

# 2018

## UNIFORM CAMPUS CRIME AND FIRE SAFETY REPORT

JEANNE CLERY DISCLOSURE  
OF CAMPUS SECURITY POLICY AND CAMPUS STATISTICS  
2015–2017



Southern Connecticut  
State University







# CAMPUS SECURITY REPORT

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# CAMPUS SECURITY REPORT



# I. INTRODUCTION

## Message from the SCSU Chief of Police

Ensuring a safe university campus is a continual effort on the part of the Southern Police Department. Police presence and technology is important to remain effective but the cooperation and engagement of the entire campus community is critical to the process. The 2018 Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics for Southern Connecticut State University has been prepared for your review. The statistics reflect reported crimes that have occurred on campus, as well as those that occurred on off-campus affiliated properties and public property adjacent to the university. This annual report includes mandated crime statistics for the 2015, 2016 and 2017 calendar years. This report also incorporates a section dedicated to fire safety which provides statistical and important fire safety information.



The 2018 report includes mandated reporting categories to include incidents of dating violence, domestic violence, sexual assault and stalking that occur within the institutions reporting geographical area and reported to a campus security authority as well as to the New Haven and Hamden Police Departments. The report provides important information regarding the services offered by the university and the Southern Police Department. The Southern Police Department

remains dedicated to providing a safe environment for students, faculty and staff. Maintaining a safe community is accomplished through high visibility patrol strategies, crime prevention education and working collaboratively with the campus community.

Please take a moment to review the information contained in this report and do not hesitate to reach out to a member of the Southern Police Department if you have any concerns about safety. This report is available to all students, prospective students, faculty and staff online at: **[SouthernCT.edu/go/cleryreport](https://SouthernCT.edu/go/cleryreport)**

Copies of this report are available in the lobby of the University Police Department located in Granoff Hall. The report is also made available to every student, faculty or staff person and to the general public.

A handwritten signature in black ink, reading "Joseph M. Dooley".

Chief Joseph M. Dooley

## Preparing the Annual Campus Security Report

The SCSU Police Department is responsible for preparing and distributing the Annual Security Report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). The Annual Security Report is published every year 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 SCSU Police Department composes the Annual



Security Report and assembles the statistical information with input from various sources, such as local law enforcement agencies and the Office of Student Affairs.

All crimes, even if one does not wish to pursue action within the university system or the criminal justice system, should be reported to the SCSU Police Department for the safety and security of the community and to ensure inclusion in the annual crime statistics.

### SCSU Police Department Overview: Mission and Personnel

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The SCSU Police Department is located in Granoff Hall in the heart of the SCSU residence life complex. It functions 24 hours a day, seven days a week throughout the year and has been in operation for more than 25 years. The University Police Department provides a full range of police services to ensure the safety and protection of the campus and its university population of more than 12,500 faculty, staff and students, of which about 2,800 reside on campus. Situated on 171 acres, the campus territories include nine high-rise residence halls, 36 buildings, four sports fields, 12 parking lots, a 600-space parking garage, a 450-space residence garage, and a new 1257-space garage on Wintergreen Ave.

**The mission of the SCSU Police Department is to provide a safe environment for the faculty, staff, students, and visitors through its commitment to:**

**R**eliability—to provide the absolute best service to this community

**E**ducation—to educate faculty, staff and students in all areas of crime prevention

**S**afety—to teach the community how to protect itself against crimes of opportunity

**P**rofessionalism—to conduct ourselves in a professional manner utilizing training and equipment

**E**nforcement—to enforce federal, state, and university laws and regulations

**C**ommitment—to provide a safe and secure environment for our community

**T**rust—to provide an atmosphere that is fair and impartial while maintaining the integrity and high standards of the Police Department and the university

Currently, SCSU police have 27 officers, including the chief of police, lieutenant, four sergeants, detective, and 19 patrol officers. There are also five dispatchers, one building and grounds officer, and 25 university assistants.

### Authority and Jurisdiction

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The police at Southern, as well as at Central, Western and Eastern Connecticut State universities, the Connecticut community colleges and the University of Connecticut, are governed by Connecticut General Statutes 10a-156b (formerly 10a-142) and 29-18. University police have the duties, responsibilities, and authority of any duly organized police department, including comprehensive arrest powers. University police also have access to and use of all current law enforcement technologies. They interact with the state judicial system in relevant cases and assist other law enforcement agencies in carrying out their mission.

The SCSU Police Department jurisdiction is primarily defined by the geographic limits of property owned or controlled by the university and the immediate perimeter. It provides assistance to neighboring municipal police departments when needed. Although there are no formal memoranda of understanding agreements at this time, university police work in collaboration with area law enforcement.

### Daily Log

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The SCSU Police Department maintains a daily log of all crimes reported to the department. The log lists the nature of the crime, the date, time and general location of the crime. Entries or updates within two business days may be withheld if the information is protected by statute, if there is a danger to the victim or a need to keep the investigation confidential.

If there is reason to believe that release of information will result in the perpetrator leaving the area or that evidence will be destroyed, information may be withheld until the jeopardy no longer exists. The daily log is open to public inspection at the Police Department, located in Granoff Hall, for a 60-day period. Data more than 60 days old will be made available within two business days of a request for public inspection. Normal business hours are Monday through Friday, 8:30 a.m. to 4:30 p.m. All records required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act will be retained for a period of three years following the publication of the last annual campus security report to which they apply.



## II. EMERGENCY RESPONSE

### Emergency Notification, Response and Evacuation

Southern, its sister universities and the Connecticut State University System office, have implemented an Emergency Notification System (ENS) that reflects the commitment to protect and preserve the life, health and safety of the campus community and to safeguard the operations of the institution. The system is designed to quickly send emergency notifications and provide protective action information to campus members via telephone (land line and cell), text messaging and e-mail. Those who wish to be included in the system and receive notifications must opt in and sign up for SouthernALERT.

#### **SouthernCT.edu/southernalert**

SCSU police will immediately notify the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.

The institution will promptly determine the content of the notification and initiate its dissemination, unless such a notification would, in the professional judgment of the Police Department, compromise efforts to assist victims or to otherwise address the emergency.

When a situation is reported to SCSU police, the department will immediately respond and investigate. An activation approval process has been developed involving key university administrators who will approve the release of the notification. In dire emergencies, this task

may fall to the police department so as to not delay the notification. An implementation task force has developed the messages that will be used for this emergency notification.

The university uses the Incident Command System which is a standardized on-scene emergency management system designed to support an organizational structure that demonstrates the complexities and demands of significant incidents. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, created to aid in the management of resources during



SCSU Police Chief Joseph Dooley takes a phone call during an emergency management drill designed to test and improve the university's response to potential crises.



incidents. In most instances, activation of the system would involve approval of the university president.

Notification measures to the larger community for emergency situations include the ENS, campus siren public address system, campus e-mail, vehicle and portable public address, the SCSU Information Line, student portal, SCSU radio and television and media release/press conferences.

All measures involve the Police Department, the Office of the Executive Vice President, the Office of the Vice President for Student and University Affairs, Office of Public Affairs, and Facilities Operations Department. The institution will test the ENS system annually in accordance with the Emergency Management Plan.

## Evacuation Procedures

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A workplace emergency is an unforeseen situation that threatens employees, customers, or the public; disrupts or shuts down operations; or causes physical or environmental damage.

Emergencies may be natural or man-made and include the following:

- Floods
- Hurricanes
- Tornadoes
- Fires
- Toxic gas releases
- Chemical spills
- Radiological accidents
- Explosions
- Civil disturbances
- Workplace violence resulting in bodily harm and trauma

In the event of an emergency, you may be required to evacuate your workplace. Announcements will be made, and the university will implement the Emergency Notification System, SouthernAlert, which conveys important information to the campus community in the event of an emergency, weather-related closing/delay or other potentially hazardous situation. If you have access to radio, television, or the Internet, use these resources to keep informed and follow whatever official orders you receive.

Three important things to remember are:

1. Remain calm



2. Do not take unnecessary risks

3. Follow instructions

In the event of any emergency requiring a building evacuation, leave the building immediately and move a minimum of 300 feet away from affected buildings. Activate the fire alarm as you leave. Call the University Police Department from a safe location by dialing 911 or 203-392-5375. Do not re-enter the building until emergency personnel declare it safe.

If an emergency is weather-related, you may not be required to evacuate. Instead, you may be required to take shelter in a portion of the building in which you are located at the time and await further instructions. Severe weather evacuations will be evaluated based on the type of emergency, the imminence of the danger and recommendations from the state Department of Emergency Management and Homeland Security.

When community evacuations become necessary, local officials provide information to the public through the media. In some circumstances, other warning methods, such as sirens or telephone calls, also are used.

SCSU has a Continuity of Operations Plan (COOP), which ensures that the university can carry on all essential functions in case of a natural or man-made disaster. It outlines steps that the university will take in the event a disaster interrupts typical, normal operations.

## Missing Student Notification

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When a student is unaccounted for and deemed missing from a university residence hall and/or campus, a report must be made concerning the missing status of the



student to the University Police Department as soon as possible. In addition, a report will be made to the Office of Residence Life and/or the dean of student affairs, followed by a thorough check within the student's residence hall and the academic areas as determined by the student's course schedule.

Upon receipt of the missing student information, university police will begin an immediate investigation to attempt to locate the student. It is important to emphasize that a student does NOT have to be missing for 24 hours for university police to begin efforts to locate that individual. Rather, these efforts may begin as soon as it is reported that the student is missing.

Students living on campus may register the name of a confidential contact person to be notified if they are later determined to be missing. Only authorized campus officials and law enforcement officers working on a missing person investigation may have access to this information. All students, even if they have not registered a contact person, are advised that their hometown law enforcement agency will be notified if they are missing.

The parent or guardian of any student under 18 years of age and not emancipated must also be notified as well.

Official missing student reports are to be referred immediately to the SCSU Police Department and/or the local police department. Missing students can be reported by calling the police dispatch center at 203-392-5375 or by dialing 911.

### Timely Warning Policy

If a situation arises, either on or off campus, that constitutes a serious ongoing or continuous threat to the campus community, a campus wide "timely warning" will be issued by the university within 24 hours. Timely Warnings are generally issued by the University Police Department through university e-mail, the LiveSafe App and may also be issued via the SouthernAlert system. Crime alerts will be printed on blue-colored paper and posted on the primary bulletin board of each campus building.



# ***If a Hostile Intruder is Present on Campus***



The following is an overview of steps that can be taken if a hostile intruder is present on campus. More information on the university's comprehensive response to a range of emergency situations can be found at: [SouthernCT.edu/about/emergency-preparedness](http://SouthernCT.edu/about/emergency-preparedness)



## **QUICKLY DETERMINE THE MOST REASONABLE WAY TO PROTECT YOUR OWN LIFE.**

### **EVACUATE**

- Have an escape route plan in mind.
- Leave your belongings.
- Keep your hands visible.

### **OR HIDE OUT**

- Hide in an area out of the suspect's view.
- Block entry to your hiding place and lock all doors.

### **OR TAKE ACTION**

(As a last resort and only when your life is in imminent danger).

- Attempt to incapacitate the suspect.
- Act with physical aggression and throw items at the suspect.

## **HOSTILE INTRUDER INSIDE A BUILDING:**

- DO NOT pull a fire alarm.
- Lock and barricade the doors to the room and turn off the lights
- Close or lower blinds, if possible.
- Silence cell phones and other electronic devices and turn off radios and computer monitors.
- Stay out of sight of windows and doors.
- BE QUIET AND STAY CALM.
- Stay in hiding until a police officer gives an "All Clear" notification.

## **HOSTILE INTRUDER OBSERVED OUTSIDE A BUILDING:**

- Run away from the threat as fast as you can.
- Do not run in a straight line.
- Keep objects or buildings between you and the threatening individual.
- If you can, get away from the area of immediate danger and warn others not to enter.
- If the hostile intruder is near you and causing great harm, hide if at all possible.

## **DIAL 911 AND REPORT WHEN SAFE TO DO SO:**

If not safe to speak, Dial 911 and leave the line open so the police can listen to what is taking place.

Remain calm and if it is safe to speak, be prepared to provide the following information:

- Your location, name and contact information.
- The number of gunmen/hostile intruders and their description, if possible
- The type of weapons involved (knife, handgun, long gun, etc
- The location of the gunmen/hostile intruders and their direction of movement
- The number of potential victims

## **WHEN LAW ENFORCEMENT ARRIVES**

Your attention to Law Enforcement officers is vital for survival, so it is important to remain calm and follow their instructions.

After putting down any handheld items such as bags, backpacks, jackets, etc. , immediately raise your hands and spread your fingers. Keep your hands visible at all times and avoid making quick movements towards officers, grabbing onto them or pointing, screaming or yelling at them.

DO NOT stop and ask officers for directions or help when evacuating, just proceed in the direction from which the officers are entering the scene.

### **NOTE:**

Arriving officers will not stop to help injured persons, as their response is to stop the active shooter, so be cognizant of this. Rescue teams comprised of additional officers and other emergency medical personnel will treat and remove any injured persons. They may call upon able-bodied individuals to assist them in removing the wounded from the premises.

Once you have reached a safe location or an assembly point, you will likely be detained in that area by Law Enforcement until the situation is secure and all witnesses have been identified and questioned.

**DO NOT** leave until released by law enforcement authorities.

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE SOUTHERN POLICE AT 203-392-5375



### III. CRIME PREVENTION, SAFETY AND SECURITY AWARENESS PROGRAMS

Crime prevention programs are critical to educating the campus community and reducing crime. The SCSU Police Department sponsors several crime prevention programs to emphasize awareness and offer education on methods to reduce the opportunities of becoming a victim. Southern police distribute materials and make frequent presentations to familiarize students, faculty and staff with their shared responsibility in preventing crime. The programs and initiatives are listed as follows.

#### Live Safe App

As part of ongoing efforts to enhance campus safety, Southern has introduced a new mobile safety app called LiveSafe that allows you to report tips to University Police, virtually escort your friends in real-time on a map, place emergency calls, and access safety resources. The LiveSafe app provides students, faculty and staff with a direct connection to University Police and 911 so that everyone can easily communicate all their safety needs. Its easy-to-use features help you stay safe every day and enable us to better protect you.

Specifically, LiveSafe allows you to:

- Share information, tips and safety concerns with University Police via text messaging, including picture, video, and audio attachments, or even through live chat.
- Stay anonymous anytime, or send your user information and location to University Police as soon as you call or message, allowing faster response times.



- View a helpful Safety Map that displays where recent incidents have occurred, as well as nearby safety locations.
- Activate SafeWalk, a GPS-tagged monitoring feature to let your friends and family keep you covered until you arrive safely to your destination.
- Receive timely notifications with important safety information from campus safety.

For more information and to download the mobile app for free, visit: [SouthernCT.edu/student-life/safety/livesafe.html](https://SouthernCT.edu/student-life/safety/livesafe.html).



### Bike Patrol Unit

The University Police Department has a nine-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.

### Blue Light Emergency Telephones

At strategic locations throughout the campus, Blue Light Emergency Telephones, have been installed that connect the caller immediately and directly to university police. The police can identify the exact location of the caller and will send an officer immediately.

### Citizen's Police Academy

The Southern Connecticut State University Police Department hosts a Citizen's Police Academy annually in the spring semester. The campus community is invited to learn about the duties and responsibilities of the department, police officers, administration, detectives and dispatchers.

This is a nine week program in which community members actively learn about patrol procedures, criminal investigations, evidence collections, weapons, search and

seizure, body cameras, Connecticut and Constitutional law and so much more. Participants will have the opportunity for role playing and a ride-along on patrol with the university police officers. The Academy is being offered at no cost to participants and is open to Southern students, faculty, and staff.

To receive an application for the program, or if you have any questions, call the Southern Police Detective Division at (203) 392-6335 or email [detectivedivision@SouthernCT.edu](mailto:detectivedivision@SouthernCT.edu).

### Environmental Safety Design and Maintenance of Campus Landscape

University police work with the Facilities Operations Department in overseeing the physical safety of the campus landscape. With the assistance of facilities operations personnel, overgrown bushes, trees and brush on campus that may provide cover for criminal activity are regularly trimmed or removed to maximize visibility and safety. University police also make recommendations on the effectiveness of campus lighting to deter crime, ensuring that buildings, entrances and exits, stairs, pathways, parking areas, ATMs, emergency phone locations, sports and recreation areas, laundry rooms, and storage areas are well-lit.

### Law Enforcement and Residents Networking (LEARN)

**LEARN** is a cooperative effort between the university police officers and Southern community members who strive for proactive communication to effectively report, respond and prevent crime. In addition to providing safety through regular patrols, university police are further promoting crime prevention through the education and positive interactions with the Southern community.

Each residence hall, or "neighborhood," has at least one police officer who has volunteered time to the program. Each LEARN officer monitors trends within that neighborhood, provides educational seminars and is available to that particular community for information, mentoring and training. Police officers in each of the Southern community neighborhoods are committed to promoting a safe learning environment. Our goal is to empower each member of the community through safety education.

### Operation SAFE: Pedestrian Safety Awareness for Everyone

The SCSU Police Department, in an effort to promote pedestrian safety, encourages the students, faculty and



staff to practice good pedestrian safety skills by following the noted Pedestrian Safety Guidelines. This initiative educates our university community in the importance of using clearly marked and designated crosswalks while crossing on a daily basis the streets that traverse our campus. Pedestrian Safety Guidelines:

1. Cross the street only at intersections and do not jaywalk.
2. Use only marked crosswalks.
3. Do not cross in the middle of the street or between parked cars, as drivers are not expecting pedestrians to cross mid-block.
4. When crossing streets, before you enter the crosswalk, make eye contact with drivers approaching the crosswalk to ensure traffic has stopped.
5. Stop at the curb and look left, right and left again before you step into the street. Be sure to evaluate the distance and speed of on-coming traffic before you step out into the street to ensure that a vehicle has adequate distance in which to stop safely.
6. Remember, don't take those "NO RIGHT TURN ON RED" signs for granted and always check for turning vehicles before stepping off the curb.
7. Avoid walking in traffic where there are no sidewalks or crosswalks. If you have to walk on a road that does not have sidewalks, walk facing traffic.
8. At intersections, scan over your shoulder for turning vehicles to make sure that the driver knows you are there.
9. Wear bright colors or reflective clothing if you are walking near traffic at night and/or carry a flashlight.
10. Use extra caution when crossing multiple lanes for higher speeding vehicles, while paying attention to the on-coming lanes of traffic.
11. Always look for signs that a car is about to move (rear lights, exhaust smoke, sound or wheels turning) and never walk behind a vehicle that is backing up.
12. During inclement weather (rain or snow) allow extra time and distance for a vehicle to stop and do not let your umbrella or jacket hood block your view of approaching traffic.
13. If your view of approaching traffic is blocked by something, move to where you can see, stop and look left-right-left again.
14. Never run or dash into the street.
15. Watch out for entrances to parking lots, including



Rape Aggression Defense Class

sidewalks that cross driveways and entrances to them. Always check for cars entering or exiting the parking lot.

16. If the intersection has a pedestrian signal, press the button and wait for the pedestrian signal to display the "WALK" indicator, which indicates that it is safe to proceed into the crosswalk. You should continue to be alert for traffic at all times while in the roadway and always check for turning vehicles.

17. A flashing "DON'T WALK" signal means that a pedestrian should not start to cross the roadway and that there is probably not enough time left in the cycle for you to cross the street safely. But any pedestrian who has partially completed their crossing should finish crossing the street or proceed to a safety island in the same direction in which they were headed.

18. A steadily illuminated "DON'T WALK" signal means it is not safe for a pedestrian to enter the roadway in the direction of the signal and you are to wait to cross for the next "WALK" signal to cross safely.

### Rape Aggression Defense (RAD)

Sponsored by the SCSU Police Department, the Rape Aggression Defense system is a program of realistic self-defense tactics and techniques for women. It is a comprehensive, women-only course that begins with

awareness, prevention, risk reduction and risk avoidance, progressing to the basics of hands-on defense training. The courses are taught by nationally certified RAD instructors and are available in the Fall and Spring semesters. At SCSU, there are four certified instructors. The course is free and open to all female employees and students of the university. For information contact Officer Pantani at [pantania1@SouthernCT.edu](mailto:pantania1@SouthernCT.edu).

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### Silent Witness Program

The Silent Witness Program allows students, faculty and staff to report suspicious activity and crimes via the Internet while remaining anonymous. If anyone has witnessed a crime or knows of a crime that was committed or will be committed, simply fill out and submit the Web form. A member of the SCSU Police Department will investigate the information provided. The sender will not be contacted unless they provide contact information. All tips remain anonymous. Please keep in mind this program is intended to assist the SCSU Police Department and is not intended for crimes in progress or for emergencies. Dial 911 in those instances. [SouthernCT.edu/silentwitness](http://SouthernCT.edu/silentwitness)

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### Shuttle Bus Service

The Southern Police Department provides a shuttle bus service and all of the shuttles are handicapped accessible. Currently, there are 10 enclosed bus stops located throughout the campus in high pedestrian traffic areas. On-Campus service is available Monday–Thursday from 7:30 a.m.–11:00 p.m. and Fridays from 7:30 a.m. to 5 p.m. The shuttle can be easily accessed in front of Hickerson Hall or by calling First Transit at 203-281-5470 until 11:00 p.m. Shuttles will also go to Union Station, New Haven, on Friday from 7 a.m. until 5 p.m., and the Hamden Plaza, Westfield Shopping Mall (Milford), and downtown New Haven on Saturday and Sunday from 1 p.m. until 9 p.m., with the exception of major holidays. [SouthernCT.edu/transportation](http://SouthernCT.edu/transportation)

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### The Late Night OWL Watch

The Owl Watch is a walking safety escort that provides prompt, courteous walking escorts for Southern Connecticut State University students and staff. The Late Night Owl service is committed to the personal safety and awareness of our university community. The service is free, safe and easy to use and is available Sunday–Thursday 11:00 pm to 3:00 am. The service is centralized in Hickerson Hall, and is an initiative provided by University Police and the Office of Residence Life. Late

Night Watch Attendants are equipped with university identification and are connected to university police and all residence halls through radios.

[SouthernCT.edu/go/latenightowlwatch](http://SouthernCT.edu/go/latenightowlwatch)

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### Safety Escort Service on Campus

The University Police Department also offers an on-campus walking escort service 24 hours a day. Members of the SCSU community can simply call the department at 203-392-5375 for assistance.

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### Controlled Access to Campus Facilities

During business hours, Southern (excluding housing facilities) will be open to students, parents, employees, contractors and guests. During non-business hours, access to all university facilities is by key or by admittance via the SCSU police. University facilities are open to the public during the day and evening hours when classes are in session. Access to classes and programs is restricted to those enrolled in them. When Southern 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 Southern ID. All residence halls have limited access, with some halls having all outside doors locked on a 24-hour basis and other halls having only main doors unlocked during daytime hours. The residence hall front desks are staffed on a 24-hour basis during the week. Student community coordinators and advisors make regular rounds throughout the buildings, checking to see that outside doors are locked and that floors are quiet. Southern reserves the right to enter rooms to assure proper maintenance and repair, to provide for the health and safety of residents and to investigate suspicion of a violation of university regulations or laws. During extended breaks, the doors of all halls will be secured 24 hours a day. Only those with prior approval will be admitted to facilities during extended breaks.

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### Individual Counseling and Referral

Students can talk to a licensed professional about personal issues concerning their own use of alcohol or other drugs or that of a friend or loved one. All services are free and confidential to registered students. Please call the University Counseling Services Department at 203-392-5475 to set up an appointment.

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### Alcohol and Other Drug Services

Counseling Services provides free and confidential screening, evaluation and brief counseling by a licensed



Drug and Alcohol Counselor to those students concerned about their own substance use and those in violation of the university alcohol and drug policies. In partnership with the University Police Department and the Wellness Center, Counseling Services collaborates and assists with the sponsoring of alcohol and drunk driving prevention programs. There are many opportunities for students to get involved with the programs and prevention activities. Please contact the Coordinator of Alcohol and Drug Services for more information or to set up an appointment at 203-392-5087. In addition, the Wellness Center serves as a storehouse of information on alcohol, tobacco and other drugs with pamphlets, books, DVDs and other materials available to students, faculty and staff. For more information, visit the Wellness Center in Schwartz Hall or call 203-392-6526 or Counseling Services office B219F in Engleman Hall or call 203-392-5087.

### **Alcohol and Drug Education and Prevention Programs**

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In partnership with the University Police Department, the SCSU Alcohol and Other Drug Services sponsors numerous alcohol and drunk driving prevention programs. There are many opportunities for students to get involved with the programs and prevention activities. Please call 203-392-5074 for more information about how to get involved.

### **Drug and Alcohol Self-help Groups**

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Al-Anon, Alcoholics Anonymous and Narcotics Anonymous 12 step meeting groups meet daily throughout the New Haven area as well as other recovery support groups. For more information about meetings on campus and schedules you may contact Alcohol and Drug Services at 203-392-5087.

### **Collegiate Recovery Community**

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A collegiate recovery community is a supportive and safe environment within a campus culture that provides resources and opportunities for students in all pathways to recovery.

Our collegiate recovery community at SCSU is support based and student oriented with the goal of providing a resource for college students in long term recovery and for any student seeking recovery.

Additionally, we support and provide resources to students who have been directly or indirectly affected by substance use of friends or loved ones.

For more information about recovery supports, programs and resources please contact the Coordinator of Alcohol and Drug Services at 203-392 5087.

### **Metro Taxi University Ride (URide) Safe Program**

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Metro Taxi provides a guaranteed safe ride home for students, 24/7, through the URide Safe program. Designed to offer students a responsible mode of transportation when one is needed, URide is available to any registered student 24 hours a day and can be used for any reason with “no questions asked”. It is especially designed for circumstances when you might lack cash, but need a safe way to get out of an uncomfortable situation, such as being too intoxicated to drive or riding with an angry or intoxicated friend.

The URide Safe card is a no-cash, personal debit card that can be used in any Metro Taxi throughout Connecticut. For more information, and to register for a Metro Taxi URide card, visit [www.uridesafecard.com/](http://www.uridesafecard.com/).

### **Campus Security Authority**

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The Clery Act regulation “Campus Security Authority” is a Clery-specific term that encompasses four groups of individuals and organizations associated with an institution.

- A member of a campus police department or a campus security department of an institution.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g. an individual who is responsible for monitoring the entrance into the institutional property).
- Any individual or organization specified in an institution’s statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.

For example, a dean of students who oversees student housing, a student center or student extracurricular activities has significant responsibility for student and

campus activities. Similarly, a director of athletics, a team coach and a faculty advisor to a student group also have significant responsibility for these activities. Students may, in some cases, be considered campus security authorities (e.g., resident advisors/assistants, students who monitor access to dormitories). Examples of individuals who would not meet the criteria for being campus security authorities include a faculty member who does not have any responsibility for student and campus activity beyond the classroom, clerical staff and cafeteria staff. A physician in a campus health center or a counselor in a counseling center whose only responsibility is to provide care to students is unlikely to have significant responsibility for student and campus activity.

The function of a campus security authority is to report to the appropriate law enforcement personnel, either campus police or local police, or to an official or office designated by the institution, those allegations of Clery Act crimes that he or she concludes are made in good faith.

A campus security authority is not responsible for determining authoritatively whether a crime took place; that is the function of law enforcement personnel.

The campus security authorities play an important role in the Clery Act compliance.

Certain individuals who have significant responsibility for student and campus activities are exempt from disclosing information:

- **Pastoral counselor.** A person, who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling, and is functioning within the scope of that recognition as a pastoral counselor.
- **Professional counselor.** A person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of his or her license or certification. This definition applies even to professional counselors who are not employees of the institution, but are under contract to provide counseling at the institution.

Southern Connecticut State University has identified about 500 Campus Security Authorities. Designation as a campus security authority is determined by function within the university community, not position. All Southern Connecticut State University campus security authorities receive comprehensive training annually.

The incidents reported to any campus security authority are included in the statistics represented in this annual security report unless determined to be unfounded by law enforcement personnel. In the rare event that a report is determined to be unfounded, that shall be disclosed in the annual security report as well.

Crimes that should be reported by CSA's are:

- Murder and non-negligent manslaughter
- Negligent manslaughter
- Sex offenses: rape, fondling, incest, statutory rape
- Domestic violence and dating violence
- Stalking
- Robbery
- Aggravated Assault
- Burglary
- Motor vehicle theft
- Arson
- Hate Crimes (Any of the above crimes including Larceny-theft, simple assault, intimidation, destruction/damage/vandalism of property)
- Liquor law violations, drug law violations, weapon law violations

Over four hundred campus security authorities have been identified on the Southern Connecticut State University Campus. The Southern Connecticut State University Police department is responsible for the annual training of the CSA's. For those Campus Security Authorities that do not work for residence life, the incident reporting form can be found at: [SouthernCT.edu/student-life/safety/campus-security-authorities.html](https://SouthernCT.edu/student-life/safety/campus-security-authorities.html). For any inquiries about the CSA training and reporting structure please call Southern Police, Detective Cynthia Torres, 203-392-6335. For scheduling CSA training contact University Assistant Rachel Zagielski, 203-392-5417.



## IV. REPORTING A CRIME AND POLICE RESPONSE

Community members, students, faculty, staff and guests are encouraged to report all crimes and public safety-related incidents to the University Police Department in a timely manner. To report an emergency on or off campus, call 911. To report a non-emergency crime, or public safety-related matter on campus, call the SCSU Police Department at 203-392-5375. Dispatchers are available 24 hours a day.

SCSU 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.

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 SCSU 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 SCSU police immediately.



## Confidential Reporting Procedures

If you are victimized by crime and do not want to pursue action within the university system or the criminal justice system, you may still want to consider making a confidential report. Campus security authorities are individuals who play a role in the security of students and include many faculty members, housing staff and other members of the University community. You may report the incident to any campus security authority who in turn can file a report without revealing your identity. Other confidential reporting options include the Violence Prevention, Victim Advocacy, and Support Center at 203-392-6946 or the Office of Student Conduct and Civic Responsibility at 203-392-6188. The purpose of a confidential report is to comply with your desire to keep a matter confidential, while taking steps to ensure the future safety of yourself and others. This information allows the university to keep an accurate record of the number of incidents involving our community and determine if there is a pattern of crime with regard to a particular location, method or assailant so the campus community can be alerted to potential danger. Reports filed in this manner are counted and disclosed in the annual statistics for the institution. Pastoral and professional counselors also may encourage clients to make voluntary, confidential crime reports.

## Reporting Sexual Assault, Domestic Violence, Dating Violence and Stalking

Rape, all forms of sexual assault and intimate partner violence are crimes under Connecticut General Statutes

and also prohibited under the institution's rules and regulations. SCSU provides educational programs on campus to promote awareness of rape, acquaintance rape and other sex offenses. These programs take place regularly in the Student Center, in residence halls and elsewhere on campus. Requests for police participation in these programs are coordinated through the Violence Prevention, Victim Advocacy, and Support Center, Office of Residence Life, University Counseling Center, Department of Health Services, Social Work Department, Nursing Department, Women's Studies Program and others.

If you become a victim of or witness to a sex offense, domestic violence, dating violence, stalking, or any crime, you are encouraged to report it immediately to the SCSU Police Department by calling 911 or 203-392-5375, 24-hours a day, seven days a week or contact any on-duty officer on campus. Other options include support services which are available for the victim through the SCSU Support and Resource Team (SART), the University Police Department at 203-392-5375 or the Violence Prevention, Victim Advocacy, and Support Center at 203-392-6946. Trained members are available to assist a victim 24 hours a day.

## Medical Attention and Preservation of Evidence

It is critical for a victim of sexual assault to seek medical attention so that a sexual assault evidence collection kit can be administered immediately. The Violence Against Women Act (VAWA) ensures that victims can undergo the evidence collection process before deciding whether or not to report the crime. During the evidence collection



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process, the victim's clothes and body will be examined. It is important for the victim to refrain from showering, bathing, washing the clothes worn during the incident, or brushing one's teeth to preserve evidence. The clothes must be kept in a paper bag for evidence collection. The medical exam should be conducted within 72 hours of the incident. In the cases of sexual assault, stalking, domestic violence, and dating violence, victims can preserve evidence by keeping records of text messages, emails, screenshots of social media pages, and other forms of documentation of harassment. The recorded evidence can be helpful in police investigations and crime reporting.

## Victim Assistance

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The dean of student affairs may change the victim's academic schedule upon request and make many interim measures and accommodations for survivors to avoid contact with the accused. If the victim lives on campus, the Office of Residence Life will, at the victim's request, change the victim's living situation to whatever extent is possible and reasonable, to avoid an encounter with a student(s) accused of the crime. Other accommodations are available and may be provided as needed.

## Judicial Action

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The SCSU Office of Student Conduct and Civic Responsibility is responsible for ensuring a fair, just and impartial judicial process for students charged with violation of a law in connection with conduct that also violates the provisions 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. Call 203-392-6188 for information. [SouthernCT.edu/offices/judicialaffairs/codeofconduct.html](https://SouthernCT.edu/offices/judicialaffairs/codeofconduct.html)

## University Disciplinary Procedures Regarding Sexual Misconduct

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In cases of an alleged sexual offense, when the accused is a student, both the victim and the accused are entitled to have others present during a judicial disciplinary hearing. You may:

1. Be accompanied to any meeting or proceeding by an advisor or support person of your choice, provided that the advisor or support person does not cause a scheduled meeting to be delayed or postponed
2. Present evidence and witnesses on their behalf

3. Be informed in writing of the results of the disciplinary proceeding no later than one business day after it concludes and retain the right to appeal the decision in accordance with disciplinary procedures.

4. Have their identities kept confidential, except as necessary to carry out a disciplinary proceeding or as permitted by state or federal law.

You have the right to request that disciplinary proceedings begin promptly and know that the proceeding must be conducted by an official trained in issues relating to sexual assault and intimate partner violence. The judicial process will use the "preponderance of evidence standard" (i.e., whether it is more likely than not that the alleged incident occurred.)

Following a final determination of responsibility when the allegation involves a rape or other sexual offense, the university judicial officer may impose any sanction or combination of sanctions, including expulsion. Disciplinary proceedings under this Code may be carried out before, during or after civil or criminal court proceedings against the accused student.

[SouthernCT.edu/offices/judicialaffairs/StudentCodeofConduct%20%2001-15-2015.pdf](https://SouthernCT.edu/offices/judicialaffairs/StudentCodeofConduct%20%2001-15-2015.pdf)

## Sexual Violence Education and Support

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Beginning with New Student Orientation, Southern Connecticut State University takes an active continuous role in raising awareness and creating a safe space for open dialogue and action. All incoming students are required to take Not Anymore, an online educational course, and they are mandated to attend a primary prevention program during the first weekend they arrive on campus. Awareness campaigns, such as *The Red Flag Campaign*, *It's On Us*, and *I Choose*, and primary prevention programs are provided throughout the academic year for students. Prevention programs include definitions of sexual misconduct (sexual harassment, sexual assault, intimate partner violence, stalking, and sexual exploitation) and its prohibition by the campus, definition of consent, and options for reporting and advocacy services. The Violence Prevention, Victim Advocacy and Support Center also educates on bystander intervention and risk reduction. Bystander intervention is the act of challenging the social norms that support, condone or permit sexual misconduct and includes the 3D's: how to intervene in a problem situation safely in a Direct way, creating a Distraction and Delegating to someone you trust. Risk reduction is the options designed to decrease perpetration and bystander inaction, and to increase

empowerment for victims. Risk education includes discussions on rape culture and safety tips for students.

These programs are coordinated by the Violence Prevention, Victim Advocacy and Support Center (VPAS), the University Police, the Support and Resource Team (SART), the Office of Residence Life, Counseling Services and others.

The SCSU Violence Prevention, Victim Advocacy and Support Center (VPAS) provides victim advocacy, primary prevention and awareness programming, referrals, information and support services on issues related to sexual misconduct. The Center also maintains a resource room with information on sexual assault, stalking, domestic violence, dating violence, sexual harassment, sexual exploitation and drugs known to be used in facilitating assaults. The Violence Prevention, Victim Advocacy and Support Center is located in Schwartz Hall and is open Monday through Friday from 8:30 a.m. to 4:30 p.m. Victim Advocacy is available 24/7. Visit [SouthernCT.edu/sart](http://SouthernCT.edu/sart) for further information.

### Response to Sexual Assault: SART

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The SART members can assist you in applying for a civil protective order or temporary restraining order. The SCSU Support and Resource Team (SART) provides a collaborative victim-centered team response to sexual misconduct that ensures a transition from victim to survivor for every individual whose life is affected by sexual violence. SART team members representing the Violence Prevention, Victim Advocacy, and Support Center, University Counseling Center, Health Services Department, Office of Student Affairs, Office of Student Life, Multicultural Center, Office of Student Conduct, and Civic Responsibility, Public Health Department and Office of Residence Life provide a survivor with many supportive options including counseling, medical attention, judicial services, advocacy, referrals and general information regarding sexual assault. If a survivor chooses to file a police report, the University Police Department and the Violence Prevention, Victim Advocacy, and Support Center staff will assist that person with the reporting process, empowering the survivor to make their own decisions by providing on- and off-campus resources and offering support as needed. The SART members can assist you in obtaining an order of protection, applying for a temporary restraining order, or seeking enforcement of an existing order. Southern Connecticut State University shall not disclose the identity of victim or the accused, except as necessary or

as permitted under state or federal law.

[SouthernCT.edu/vpas/sart.html](http://SouthernCT.edu/vpas/sart.html)

### Restraining Orders and Protective Orders

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Orders for protection exist in many different forms. Restraining orders and civil protective orders can be issued without the accused being arrested. Protective orders in a family violence situation are criminal and are issued after the accused has been convicted of a family violence crime. All of these orders must be issued by the court. [http://jud.ct.gov/forms/grouped/civil/civil\\_protect\\_order.htm](http://jud.ct.gov/forms/grouped/civil/civil_protect_order.htm)

The University Police Department will keep protective and restraining orders on file in accordance with State regulations. Any victim/survivor of a sexual assault or domestic violence is strongly encouraged to contact the University Police to verify that they have received from the court a copy of any protective or restraining order filed on their behalf. The University Police Department will accept copies of any protective/restraining orders that can be properly verified.

Victims are strongly advised to report any violations of these orders to the University Police at 203-392-5375. If the violation of a court order is an emergency situation, DIAL 911 IMMEDIATELY.

Information on filing an application for a restraining order can be found by visiting: [jud.ct.gov/forms/grouped/family/restraining\\_order.htm](http://jud.ct.gov/forms/grouped/family/restraining_order.htm)

### Sex Offender Registry

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In accordance with Connecticut General Statutes, Chapter 969, Section 54-258, the SCSU Police Department keeps a record of all registration information transmitted from the state Department of Public Safety. There is also a direct link to the Sex Offender Registry through the SCSU Police Department Web page at: [SouthernCT.edu/go/campussexcrimes](http://SouthernCT.edu/go/campussexcrimes)



## V. GENERAL SAFETY POLICIES

### Policy on Pluralism

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Southern's policy on pluralism forbids acts of harassment or violence reflecting bias or intolerance based on an individual's race, religious creed, gender, sexual orientation, disability, ethnicity or cultural origin. The university also has adopted procedures for investigating complaints of acts of intolerance brought by students and staff. Southern endorses the Connecticut State University Policy Regarding Racism and Acts of Intolerance.

That Policy is as follows:

#### **The Connecticut State University declares:**

*Institutions within the Connecticut State University have a duty to foster tolerance;*

*The promotion of racial, religious creed and ethnic pluralism within the university is the responsibility of all individuals within the university community;*

*Every person within the university community should be treated with dignity and assured security and equality;*

*Individuals may not exercise personal freedom in ways that invade or violate the rights of others;*

*Acts of violence and harassment reflecting bias or intolerance of race, religious creed, gender, sexual orientation, disability, ethnicity or cultural origins are unacceptable; and*

*The university shall take appropriate corrective action if such acts of violence or harassment occur.*

*Anyone who has a complaint alleging an act of violence or harassment based on race, religious creed, gender, sexual orientation, disability, ethnicity or cultural origin should contact the Office of Diversity and Equity Programs, Buley Library, 203-392-5419.*

*A complaint against a university employee alleging a violation of this policy should be filed in either the Office of Diversity and Equity Programs in the Buley Library or the University Police Department in Granoff Hall, 203-392-5375.*

### Guest Policy for Residence Life

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All residence hall, suite, and apartment students are required to show an SCSU ID upon entry into each residence life building. All guests must be registered and show a valid photo ID. This includes, but is not limited to, parents, faculty, staff, SCSU students not assigned to live in the buildings and guests. At all times guests must be in the presence of their host. Valid ID for registration includes the university ID card of State/federal issued photo identification card. All university staff and faculty must register with the front desk.

Guests may be in the building between 8:30 a.m. and 2 a.m. and must be with the consent of all other students assigned to the room, suite or apartment. Any guest under the age of 18 must have a Parental Consent Form. Requests for approval must be provided to the Hall Director one full business day prior to the requested date of stay. Guests under the age of 16 are not permitted in the residence halls after 8:00 p.m.



- Guests may only enter and exit through the main lobby and must register upon entry and upon exit from the building.
- Guests waiting for their host may not leave the front lobby before being registered. Guests may not loiter in the main lobby for extended periods of time.
- Only a student assigned to the building may register a maximum of three guests at a time. Additional guests (limited to family members only) may be approved only at the discretion of the hall director and must be requested 24 hours in advance.
- Office of Residence Life staff reserves the right to request guests to leave the premises at any time. Guests who are disruptive to the community may be restricted from future access to the building or all residence halls, suites, and apartments.
- Guests with vehicles must register them with University Police Department.

### Guest Policy for Overnight Guests

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A maximum of one overnight guest per student is permitted per night. Overnight guests may stay a maximum of two nights per week (Sunday through Saturday) and **MUST** have the consent of all other students assigned to the room.

- Guests under the age of 16 are not permitted to sign-in overnight in any residence hall. Guests between the ages of 16-17 may not be requested as an overnight guest without a signed Parental Consent Form. Requests for approval must be provided to the Hall Director one full business day prior to the requested date of stay. A parental consent form is available at: [SouthernCT.edu/residencelife](http://SouthernCT.edu/residencelife).
- No overnight guests are permitted during the finals week period. Guest restrictions begin the Wednesday of the week preceding finals and remain in effect throughout finals week.

### Policy on Alcohol and Drugs

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The university recognizes that the misuse of alcohol or the use of illegal drugs represents a serious threat to the physical and mental well-being of its students and the entire community. Our common goal is to foster a university community where the intellectual development of students is free from the harmful effects of alcohol and drugs. Each person has a responsibility to help safeguard the community health by respecting university policy and intervening in situations of abuse. Addressing the drug and alcohol problem in our society and community requires caring, cooperation and support of every member of the university community. The SCSU Drug and Alcohol Resource Center provides education and support. Call 203-392-5087 for more information.

### Policy Violation: Family Educational Rights and Privacy Act Parental Notification

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The university reserves the right as permitted by the Family Educational Rights and Privacy Act (FERPA) to notify parents/guardians if their son or daughter, under 21 years of age, has been determined to have violated the university's Alcohol and Drug Policy.

### Drug and Alcohol Prevention Program Review

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The university will conduct a biennial review of these programs and policies to determine their effectiveness, make changes where necessary and ensure that sanctions and interventions are consistently enforced. The following is intended to provide clear guidelines for members of the university community:

#### ALCOHOL

Campus policy permits the legal possession and legal consumption of alcoholic beverages at Southern under controlled conditions at registered special events.

All students of the university shall observe the laws of the state of Connecticut concerning alcoholic beverages.

As adults, all students of the university are expected to take personal responsibility for their own conduct.

The possession and consumption of alcoholic beverages shall be restricted to those persons who have reached the legal drinking age. SCSU has designated several "dry" residence halls, effective with the start of the fall 2010 semester. The use or possession of alcohol by any individual—including those who are 21 years or older—is prohibited in these buildings. They include Neff, Hickerson, Chase, Wilkinson and Farnham halls, as well as the West Campus Residence Complex.



The university reserves the right to request proper proof of age or identification from any person. Those attending a function must be members of the SCSU community or their escorted guests. Students are expected to consider the rights of others and use mature and responsible judgment concerning the use of alcoholic beverages.

Alcoholic beverages may not be served at any time without the prior approval of the appropriate designated agent.

Student clubs and organizations are not permitted to sponsor an event, on or off campus, where alcoholic beverages are served or provided unless the event is registered and approved by the dean of student affairs.

University recognized student organizations are prohibited from sponsoring “bring your own” events (on or off campus) at which individuals carry their own alcoholic beverages into the facility. An exception may be made for Owl Family Day/Homecoming, which is the major university-sponsored event involving alumni, parents and students.

The possession and consumption of alcoholic beverages is prohibited in academic buildings, out-of-doors on any part of the campus and at any intercollegiate or intramural athletic activity unless the event is registered and approved by the dean of student affairs.

State law prohibits the unlicensed sale of alcoholic beverages on the campus. Therefore, no financial arrangements between the sponsor of an event and guests are permitted whenever alcohol is to be served (i.e., no admission fees can be charged, donations accepted or tickets sold.)

Food and non-alcoholic beverages must be available at all times during an approved special event involving the consumption of alcoholic beverages.

Any person or organization violating state law or these regulations will be subject to disciplinary action by the university and/or referral to the appropriate civil authorities.

The University Police Department has the discretion of issuing infractions for the illegal possession of alcohol and for providing alcohol to individuals under the age of 21.

## **DRUGS**

The possession, distribution and consumption of illicit drugs and the abuse of prescription and over-the-counter drugs and anabolic steroids are prohibited.

The university recognizes that drug problems are complex, and it will make every effort to assist students who have a problem. However, students must understand that, apart from the professional resources of the university, drug problems revealed or uncovered in the normal course of administrative operations will be treated as disciplinary matters in accordance with the Student Code of Conduct.

Students found guilty of violations of this policy shall be subject to university disciplinary action that may include suspension or expulsion. In addition to the penalties that may be imposed by campus authorities, criminal prosecution may also be initiated.

## **POLICY ON FIREARMS/FIREWORKS**

The university prohibits employees and students or their guests from possessing or storing firearms on campus. For purposes of this policy, definitions contained in the Connecticut General Statutes pertaining to firearms will apply. Firearms, explosives, fireworks, flammable substances and other weapons of any kind are not allowed on university property. This includes, but is not limited to rifles, shotguns, pistols, BB guns, pellet guns, paint ball guns, bows and arrows, stun guns, knives and martial arts weapons. Possession of any firearm or other weapon on university property, including in an employee's automobile, is cause for corrective action up to and including termination. University police are the only persons who are authorized to carry firearms on campus.

Employees or others who have a concern about personal safety are encouraged to contact the SCSU Police Department at 203-392-5375 or the Human Resources Office at 203-392-8810.

## VI. DEFINITIONS OF REPORTABLE CRIMES

### Definitions and Codes from the Uniform Crime Reporting Handbook, as Required by the Clery Act

**AGGRAVATED ASSAULT:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife or other weapon is used that could or probably would result in a serious potential injury if the crime were successfully completed. (*UCR code 13A*)

**ARSON:** The willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another kind. (*UCR code 200*)

**BURGLARY:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking and all attempts to commit any of the aforementioned. (*UCR code 220*)

**DATING VIOLENCE:** The term “dating violence” means violence committed by a person

1) who is or has been in a social relationship of a romantic or intimate nature with the victim.

2) The existence of such a relationship shall be based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition —

(i) Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

(ii) Dating violence does not include acts covered under the definition of domestic violence.

**DOMESTIC VIOLENCE:** The term “domestic violence” means felony or misdemeanor crimes of violence committed —

(i) By a current or former spouse or intimate partner of the victim;

(ii) By a person with whom the victim shares a child in common;

(iii) By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;

(iv) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or

(v) By any other person against an adult or youth victim who is protected from that person’s acts under the



domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**DRUG ABUSE VIOLATIONS:** Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (e.g., morphine, heroin, codeine), marijuana, synthetic narcotics (e.g., Demerol, methadone) and dangerous non-narcotic drugs (e.g., barbiturates, Benzedrine). (*UCR code 35A*)

**HATE CRIME:** A hate crime is a criminal offense committed against persons, property or society that is motivated, in whole or in part, by an offender's bias against an individual or a group's perceived race, religion, ethnic/national origin, gender, age, disability or sexual orientation.

**LIQUOR LAW VIOLATIONS:** The violation of laws or ordinances prohibiting the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places, bootlegging, operating a still, furnishing liquor to minor or intemperate person, using a vehicle for illegal transportation of liquor, drinking on a train or public conveyance, all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.) (*UCR code 90G*)

**MURDER (NON-NEGLIGENT HOMICIDE):** The willful (non-negligent) killing of one human being by another. (*UCR code 09A*)

**MANSLAUGHTER (NEGLIGENT):** The killing of another person through gross negligence. (*UCR code 09B*)

**MOTOR VEHICLE THEFT:** The theft or attempted theft of a motor vehicle. (Classified as motor vehicle theft are all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned—including joy riding.) (*UCR code 240*)

**ROBBERY:** The taking or attempting to take anything of value from the care, custody or control of a person or persons by force or threat of force or violence and/or putting the victim in fear. (*UCR code 120*)

**STALKING:** The term “stalking” means 1) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to— (i) fear for the person's safety or the safety of others; OR (ii) Suffer substantial emotional distress.

2) For the purposes of this definition—

(i) Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.

(ii) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

(iii) Reasonable persons means a reasonable person under similar circumstances and with similar identities to the victim.

**WEAPON LAW VIOLATIONS:** The violation of laws or ordinance dealing with weapon offenses, regulatory in nature, such as: manufacture, sale or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapon to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned. (*UCR code 520*)

### Sex Offense Definitions and Codes from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program

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**SEX OFFENSES—FORCIBLE:** Any sexual act directed against another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent.

(a) **FORCIBLE RAPE (*UCR code 11A*)** The carnal knowledge of a person, forcible and/or against the person's will, or not forcibly or against that person's will where the victim is incapable of giving consent because of his/her temporary or permanent or physical incapacity (or because of his/her youth).

(b) **FORCIBLE SODOMY (*UCR code 11B*)** Oral or anal intercourse with another person, forcibly and/or against that person's will; or not forcibly against

the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

(c) **SEXUAL ASSAULT WITH AN OBJECT**

(**UCR code 11C**) The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity.

(d) **FORCIBLE FONDLING (UCR code 11D)** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will, or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

**SEX OFFENSES—NON-FORCIBLE:** Unlawful, non-forcible sexual intercourse.

(a) **INCEST (UCR code 36A)** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

(b) **STATUTORY RAPE (UCR code 36B)** Non-forcible sexual intercourse with a person who is under the statutory age of consent.



Students observe the consequences of drinking and driving during the Mock Crash demonstration.

# SOUTHERN CONNECTICUT STATE UNIVERSITY

## CLERY ACT CRIME STATISTICS

Please see Page 29 for location definitions

	2017	2016	2015
<b>MURDER/NON-NEGLIGENT HOMICIDE</b>			
On Campus	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Residential Facility	0	0	0
<b>MANSLAUGHTER BY NEGLIGENCE</b>			
On Campus	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Residential Facility	0	0	0
<b>ROBBERY</b>			
On Campus	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	1
Residential Facility	0	0	0
<b>AGGRAVATED ASSAULT</b>			
On Campus	0	0	1
Non-Campus Property	0	0	0
Public Property	0	0	0
Residential Facility	0	0	1
<b>MOTOR VEHICLE THEFT</b>			
On Campus	2	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Residential Facility	1	0	0
<b>ARSON</b>			
On Campus	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Residential Facility	0	0	0

Note: **Residential Facility**—numbers are a subset of statistics reported under *On Campus*.

There were no unfounded reports in the 2015, 2016 and 2017 reporting period.



	2017	2016	2015
<b>BURGLARY</b>			
On Campus	2	0	8
Non-Campus Property	0	0	0
Public Property	0	0	0
Residential Facility	2	0	8
<b>SEX OFFENSES (RAPE, FONDLING, INCEST AND STATUTORY RAPE)</b>			
On Campus	5	6	3
Non-Campus Property	0	0	0
Public Property	0	0	0
Residential Facility	3	5	3
<b>DATING VIOLENCE</b>			
On Campus	3	5	4
Non-Campus Property	0	0	0
Public Property	0	1	0
Residential Facility	1	1	3
<b>DOMESTIC VIOLENCE</b>			
On Campus	10	10	4
Non-Campus Property	0	0	0
Public Property	0	1	0
Residential Facility	5	7	4
<b>STALKING</b>			
On Campus	4	6	3
Non-Campus Property	0	0	0
Public Property	0	0	1
Residential Facility	0	5	0
<b>LIQUOR LAW ARRESTS</b>			
On Campus	24	38	43
Non-Campus Property	0	0	0
Public Property	0	10	0
Residential Facility	17	35	43

	2017	2016	2015
<b>LIQUOR LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION</b>			
On Campus	221	318	383
Non-Campus Property	0	0	0
Public Property	0	0	0
Residential Facility	219	318	383
<b>DRUG ABUSE ARRESTS</b>			
On Campus	34	48	30
Non-Campus Property	0	0	0
Public Property	0	6	2
Residential Facility	23	30	30
<b>DRUG ABUSE VIOLATIONS REFERRED FOR DISCIPLINARY ACTION</b>			
On Campus	44	95	92
Non-Campus Property	0	0	0
Public Property	0	0	0
Residential Facility	38	95	92
<b>WEAPON LAW VIOLATION ARRESTS</b>			
On Campus	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Residential Facility	0	0	0
<b>WEAPON LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION</b>			
On Campus	3	4	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Residential Facility	3	4	0
<b>UNFOUNDED INCIDENTS</b>			
On Campus	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Residential Facility	0	0	0

## HATE CRIMES

Federal law also requires that all hate crimes in the mandated categories be reported. Those crimes are further broken down by the nature of the bias; for example, race, gender, religion, sexual orientation, actual or perceived gender identity, ethnicity and disability. Residence hall incidents are included in the On Campus totals.

2015: No hate crimes reported

2016: No hate crimes reported

2017: No hate crimes reported

Hate Crimes reporting under the Clery Act may be divided into three general categories:

- 1) Any reportable crime that law enforcement determines has a biased motive. “Bias” means a bias based on race, gender, religion, disability, sexual orientation, or ethnicity/national origin.
- 2) Crimes that result in bodily injury and that law enforcement determines has a biased motive.
- 3) Any of the (below) non-required crimes, where it was determined by Law Enforcement that the motive was bias:
  - a) **LARCENY/THEFT**—
    - 1) **Pocket Picking**—theft of articles from another person’s physical possessions by stealth where the complainant-victim usually does not become immediately aware of theft. (If use of force or threat of force is present, this will be counted as a strong arm robbery.
    - 2) **Purse Snatching**—grabbing or snatching of a purse, handbag, etc., from the physical possession of another person.
    - 3) **Shoplifting**—theft from within a building which is either open to the general public or where the offender has legal access.
    - 4) **Theft from Building**—theft from within a building which is either open to the general public or where the offender has legal access.
    - 5) **Theft from Coin Operated Machine or Device**—theft from a machine or device which is operated or activated by the use of coins.
    - 6) **Theft from a Motor Vehicle**—theft of articles from a motor vehicle, whether locked or unlocked.
    - 7) **All Other Larceny**—all thefts which do not fit any of the definitions of the specific subcategories of Larceny/Theft listed above.
  - b) **SIMPLE ASSAULT**—an unlawful physical attack by one person upon another where neither the offender displays a weapon, but the complainant-victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

As an institution of higher education, Southern Connecticut State University is covered by Title IX of the Education Amendments of 1972, which protects people from discrimination based on sex in education programs or activities that receive Federal financial assistance.

This coverage also protects faculty, staff and students against all forms of sexual misconduct. Complaints and allegations of violation of Title IX may be filed with the campus Title IX Coordinator, Paula Rice, at (203) 392-5568 or [RiceP1@SouthernCT.edu](mailto:RiceP1@SouthernCT.edu)



c) **INTIMIDATION**—to unlawfully place another person in reasonable fear of bodily harm through the use of threatening actions and/or other conduct but without displaying a weapon or subjecting the complainant-victim to actual physical attack.

d) **DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY (Except Arson)**—to willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

## Definitions

**ON CAMPUS:** Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and any building or property that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes.

**NON-CAMPUS PROPERTY:** Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's

educational purposes, is frequently used by students and is not within the same reasonably contiguous geographic area of the institution.

**PUBLIC PROPERTY:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus.

**RESIDENTIAL FACILITY:** Dormitories or other residential facilities for students on campus is a subset of the on-campus category. Institutions must disclose the total number of on-campus crimes, including those in dorms or other residential facilities for students on campus, and must also make a separate disclosure limited to the number of crimes occurring in student dorms or residential facilities on campus.



Annual Jail 'n' Bail charity event

# BOR/CSCU SEXUAL MISCONDUCT REPORTING, SUPPORT SERVICES AND PROCESSES POLICY

## Statement of Policy

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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

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**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.

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

- Prostituting another person;
- Non-consensual visual (e.g., video, photograph) or audio-recording of sexual activity;
- Non-consensual distribution of photos, other images, or information of an individual's sexual activity, intimate body parts, or nakedness, with the intent to or having the effect of embarrassing an individual who is the subject of such images or information;



- Going beyond the bounds of consent (for example, an individual who allows friends to hide in the closet to watch him or her having consensual sex);
- Engaging in non-consensual voyeurism;
- Knowingly transmitting an STI, such as HIV to another without disclosing your STI status;
- Exposing one's genitals in non-consensual circumstances, or inducing another to expose his or her genitals; or
- Possessing, distributing, viewing or forcing others to view illegal pornography.

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

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

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

- Physical abuse includes, but is not limited to, slapping, pulling hair or punching.
- Threat of abuse includes but is not limited to, threatening to hit, harm or use a weapon on another (whether victim or acquaintance, friend or family member of the victim) or other forms of verbal threat.
- Emotional abuse includes but is not limited to, damage to one's property, driving recklessly to scare someone, name calling, threatening to hurt

one's family members or pets and humiliating another person.

- Cohabitation occurs when two individuals dwell together in the same place as if married.
- The determination of whether a “dating relationship” existed is to be based upon the following factors: the reporting victim's statement as to whether such a relationship existed, the length of the relationship, the type of the relationship and the frequency of the interaction between the persons reported to be involved in the relationship.

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

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

## Confidentiality

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

Confidential resources are defined as follows: For the Universities, entities with statutory privilege, which include campus based counseling center, health center and pastoral counseling staff members whose official responsibilities include providing mental health counseling to members of the University community as well as off campus counseling and psychological services, health services providers, member(s) of the clergy, and the local Sexual Assault Crisis Center and Domestic Violence Center. For the Colleges, confidential resources are limited to entities with statutory privilege, such as off campus counseling and psychological services, health services providers, member(s) of the clergy, and the local Sexual Assault Crisis Center and Domestic Violence Center. The personnel of these centers and agencies are bound







by state statutes and professional ethics from disclosing information about reports without written releases.

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

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

### **Mandated Reporting by College and University Employees**

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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 employment, all employees receive the links to online resources and the online training program regarding the topic of sexual misconduct. When 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**

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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**

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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**

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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

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

### Employee Conduct Procedures

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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

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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

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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.

# FIRE SAFETY REPORT

# DEFINITIONS AND FIRE STATISTICS

## SOUTHERN CONNECTICUT STATE UNIVERSITY PUBLIC SAFETY HIGHER EDUCATION OPPORTUNITY ACT 2015 CAMPUS FIRE SAFETY ANNUAL COMPLIANCE REPORT

**Overview:** In August 2008, the Higher Education Opportunity Act (Public Law 110-315) became law. This 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. Pursuant to this act, the following document is a report detailing the fire safety practices standards and statistics applicable to SCSU.

The Department of Facilities Management, Office of Environmental Health and Safety (OEHS), manages the university's fire safety programs, working in collaboration with the Office of the State Fire Marshal, SCSU police and the New Haven and Hamden Fire departments. Compliance with local, state and federal codes are monitored and enhanced through frequent building inspections, drills and training.

To contact the Office of Environmental Health and Safety during normal business hours, call 203-392-7073. In an emergency, contact the University Police Department at 203-392-5375 or dial 911 from any telephone, or use a blue emergency phone, which are located throughout the campus.

### Definitions:

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**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 the 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 Statistics

The University Police Department and the Office of Environmental Health and Safety maintain a fire log that records the nature, date, time, general location, injuries or deaths, and property damage values of a fire event.

2017 FIRE LOG
No Fires Reported
2016 FIRE LOG
No Fires Reported
2015 FIRE LOG
No Fires Reported



# UNIVERSITY HOUSING REGULATIONS

All residence halls and apartments have smoke and/or heat detectors located in living spaces and mechanical rooms, as well as fire sprinkler systems and automatic fire alarm systems that operate in conjunction with the building's fire alarm panel and transmit their alarms to the University Police Department dispatch center.

## Fire Drills

Residence halls are scheduled to have two fire drills per semester during the academic school year. Academic buildings receive fire drills periodically, based on hazard assessments and state and local fire marshal recommendations.

## Fire Safety in University Housing

Failure to comply with these regulations may result in disciplinary actions, fines, penalties, liabilities and/or eviction. If you have questions or wish for further information on fire prevention or fire survival, please call the OEHS at 203-392-7073.

### List of room regulations every resident must follow.

- Smoking is prohibited in all buildings on the campus.
- Decorations may not obstruct doorways, windows, lights or sprinklers.

## Prohibited Items

- Extension cords
- Multiple-outlet devices such as cube taps/power taps
- Refrigerators and microwaves not provided by the university
- Cooking is not permitted in a residence hall room that does not have a kitchen available.
- Small cooking appliances, including coffee makers, may only be used in apartments with kitchens or floor utility room community kitchens.
- All appliances must be unplugged when not in use
- Electric, propane, and open flame grills.
- Halogen lamps and floor lamps with plastic lampshades not provided by the university
- Air conditioners or dehumidifiers
- Candles, incense, fireworks, flammable liquids, candle tarts and wax warmers
- Portable space heaters
- Wicker furniture or personal items such as wicker waste laundry baskets or wicker lampshades

For a complete list of prohibited items, please go to:  
**[SouthernCT.edu/residencelife/](https://SouthernCT.edu/residencelife/)**







# FIRE SAFETY SYSTEMS

At SCSU, all residence halls and apartments are covered by an integrated automatic sprinkler and fire alarm system, which is monitored 24 hours a day, seven days a week. The buildings are also equipped with emergency

generator power that is designed to activate when there is a power loss. This generator power will operate life safety equipment, such as the fire alarm panel, emergency lighting and exit signs.



RESIDENCE HALL/ APARTMENT	FIRE SAFETY CONTROL SYSTEM	LOCATION OF SPRINKLER SYSTEMS & DETECTION DEVICES	ALARM TYPES
BROWNELL	Simplex Grinnell 4100 Addressable Fire Alarm Panel	Common areas, bedrooms, mechanical rooms	Heat and smoke activated, pull stations, audio alarms, visual alarms
CHASE	Simplex Grinnell 4100–8001 Addressable Fire Alarm Panel	Common areas, bedrooms, mechanical rooms	Heat and smoke activated, pull stations, audio alarms, visual alarms
FARNHAM	Simplex Grinnell 4100 Addressable Fire Alarm Panel	Common areas, bedrooms, mechanical rooms	Heat and smoke activated, pull stations, audio alarms, visual alarms
HICKERSON	Simplex Grinnell 4100ES Addressable Fire Alarm Panel	Common areas, bedrooms, mechanical rooms	Heat and smoke activated, pull stations, audio alarms, visual alarms
NEFF	Simplex Grinnell 4100 Addressable Fire Alarm Panel	Common areas, bedrooms, mechanical rooms	Heat and smoke activated, pull stations, audio alarms, visual alarms
NORTH CAMPUS (MID-RISE)	Simplex Grinnell 4100 Addressable Fire Alarm Panel	Common areas, bedrooms, kitchens, mechanical rooms	Heat and smoke activated, pull stations, audio alarms, visual alarms
NORTH CAMPUS (TOWNHOUSES)	Simplex Grinnell 4100ES Addressable Fire Alarm Panel	Common areas, bedrooms, kitchens, mechanical rooms	Heat and smoke activated, pull stations, audio alarms, visual alarms
SCHWARTZ	Simplex Grinnell 4100U Addressable Fire Alarm Panel	Common areas, bedrooms, kitchens, mechanical rooms	Heat and smoke activated, pull stations, audio alarms, visual alarms
WEST CAMPUS	Simplex Grinnell 4100U–2103 Addressable Fire Alarm Panel	Common areas, bedrooms, kitchens, mechanical rooms	Heat and smoke activated, pull stations, audio alarms, visual alarms
WILKINSON	Simplex Grinnell 4100–8001 Addressable Fire Alarm Panel	Common areas, bedrooms, kitchens, mechanical rooms	Heat and smoke activated, pull stations, audio alarms, visual alarms

# IN CASE OF FIRE

## USE CARE

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- **CONTAIN** the fire by closing all doors as you leave.
- **ACTIVATE** the nearest fire alarm pull station. Pull stations are located near all exits out of the building.
- **REPORT** the fire by dialing 911.
- **EVACUATE** or extinguish. **Our policy is to evacuate.** In most cases, it is best to leave the building using the nearest fire exit. **Persons not trained in the use of a fire extinguisher must not attempt to use one.**

## Training and Drills

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Basic fire safety instruction is provided to all students living in residence halls who attend the orientation program at the beginning of each academic year, as well as to all new employees during the New Employee Orientation program. All existing employees are provided periodic training, coordinated by the Office of Environmental Health and Safety and by request from individual departments and groups of employees.

Residence hall staff receive additional fire safety training at the beginning of each semester. In addition, a program that covers emergency and evacuation procedures is reviewed regularly with the occupants and staff of each respective residence hall. Each resident is given a copy of the Orientation Handbook, which includes information on fire safety and what actions to take during a fire alarm or other emergency.

Each student room has an emergency evacuation map installed on the inside of the front door to direct occupants to primary and secondary exits. Fire exit drills are conducted at least once a semester. Occasionally, fire drills are done in coordination with the local fire department.

SCSU held a mock dorm burn in cooperation with Hamden Fire Department at North Campus Mid-rise called “High Rise Drills”. There was also a presentation titled “After the Burn” presented by survivors of the Seton Hall Fire to students.

Resident Hall employees are trained on fire extinguisher use using the Pyrosoft fire simulator.

Fire drills are conducted one time each semester in each of the resident halls. Various doors are blocked to encourage awareness of closest exit.

## Student Housing Reporting and Evacuation Procedures

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If a fire is detected or the fire alarm sounds, residents are required by law and university policy to evacuate immediately. Evacuation procedures are as follows:

1) Feel your room door with the back of your hand. If it is hot, stay in your room and call 911 or signal for help from your window. Put a wet towel on the bottom edge of the door. If your door is not hot, leave the room. Isolate the fire by closing doors as you leave. **LEAVE IN AN ORDERLY FASHION.** Do not use elevators. Use the stairs. If safe, and if time permits, take your room or apartment key.



2) Do not attempt to extinguish fires unless you have been trained on the proper use of portable fire extinguishers.

3) On your way out of the building, activate the nearest fire alarm if it has not already been activated. Be prepared to identify what is burning, and be sure to report the building, floor, and your name.

4) Once outside the building, stay out and move away from the building to clear access for the fire department and other emergency responders. **Alert a police officer or firefighter of any occupants that you know are still in the building who may not be able to exit without assistance.** Move a minimum of 300 feet from the building. Police will direct you to a safe area.

5) Do not re-enter the building until advised that it is safe to do so by a firefighter or university police officer. Any fires that were quickly extinguished or any evidence of recent fires must be reported immediately to a residence hall director or university police at 203-392-5375. The incident will be documented as required. The Office of Environmental Health and Safety will coordinate with the University Police Department and the Office of the State Fire Marshal in the investigation of each fire incident.

## Know Your Evacuation Route!

### Accessible Means of Egress

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According to the 2007 National Fire Protection Association, more than 43 million Americans are disabled. This would include those who have mobility impairments, the hearing impaired, the blind or partially sighted, the elderly, those who have cognitive or emotional impairments and others. As a result, SCSU has taken measures to ensure their safety in the event of an emergency. This includes providing adequate refuge space and means of communication, where required, alternative means and routes of evacuation other than elevators and clearly illustrating available accessible evacuation routes on emergency evacuation plans.

### Emergency Exits

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- Do not prop open, hold open or obstruct designated fire doors.
- Do not lock or otherwise close a fire door or exit door to prevent or impede exit.
- Remove all obstruction from emergency exits and corridors.



- Report blocked or locked fire exits to the hall director, who will then inform the OEHS.
- Do not obstruct fire alarm boxes, fire standpipes, fire extinguishers, fire sprinkler heads, smoke or heat detectors or any other fire protection equipment.

**NOTE: Each sprinkler head must have a minimum of 18 inches of clearance.**

### Corridors and Exits

- It is essential for corridor separations and stairwell doors to be closed at all times, unless the door is equipped with an approved electromagnetic door closer. Fire doors retard the travel of smoke, heat, toxic gases and fire.
- All stairwell doors must be closed at all times.
- Do not place any combustible material on these doors. Nothing can be installed in exit corridors or stairwells.
- Building fire equipment such as sprinkler heads, smoke detectors, heat detectors, fire hoses, extinguishers, standpipes and alarm boxes must remain in good

working condition and must not be obstructed.

Unauthorized use or tampering with this equipment is illegal and will result in disciplinary and/or legal action.

### Flammable Materials and Chemicals

Use or storage of flammable fluids, flammable chemicals and/or potentially dangerous chemicals is prohibited in all residence halls.

### Fire Inspections

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

### Be Prepared For a Fire

- Learn and participate in your building's evacuation plan.
- If you hear an alarm, leave immediately. Close doors behind you as you go. If possible, take your room keys; if you can't escape you may have to return to your room.





- If you have a disability, make sure you are included in the escape planning for your classroom area and housing.
- Learn the location of all building exits. You may have to find your way out in the dark.
- Do not tamper with fire protection equipment.
- Do not hang anything from fire sprinkler pipes or nozzles.
- Keep a flashlight handy.

### Escape Tips

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- If you have to escape through smoke, get low and crawl beneath the smoke to your exit.
- Before opening a door, feel the door with the back of your hand. If it's hot, stay in place and call for help. Seal door with towels and signal for help from your window.
- Use the stairs; never use an elevator during a fire.
- If you have a disability, alert others of the type of assistance you need to leave the building.

### Smoke-free and Vape-free Campus

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Southern Connecticut State University is a smoke-free and vape-free campus. Smoking is prohibited inside all buildings including State and University owned vehicles. This restriction applies to all indoor space, including private faculty and administrative offices and dining facilities. Smoking is banned in all classrooms, offices, building entrances, hallways, stairwells, reception areas, restrooms, work and eating areas, elevators, meeting rooms, lounges, and all common areas (CGS 31-40q). This policy applies equally to employees and visitors. The thoughtfulness, consideration, and cooperation of all members of the University community are needed.

### Cooking

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- Cook only where it's permitted.
- Keep cooking areas clean and uncluttered.
- Never leave cooking unattended.
- If a fire starts in a microwave oven, keep the door closed and unplug the unit.
- Gas and charcoal BBQ grills must only be used outdoors.
- Wear short or tight-fitting sleeves. (Long loose sleeves are more likely to catch on fire or get caught on pot handles.)

### Electrical

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- Check your school's rules before using electrical appliances in your room.
- Follow the manufacturer's instructions for plugging an appliance into a receptacle outlet.
- Do not overload circuits.
- Do not pinch cords against walls or furniture or run them under carpets. Never tack or nail cords.
- Buy only appliances that have the label of an independent testing lab.








- East Campus**
- 1 Facilities Operations (FO)
  - 2 Nursing Classroom Building (NU)
  - 3 Davis Hall (DA)
  - 4 Fitch Street Garage (FSG)  
(Faculty, Staff, Commuter Students,  
Graduate Students, Visitors)
  - 5 Pelz Gymnasium (PE)
  - 6 Academic Science and  
Laboratory Building (ASL)
  - 7 Jennings Hall (JE)
  - 8 Morrill Hall (MO)
  - 9 Classroom Building 8 (TE8)
  - 10 School of Business (SB)
  - 11 Engleman Hall (EN)
  - 12 Buley Library (BU)
  - 13 Lyman Center (LY)
  - 14 Earl Hall (EA)
  - 15 Adanti Student Center (ASC)

- West Campus**
- 16 Connecticut Hall (CO) - Food Service
  - 17 Schwartz Hall (SZ) - Residence Hall  
and Housing Office
  - 18 Ethnic Heritage Center (ST)
  - 19 Alumni House (AH)
  - 20 Lang House (LA) -  
Department of Social Work
  - 21 Orlando House (OR) -  
Department of Public Health
  - 22 Brownell Hall (BR) - Residence Hall
  - 23 Farnham Hall (FH) - Residence Hall
  - 24 Wilkerson Hall (WV) - Residence Hall
  - 25 Chase Hall (CH) - Residence Hall
  - 26 West Campus Garage (WCG)  
(Commuter, Residence Hall, and  
Graduate Students)
  - 27 Hickerson Hall (HI) - Residence Hall
  - 28 Neff Hall (NE) - Residence Hall
  - 29 West Campus Residence Complex (WC)
  - 30 University Police and  
Granoff Student Health Center (GR)
  - 31 Office Building 1 (OB1)
  - 32 Temporary Building 6 (TE6)

- North Campus**
- 33 Energy Center (EC)
  - 34 Moore Field House (MFH)
  - 35 Wintergreen Building (WT)
  - 36 Jess Dow Field (JDF)
  - 37 North Campus Residence Complex (NC)
  - 38 Wintergreen Avenue Garage (WTG)  
(Faculty, Staff, Residence Hall and Commuter  
Students, Graduate Students, Visitors)

**Parking Information:**

Cars regularly parked on campus must display a current  
SCSU Parking Permit. Visitors to the campus must  
obtain a visitor pass at the University Police Department  
prior to parking. Specific instructions are contained in  
the Campus Parking and Traffic Regulations.

-  Faculty and Staff Parking
-  Commuter Students Parking
-  Residence Hall Students Parking
-  Graduate Student Parking
-  Graduate Student Parking after 4:30 p.m.

-  Shuttle Bus Stop
-  Municipal Bus Stop
-  Emergency Phone





# EMERGENCY NUMBERS

## EMERGENCY – 911

University Police	203-392-5375
Counseling Services	203-392-5475
Health Services	203-392-6300
TITLE IX Coordinator	203-392-5568

## RESOURCE AND REFERRAL LISTING

Dean of Students	203-392-5556
Disability Resource Center	203-392-6828
Discipline, Student	203-392-5870
Alcohol and Other Drug Services	203-392-5087
Interfaith Office	203-392-5331
Lost and Found	203-392-5375
Residence Life	203-392-5870
Walking Escort Program	203-392-5375
Wellness Center	203-392-6526
Violence Prevention, Victim Advocacy, and Support Center	203-392-6946
Hamden Police	203-230-4000
New Haven Police	203-946-6316
St. Raphael's Hospital	203-789-3464
Yale-New Haven Hospital	203-688-2222
Sexual Assault Hotline	888-999-5545
Domestic Violence Hotline	888-774-2900



Southern Connecticut  
State University

501 Crescent Street  
New Haven, CT 06515