, flags and similar items over light fixtures, on the walls or from the ceilings, wicker waste baskets, halogen lamps, "Spider/Octopus" lamps with plastic shades, lava lamps, candles, tart warmers and wax warmers, hookahs, incense, room air conditioners, electric heaters, electric blankets, refrigerators over 4.4 cubic feet, barbecue grills, toaster ovens and extension cords (except UL-approved surge protectors).

All residential halls are smoke free by Connecticut State Law. Smoking is prohibited within 40 feet of the entrance of each university building.

PROCEDURES FOR STUDENT HOUSING EVACUATION

All residents must evacuate the residence hall whenever a fire alarm sounds. Failure to follow standard fire and/or emergency safety procedures, or interference with firefighting or emergency response equipment or personnel is prohibited. In the event of a fire where building re-entry is not possible, follow the instructions of campus safety officials.

FALSE ALARMS/TAMPERING WITH FIRE SAFETY EQUIPMENT

Causing a false alarm and/or tampering with fire equipment, particularly a smoke detector, is prohibited by state law, and violators will be subject to disciplinary action by the University, as well as criminal prosecution.

FIRE INSPECTIONS

Eastern buildings are inspected at least once per year by the Office of the State Fire Marshal.

PLANS FOR FUTURE IMPROVEMENTS IN FIRE SAFETY

The University continually evaluates fire safety matters and makes every effort to identify and improve life safety measures related to fire education, training, detection, prevention and updating equipment to modern fire safety technology.