UNIVERSITY OF BRIDGEPORT ANNUAL SECURITY AND FIRE REPORT

2017

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INTRODUCTION

Message from the Executive Director of Campus Security

At the University of Bridgeport, whether on the main campus or at the Waterbury/Stamford Centers, the safety and security of our community is our main priority. Crime prevention and awareness play a vital role in our educational mission. Safety and awareness is a shared responsibility involving our students, faculty, staff, and Security personnel. Creating a partnership will help us to maintain a safe environment for our community. YOU are the most important piece of the crime prevention plan. One of our goals is to provide you with information, training and support to enable us to work together to maintain safety. We have provided the following brochure to inform you of the crime prevention programs and give you the necessary tools that the University of Bridgeport maintains to strive for a safe environment for all of our students, faculty and staff.

Executive Director of Campus Security April J. Vournelis

Overview of University of Bridgeport

The University of Bridgeport (sometimes referred to as “UB”) was founded in 1927, and is well known for its diversity. The University maintains its primary commitments and holds fast to its values. Academic programs are offered through fourteen schools, colleges, and institutes. Concern for student development and support predominate. A career-oriented focus in academic programs is complemented at the undergraduate level with a state-of-the-art core curriculum that helps students secure competencies for lifelong learning and knowledge about our world. The graduate, professional, and health sciences programs offer career-oriented masters and doctoral degrees.

The University of Bridgeport is fully accredited by the New England Association of Schools and Colleges and the State of Connecticut Office of Higher Education. UB has received the prestigious Jeanne Clery Campus Safety Award and has been recognized for the school’s innovative Personal Alarm Locator (PAL) system.

The University of Bridgeport main campus is located on the I-95 corridor just an hour from New York and two hours from Boston. The beautiful, 50-acre seaside campus rests adjacent to Seaside Park on Long Island Sound. The Waterbury Center is located near Interstate 84 in a modern office park near the Cheshire town line. The Stamford Center is located in the Springdale section of Stamford in the Riverbend Corporate Park.

In a typical year, the student body consists of learners from approximately 45 states and 80 countries. The faculty also is diverse. This unique group of people is drawn together by shared commitments: an emphasis on professional development, career readiness for the twenty-first century, a supportive and challenging learning environment, and innovation and solution-seeking. The University offers more than 125 career-oriented programs; many of which benefit from industry connections unique to the region. The University also offers more than 50 active clubs and organizations, including co-ed intramural sports, fraternities and sororities.

Co-operative education opportunities, accelerated learning (through the University’s IDEAL Program), commitment to teaching, and a strong tradition of “students first” are a few of the reasons over 5600 students are enrolled at the University in a given academic year.

Mission Statement

The University of Bridgeport’s Campus Security Department, under the administration of the Executive Director, is committed to providing a safe academic environment for all students, faculty, staff, and visitors with a minimum of inconvenience to their daily activities. Among other requirements, the Clery Act requires higher education institutions to provide timely warnings to its community of crimes that represent a threat to that community and to make public, campus security policies. Data must also be collected, reported, and disseminated to the campus community, potential students and employees, and submitted to the U.S. Department of Education on October 1 each
year. The intent of the Clery Act is to provide students, families, and employees with accurate, complete, and timely information about campus safety so they can make informed decisions.

The information in this brochure has been compiled and presented in compliance with the requirements of the Crime Awareness and Campus Security Act of 1990. This Act requires all postsecondary institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. In 1998, there was an amendment that renamed the law “The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act” in memory of a Lehigh University student who was raped and murdered in her residence hall room in 1986. In addition, the report is compliant with Connecticut General Statute Section 10a-55 and Public Law 101-542, as amended, each institution of higher education within the State is required to annually prepare a Uniform Campus Crime Report, consistent with the FBI Uniform Crime Reporting system. This report reflects the crime statistics on the property of the institution for the preceding calendar year.

Crime statistics for the University of Bridgeport are located at http://ope.ed.gov/security.

Annual Disclosure and Distribution

The Executive Director of Campus Security or designee is responsible for preparing the University of Bridgeport’s Annual Security Report. This report, and the data included in it, is compiled by reviewing all incidents reports, programs and policies of all campuses and other information obtained from Campus Security Authorities. Statistics pertaining to crimes occurring on public property adjoining the University are requested from the local police jurisdictions annually. Crime statistics are compiled by an electronic record keeping system dedicated to the security department.

By October 1 of each year, notification of the publication of the Annual Security Report is sent to students by electronic mail and through a posting on the myUB portal, and to employees through new hire orientation, and by electronic mail with hyperlinks to the report on the University’s Web site. The electronic address (URL) to obtain the report is: http://www.bridgeport.edu/docs/Security/Annual_Security_Report.pdf.

A printed copy of the Annual Security Report is available for review and may be obtained from the offices listed below:

| Department of Campus Security  | Norseman Hall, 221 University Avenue, Bridgeport, CT 06604 | (203) 576-4913 |
| Office of Housing, Residential Life | Seeley Hall (Rear), 490 Waldemere Avenue Bridgeport, CT 06604 | (203) 576-4228 |
| Office of Admissions | Wahlstrom Library, 126 Park Avenue, Bridgeport, CT 06604 | (203) 576-4552 |
| Department of Human Resources | Wahlstrom Library, 126 Park Avenue, Bridgeport, CT 06604 | (203) 576-4588 |
UNIVERSITY OF BRIDGEPORT CAMPUS SECURITY

The University of Bridgeport Campus Security Department is a non-sworn security department contracted by Securitas Security Services USA, Inc., overseen by the University of Bridgeport's Executive Director of Campus Security. The department is further comprised of an Associate Director, Executive Assistant, supervisors, dispatchers, patrol and access control officers and dedicated staff who patrol the campus and its surrounding area by vehicle, on foot and on bicycles. The Stamford and Waterbury Centers are patrolled by one officer each. The primary goal is to provide a safe environment for the University of Bridgeport community.

Campus Security Officers are required to successfully complete an orientation course with Securitas Security Services, Inc. Each officer completes an 8 hour course required by Conn. Gen. Stat. § 29-161q for Security Officers. Veteran patrol officers as well as supervisors mentor and provide on the job training for newly hired officers. The Security staff is responsible for investigating any allegations of a wrongful or significant act that occurs on campus. Campus Security follows a developed Investigation Protocol and receives training in the various elements of the investigation, reporting requirements and interview skills. In addition, all officers are responsible for handling safety and access control for the campus.

The Department of Campus Security reports to the Administrative Office of Facilities Planning and Construction managed by the Vice President of Facilities, who reports directly to the President of the University.

The Security Office at the University of Bridgeport is located in Norseman Hall on the East Side of campus. The address is 221 University Avenue. The office is open 24 hours a day, seven days a week. The department can be reached by dialing one of the numbers below. Campus Security encourages you to program these phone numbers into your cell phone or landline for easy access and immediate use. The Waterbury and Stamford Center officers do not have office numbers. An officer is on patrol at each location Monday – Thursday. Their hours vary according to class schedules. We ask that you report all crimes to Campus Security at the main Bridgeport campus and encourage members of the community to notify the local police department.

**Telephone Directory**

<table>
<thead>
<tr>
<th>Campus Emergency</th>
<th>(203) 576-4911</th>
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<tr>
<td>Campus Security Information</td>
<td>(203) 576-4912</td>
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<tr>
<td>(203) 576-4913</td>
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<tr>
<td>University Information</td>
<td>(203) 576-4000</td>
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<tr>
<td>University of Bridgeport</td>
<td></td>
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<tr>
<td>Stamford Center Waterbury Center</td>
<td>(203) 358-0700</td>
</tr>
<tr>
<td>(203) 573-8501</td>
<td></td>
</tr>
<tr>
<td>Security email address</td>
<td><a href="mailto:ubsecurity@bridgeport.edu">ubsecurity@bridgeport.edu</a></td>
</tr>
<tr>
<td>Bridgeport Police Department</td>
<td>(203) 576-7671</td>
</tr>
<tr>
<td>Stamford Police Department</td>
<td>(203) 977-4444</td>
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<tr>
<td>Waterbury Police Department</td>
<td>(203) 574-6920</td>
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**Main Campus Dialing:**

<table>
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<tr>
<th>Campus Emergency</th>
<th>X4911</th>
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<tr>
<td>Campus Security Information</td>
<td>X4913</td>
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</table>
**Description of Campus Security Jurisdiction**

Campus Security at the University of Bridgeport, has jurisdiction over campus grounds located between the south side of Atlantic Street to the north side of Waldemere Avenue and the west side of Broad Street to the east side of Iranistan Avenue. The properties beyond these boundaries are patrolled by the local police department and fall outside the jurisdiction of Campus Security. In the event of an emergency affecting our community, University of Bridgeport Campus Security has developed partnerships with municipal, state and federal agencies.

Campus Security at the Stamford and Waterbury Centers have jurisdiction within the controlled space leased by the University of Bridgeport, including the areas and parking lots used to access that space. All other areas fall under the jurisdiction of the local Stamford and Waterbury police departments.

**Campus Law Enforcement Authority**

Campus Security, as University officials on private property, has:

- the authority to address orders of protection in conjunction with local law enforcement
- the right to confiscate stolen property, illegal weapons, and controlled substances
- the authority to operate emergency notification systems, if needed
- the authority to facilitate first responder calls and investigations
- the authority to request photo identification, question and deny access to unauthorized person/s on campus property

University Security personnel are not public safety officers and do not have the authority to make arrests or to enforce governmental laws, rules, or regulations. Neither the University nor Campus Security has agreements with law enforcement agencies, such as written memoranda of understanding (MOU) for the investigation of alleged criminal offenses. However, the University and/or Campus Security may and frequently do opt to engage in such cooperation or may be compelled to do so by law.

The local police and state authorities work closely with the campus security staff when incidents arise that require joint investigative efforts, resources, crime related reports and exchange of information as deemed necessary.

The University community is strongly encouraged to report in an accurate and timely fashion any incidents of crime to Campus Security and/or the local police department. When the victim of a crime elects to, or is unable to make such a report Campus Security will assist with reporting the crime to the local authorities.

**Services Which Campus Security Does Not Provide**

There are certain services that University Security is unable to offer without detracting from its primary responsibilities:

- Providing campus telephone numbers. Please call the University Operator at (203) 576-4000 or see the University website at www.bridgeport.edu.
- Changing flat tires. Campus Security will however assist in securing help.
- Delivering and posting messages for class cancellations.
- Accepting deliveries for others.
REPORTING CRIMES AND OTHER EMERGENCIES

Members of the UB community must report crimes, medical and fire emergencies, hazardous conditions, significant safety concerns, suspicious activities or other incidents to Campus Security on the main campus at the University of Bridgeport by dialing x4911 from any main campus telephone, by calling (203) 576-4911 or (203) 576-4912. On the main campus of the University, you may also report crimes by activating your PAL or by reporting in person at Norseman Hall (221 University Avenue).

On the Waterbury and Stamford Centers, crimes and emergencies must be reported directly to 911. A follow-up call must then be made to the main campus security department at (203) 576-4911 or (203) 576-4912.

Members of the community are strongly encouraged to report these types of incidents accurately and promptly to Campus Security. Campus Security is primarily responsible for responding to these types of incidents on all campus. Campus Security provides emergency assistance, investigates and documents reported incidents, and is the liaison with all other public safety agencies.

Dispatchers are available on the main campus 24 hours a day, 7 days a week to answer all calls for service or emergencies. In response to a call, Campus Security will take the required action, dispatch an officer to the scene to initiate an investigation or ask the caller to report to Campus Security to file an incident report. Dispatchers are also responsible for monitoring various cameras, fire and other alarms. Campus Security utilizes card access systems and video surveillance to monitor campus buildings and property of the University of Bridgeport campus.

Campus Security will also aid victims in reporting a crime to the local police department.

Campus Security, in cooperation with local law enforcement agencies, investigates all reported criminal activities. Anyone with information regarding a crime or other situation posing an ongoing threat to the campus community should immediately notify Campus Security.

RED Emergency phones, located in buildings throughout the main campus, are connected directly to the Campus Security Office and require no dialing; just lift the phone from the cradle and wait for the dispatcher to answer. The following are the locations of the “red emergency phones”:

- Arnold Bernhard Center, basement, 2nd, 6th and 8th floors near elevator lobby
- College of Chiropractic, 1st floor, west end, outside room 106
- Charles Dana Hall of Science, 1st floor, outside room 159 and inside Chemistry Lab room 124
- Engineering and Technology, 1st floor, east hall
- Eleanor Dana Hall, main hall, outside room 102
- Hubbell Gymnasium, main floor, south side
- Marina Dining Hall, west side by main entrance
- Wheeler Recreation Center, in pool area, outside of the director’s office

There are also various emergency phone lines on the main campus that go directly to Campus Security in the following areas:

- Arnold Bernhard Center - all elevator cars
- Barnum Hall - outside main entrance
- Bodine Hall - outside main entrance and elevator cars
- Carlson Hall - elevator car
- Cooper Hall - outside main entrance
- Charles Dana Hall of Science - elevator car
- Seeley Hall - outside main entrance
- South Hall - outside main entrance
- Wahlstrom Library - all four elevator cars
- Warner Hall - outside main entrance and elevator cars
Below is a list of departments you may report criminal offenses to:

<table>
<thead>
<tr>
<th>Department</th>
<th>Phone Number</th>
<th>Location</th>
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<tbody>
<tr>
<td>Department of Campus Security</td>
<td>(203) 576-4913</td>
<td>Norseman Hall</td>
</tr>
<tr>
<td>Dean of Students</td>
<td>(203) 576-4392</td>
<td>Student Center</td>
</tr>
<tr>
<td>Office of Housing, Residential Life</td>
<td>(203) 576-4228</td>
<td>Seeley Hall, rear entrance</td>
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<tr>
<td>and Community Standards</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Title IX Coordinator (Sexual</td>
<td>(203) 576-4534</td>
<td>Carstensen Hall</td>
</tr>
<tr>
<td>Misconduct)</td>
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**Campus Incident Reports**

All Campus Security incident reports are forwarded to the Dean of Students’ office for review and potential action by the Office of Housing, Residential Life and Community Standards. Campus Security will investigate a report when it is deemed appropriate. Additional information obtained via the investigation will also be forwarded to the Office of Housing, Residential Life and Community Standards. If assistance is required from the local police or fire departments, Campus Security will contact the appropriate unit. If Campus Security receives a report of sexual assault or rape, staff on the scene, including Campus Security, will notify the Title IX Coordinator and will offer the victim accommodations and protective measures, outlined more fully below in the “Sexual Misconduct Policy”.

**Campus Security Authorities**

Campus Security Authorities (CSAs) are required to notify Campus Security when allegations of Clery Act crimes are reported to them in their capacity as a CSA. The United States Department of Education has defined those who must report crimes for the compilation of this annual report to be:

- Campus Security personnel;
- Any additional individual who has responsibility for campus security (e.g., Guest Relations Associates who monitor access to residence halls);
- Any school official “with significant responsibility for student and campus activities”; and
- 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.

While job titles may vary from institution to institution, the rules indicate that a dean of students, director of athletics, team coaches, director of a campus health services, director of counseling services, Title IX Coordinator, and faculty advisors to student groups meet the criteria for being Campus Security Authorities.

The Clery Act carves out two exemptions to the definition of a Campus Security Authority: Pastoral Counselor and Professional Counselor. A Pastoral Counselor is an employee of an institution 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. A Professional Counselor is an employee, or individual under contract to provide counseling at an institution, 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.

Campus “Pastoral Counselors” and Campus “Professional Counselors”, when acting as such, are not considered to be a Campus Security Authority and are not required to report crimes for inclusion in the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary (and confidential) basis for inclusion in the annual crime statistics.
Campus Security and Interagency Relationship

Campus Security is notified of crimes occurring at non-campus locations through local law enforcement agencies when those agencies request assistance or when they routinely pass along information that may be of mutual interest. Annually, Campus Security requests a summary of criminal activity from local law enforcement agencies for the following:

- On-campus buildings or property owned or controlled by the University;
- Non-campus buildings or property owned or controlled by student organizations that are recognized by the University;
- Non-campus buildings or property owned or controlled by the University that are used in direct support of, or in relation to, the University’s educational purposes, or are frequently used by students, but are not in the same adjacent or contiguous geographic area of the University; and
- Public property, including parks, thoroughfares, streets, sidewalks, and parking facilities, that are within the campus or immediately adjacent to and accessible from the campus.

Voluntary Confidential Crime Reporting

The Campus Security Department partners with Counseling Services to encourage students to report crimes. The University allows confidential reporting through counselors or other designated channels and includes such reports in annual crime statistics, provided that generally applicable criteria are met.

If you are the victim of a crime and do not want to identify yourself to administrators or pursue action within the University system or the criminal justice system, you may still want to consider making a confidential report to a counselor in Counseling Services. With such information, the University will have accurate data regarding the frequency of criminal activity, may be able to determine whether there is a pattern of crime with regard to a specific location, method or assailant; and may be able to alert the campus community to any potential danger while still protecting your identity.

<table>
<thead>
<tr>
<th>Department of Campus Security</th>
<th>(203) 576-4911 or (203) 576-4912</th>
<th>Norseman Hall</th>
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<tbody>
<tr>
<td>Counseling Services</td>
<td>(203) 576-4454</td>
<td>Carstensen Hall</td>
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UNIVERSITY OF BRIDGEPORT MEDICAL EMERGENCIES

Main Campus

In the event of any medical (or other) emergency, dial x4911 from a main campus line or (203) 576-4911 and clearly state your emergency to the dispatcher. Do not hang up the phone until the dispatcher has taken all the required information. The University of Bridgeport Security Department, in conjunction with Bridgeport Fire/Rescue, will respond to the emergency. If you are on the main campus, UB recommends that you not call 911 directly as you may need to dial an “8” or “9” first (from a campus phone) to obtain an outside line. The phone trunk may not provide a location for the 911 operator should the caller become incapacitated, and the 911 operator may dispatch an EMS vehicle to the campus with a crew that may not be familiar with the campus. By calling x4911, first, from a campus line or (203) 576-4911 from a cellphone, the dispatcher can better serve you by providing more immediate assistance such as an Automated External Defibrillator (AED) in the case of a heart attack. In the event that you are unable to use a telephone, you may activate your Personal Alarm Locator (PAL) and security will be dispatched. Your picture and location will automatically appear on two screens at the Security office. Security will then respond to the location of your PAL.

Waterbury and Stamford Centers: should call 911 directly for any medical or other emergency. If possible, contact the campus administrators at those locations and the main campus for documentation.
Emergency Medical Services (Main Campus)

The University of Bridgeport Campus Security contacts 911 to provide EMS response and transport services for the University of Bridgeport main campus community. Call Campus Security when you believe someone’s life is threatened, when someone faints or collapses, has persistent chest pain, difficulty breathing, or is injured (e.g., bleeding profusely).

In non-emergencies, all students can visit Student Health Services located at the main campus 60 Lafayette Street, Room 119, during office hours. After office hours, Campus Security can provide students with a taxi-voucher which will provide them with a free round trip to and from an emergency room in the Greater Bridgeport area.

UNIVERSITY OF BRIDGEPORT EMERGENCY MANAGEMENT

The University of Bridgeport Emergency Operations Center Team is activated whenever there is a major emergency situation that requires coordination of both internal and external resources to ensure the continuation of education services at the University.

Emergency Operations Center Team

The Emergency Operations Center is located on the main campus of the University of Bridgeport. The Emergency Operations Planning Team is organized under the Incident Command System (ICS) and headed by the Incident Commander. Members are activated based on the type and nature of the incident to manage the operational aspects of the University’s response to an emergency event. Each member of the team is defined to have critical responsibilities on a University wide basis during emergency situations. All members have alternates in case of the primary team member’s absence.

Emergency Operations members are as follows:
  • Executive Director of Campus Security
  • Vice President of Facilities
  • Legal Counsel
  • Executive Director of Public Relations
  • Dean of Students
  • Executive Director of Housing, Residential Life and Community Standards
  • Director of Student Health Services
  • Director of Counseling Services
  • Director of Facilities
  • EOC Scribe

Emergency Operations Support Team members are as follows:
  • President
  • Vice President of Administration and Finance
  • Director of Human Resources
  • Registrar
  • International Student Services
  • Director of International Center for Students and Scholars
  • Dining Services General Manager
  • Director of Special Services
  • Student Accessibility Services
EMERGENCY RESPONSE AND EVACUATION

The University conducts emergency response exercises annually, tests the emergency notification systems on campus numerous times throughout the year and participates in field exercises in collaboration with the local city Emergency Management and/or police department. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

Campus Security directors and supervisors have received training in Incident Command and Responding to Critical Incidents on Campus. If a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually the Campus Security staff, local police and/or the local fire department, and they typically respond and work together to manage the incident. Depending on the nature of the incident, other public safety departments and other local or federal agencies may also be involved in responding to the incident.

In an emergency, the residence halls will be secured and students and employees will be directed to a safe location.

An evacuation drill is coordinated by Campus Security and the Office of Housing, Residential Life and Community Standards each semester for all residential facilities. Thus, the emergency response and evacuation procedures are tested at least twice each year. Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. Campus Security does not tell residents in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, Campus Security and Residential Life staff on the scene will communicate information to students regarding the developing situation or any evacuation status changes.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of an emergency. Evacuation drills are used as a way to educate and train occupants on issues specific to their building. During the drill, occupants practice drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. In addition to educating the occupants of each building about the evacuation procedures during the drills, the process also provides the University with an opportunity to test the operation of fire alarm system components.

Evacuation drills are monitored by Campus Security and the Office of Housing, Residential Life and Community Standards to evaluate egress and behavioral patterns. Reports are prepared by participating departments which identify deficient equipment so that repairs can be made immediately. Recommendations for improvements are also submitted to the appropriate departments/offices for consideration.

Students receive information about evacuation and shelter-in-place procedures at the start of a semester. Housing and Residential Life Staff members are trained in these procedures as well and act as an on-going resource for the students living in residential facilities.

Campus Security and Residential Life coordinate announced evacuation drills each semester, as described above, to test the emergency response and evacuation procedures, and to assess and evaluate the emergency evacuation plans and capabilities.

Shelter-in-Place Procedures—What it Means to "Shelter-in-Place": If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to "shelter-in-place" means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

Basic “Shelter-in-Place” Guidance: If an incident occurs and the building you are in is not damaged, stay inside-seeking an interior room—until you are told it is safe to come out. If your building is damaged, take your personal belongings (purse, wallet, keys, medicine etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest University building quickly. If police or fire department personnel are on the scene, follow their
directions.

How You Will Know to “Shelter-in-Place”: A shelter-in-place notification may come from several sources, including Campus Security, Housing and Residential Life Staff members, other University employees, the federal government, local police or other authorities utilizing the University’s emergency communications tools.

How to “Shelter-in-Place”: No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise, follow these steps, unless instructed otherwise by local emergency personnel:

- If you are inside, stay where you are. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
- Locate a room to shelter inside. It should be:
  - An interior room
  - Above ground level and
  - Without windows if possible or with the least number of windows.
- If there is a large group of people inside a particular building, several rooms may be necessary
- Shut and lock all windows and close exterior doors. Stay away from all doors and windows
- Make a list of the people with you and ask someone to call the list in to Campus Security, if possible.
- Be prepared to move quickly if the need arises due to an evacuation order.
- Be prepared to barricade/lock the entrance or doorway, remain quiet (silence all electronic devices) and shut lights off in the room that you are in if violence has or is expected to occur.
- Never leave your shelter in place location until told to do so by a confirmed member of an Emergency Services Department or confirmed Campus Security Officer.

General information about the emergency response and evacuation procedures for University of Bridgeport is publicized each year as part of the institution’s Clery Act compliance efforts and is located on the University of Bridgeport website at:


Detailed information about and updates to the Emergency Plan are available on the University of Bridgeport portal. The Emergency Plan is also distributed to the local Emergency Operation Center (EOC) and local first responders.

NOTIFICATION TO THE UNIVERSITY OF BRIDGEPORT COMMUNITY OF AN IMMEDIATE THREAT

All members of the University of Bridgeport Community are notified on an annual basis that they are required to notify the Campus Security Department of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and safety of students and/or employees on campus. Campus Security has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. In addition, the local Police Department has a responsibility to respond to such incidents to determine if the situation does in fact, pose a threat to the community. If that is the case, federal law requires that the institution immediately notify the campus community or the appropriate segments of the community that may be affected by the situation.

Emergency Notification System

If Campus Security confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the University of Bridgeport Community, University Administrators will collaborate to determine the content of the message and will use some or all of the systems described below to communicate the threat to the University of Bridgeport Community or to the appropriate segment of the community,
if the threat is limited to a particular building or segment of the population. For example, the entire campus community will be notified when there is at least the potential that a very large segment of the community will be affected by a situation, or when a situation threatens the operation of the campus as a whole. There will be a continuing assessment of the situation and additional segments of the campus community may be notified if a situation warrants such action. University Administration will, without delay, take into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification, will, in the judgment of the first responders (including, but not limited to: local police or fire), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

In the event of a serious incident that poses an immediate threat to members of the University of Bridgeport community, the University has implemented an electronic notification system which will send a message to as many as six unique addresses provided by each community member. Such addresses include voice, text or email sent to cell phones, land lines, computers and hand held devices such as iPhones, Blackberries and Android phones. All community members are urged to access Web Advisor at http://www.bridgeport.edu, register for this no-cost service, and maintain accurate contact information. If you incur any problems, please contact Campus Security at (203) 576-4913.

Other methods of communication include network emails, Residential Life communications with residential students and emergency messages that will be placed on the University of Bridgeport website at http://www.bridgeport.edu and the University of Bridgeport portal. Some or all of these methods of communication may be activated in the event of an immediate threat to the University of Bridgeport community. The University will continue to post updates during a critical incident on the University of Bridgeport web site and portal.

Notification of criminal activities can also be obtained through our daily crime log which is available for viewing in the security office.

The University publicizes emergency response and evacuation procedures on at least an annual basis in a manner designed to reach students and staff, including but not limited to: campus-wide trainings on lock-down procedures, shelter-in-place, and evacuation. The University has announced tests of the emergency response and evacuation procedures at least twice a year.

**Timely Warning**

If a situation arises, that in the judgment of the Executive Director of Security, constitutes an ongoing or continuing threat to the safety of members of the University community, a “timely warning” will be issued by the Dean of Students, Assistant Dean of Students, Executive Director of Housing, Residential Life and Community Standards or Director of Housing and Residential Life in consultation with the Provost. A warning will be posted appropriately on campus, generally by placing a copy in a suitable location in each residence hall, Knights’ End, Marina Dining Hall, Café Scribe, and academic buildings at the involved campus.

Depending on the particular circumstances of an incident, especially in situations that could pose a significant and immediate threat to the community or individuals, the Office of the Dean of Students may also transmit the warning through the University’s e-mail system or portal to students, faculty, and staff, and/or post a notice on the University of Bridgeport web site at: www.bridgeport.edu, to enhance the speed of distribution of such information to the University community.

In incidents where the alleged or known perpetrator has been identified and the threat of future incidents has been minimized or eliminated by the person(s) being banned from campus, the residence halls, and/or incarcerated; community notices may not need to be published or may be published only in certain locations. Anyone with information warranting a timely safety warning should report the circumstances to Campus Security by telephone (203) 576-4911 or (203) 576-4912 or in person at Campus Security in Norseman Hall (221 University Avenue).
SECURITY AWARENESS AND CRIME PREVENTION PROGRAMS

From the very start of a student’s acclimation to campus (during the orientation programs, residence hall programs, international student programs, commuter programs, etc.), Campus Security, the Office of Housing, Residential Life and Community Standards, and other departments (Local Police and International Student Services, etc.) present safety and security awareness programs for all students matriculating on campus. Similar information is presented to employees. Crime Prevention and Sexual Assault Prevention Programs and bystander Intervention programs are offered on a continual basis. A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

“See Something, Say Something” Security Awareness Program, New Domestic and International Student Orientation Security Awareness, Evacuation/Lockdown Procedures and Employee Health and Safety Fairs are just a few of the different programs we present to our students, faculty and staff. These programs continue throughout the year in academic and non-academic buildings during normal working hours as well as after hours.

Education and Prevention Resources

UB offers educational programs on health, safety, security, and many other topics throughout the year in and outside of the residence halls. Educational resources are available for students, staff and faculty on topics including, but not limited to, safety procedures on and off campus, alcohol poisoning prevention, illegal and prescription drug abuse, sexual health and decisions in the presence of alcohol and other drugs, and preventing and responding to sexual assault, intimate partner violence, dating violence or domestic violence. The University of Bridgeport has a Memorandum of Understanding (MOU) with the Center for Family Justice, a local sexual assault and domestic violence advocacy agency that is available to offer a variety of services to victims of sexual assault and intimate partner violence including education and prevention resources (for UB’s policies and procedures regarding sexual misconduct, please see pages 24 – 28).

Advocacy and Support for Victims of Sexual Assault and Domestic Violence

Sexual assault response services are provided by Campus Security, the Title IX Coordinator, Office of Housing, Residential Life and Community Standards, Counseling Services, Student Health Services, and the University’s Sexual Assault Response and Prevention Team. UB offers immediate advocacy and support for sexual assault, domestic or relationship abuse survivors, as well as ongoing counseling and advocacy through its Sexual Assault Response and Prevention Team.

The University works with the survivor to facilitate a change in living situation and/or classroom situation, when appropriate. The University will enforce known restraining orders or direct survivors to resources where orders of protection can be obtained.

Student Responsibility

Students are encouraged to take an active role in crime prevention by taking steps to be responsible for their own personal safety and the security of their personal belongings.

Students are taught to always lock residential room doors, never prop open room or exterior building doors and never allow anyone into the residential hall without following proper sign-in procedure. Additional safety steps include, always locking your vehicles and placing items of value out of sight, locking bicycles with sturdy locks, utilizing the campus personal safety escort service, and reporting any suspicious activity immediately to Campus Security.

All students, employees and visitors should report criminal activity on the main campus to the Campus Security by calling (203) 576-4911 or (203) 576-4912. You may also report incidents in person at the Campus Security Office.
located in Norseman Hall, directly behind the library.

The PAL system, which only works in most areas of the main campus, is a crime preventive device that you should always carry on your person. If you request assistance from Campus Security, please have your PAL available and ready for use. Keep it in your hand attached to your keys and do not put it in your book bag where it would require time to locate and activate for immediate assistance.

**Responsible Action and Peer Intervention/Amnesty**

The University expects all students to behave responsibly. Further, the University encourages students to summon help for peers who are observed to be in a potentially dangerous situation, including, but not limited to, abuse of alcohol, drugs, and/or sexual assault. In support of peer intervention, the University will not generally initiate disciplinary action against a student who seeks medical or other assistance for a peer, even if the reporting student is in violation of alcohol, drug or other provisions of the Code of Community Standards. The University may, however, require the reporting student to attend a drug/alcohol training program. Reporting students are expected to: (1) report the incident by contacting Campus Security (203) 576-4911, a staff member of the Office of Housing, Residential Life and Community Standards (203) 576-4228, and/or other appropriate official(s); (2) remain with their peer in distress until attended to by emergency personnel; and (3) cooperate with any University investigation, including without limitation speaking with appropriate University personnel. This policy does not apply when: (1) the reporting student has committed a repeated, flagrant, or serious violation of the Code of Community Standards (e.g. acts of violence, assault, distribution of alcohol or drugs, hazing, property damage, etc.); (2) the reporting student caused harm to another person requiring emergency assistance or response; or (3) the reporting student is seeking medical assistance for his/her own medical emergency. Furthermore, this policy does not restrict the jurisdiction or action of local police or other authorities.

**Residence Halls**

Residence halls are located on the main campus only. Every residence hall has a Resident Director and Resident Assistants who reside there and provide assistance to the students living in the hall. Residential housing is manned by Campus Security officers and Guest Relations Associates 24 hours a day, seven days a week. They monitor local cameras to the specific building they are assigned to and maintain a logbook that keeps a record of all guests that are granted access to the building. The sponsor student must come to the front desk to sign the guest into the building. All guests are required to leave an identification card at the front desk when visiting a student in the residential halls. Accepted IDs are valid University of Bridgeport card, valid driver's license/state ID, valid passport and a valid military ID. Visitors are the responsibility of the sponsor student and must adhere to all university policies governing their stay. In order to ensure that access to the building is restricted, students and visitors are warned that no one may prop a door open or allow unauthorized persons into the residence halls.

**Safety Tips**

In the Residence Halls
- Make sure your room door has a peephole and that the lock works properly.
- Be sure all windows have secure frames and locks.
- Report any maintenance deficiencies that may compromise building security to your resident advisor.
- Never hide your door key anywhere outside your residence.
- If you lose your room key, report it, and obtain a new one; don’t rely on your roommate to be around to open your door for you.
- Lock your door whenever you leave, even if only for a short time (e.g. going to take a shower).
- Never leave your wallet, purse, laptop, or valuables unattended.

When Walking
- Walk in groups of three or more, or contact Campus Security for a walking escort.
• Walk only in well-lit areas and avoid short cuts through poorly lit vacant lots and other deserted places.
• If a driver stops you to ask for directions, do not get too close to the vehicle to avoid being pulled inside or have something stolen from you.
• If you think you are being followed, change direction and head for a well-lit area with other people around.

Off Campus
• Keep your doors locked and dead bolted.
• Check every window in your house for windows that won’t latch or that were left open.
• After having any type of maintenance or repair work done in your home, check all windows and doors to make sure they have not been tampered with by the work personnel for later access to your home.
• Do not leave keys to your house outside. Leave a key with a trusted friend.
• If you plan to return home after dark, make sure to leave exterior lights on before you leave. Motion detector lighting is very effective.
• Do not open your door unless you know who’s on the other side.
• If approached while outside your home, keep your distance and/or retreat back into your home, locking the door.
• Before getting in your car, give it a quick visual check, outside and inside as you approach. Have your key in your hand and ready to use.
• When exiting any building, whether home, office, store or other public place, look in all directions as you exit.

At All Times
• Report all suspicious persons or activity to Campus Security.
• Call Campus Security if you experience minor theft problems over a period of time.
• Program Campus Security’s phone number into your cell phone.
• Carry your Personal Alarm Locator (PAL) at all times while on campus.

Walking Escort Service
Campus Security offers an on-campus walking escort service 24 hours a days for your security. Simply call the department at 203-576-4913, state your name, location, and destination, and as long as your route is on University property, an officer will accompany you to your location.

On the Waterbury and Stamford Centers, contact the front desk to request a security escort during their work hours.

Shuttle Bus Service
Campus Security operates a free shuttle bus service around the main University of Bridgeport campus and to sites off campus such as the Bridgeport Bus, Train, and Ferry Depot.

Neighborhood Driving Escort Service
Campus Security provides students on the University of Bridgeport main campus with an off-campus neighborhood escort between the hours of 6 p.m. to 2 a.m. Students wishing to utilize this service can call (203) 576-2413, give their name, ID number, location, reason for the request and destination. Upon the officer’s arrival, the student presents their student identification card and will then be escorted to their destination. The escort service covers the area between the University and Railroad Avenue and to Fairbridge Commons (corner of Fairfield Avenue and Norman Street). This is not a campus building to building escort but is used to transport students to and from campus for school related matters. The program also includes transportation to:

• Park Avenue Supermarket (corner of Park Avenue and Gregory Street) - open until 11 p.m.
• Pops Grocery (corner of Main Street and Henry Street) – open until 8 p.m.
Captain’s Food Mart (corner of Main Street and Whiting Street) – open until 8 p.m.
Leo’s Restaurant (corner of Main Street and Whiting Street) - open until 9 p.m.
Bridgeport Train Station - after midnight only.

**Personal Alarm Locators**

Using your Personal Alarm Locator (PAL) will activate the PAL system on campus. The PAL system is only used on the main campus of the University. Your picture and location will automatically appear on two screens at the Security office. Security will then respond to the location of your PAL, even if it is in motion.

**Lost & Found**

The lost and found is located at the main office of Campus Security. If you come into possession of a lost item, immediately bring it to Campus Security for safekeeping and documentation. Lost items are held by Campus Security for 30 days before they are donated or discarded.

At the Waterbury and Stamford Centers, found items can be brought to the Administrative Office.

**Suspicious Mail & Packages**

If you come across mail or packages that look suspicious, contact Campus Security immediately at (203) 576-4911. Do not move, touch or handle the suspicious letter or package. Simply leave it, and leave the area. If you or someone else has come in contact with the letter or package, take precaution and wash your hands with soap and water and let medical staff know that you have come in contact with the suspicious letter or package or its contents. Secure the area of the object by not allowing anyone access to the immediate area until Security arrives by means of physical barricade, tape or distance. Upon arrival, Security will initiate an investigation of the mail or package and if needed, the local police department would be contacted.

It is not necessary to evacuate the building unless a threat has been issued or an unfamiliar substance is either present on the outside of the object or is leaking from the object.

**SECURITY OF AND ACCESS TO CAMPUS FACILITIES**

Access to campus buildings and grounds is a privilege extended to students, faculty, staff, and guests. The University encourages an open environment, with limitations, to assure adequate protection of all members of the University community. Except for residence halls, most campus facilities are normally open when classes are in session or by special arrangements with the building manager, Special Events, or Campus Security. The public may be invited to attend cultural and recreational events on campus, with access limited to facilities in which the events are held. The University reserves the right to exclude from its premises individuals who present a potential threat or whose behavior has interfered with the rights of others or with a safe and secure campus environment. Authorization for use of campus grounds for assembly purposes must be obtained in advance from the Special Events Office and Campus Security. At night and during times when the campus is officially closed, University buildings are locked, and only faculty, staff, and students with proper authorization are permitted into such buildings.

Access to the Waterbury and Stamford Centers is provided in accordance with the contracted dates and times of operation.

The Office of Housing, Residential Life and Community Standards, working with Campus Security, controls access to all residence halls 24 hours a day through an electronic card access system. Guest Relations Associates and Security Officers are at the front desks of Barnum, Bodine, Chaffee, Cooper, Seeley and University halls 24 hours a day. Students gain access to their residence halls by using their proximity cards at the entrance of each hall. ID cards
are non-transferable and may not be used by any other person for any other purpose. Individuals who suspect their ID cards may have been lost or stolen should contact Campus Security immediately. The University will prosecute any unauthorized person who trespasses or loiters on University property.

Proper lighting and building security are critical factors in the reduction of crime on campus. The Facilities Department maintains buildings and grounds with a concern for safety and security. Inspections of campus facilities are conducted on a regular basis and repairs are made as quickly as possible. During the academic year, the Directors of Facilities Management, the Office of Housing, Residential Life and Community Standards, Campus Security, and Maintenance meet weekly to discuss issues of pressing concern. All members of the campus community are encouraged to report safety and security hazards to the Facilities Department or Campus Security.

OFF CAMPUS STUDENT MISCONDUCT

The Office of Housing, Residential Life and Community Standards determines whether or not disciplinary action under the Code of Community Standards (Code) shall be initiated when a student is involved in off campus student misconduct. This decision is made on a case by case basis. University disciplinary proceedings may be initiated against a student charged with conduct that potentially violates both the criminal law and the Code without regard to whether or not civil or criminal proceedings are pending. Proceedings under this Code of Community Standards may be carried out prior to, simultaneously with, or following civil or criminal proceedings off campus at the discretion of the USCO (University Student Conduct Officer). Available sanctions include: Deferred Suspension, Disciplinary Probation, Disciplinary Warning, Dismissal, Expulsion, Fine, Interim Suspension, Loss of Privileges, Residence Hall Separation or Relocation, Restitution, Revocation of Admission and/or Degree, Suspension, and Withholding Degree. Other sanctions may be imposed as determined appropriate by the University.

Determinations made or sanctions imposed under this Code shall not be subject to change because criminal charges arising out of the same facts giving rise to violation of University rules were dismissed, reduced, or resolved in favor of or against the criminal law defendant. When a student is charged by federal, state, or local authorities with a violation of law, the University will not request or agree to special consideration for that individual because of his/her status as a student. If the alleged offense is also being processed under the Code of Community Standards, the University may advise off-campus authorities of the existence of the Code of Community Standards and of how such matters are typically handled within the University community. The University will attempt to cooperate with law enforcement and other agencies in the enforcement of criminal law on campus and in the conditions imposed by criminal courts for the rehabilitation of student violators (provided that the conditions do not conflict with campus rules or sanctions). Individual students and other members of the University community, acting in their personal capacities, remain free to interact with governmental representatives as they deem appropriate.

Campus Groups and Organizations

The following sanctions may be imposed upon groups or organizations:

- Those listed applicable for students.
- Loss of selected rights and privileges for a specified period of time.
- Deactivation. Loss of all privileges, including university recognition, for a specified period of time.

In each case in which a CSHB (Community Standards Hearing Board) determines that a student and/or group or organization has violated the Code, the sanction(s) shall be determined and imposed by the [FULL NAME of SCA] ("SCA"). The SCA is not limited to sanctions recommended by members of the CSHB. Following the CSHB hearing, the SCA shall advise the Respondent, group and/or organization (and a Complainant who believes s/he was the victim of another student’s conduct) in writing of its determination and of the sanction(s) imposed, if any." The University of Bridgeport has not recognized or supported any non-campus organizations.
MISSING STUDENT NOTIFICATION POLICY

This policy contains the official notification procedures for The University of Bridgeport concerning missing students who reside in on-campus housing, in accordance with the requirements of the Higher Education Opportunity Act of 2008 (HEOA). The purpose of this policy is to promote the safety and welfare of members of the University community through compliance with HEOA requirements. This policy should be adhered to by all University faculty, staff, and students.

In the event that a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she shall immediately notify Campus Security. Campus Security will generate a missing person report and initiate an investigation. In addition, Campus Security will report the missing person to the Office of Housing, Residential Life and Community Standards if such information has not already been conveyed.

During the course of the investigation, Campus Security will determine if the student has been missing for 24 hours. In such event Campus Security will notify all surrounding law enforcement agencies and the student’s designated contact person(s) no later than 24 hours after it has been determined that the student is missing. If the missing student is under the age of 18 and is not an emancipated individual, Campus Security will notify the student’s parent or legal guardian after they determine that the student has been missing for 24 hours.

Students residing in on-campus housing are required to identify an individual to be contacted by the University in the event that they are deemed to be a missing student. The contact information will be registered confidentially and will only be accessible to authorized campus officials and law enforcement personnel as part of a missing person investigation. The University will notify that person no later than 24 hours after the student is determined to be missing.

This policy is effective from the date of issuance and will be made available to all members of the campus community. Its availability will be through postings on the University website, emergency response plan manual, Residential Life handouts/publications and statistical information brochures issued annually by the University of Bridgeport.

DRUG AND ALCOHOL POLICY

The University of Bridgeport’s drug and alcohol policies prohibit the unlawful possession, use, sale, or distribution of alcohol and controlled substances/illicit drugs by students, faculty, and staff. All members of the University of Bridgeport community are expected to fulfill their obligations and responsibilities pursuant to institutional policy and federal, state, and local laws. Any disciplinary action imposed by the University may be in addition to penalties imposed by an off campus authority. Students and employees are subject to prosecution under applicable local, state, or federal laws. Employees are encouraged to review and comply with the Drug and Substance Abuse Free Workplace Policy and related policies contained in the Employee Handbook and accessible on the myUB portal. All students receive a hard copy of the University of Bridgeport Student Handbook “The Key to UB” which clearly states alcohol and other illicit drug policies, sanctions, resource/referral information, campus and community support services and a description of health-risks associated with such use. The “Key to UB” is also available to the entire campus community on-line at

http://www.bridgeport.edu/docs/StudentLife/KeytoUB/Key_to UB.pdf

Connecticut State law prohibits the possession of alcohol by persons under the age of 21 on public or private property, including within University residence halls.

Alcohol and substance abuse education is provided to all student-athletes every year. Additionally, all residential life staff receive training and education on alcohol and substance abuse education as well as on local resource services and how to make appropriate referrals. On-going educational workshops on this topic are offered for both
residential students and commuters at numerous times throughout the academic year. Mandatory and optional educational programs are held before students begin taking classes on campus as well as throughout the year in and outside of residence halls and classrooms.

The Division of Student Affairs conducts an annual review of alcohol and illicit drug policies.

**POLICY ON GUNS, REPLICAS OF GUNS AND OTHER WEAPONS**

The University of Bridgeport is committed to providing its students, faculty and staff with a safe and healthy learning, living and working environment. The possession or use of guns and/or other weapons or replicas of such weapons, or objects which might reasonably be mistaken for weapons, is contrary to this commitment and the spirit of an academic community where free expression, civil disagreement and debate are encouraged. Therefore, the possession or use by students of guns, replicas of guns and/or other weapons, or objects which might reasonably be mistaken for weapons, whether or not the object is loaded with live ammunition, capable of being fired, or when operable capable of administering deadly force, is absolutely prohibited in all University facilities and all University owned, rented, or leased property. Students found to be in violation of this policy will be subject to sanctions including immediate suspension from the University. Students who have knowledge of guns or other weapons on campus, or who know of individuals who have threatened to use a weapon, should immediately report this information to any of the following:

<table>
<thead>
<tr>
<th>Department of Campus Security</th>
<th>(203) 576-4911</th>
<th>Norseman Hall</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean of Students</td>
<td>(203) 576-4393</td>
<td>Student Center</td>
</tr>
<tr>
<td>Office of Housing, Residential Life and Community</td>
<td>(203) 576-4228</td>
<td>Seeley Hall, rear entrance</td>
</tr>
</tbody>
</table>

This prohibition against weapons applies equally to those carried by persons with a government issued permit or license. The only exceptions are listed below:

- University security staff authorized to carry weapons
- Local, state and federal law enforcement officers
- Members of the United States armed forces while on duty
- Martial Arts Weapons in the possession of Martial Arts teacher/student(s)
- There may be activities related to the educational mission of the University (e.g., theatrical productions) that appear to violate the letter, but not the intent of this policy, by using weapon replica(s). In such cases the department or organization coordinating the activity is responsible for notifying the Office of Campus Security or Vice President of Facilities prior to the event.
- Weapons and replicas in violation of this policy are subject to summary confiscation by University staff or security personnel. Any person who is in violation of this policy is subject to referral to governmental authorities for legal sanctions in addition to any disciplinary actions the University may take.

**Martial Arts Weapon Policy Exception**

Both metal and non-metal martial arts weapons may be used or transported on campus under the direct supervision of a Martial Arts Studies Program faculty member, an individual designated by the program co-chair, or Campus Security.

Resident students may not transport or store Martial Arts Weapons in the residence halls. Upon arrival to campus, these students must report their weapons to a Martial Arts Studies Program faculty member, an individual designated by the program co-chair, or Campus Security.

In addition, wooden martial arts weapons (with no metal components) may be used in the Wheeler Recreation Center Martial Arts training area with permission from and at the discretion of the Wheeler Recreation Center supervisor on duty. These martial arts weapons will be stored under lock at Wheeler Recreation Center with access limited to the Martial Arts Studies Program University of Bridgeport faculty, an individual designated by the
POLICY ON SEXUAL AND GENDER-BASED INTERPERSONAL VIOLENCE AND HARASSMENT

The University of Bridgeport (the “University” or “UB”) is committed to providing an environment free from gender-based discrimination and harassment. Consistent with the University’s commitment to equal opportunity and non-discrimination, the University strictly prohibits Sexual Assault, Sexual Exploitation, Dating, Relationship or Domestic Partner Violence, Stalking, Sexual or Gender-Based Harassment, or Retaliation against a person for the good faith reporting of these forms of conduct or participation in an investigation or proceeding under this Policy (collectively, “Prohibited Conduct”).

The University adopts this Policy in furtherance of 1) preventing, eliminating or addressing the effects of Prohibited Conduct; 2) fostering a climate where all individuals are well-informed and supported in preventing or reporting Prohibited Conduct; and 3) providing clear standards and a fair and impartial process for all parties by which violations of this Policy will be addressed and disciplinary action imposed. The University will take prompt and effective action to eliminate Prohibited Conduct, prevent its reoccurrence, and remedy its effects.

Every member of the University community plays a role in fostering an environment free of the unlawful discrimination and is encouraged to take reasonable and prudent actions to prevent or respond to Prohibited Conduct. Any member of the campus community who acts to deny, deprive or limit the educational, employment, residential and/or social access, benefits and/or opportunities of any member of the campus community, guest or visitor on the basis of their gender or other protected class characteristic is subject to sanctions under this Policy. When brought to the attention of the University of Bridgeport, any such discrimination will be appropriately addressed and remedied in accordance with the resolution procedures described herein. Non-members of the campus community, including vendors, guests or visitors, who engage in discriminatory actions within University of Bridgeport programs or on University of Bridgeport property are not subject to the resolution procedures under this Policy, but can be subject to actions that limit their access and/or involvement with University of Bridgeport programs as the result of such misconduct.

As further discussed in this Policy, faculty and administrators are required to report violations of this Policy which they observe or receive information about involving students. Supervisory employees are also required to report violations of this Policy involving employees. Upon receiving any report of Prohibited Conduct, the University will respond promptly, equitably and thoroughly, as further set forth herein. When a Respondent is found to have violated this Policy, appropriate sanctions will be used to ensure that such actions will not be repeated and to remedy any effects to the extent possible.

This Policy applies to Prohibited Conduct that takes place on the campus, at University-sponsored events and may also apply to off-campus and/or to electronic or telephonic communications regardless of location when the Title IX Coordinator determines that the off-campus conduct affects a substantial University of Bridgeport interest, including: i) any action that constitutes a criminal offense under federal or state law; ii) any action which presents a danger or threat to the health or safety of self or others; and iii) any situation that is detrimental to the educational interests of the University of Bridgeport or to the wellbeing of the campus community.

Any University of Bridgeport community member who has questions about this Policy should contact the University’s Title IX Coordinator.

**Title IX Coordinator and Deputy Title IX Coordinators**

Gwain Wauldon serves as the Title IX Coordinator and Director of Student Accessibility Services and is responsible for monitoring the University’s compliance with Title IX and implementation of the University’s policies on equal opportunity and nondiscrimination, Acts of Violence, Bias or Hate, and Sexual and Gender-based Interpersonal Violence and Harassment. Ms. Wauldon ensures appropriate education and training is provided to the
community, and that prompt and effective action is taken to address and eliminate Prohibited Conduct. The Title IX Coordinator is available to meet with any member of the UB community to discuss any complaint or concerns arising under these policies. The University has also designated Deputy Title IX Coordinators who will assist the Title IX Coordinator in the discharge of these responsibilities.

The Title IX Coordinator and Deputy Title IX Coordinators contact information are as follows:

Gwaina Wauldon, M.S., J.D.
Title IX Coordinator and Director of Student Accessibility Services
Carstensen Hall, Room 115
(203) 576-4454
Email: titleix@bridgeport.edu

Ranyne Herbert Johnson, M.Div.
Deputy Title IX Coordinator for Student Affairs & Asst. Director of Student Accessibility Services
Carstensen Hall, Room 103
(203) 576-4104
Email: titleix@bridgeport.edu

Melitha Przygoda, Ed.D.
Deputy Title IX Coordinator for Faculty and Staff
Human Resources Director
Wahlstrom Library, 7th Floor
(203) 576-4588
Email: mprzygoda@bridgeport.edu

Tracy Brockman-Diaz, MS, SPHR
Deputy Title IX Coordinator for Faculty and Staff
Senior Associate Director of Human Resources
Wahlstrom Library, 7th Floor
(203) 576-4304
Email: tbdiag@bridgeport.edu

Concerns about the University’s application of Title IX, Title VII, VAWA or other non-discrimination statutes may also be addressed to:

Office for Civil Rights (OCR)
U.S. Department of Education
8th Floor, Five Post Office Square
Boston, MA 02109-3921
Customer Service Hotline #: (617) 289-0111
Fax: (617) 289-0150
TDD: (800) 877-8339
Email: ocr.boston@ed.gov.
Web: http://www.ed.gov/ocr

Equal Employment Opportunity Commission (EEOC)
John F. Kennedy Federal Building
475 Government Center
Boston, MA 02203
Phone: (800) 669-4000
Fax: (617) 565-3196
TTY: (800) 669-6820
Web: https://www.eeoc.gov/
Prevention and Awareness Programs

The following prevention and awareness resources are available at the University:

Prevention of Sexual Assault and other Forms of Violence or Hate Crimes

The University encourages students and our entire community to endeavor to prevent occurrences of sexual assault, intimate partner violence or other misconduct based upon gender, gender identity or expression, race, ethnicity or other discriminatory basis, and to join in creating a campus environment where such misconduct is not tolerated.

The University’s Sexual Assault Response Prevention Team (SARPT) works to provide students with a collaborative and survivor-oriented response to sexual assault and other forms of gender based violence. SARPT members coordinate resources available to survivors and offer individualized support as needed. The University’s Campus Resource Team (CRT) is a broader community coalition, that includes the Center for Family Justice and local police and prosecutors, which meets several times a year to review the University’s sexual assault polices and to coordinate the resources available to victims both on and off campus.

Educational programs and workshops to promote awareness about sexual assault and related issues are coordinated by the Dean of Students, Residential Life, the Title IX Coordinator, and Human Resources. This includes orientation programs, “Haven” sexual assault/bystander education training required for new students and employees, and campus-wide awareness events such as “Take Back the Night.”

Consent and Related Guidance

Affirmative consent is the standard used to determine whether sexual activity was consensual. Consent to sexual activity must be clear, active, informed, and voluntary, from beginning to end in every situation. Consent to one form of sexual activity does not constitute consent to all forms of sexual contact. Each participant in sexual activity must consent to each act.

Consent must be actively demonstrated through mutually understandable words or actions which clearly convey a willingness to engage in the activity. Consent may not be inferred from silence or passivity.

The person initiating the activity has the responsibility of obtaining advance consent for each sexual activity and should be able to explain the basis why consent existed. Consent may be withdrawn at any time, but must be outwardly expressed. Once withdrawn, sexual activity must cease. Lack of protest or resistance does not demonstrate consent to sexual activity.

Consent is not effective if obtained from the use of force, threats, intimidation, coercion, incapacitation, or any other factor which would eliminate a person’s ability to exercise free will as to whether or not to have sexual contact. Coercion includes oppressive behavior which prevents another person from choosing whether to have sex or administering or pressuring another to consume a drug or intoxicant with the intent of impairing their ability to consent. An incapacitated person cannot give consent. A person may be incapacitated due to alcohol or drug use, because of an intellectual or other disability or the person is asleep, unconscious, or unaware that sexual activity is ongoing.

Alcohol and Other Drugs

Alcohol and drugs impair a person’s ability to engage in decision-making. Engaging in sexual activity while under the influence of alcohol and drugs can result in confusion or disagreement over whether consent was freely and clearly given. Therefore, it is especially important to be cognizant regarding the other person’s level of intoxication before engaging in sexual activity and, in cases of doubt, it is prudent to refrain from such activity. A person’s intoxication is never an excuse for violent or harassing conduct or for failing to obtain consent.
Resources and Reporting Options

A student, employee, or third party may wish to make a report to the University and/or to pursue resolution under this Policy of Prohibited Conduct within the University’s jurisdiction (as defined below) and may also choose to make a report to law enforcement. While prompt reporting is encouraged, there is no prescribed time limitation for reporting Prohibited Conduct. However, the University’s ability to investigate or to take corrective or remedial actions may be limited by delay in reporting.

Emergency Assistance

Whenever health/safety is in danger, call 911 immediately and/or Campus Security at (203) 576-4911. If you are on campus you can press your Personal Alarm Locator (PAL). All University students and employees should carry a PAL while on campus. If you do not have a PAL go to UB Security at Norsemen Hall, 221 University Avenue to obtain one.

Medical Assistance

It is important to promptly seek medical attention and counseling to address the aftermath of an assault. Survivors are strongly urged to seek immediate medical assistance at Bridgeport Hospital, 267 Grant Street, Bridgeport, CT 06610 (203) 384-3566. Trained hospital personnel will identify and treat injury, provide emergency contraception, administer medication to prevent possible transmission of sexually transmitted infection, and/or gather and preserve evidence. Call for an ambulance, or ask UB Security (203) 576-4911 to arrange transportation. You may also seek treatment at St. Vincent’s Medical Center (2800 Main Street, Bridgeport, (203) 576-6000 or go to Student Health Services, Room 119, 60 Lafayette Street, during the hours of 8:30 AM - 4:30 PM, Monday through Friday, or seek assistance from your personal physician. It is preferable to visit a local hospital emergency room as soon as possible and within 72 hours of the assault.

Crisis Counseling Support and Assistance

The University of Bridgeport has a partnership with The Center for Family Justice which provides 24-hour crisis counseling/consultation for survivors of sexual assault or other forms of domestic or intimate partner violence. The Center’s telephone number is (203) 333-2233 or (888) 999-5545 after hours. UB Counseling Services, located on the 2nd floor of Carstensen Hall, 174 University Avenue, (203) 576-4454, also offers free, confidential counseling for students Monday through Friday during the hours of 9:00 AM through 5:00 PM.

Reporting to Law Enforcement

Survivors of sexual assault or other forms of violence on campus are encouraged to report the incident to Campus Security and/or the Bridgeport Police Department as soon as possible. Students may call Campus Security (203) 576-4911, the Bridgeport Police (911, for non-emergencies (203) 576-7671). Any student or other individual with knowledge of a sexual assault or other crime on campus is encouraged to report the matter to Campus Security (203) 576-4911.

Options for Complainants

The University offers a variety of options and resources to survivors of sexual assault or gender based violence. Generally, when a report of sexual assault is received by Campus Security or a University administrator, it will be referred for investigation and response. Alternatively, the University provides additional options for reporting, as well as confidential resource options, which if elected, will not result in any reporting of the incident to the University. The following is a summary of both non-confidential and confidential resources:
Resources (Non-Confidential)

The following individuals have special training to provide assistance:

- Campus Security (203) 576-4911
- Dean of Students (203) 576-4392
- Title IX Coordinator (203) 576-4454
- Deputy Title IX Coordinator (203) 576-4104
- Office of Housing, Residential Life and Community Standards (203) 576-4228
- **For Employee Complaints:** Title IX Deputy Coordinators for Employee Matters Melitha Przygoda (203) 576-4588 or Tracy Brockman-Diaz (203) 576-4304
- A report may also be initiated by completing an online form [http://www.bridgeport.edu/life/ub-cares/](http://www.bridgeport.edu/life/ub-cares/)

Survivors of sexual assault or interpersonal violence may exclude personally identifiable information when making a report; however, that may limit the University’s ability to investigate.

Confidential Resources

The following confidential resources are available for students who wish to talk to someone about an incident of sexual misconduct or other form of violence in a confidential manner or to explore options without having the matter reported to the University:

- UB Counseling Services, located on the 2nd floor of Carstensen Hall, 174 University Avenue (203) 576-4454, 9:00 AM though 5:00 PM.
- Student Health Services, located in room 119 of the Student Health Science Building, 60 Lafayette Blvd, 8:30 AM through 4:30 PM.
- The Center for Family Justice, 753 Fairfield Avenue, Bridgeport, (203) 333-2233

The following confidential resources are available for an employee who is a survivor of sexual misconduct or other form of violence and wishes to speak to someone confidentially without the matter being reported to the University:

- Employee Assistance Program, [www.higheredeap.com](http://www.higheredeap.com)
- The Center for Family Justice, 753 Fairfield Avenue, Bridgeport, (203) 333-2233

Responsible Employee Reporting

University of Bridgeport faculty, administrators, and staff, including, but not limited to, employees who work in student affairs, athletics, and human resources, faculty advisors, and graduate and resident assistants (except employees designated in writing by UB in accordance with applicable law to maintain confidentiality, e.g., counselors and student health services personnel) are required by the University in accordance with applicable law to report any incidents of sexual misconduct or gender based violence or harassment involving any student. Supervisory employees are required to report any incidents of sexual misconduct or gender based violence or harassment involving any employee.

Reports of misconduct involving a student should be made to the Title IX Coordinator or Deputy Title IX Coordinator, and reports of misconduct involving employee(s) should be made to a Deputy Title IX Coordinator for Faculty and Staff. In the event of any emergency or immediate safety threat, reports should be made to Campus Security (203) 576-4911 and/or the Bridgeport Police Department (911) (in addition to the appropriate Title IX Coordinator(s)).

All employees receiving a report of a potential violation of this Policy are expected to promptly contact the Title IX Coordinator (or Deputy Title Coordinators) within 24 hours of becoming aware of a report or incident. All reported information will be treated with as much privacy as possible, subject to the University’s obligation to redress violations. When providing a report, a UB employee must report all information received and should not investigate or confirm what is reported—that function will be undertaken by Campus Security, Title IX Coordinator or others.
In investigating the reported misconduct, the University will be guided by the goal of empowering the survivor and allowing him or her to retain as much control as possible over the process, consistent with the University’s commitment to providing a safe and non-discriminatory educational and work environment.

**Reporting Suspected Abuse of Minors**

University employees, including teachers, counselors, clergy, coaches, nurses and other personnel who frequently work with minors are mandatory reporters under Connecticut law with regard to sexual or physical abuse of any individual under the age of 18. Any reasonable suspicion of abuse or neglect of a minor, as defined by Connecticut law, must be reported to the Department of Children and Families (“DCF”) 24-hour hotline (1-800-842-2288) within 12 hours. Please refer to www.ct.gov/dcf/cwp/view.asp?a=2556&q=314384 for further guidance regarding reporting requirements. All employees, whether mandated reporters or not, must also promptly report any suspicion of child abuse or neglect involving a UB student or employee or occurring on campus to Campus Security (203-576-4911) and the Bridgeport Police Department (911). Please contact the Office of Human Resources if you have any questions or need guidance.

**Bystander Reporting**

The University encourages anyone who witnesses a sexual assault or other acts of violence on campus to immediately contact Bridgeport Police (911), Campus Security (203) 576-4911, or the Title IX Coordinator. Students are encouraged to intervene to remove another student from a dangerous situation and in those instances where assistance can be rendered safely. Students may also submit an anonymous report by completing a Title IX report online at http://www.bridgeport.edu/life/ub-cares/. However, the University’s ability to investigate or to respond to anonymous reports is limited and reporters are encouraged to identify themselves to security personnel or to the Title IX Coordinator. Additionally, submitting an anonymous report may result in an investigation which determines the identity of the person who made the report.

**Retaliation Prohibited**

UB’s policy strictly forbids retaliation against individuals who report sexual misconduct, file complaints of sexual misconduct, cooperate in the investigation of sexual misconduct, or hear or adjudicate complaints. Any retaliation by an employee or a student is strictly prohibited and will result in disciplinary action. Any concerns regarding retaliation should be reported immediately to the Title IX Coordinator or a Deputy Coordinator.

**Clery Act Reporting**

The University has a duty to report various forms of sexual misconduct and gender based violence in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). No personally identifiable information is disclosed, but statistical information, including date, location and crime category, is disclosed as part of the University’s annual Campus Security Policy & Campus Crime Statistics Report.

**Protective Orders/ Counseling/Accommodations**

Students are encouraged to notify Campus Security of any court issued protective orders. Students who feel they need protection should report concerns to Campus Security or the Title IX Coordinator.

Students are encouraged to seek counseling and support at University Counseling Services, located at on the 2nd floor of Carstensen Hall, 174 University Avenue (203) 576-4454, 9:00 AM- 5:00 PM or The Center for Family Justice (203) 333-2233 or (888) 999-5545 after hours. Services are free and confidential. Counseling and other support are the key elements to recovery.

The University provides accommodations to survivors, including changes in housing arrangements and/or
modification in class schedules.

Any employee who believes that he or she is the victim of sexual assault, stalking, or relationship violence, whether on or off campus, may report such incident to a Deputy Title IX Coordinator for Employee Matters. The University of Bridgeport will upon request (1) notify or assist the employee to contact law enforcement where he/she may obtain a protective order; (2) provide contact information for applicable support services; (3) notify the employee of any reasonably available options or assistance that the University of Bridgeport can provide in response to the incident (e.g., changing transportation); and (4) if requested, provide assistance to the employee to access counseling, health, and or mental health services though the University’s Employee Assistance Program (EAP).

Interim measures and accommodations are fully set forth in the investigation and resolution procedures provided herein.

**Prohibited Conduct under this Policy**

Conduct under this policy, as defined below, is prohibited regardless of sex, sexual orientation and/or gender identity/expression of the Complainant or Respondent.

**Definition of Key Terms under this Policy**

**Force:** Force is the use of physical violence, and/or imposing on someone physically to gain sexual access. Force also includes threats, intimidation (implied threats) and coercion that overcome resistance or produce consent.

**Coercion** is unreasonable pressure for sexual activity. Coercive behavior differs from seductive behavior based on the type of pressure someone uses to get consent from another. When someone makes clear to you that they do not want sex, that they want to stop, or that they do not want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive.

**Consent:** Consent is knowing, voluntary, and clear permission by word or action to engage in mutually agreed upon sexual activity. Since individuals may experience the same interaction in different ways, it is the responsibility of each party to make certain that the other has consented before engaging in the activity. For consent to be valid, there must be a clear expression in words or actions that the other individual consented to that specific sexual conduct. Consent can be withdrawn once given, as long as the withdrawal is clearly communicated.

Consent to some sexual contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse). A current or previous dating relationship is not sufficient to constitute consent. The existence of consent is based on the totality of the circumstances, including the context in which the alleged incident occurred.

**Incapacitation:** Incapacitation is defined as a state where someone cannot make rational, reasonable decisions because they lack the capacity to give knowing/informed consent (e.g., to understand the "who, what, when, where, why or how" of their sexual interaction). This policy also covers a person whose incapacity results from mental disability, involuntary physical restraint and/or from the taking of incapacitating drugs.

**Interplay between Incapacitation and Consent:** A person cannot consent if they are unable to understand what is happening or is disoriented, helpless, asleep or unconscious for any reason, including due to alcohol or other drugs. An individual who engages in sexual activity when the individual knows, or should know, that the other person is physically or mentally incapacitated has violated this policy.

It is not an excuse that the responding party was intoxicated and, therefore, did not realize the incapacity
of the reporting party.

Prohibited Conduct

Prohibited Conduct, as defined in the Key to UB, Chapter Six, “Policy on Sexual and Gender-based Interpersonal Violence and Harassment,” includes the following Prohibited Conduct as specifically identified below:

i. Non-Consensual Sexual Intercourse
   Defined as:
   • any sexual intercourse
   • however slight
   • with any object
   • by a person upon another person
   • that is without consent and/or by force

   Sexual intercourse includes:
   • Vaginal or anal penetration by a penis, tongue, finger or object, or oral copulation (mouth to genital contact) no matter how slight the penetration or contact.

ii. Non-Consensual Sexual Contact
    Defined as:
    • any intentional sexual touching
    • however slight
    • with any object
    • by a person upon another person
    • that is without consent and/or by force

    Sexual touching includes:
    • Intentional contact with the breasts, groin, or genitals, mouth or touching another with any of these body parts, or making another touch you or themselves with or on any of these body parts; or
    • Any other bodily contact in a sexual manner.

iii. Sexual Exploitation
    Sexual Exploitation refers to a situation in which a person takes non-consensual or abusive sexual advantage of another, and that behavior does not otherwise fall within the definitions of Sexual Harassment, Non-Consensual Sexual Intercourse or Non-Consensual Sexual Contact.

    Examples of Sexual Exploitation include, but are not limited to:
    • Sexual voyeurism (such as watching a person undressing, using the bathroom or engaging in sexual acts without the consent of the person observed).
    • Invasion of sexual privacy.
    • Taking pictures or video or audio recording another in a sexual act, or in any other private activity without the consent of all involved in the activity, or exceeding the boundaries of consent (such as allowing another person to hide in a closet and observe sexual activity, or disseminating sexual pictures without the photographed person’s consent).
    • Prostitution.
    • Sexual exploitation also includes engaging in sexual activity with another person while knowingly infected with human immunodeficiency virus (HIV), a sexually transmitted disease (STD) or infection (STI) without informing the other person of the infection.
    • Administering alcohol or drugs (such as “date rape” drugs) to another person without his or her knowledge or consent (assuming the sexual act is not completed)
    • Exposing one’s genitals in non-consensual circumstances.
    • Sexually-based stalking and/or bullying may also be forms of sexual exploitation.
iv. **Retaliation**

Retaliation is defined as any adverse action taken against a person participating in a protected activity because of their participation in that protected activity. Retaliation against an individual for alleging harassment, supporting a party bringing an allegation or for assisting in providing information relevant to a claim of harassment is a serious violation of the University of Bridgeport’s policy and will be treated as another possible instance of harassment or discrimination. Acts of alleged retaliation should be reported immediately to the Title IX Coordinator and will be promptly investigated. The University of Bridgeport will take appropriate steps to protect individuals who fear that they may be subjected to retaliation.

v. **Sexual Harassment**

The University of Bridgeport strictly prohibits sexual harassment or other unlawful behavior which targets an individual because of characteristics such as gender, sexual orientation, sexual identity, etc. Sexual harassment means any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment, academic grade, salary, benefit or service; (2) submission to or rejection of such conduct by an individual is used as the basis for employment, academic grading or other decisions affecting such individual; or (3) such conduct has the purpose or effect of substantially interfering with an individual’s work or academic performance or creating an intimidating, hostile or offensive working or learning environment.

Examples of Sexual Harassment include, but are not limited to:

- Physical assaults of a sexual nature, such as (1) rape, sexual battery, molestation or attempts to commit these assaults; or (2) intentional physical contact which is sexual in nature, such as patting, pinching, brushing against another’s body, etc.
- Unwanted sexual advances, propositions or other sexual comments and jokes, including disparaging remarks about the individual body or gender.
- Sexual or discriminatory displays, publications or other visual material on UB property.
- Sexual gestures through body movements or hands or other types of nonverbal sexually explicit behavior.

vi. **Conflicts of Interest arising from Faculty/Staff Consensual Relationships with Students**

Consistent with the University of Bridgeport’s Title IX obligations and commitment, teachers, administrators, coaches and other employees must avoid and refrain from romantic or sexual relationships, even if consensual, with students whom they teach, advise or supervise (or whom they may teach or supervise in the future). The relationship between teacher, advisor or mentor and student must be protected from influences or activities that can interfere with learning and personal development. In addition to creating the potential for coercion, any such relationship jeopardizes the integrity of the educational process by creating an actual or potential conflict of interest and may impair the educational environment for other students. Employees or students with questions about this policy are advised to consult with UB’s Title IX Coordinator. Violations of this policy will normally result in disciplinary action.

vii. **Intimate Partner/Dating/Domestic Violence**

Relationship violence is a pattern of behavior in a domestic, intimate or dating relationship that is used to establish power and control over another person through fear and intimidation. This behavior can be verbal, emotional, and/or physical. Examples include, but are not limited to: striking another person, property damage, reckless behavior, name calling and insults, public humiliation, harassment and verbal or physical threats. It includes threatening or causing physical harm or engaging in other conduct that threatens or endangers the health or safety of another person. Any such conduct or any offense under the University’s Code of Community Standards will be considered Prohibited Conduct and resolved under this Policy if it arises out of an intimate partner, dating or domestic relationship (even if such relationship has ended).
viii. Stalking
Stalking includes any conduct prohibited by Connecticut General Statutes 53a-181 or any course of conduct directed to a specific person that would cause a reasonable person to (A) fear for the person's safety or the safety of others; or (B) suffer emotional distress, including but not limited to, two or more acts directly or through a third party which monitors, observes, surveils, threatens, or communicates to or about a person. This misconduct can involve, but is not limited to: (i) lying in wait or knowingly repeatedly running into the victim; (ii) unwelcome excessive phone calls, text messages, notes, etc.; (iii) watching or recording the victim from a distance; (iv) threats to harm a victim or a victim’s family, friends, teachers, pets, or property whether the threats are delivered personally or through a third party; (v) vandalism of the victim’s property; (vi) sending unwanted gifts, or leaving items that hold significance within the relationship between the victim and stalker. It also includes CYBERSTALKING, which is delivered through electronic devices and includes, but is not limited to: (i) posting online, the use of websites, email, text messaging, online social media, phone calls, malicious emails and instant messaging; (ii) creating multiple online accounts to harass a victim; (iii) hacking into the victim’s personal website, email account(s), phone account(s) or social media account(s); or (iv) continuous posting of malicious and/or untrue information online to websites or social media. Gender-based stalking will also be addressed under this Policy.

ix. False Claims
Deliberately false/and or malicious reports under this Policy (as opposed to allegations found to be erroneous but made in good faith) are a serious offense subject to disciplinary action under this Policy.

x. Other Prohibited Conduct
Other forms of misconduct, when gender-based, are Prohibited Conduct under this Policy, including but not limited
• Sex offenses (other than listed above) under applicable federal and state law
• Hazing
• Assisting another person in committing Prohibited Conduct
• Threats or actions which inflict physical injury or emotional distress on others
• Acts injurious or creating a risk of injury to a person under the age of 18

Investigation and Resolution of Sexual and Gender-based Interpersonal Violence and Harassment

The University of Bridgeport has adopted an equitable process for investigating and resolving Prohibited Conduct based upon the nature of the Respondent’s relationship to the University (Student or Employee). “Complainant” means the Student or Employee who presents as the victim of any Prohibited Conduct, regardless of whether that person makes a report or seeks action under this Policy. “Respondent” means the Student or Employee who has been accused of violating this Policy. Each set of procedures referenced below is guided by the same principles of fairness and respect for Complainants and Respondents.

A Student or Employee determined by the University to have engaged in Prohibited Conduct is subject to disciplinary action, up to and including separation from the University. Third parties who commit Prohibited Conduct may have their relationship with the University terminated or their privileges of being on University premises withdrawn. For a full statement of the University’s jurisdiction over students with respect to this Policy, see Key to UB, Chapter Five, “Jurisdiction,” which is fully incorporated by reference herein. The University’s jurisdiction over employees extends to any acts committed within the workplace or which negatively impact students, other employees or the working or educational environment.

The procedures referenced below provide for prompt and equitable response to reports of Prohibited Conduct. The procedures designate specific timeframes for major stages of the process and provide for thorough and impartial investigations that afford all parties notice and an opportunity to present witnesses and evidence, and to view the
information that will be used in determining whether a policy violation has occurred.

The University applies the preponderance of the evidence standard when determining whether this policy has been violated. “Preponderance of the evidence” means that it is more likely than not that a policy violation occurred.

**If Respondent is a Student:**

See Equity Resolution Process for Allegations of Sexual and Gender-based Interpersonal Violence and Harassment against Students (Attachment A), located at the end of Chapter Six of the Key to UB. The foregoing applies even if the student is a student employee or part-time employee at the University.

**If Respondent is an Employee:**

See Equity Resolution Process for Allegations of Sexual and Gender-based Interpersonal Violence and Harassment against Employees, (Attachment B). The foregoing applies even if the employee is a part-time student at the University.

NOTE: The Respondent’s predominant role, as determined by the Title IX Coordinator, will determine which of the above procedures applies.

If the University receives a report that a third party has engaged in Prohibited Conduct on campus or at a University sponsored event, the manner of resolution will be determined by the Title IX Coordinator based upon the third party’s relationship with the University, consistent with the goal of eliminating any discriminatory conduct from the educational environment. The Title IX Coordinator will conduct a preliminary investigation and may refer the complaint to the third party’s employer for investigation or, if the Title IX Coordinator’s investigation substantiates misconduct, recommend that the University terminate its relationship and/or exclude the third party from campus.

If the University receives a report from a third party that a Respondent has engaged in Prohibited Conduct on campus, at a University-sponsored event on or off campus, or in a manner that affects a substantial University of Bridgeport interest, the Title IX Coordinator will investigate the alleged Prohibited Conduct and determine whether to initiate the Equity Resolution Process, with or without the third party complainant’s participation.

**SEX OFFENDER REGISTRATION POLICY**

Any person who has committed a criminal offense against a victim who is a minor or a nonviolent sexual offense, has been convicted of a sexually violent offense, is subject to registration as a sexual offender, or committed a felony for a sexual purpose, and is employed by, works at, or is a student of, the University is required without delay to notify the Connecticut Commissioner of Public Safety. (54 C.G.S. Section 250). The University reserves the right to require Sexual Offenders to vacate the residence halls or to comply with other restrictions. Information regarding registered sexual offenders can be obtained from the Connecticut Department of Public Safety (www.ct.gov/dps) or through the link below http://www.communitynotification.com/cap_office_disclaimer.php?office=54567.

**DEFINITIONS OF SEXUAL ASSAULT AND OTHER PROHIBITED GENDER-BASED VIOLENCE UNDER CONNECTICUT LAW**

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

Under Connecticut Law, Domestic Violence and Dating Violence is an incident resulting in physical harm, bodily injury or assault, or an act of threatened violence that constitutes fear of imminent physical harm, bodily injury or assault, including, but not limited to, stalking or a pattern of threatening, between family or household members. Verbal abuse or argument shall not constitute family violence unless there is present danger and the likelihood that physical violence will occur.

“Family or household member” means any of the following persons, regardless of the age of such person: (A) Spouses or former spouses; (B) parents or their children; (C) persons related by blood or marriage; (D) persons other than those persons described in subparagraph (C) of this subdivision presently residing together or who have resided together; (E) persons who have a child in common regardless of whether they are or have been married or have lived together at any time; and (F) persons in, or who have recently been in, a dating relationship.

**UNIFORM CAMPUS CRIME REPORT**

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires all colleges and universities that participate in federal financial aid programs to keep and disclose information about crime on and near their respective campuses. The University of Bridgeport is required to annually prepare a Uniform Campus Crime Report (UCCR), consistent with the FBI’s Uniform Crime Reporting system (UCR) stating the crime statistics on the campuses for the preceding calendar year.

The University of Bridgeport reports crime statistics to the Connecticut Department of Public Safety, the Federal Bureau of Investigation, and the Department of Education. The Uniform Campus Crime Report lists on-campus crime statistics for the most recent three year period in accordance with State and Federal laws.

A daily incident log is maintained at Norseman Hall (221 University Avenue) at the University Security Department for all reported incidents and is available at any time for public view.

Following is the statistical report for crime on UB campus for 2016 (and two previous years). Dividing the number of incidents reported by the total number of FTE (Full Time Equivalent) students and employees for the same calendar period derives the Crime Rate of .0096. The total FTE students and employees for 2016 on UB’s campus was 5,229 (students: 4632; staff: 597) and approximately 1129 students and 23 employees live in campus housing.

The following defines the Geography of Crime categories:

**Campus Building or Property:**

"On-Campus" means 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 within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food vendor or other retail vendor).

**On-Campus Student Housing Facility:**

An “on-campus student housing facility” is any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus. This definition includes the following types of housing:

- Undergraduate, graduate, and married student housing
- Single family houses that are used for student housing
• Summer school student housing
• Buildings that are used for student housing but also have faculty, staff or any other individuals living there. (Does not include faculty-only housing. Institution-owned or controlled faculty-only housing that is located on the campus belongs only in the “on-campus” category.)
• Buildings that are owned by a third party that has a written agreement with your institution to provide student housing. It doesn’t matter whether the rent is paid to the third party by the institution on behalf of the students or paid directly by the students.
• Fraternity or sorority houses that are owned or controlled by your institution or are located on property that your institution owns or controls.

Noncampus Building or Property:
“Noncampus” means 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.

A building or property that the institution owns, rents, leases, or has any other type of written agreement for, is considered to be “controlled by” the institution. A written agreement includes an informal letter or e-mail.

Note that there is a difference between an agreement that gives your institution control over a building or a specific space within a building, and a program agreement. For example, if your institution has an agreement to send nursing students to a nearby hospital to participate in a program there, but your institution does not have a written agreement giving you use of any space within the hospital, you should not include the hospital in the non-campus category.

If your school owns an off-campus apartment building and puts a management company in charge, but doesn’t use the building for student housing, do not include the building in your non-campus category (even if some of your students happen to rent apartments there).

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.

Definitions of Reportable Crimes

In compliance with the Clery Act, definitions of reportable crimes (murder, robbery, aggravated assault, burglary, motor vehicle theft, arson, illegal weapons possession violations, drug abuse violations, liquor law violations and hate crimes) are taken from the Federal Bureau of Investigation’s Uniform Crime Reporting Guidelines. The definitions for sex offenses are excerpted from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Handbook.

Criminal Homicide:
These offenses are separated into two categories: Murder and Non-negligent Manslaughter, and Manslaughter by Negligence.

a. Murder and Non-negligent Manslaughter is defined as the willful (non-negligent) killing of one human being by another.
b. Manslaughter by Negligence is defined as the killing of another person through gross negligence.

Sexual Assault (Sex Offenses):
Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent. Include attempted Sexual Assaults, but do not include in your Clery Act statistics any Sexual Assaults other than the four types of Sexual Assaults described in this chapter.
a. Rape is the penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

b. Fondling is the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

c. Incest is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

d. Statutory Rape is sexual intercourse with a person who is under the statutory age of consent.

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

**Aggravated Assault:**
Aggravated Assault is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an Aggravated Assault when a gun, knife or other weapon that could cause serious personal injury is used.

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

**Burglary:**
The unlawful entry of a structure to commit a felony or a theft. An incident must meet three conditions to be classified as a Burglary: 1) There must be evidence of unlawful entry (trespass). This means that the person did not have the right to be in the structure at the time the incident occurred. 2) The unlawful entry must occur within a structure, which is defined as having four walls, a roof, and a door. 3) The structure was unlawfully entered to commit a felony or a theft. If the intent was not to commit a felony or a theft, the incident is not a Burglary.

**Drug Abuse Violation:**
The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of State and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

**Hate Crimes:**
A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. Although there are many possible categories of bias, under the Clery Act, only the following eight categories are reported:

**Race:**
A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g., Asians, blacks or African Americans, whites).

**Gender:**
A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.
Gender Identity:
A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals. Gender non-conforming describes a person who does not conform to the gender-based expectations of society, e.g., a woman dressed in traditionally male clothing or a man wearing makeup. A gender non-conforming person may or may not be a lesbian, gay, bisexual, or transgender person but may be perceived as such.

Religion:
A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).

Disability:
A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

Sexual Orientation:
A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual Orientation is the term for a person’s physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.

Ethnicity:
A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term “race” in that “race” refers to a grouping based mostly upon biological criteria, while “ethnicity” also encompasses additional cultural factors.

National Origin:
A preformed negative opinion or attitude toward a group of people based on their actual or perceived county of birth. This bias may be against people that have a name or accent associated with a national origin group, participate in certain customs associated with a national origin group, or because they are married to or associate with people of a certain national origin.

Any incidents of Larceny-Theft, Simple Assault, Intimidation, or Destruction/Damage/Vandalism of Property committed against a person or property which is motivated, in whole or in part, by the offender’s bias constitutes a hate crime.

Larceny-Theft:
The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Larceny and theft mean the same thing in the UCR.)

Constructive possession is the condition in which a person does not have physical custody or possession but is in a position to exercise dominion or control over a thing.

Simple Assault:
an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Intimidation:
To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
Destruction/Damage/Vandalism of Property:
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.

Liquor Law Violation:
The violation of State or local laws or ordinances prohibiting: the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

Motor Vehicle Theft:
The theft or attempted theft of a motor vehicle.

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

Weapon Law Violations:
The violation of laws or ordinances prohibiting the manufacture, sale, purchasing, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

VAWA offenses are defined as follows:

Dating violence:
Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined 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 purpose of this definition,
• dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse;
• dating violence does not include acts covered under the definition of domestic violence

Domestic violence:
• a felony or misdemeanor crime of violence committed by:
  • a current or former spouse or intimate partner of the victim,
  • a person with whom the victim shares a child in common,
  • a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner,
  • 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
  • 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

Stalking:
Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person’s safety or the safety of others; or suffer substantial emotional distress. For the purposes of this definition:

Course of conduct mean two or more acts, including, but not limited to, acts in 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.

Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
**Substantial emotional distress** means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

**Hierarchy Rule**

In cases where more than one offense occurs in an incident, only the highest ranking Part I offense is counted. Three offenses, Arson, Human Trafficking—Commercial Sex Acts, and Human Trafficking—Involuntary Servitude, ignore the Hierarchy Rule and are always counted even in cases when multiple offenses occur in an incident.

The Part I offenses following the Hierarchy Rule are:

- Criminal Homicide
  - a. Murder and Nonnegligent Manslaughter
  - b. Manslaughter by Negligence
- Rape
  - a. Rape
  - b. Attempts to Commit Rape
  - c. Historical Rape
- Robbery
  - a. Firearm
  - b. Knife or Cutting Instrument
  - c. Other Dangerous Weapon
  - d. Strong-arm—Hands, Fists, Feet, etc.
- Aggravated Assault
  - a. Firearm
  - b. Knife or Cutting Instrument
  - c. Other Dangerous Weapon
  - d. Hands, Fists, Feet, etc.—Aggravated Injury
- Burglary
  - a. Forcible Entry
  - b. Unlawful Entry—No Force
  - c. Attempted Forcible Entry
- Larceny-theft (except motor vehicle theft)
- Motor Vehicle Theft
  - a. Autos
  - b. Trucks and Buses
  - c. Other Vehicles

The following Part I offenses ignore the Hierarchy Rule:

- Arson
  - a.–g. Structural
  - h.–i. Mobile
  - j. Other
- Human Trafficking, Commercial Sex Acts
- Human Trafficking, Involuntary Servitude
### CRIMINAL OFFENSES UNIVERSITY OF BRIDGEPORT - BRIDGEPORT CAMPUS

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<tr>
<th>CRIMINAL OFFENSES</th>
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<th>Public Property</th>
<th>Total by Crime</th>
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### SUMMARY OF CRIME STATISTICS

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**Hate Crimes University of Bridgeport – Bridgeport Campus**

2016: One public property vandalism incident characterized by ethnicity bias
2015: One on-campus simple assault incident characterized by sexual orientation bias and One on-campus intimidation incident characterized by race bias.
2014: No hate crimes reported.
### CRIMINAL OFFENSES

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<tr>
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**Hate Crimes University of Bridgeport – Stamford Campus**

There were no reported hate crimes for the years 2014, 2015 or 2016.
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## ARRESTS

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<th>Public Property</th>
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<tr>
<td></td>
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<td>Drug Violations</td>
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<tr>
<td>Liquor Violations</td>
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## DISCIPLINARY REFERRALS

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<th>On Campus Property</th>
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<td>Other Locations</td>
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<td>Other Locations</td>
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<td>Weapon Violations</td>
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<tr>
<td>Drug Violations</td>
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<td>Liquor Violations</td>
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## SUMMARY OF CRIME STATISTICS

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Overview

The Higher Education Opportunity Act (Public Law 110-315) became law in August, 2008, requiring all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related on-campus statistics. The following public disclosure report details all information required by this law as it relates to the University of Bridgeport. Fire is defined as any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

General Statement of College Owned/Controlled Student Housing

At the University of Bridgeport, all residence facilities located on the immediate campus property, have fully addressable panels with hard-wired smoke detectors and heat detectors, centrally monitored on campus. Fire alarm panels annunciate to the Campus Security Office. In regards to the University Apartments, each individual unit/apartment has a local battery powered smoke detector. The complex does not have a centralized fire alarm system.

Fire Safety Plans

If a fire is discovered in any university building, students, faculty, staff and visitors are encouraged to call the University of Bridgeport Campus Security Department, (203) 576-4911. The fire alarm emergency signal is a continuous sounding of the fire alarm. In case of a fire, each person in the residence hall or building should leave the building as quickly as possible, using available stairways and fire escapes. Each student, faculty staff or visitor should also leave room doors unlocked and close the door upon exiting their room. Students, faculty, staff and visitors should walk quietly and quickly downstairs and stand in a designated area away from the building.

Campus Fire Emergencies

If a fire occurs in a campus building, everyone should quickly exit the building, using available stairways and fire escapes. The emergency signal for a fire is a continuous sounding alarm. After reaching safety call the Campus Security Department for assistance at (203) 576-4911 or ext. 4911 from a campus phone.

Building Fire Equipment

Mechanical problems with locks, doors, or other security or fire equipment should be reported to Facilities Department or the Campus Security Department.

If you observe anyone maliciously pulling a fire alarm or discharging a fire extinguisher, contact the Campus Security Department.

Campus Security is responsible for maintaining fire extinguishers in all University buildings on campus. A contract company is utilized to annually inspect and certify all fire extinguishers, recharging and/or replacing units as required by the NFPA code.
Fire Safety Procedures

The act of discharging a fire extinguisher, lighting a fire, and misuse or tampering with the alarm or sprinkler systems is considered irresponsible behavior and endangers the lives of others and can result in immediate judicial or criminal action. The university reserves the right to pursue criminal charges through the appropriate authorities.

Misuse of fire safety equipment, including unnecessary discharge of fire extinguishers or intentionally setting off a false alarm will result in suspension to expulsion and restitution.

How to Report a Fire

If a burning odor or smoke is present, call the Campus Security Department Emergency Telephone and Campus Numbers:
From a campus phone: Ext. 4911
Cellphone or other landline: (203) 576-4911

Report the exact location of the fire and, if known, what is burning.

If a fire is detected, sound the building alarm by pulling an alarm station.

Campus Security Officers respond to fire alarms in all buildings. In addition to the response of Campus Security Officers, the local fire department responds to all audible fire alarms in all residential halls.

Fire Alarms

When a fire alarm sounds in a residence hall, all residents must evacuate the building immediately and completely. Evacuation is expected each and every time the fire alarm sounds. Failure to evacuate the building promptly during a fire alarm will result in a $50.00 fine and possible disciplinary action. Please wait for Security to give the okay before reentering the building. In cases where it is determined that a false fire alarm has been perpetrated, each resident of that hall will be billed $25.00 each time the intentional false fire alarm is pulled if we are unable to identify the perpetrator(s).

Fire Evacuation

Your cooperation in the following procedures may be important in saving your life and the lives of other residents of the community if a fire or similar disaster should occur. It is the responsibility of every resident to be familiar with these procedures and standards and to observe them fully.

When the alarm sounds, leave immediately.

If You Are In a Burning Building

- If there is smoke in the room, keep low to the floor.
- To report an emergency, call (203) 576-4911 or 911 from your cell phone or x4911 from any campus phone to report your location and the nature of the emergency.
- Stay calm and report the emergency accurately.
- If possible, put a wet towel over your mouth and nose.
- Before passing through any doors, feel the metal doorknob. If it is hot, do not open the door. Attempt exit through a window if it is low enough to the ground.
- Open the window from the top, if possible, (to let out the smoke and the heat) and from the bottom (to let in fresh air).
- If you cannot exit out the window, hang something up in the window to attract the attention of the Fire Department, such as a pillowcase or shirt.
• If you can open the door, brace yourself against the door and open it slowly in order to make sure there is no heat or heavy smoke on the other side. If there is, then close the door again.
• If you are able to leave the room through the door, close it as you exit.
• Go to the nearest exit or stairs. DO NOT USE THE ELEVATORS.
• If it has not already been activated, activate the fire alarm system by pulling on the bar marked "PULL" or following the directions as stated on the alarm station.
• If the nearest exit is blocked by fire, heat, or smoke, go to an alternate exit.
• If all exits on the floor are blocked, go back to your room, close the door, open the window as described, wave something out the window, and shout for help.
• After evacuating the building, stand clear of it by crossing the street or evacuating to a SAFE ZONE. Allow the fire- fighters and fire-fighting equipment to maneuver around the building as necessary.

Everyone must evacuate the building, including all employees, students, and visitors. Occupants of the building must exit according to predetermined escape routes. Diagrams of these escape routes are attached to the back of each residence hall door. Once outside the building, everyone must stand clear of the entrances. Return to the building is permitted only after the fire marshal evaluates the situation.

Policies Related to Fire Safety Measures

The use of appliances in students' rooms is limited. Therefore, only certain electric appliances are allowed in the residence halls including electric blankets, electric razors, fans, coffee makers, radios, stereos, computers, TVs and lamps (Halogen, touchier type floor lamps are strictly prohibited). Small electrical appliances that generate heat such as hair dryers, curling irons, clothes irons, and the like are permitted, but need to be used properly and not left unattended. Students need to examine their own appliances periodically for faulty wiring. Because they are fire hazards, students are not permitted the use of broilers, toasters, hot plates, candles, halogen, touchier floor lamps, or other items specified by residence life staff. Use of such items will be subject to fine and removal. Air conditioners and space heaters are also prohibited due to their power loads and our concern for fire safety.

Due to fire safety concerns, candles, items with open flames and incense are not allowed within the residence halls.

Smoking in all residence halls and cafeterias is against Connecticut State law. Students in violation of this policy and State law will be fined and face disciplinary action. Smoking is also prohibited with 20 feet of the entrance to any campus building.

FIRE SAFETY TRAINING

University of Bridgeport Office of Residential Life Policy on Evacuation Drills

In accordance with state and local fire regulations, all residence halls will have a planned evacuation during each semester. It is crucial that resident students comply with the University Fire Safety Regulations, which are published in the Key to UB Student Handbook.

Frequency of Evacuation Drills

Evacuation Drills will be conducted at least once during each semester and will be conducted by the Security Department in conjunction with the Office of Housing, Residential Life and Community Standards and the Facilities Department.
ANNUAL RESIDENTIAL FACILITY FIRE REPORT 2016 – UNIVERSITY OF BRIDGEPORT CAMPUS

Fire is defined as any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

<table>
<thead>
<tr>
<th>Location</th>
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<th>2015</th>
<th>2016</th>
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</thead>
<tbody>
<tr>
<td>Barnum Hall 150 Marina Park Circle</td>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Total Fires</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Cause of Fire</td>
<td>-</td>
<td>-</td>
<td>Fire observed in trash</td>
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<tr>
<td>Number of Injuries Requiring Treatment at a Medical</td>
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<td>-</td>
<td>0</td>
</tr>
<tr>
<td>Number of Deaths Related to the Fire</td>
<td>-</td>
<td>-</td>
<td>0</td>
</tr>
<tr>
<td>Value of Property Damage Caused by the Fire (in dollars)</td>
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<td>-</td>
<td>$0-$99</td>
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<table>
<thead>
<tr>
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<th>2016</th>
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<tbody>
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<td>Bodine Hall 80 University Avenue</td>
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<tr>
<td>Total Fires</td>
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<tr>
<td>Cause of Fire</td>
<td>-</td>
<td>-</td>
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<td>-</td>
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<tr>
<td>Number of Deaths Related to the Fire</td>
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<tr>
<td>Value of Property Damage Caused by the Fire (in dollars)</td>
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<table>
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<th>2016</th>
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<td>0</td>
</tr>
<tr>
<td>Cause of Fire</td>
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<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Number of Injuries Requiring Treatment at a Medical</td>
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<tr>
<td>Number of Deaths Related to the Fire</td>
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<tr>
<td>Value of Property Damage Caused by the Fire (in dollars)</td>
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<th>2016</th>
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<td>Cause of Fire</td>
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<tr>
<td>Number of Deaths Related to the Fire</td>
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<td>Value of Property Damage Caused by the Fire (in dollars)</td>
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<td>1</td>
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<tr>
<td>Cause of Fire</td>
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<td>-</td>
<td>Cooking – burnt milk</td>
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<td>2016</td>
</tr>
<tr>
<td>----------------------------------</td>
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<tr>
<td>Seaside Hall 174 Waldemere Avenue</td>
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<td>0</td>
</tr>
<tr>
<td>Cause of Fire</td>
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<td>-</td>
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<td>Number of Injuries Requiring Treatment at a Medical</td>
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<tr>
<td>Number of Deaths Related to the Fire</td>
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<tr>
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<td>Cause of Fire</td>
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<td>Value of Property Damage Caused by the Fire (in dollars)</td>
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<tr>
<td>University Hall 40 Rennell Street</td>
<td>Not a residential hall until 2016</td>
<td>Not a residential hall until 2016</td>
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<td>Total Fires</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Cause of Fire</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Number of Injuries Requiring Treatment at a Medical</td>
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<td>-</td>
</tr>
<tr>
<td>Number of Deaths Related to the Fire</td>
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<td>Value of Property Damage Caused by the Fire (in dollars)</td>
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<td>University Place Apartments 575, 585, 587, 591,</td>
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<td>2015</td>
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<td>0</td>
</tr>
<tr>
<td>Cause of Fire</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Number of Injuries Requiring Treatment at a Medical</td>
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<td>-</td>
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<tr>
<td>Number of Deaths Related to the Fire</td>
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<tr>
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### ANNUAL RESIDENTIAL FACILITY FIRE REPORT 2016 – STAMFORD CAMPUS

There are no residential facilities on the Stamford Center.

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<th>2015</th>
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<tbody>
<tr>
<td>Total Fires</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Cause of Fire</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Number of Injuries Requiring Treatment at a Medical</td>
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<td>-</td>
</tr>
<tr>
<td>Number of Deaths Related to the Fire</td>
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<tr>
<td>Value of Property Damage Caused by the Fire (in dollars)</td>
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### ANNUAL RESIDENTIAL FACILITY FIRE REPORT 2016 – WATERBURY CAMPUS

There are no residential facilities on the Waterbury Center.

<table>
<thead>
<tr>
<th></th>
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<th>2015</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Total Fires</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Cause of Fire</td>
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<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Number of Injuries Requiring Treatment at a Medical</td>
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<td>-</td>
</tr>
<tr>
<td>Number of Deaths Related to the Fire</td>
<td>-</td>
<td>-</td>
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</tr>
<tr>
<td>Value of Property Damage Caused by the Fire (in dollars)</td>
<td>-</td>
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ATTACHMENT A: EQUITY RESOLUTION PROCESS FOR ALLEGATIONS OF SEXUAL AND GENDER-BASED INTERPERSONAL VIOLENCE AND HARASSMENT AGAINST STUDENTS
Equity Resolution Process for Allegations of Sexual and Gender-based Interpersonal Violence and Harassment against Students

The University uses the following equity resolution process ("Procedures") to investigate and adjudicate any allegations of Prohibited Conduct by a student. All other allegations of misconduct unrelated to incidents covered by this Policy will be addressed through the procedures elaborated in Chapter Five, Key to UB.

Expectations of Complainants and Respondents

Pursuant to these Procedures, Complainants and Respondents can expect the following:

- Prompt and equitable resolution of allegations of Prohibited Conduct;
- Privacy to the extent possible, consistent with conducting a thorough investigation and obtaining an impartial and fair resolution;
- Reasonably available and appropriate remedial measures, as described in these Procedures;
- Freedom from retaliation for making a good faith report of Prohibited Conduct or participating in an investigation or resolution under these Procedures;
- The responsibility to refrain from retaliation directed against any person: making a good faith report of Prohibited Conduct, participating in an investigation, or resolution under these Procedures;
- The responsibility to provide truthful information in connection with any report, investigation or resolution of Prohibited Conduct;
- The opportunity to choose an advisor, including the right to have that advisor present during any meeting or proceeding at which the party attends;
- Timely notice of any meetings or proceedings at which the party's presence is contemplated under these Procedures;
- The opportunity to articulate concerns or issues about this Policy or the Procedures;
- Written notice of an investigation, including notice of any alleged Prohibited Conduct;
- The opportunity to challenge any member of the Review Panel for bias or conflict of interest;
- The opportunity to offer information, present evidence, and identify witnesses during the investigation;
- The opportunity to be heard, orally and/or in writing, as to the determination of the alleged Prohibited Conduct and imposition of any sanction(s);
• Reasonable time to prepare any response contemplated by these Procedures;

• Written notice of any extensions of time or time frames under these Procedures; and

• Written notice of the outcome of any Formal Resolution, including the determination regarding any alleged Prohibited Conduct, within a reasonable time following conclusion of any hearing.

Preliminary Inquiry

Following receipt of notice or a report of Prohibited Conduct, the Title IX Coordinator will make a preliminary inquiry to determine if there is reasonable cause to believe a Respondent violated this Policy. This inquiry may also serve to help the Title IX Coordinator to determine if the allegations evidence violence, threat, pattern, predation and/or weapon and to complete a threat assessment (see below).

During this preliminary inquiry, the Title IX Coordinator will:

• Assess the Complainant’s safety and well-being and offer University support and assistance;

• Inform the Complainant of the right to contact law enforcement and/or to seek medical treatment, and regarding the University and community resources available for protection and support;

• Inform the Complainant regarding these Procedures and the options available for investigation and resolution;

• Explain the University’s prohibition against retaliation;

• Assess the nature and circumstances of the report, and the names, ages, status, and contact information, if known, of Complainant, Respondent and witnesses;

• Ascertain whether any minors are involved, and if so, whether reporting to law enforcement and state of Connecticut child protective services is required; and

• Communicate with appropriate University Officials to determine whether the report triggers any Clery Act obligations, including entry of report on daily crime log and/or issuance of timely warning.

The Title IX Coordinator will ensure that Complainant receives a written explanation of available resources and options and is offered the opportunity to discuss and ask questions (see “Interim Remedies/Rules” for Title IX Coordinator’s communication with and opportunities provided to Respondent”).

Threat Assessment

Following the initial assessment, the Title IX Coordinator will consult as appropriate with Campus Security and other campus administrators and determine whether the report poses a threat to the Complainant or the University community. Factors to be considered shall include, but not be limited to, whether alleged Prohibited Conduct included physical violence or threats of violence;
whether any weapon or force was allegedly used or threatened; whether multiple Respondents were involved; whether Respondent has a prior history of violent behavior; whether the Prohibited Conduct was facilitated by “date-rape” drugs or similar intoxicants, or allegedly occurred when Complainant was unconscious or physically helpless; whether Complainant is a minor under the age of 18; and whether any aggravating circumstances or indications of violent or predatory behavior were reported.

The Title IX Coordinator will retain documentation reflecting that the above threat assessment was completed. If the conclusion is that there is minimal threat to the University community, the Title IX Coordinator may in his or her discretion respect a Complainant’s request for no action, and will investigate only so far as necessary to determine appropriate remedies. However, if the Title IX Coordinator concludes that there is a substantial threat to the community, the University of Bridgeport reserves the right to initiate resolution proceedings without a formal report or participation by a Complainant.

**Interim Remedies/Actions**

The Title IX Coordinator may provide interim remedies intended to address the short-term effects of harassment, discrimination and/or retaliation, i.e., to redress harm to the Complainant and the community and to prevent further violations.

These remedies may include, but are not limited to:

- Referral to counseling and health services
- Altering the housing situation of the Respondent or the Complainant (if desired)
- Providing campus escorts
- Providing transportation accommodations
- Ordering contact limitations between the parties
- Offering adjustments to academic deadlines, course schedules, etc.
- Education to the community

The University of Bridgeport may separate a Respondent from residence halls and/or interim suspend Respondent from all or some campus activities, including but not limited to classes, pending the completion of its investigation and these Procedures, if in the judgment of the Title IX Coordinator, the foregoing interim restrictions are necessary a) to ensure the safety and well-being of members of the University community or preservation of University property; b) to ensure the student’s own physical or emotional safety and well-being; or c) if the student poses an on-going threat of disruption of, or interference with, the normal operations of the University.

Before considering the imposition of an interim separation from residence halls and/or interim suspension from some or all campus activities, the Title IX Coordinator will offer the Respondent the opportunity to meet and to show cause why the foregoing interim measures should not be implemented. The Title IX Coordinator has sole discretion to implement or stay an interim separation from residence halls and/or suspension from all or some campus activities and to determine the conditions and duration of said restrictions. At the discretion of the Title IX Coordinator, alternative coursework options may be arranged, if feasible, to minimize impact upon Respondent.

The Title IX Coordinator will promptly inform the Complainant of any interim actions undertaken by the University to respond to safety concerns, including any decision to proceed with an investigation. The Title IX Coordinator will also promptly notify the Respondent of any interim protective measures that will impact Respondent. The University will otherwise endeavor to maintain as confidential any
interim actions or protective measures, provided confidentiality does not impair the University’s ability to provide the interim actions or protective measures.

**University Resolutions**

In cases where the Complainant wishes to proceed or the University of Bridgeport determines it should proceed based upon safety related concerns, these Procedures offer two options for resolving reports of Prohibited Conduct: (1) *Alternative Conflict Resolution* – which includes alternative dispute mechanisms for resolving the reported Prohibited Conduct; and (2) *Formal Resolution* – which involves an investigation and review (and possible sanction) by a Review Panel.

This Procedure considers the preference of the parties, but is ultimately determined at the discretion of the Title IX Coordinator. Alternative Conflict Resolution may only occur if selected by all parties and the Title IX Coordinator determines it is appropriate; it will not be utilized if the reported Prohibited Conduct poses a safety threat to others.

(1) **Alternative Conflict Resolution**

If alternative conflict resolution is elected by both Complainant and Respondent and appears appropriate given the nature of the alleged behavior, then the report does not proceed to investigation. Alternative Conflict Resolution will not be utilized to resolve reports of Sexual Assault.

Each party has the right to choose and consult with an advisor before selecting alternative conflict resolution, and advisors may offer support during the process.

The Title IX Coordinator may attempt to mediate the conflict between the parties or may request the assistance from the deputy Title IX Coordinator or a trained mediator. Alternative Resolution agreements may involve agreed upon restrictions upon interactions or activities, or other remedial or protective measures tailored to meet the needs of the parties. If the agreement reached is acceptable to the University, the Complainant and the Respondent, the terms will be implemented and the matter closed. If an acceptable agreement is not reached, or if one or more parties fail to comply with the agreement reached, then the matter will be referred through Formal Resolution under these Procedures.

The Title IX Coordinator will maintain records of all reports and agreements referred for alternative conflict resolution, which typically should be completed within thirty (30) days.

(2) **Formal Resolution**

Formal Resolution will be commenced by the Title IX Coordinator when a Complainant requests an investigation and disciplinary action, or alternative conflict resolution fails, or the University determines based upon preliminary inquiry and threat assessment that investigation is necessary to ensure the safety of the Complainant or other members of the University community.

If the decision is made to commence a formal investigation, the Title IX Coordinator will conduct a full investigation, or delegate this responsibility in whole or in part to the Deputy Title IX Coordinator for Student Affairs, to the Office of Campus Security (either the Executive Director of Associate Executive Director), or to an experienced, external retained
instructor. All investigators shall have special training on issues relating to sexual assault and gender-based violence and how to conduct a full, fair and impartial investigation.

(a) Investigation

The investigator (Title IX Coordinator or designee) will typically take the following steps, if not already completed (not necessarily in this order):

- **Notice.** Provide notice to the Complainant and Respondent in writing of the commencement of the investigation and the following: 1) names of Complainant and Respondent; 2) summary of the alleged Prohibited Conduct, including location, date and time; 3) name of investigator; 4) instruction to preserve evidence; 5) prohibition against retaliation; 6) how to assert conflict of interest/bias of investigator; and 7) copy or link to this Policy.

- **Other Misconduct.** If other misconduct is reported which allegedly violates the Code of Community Standards and is part of a continuous course of conduct and/or involves common facts as the alleged Prohibited Conduct under this Policy, then the Title IX Coordinator will coordinate with the University Conduct Officer and decide whether all alleged violations should be investigated together by the Title IX investigator or designee. Where the Title IX Officer determines that a single investigation is appropriate and the University Conduct Officer agrees, then the responsibility for the Code of Community Standards shall be adjudicated under these Procedures, applying the Code definitions and sanctions, as set forth in Chapter Five.

- **Overview.** The investigation will be a neutral, fact-finding process and Respondent is presumed at the outset not to be responsible. This presumption may be overcome where the investigator and Hearing Panel determine that there is sufficient evidence. The Complainant and Respondent (collectively, the “Parties”) are encouraged, but are not required to cooperate with the investigation and hearing. The Parties will have an equal opportunity to be heard, to submit information, to identify witnesses, and to suggest questions. The investigator will interview separately the Parties and any third party witnesses, and gather all available evidence, including email, text messages, social media communication, etc., as well as any photographs or medical records.

- **Timeframe.** As a general rule, the period from report of the alleged Prohibited Conduct to the Title IX Coordinator through resolution, including a decision by the Review Panel, if applicable, will not exceed 60 days. The timeframe may be extended for good cause, including, but not limited to, requests by external law enforcement to delay, unavailability of key witnesses, or University break periods, etc. The Title IX Coordinator will notify the Parties in writing of any extension of this timeframe and reason for the extension.

- **Prior or Subsequent Conduct.** Prior or subsequent conduct of the Respondent may be considered in determining pattern, knowledge, intent,
motive or absence of mistake. The determination of relevance of pattern evidence will be based upon an assessment of whether the previous or subsequent conduct was substantially similar to the conduct under investigation or indicates a pattern of similar Prohibited Conduct.

- **Prior Sexual History.** The sexual history of a Complainant or Respondent will never be used to prove character or reputation. As a general rule, evidence related to the prior sexual history of either of the parties is not relevant to the determination of a Policy violation and will be considered only in limited circumstances where relevance is demonstrated (e.g., where affirmative consent is an issue, to demonstrate how the parties communicated). The relevance of this information will be determined by the Title IX Coordinator.

- **Report of Investigation.** Following the conclusion of the investigation, the Title IX Coordinator, or designee, will draft a Report summarizing the information gathered, including the contested and uncontested facts. The Report shall include a recommendation, based upon a preponderance of the evidence, as to whether or not there is sufficient evidence to support a finding of responsibility for the alleged Prohibited Conduct. If the Report was drafted by a designated investigator (other than the Title IX Coordinator), the Title IX Coordinator will review, finalize, and approve the Report. The Title IX Coordinator will notify the parties simultaneously that the Report is complete and available for review.

- **Recommended Findings.** If the investigator’s Report recommends that there is insufficient evidence, by a preponderance of the evidence, to support a finding of responsibility on one or more allegations of Prohibited Conduct, the Complainant may elect not to further utilize the Procedures, in which event the matter will be closed, or the Complainant may elect to contest one or more of the findings or recommendations, in which event the Complainant may submit a written statement within seven (7) days. The Title IX Coordinator will provide a copy of the written statement contesting the finding(s) or recommendation(s) to the Respondent, who shall have 7 days to respond in writing. If requested by the Complainant, the Title IX Coordinator will convene a Review Panel to schedule a hearing. The Review Panel will consider the Report, together with any statements by the parties, along with any other evidence offered by the parties.

If the investigator’s Report recommends that there is sufficient evidence, by a preponderance of the evidence, to support a finding of responsibility for the alleged Prohibited Conduct, then the Title IX Coordinator will convene a Review Panel to schedule a hearing. The Review Panel will consider the Report, along with any other evidence offered by the parties.

- **Acceptance of Responsibility.** The Respondent may, at any time, elect in writing to accept responsibility for the alleged Prohibited Conduct, in which case the Title IX Coordinator will refer the matter to the Review Panel to determine the appropriate sanction.
(b) **Advisors**

Throughout the investigation and resolution process, each party has the right to choose and consult with an advisor. The advisor may be any person, including an attorney, who is not a party or a witness or otherwise involved in the resolution process. Advisors provide support for students during the Review Panel hearing and can assist with preparation. Advisors are not permitted to advocate for a student or to speak on his or her behalf during the hearing. Advisors may confer quietly with their advisees or in writing as necessary, as long as they do not disrupt the hearing process.

(c) **Title IX Review Panel**

The Title IX Review Panel is comprised of faculty/staff who have received specialized training regarding the adjudication process for Title IX related offenses under this Policy. Members of the Review Panel shall be selected by the Title IX Coordinator from previously trained and appointed faculty and staff to review all relevant material and determine, using the “preponderance of the evidence” standard, whether Respondent committed the alleged Prohibited Conduct.

(d) **Possible Sanctions Imposed by the Title IX Review Panel**

Should the Review Panel determine by a preponderance of the evidence that the Respondent is responsible for the Prohibited Conduct, as alleged, or in the event Respondent previously accepted responsibility in writing for the Prohibited Conduct, the Review Panel shall determine sanctions to be imposed, which may include any of the following:

- **Expulsion** – Permanent separation of the student from the University.
- **Suspension** – Separation from the University for up to two years.
- **Deferred Suspension** – Separation from the University held in abeyance for definite period of time, to be enforced if future misconduct.
- **Residence Hall Separation or Relocation** – The student may be barred from the residence halls or a specific residence hall, for a definite period of time.
- **Restitution** – Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replace.
- **Written reprimand** — a written censure for violation of Policy placed in the student’s record.
- **Written warning** — a written warning placed in student’s file what repetition of conduct found wrongful will result in disciplinary action.

In determining the appropriate sanctions, the Review Panel shall be guided by a number of considerations, including:

- The severity and persistence of the Prohibited Conduct;
- The extent violence was involved;
- The impact of the Prohibited Conduct on the Victim;
- The impact of the Prohibited Conduct on the University community;
• Prior disciplinary history or other prior misconduct;
• Whether Respondent accepted responsibility; and
• Any other mitigating or aggravating factors.

(e) Procedural Rules for Proceedings before the Title IX Review Panel

Title IX Review Panel hearings shall be conducted in accordance with following guidelines:

1. Review Panel hearings shall not be open to the public. The following individuals may be present: Three (3) Review Panel members; the Review Panel Chairperson; the University Student Conduct Officer; Complainant (and Advisor, if requested); Respondent (and Advisor, if requested); Witnesses (one at a time); Title IX Coordinator and/or Deputy Title IX Coordinator.

2. The Complainant and the Respondent (and their respective advisors, if any) shall be allowed to attend the entire hearing at which information is received (excluding deliberations). Admission of any other person to the hearing shall be at the discretion of the Review Panel Chair.

3. The Complainant(s) and the Respondent(s) have the right to be assisted by an advisor of their choosing, at their own expense (see Advisors section, above).

4. The Complainant and the Respondent are responsible for arranging the attendance of their respective witnesses. The University will endeavor to assist, where feasible, upon request submitted by Complainant or Respondent at least two school days in advance by inviting witnesses who are members of the University community. Witnesses will be expected to provide information to and answer questions from the Review Panel. Questions of whether potential information will be received shall be resolved at the discretion of the Review Panel Chairperson.

5. Pertinent records, exhibits, and written statements may be accepted as information for consideration by the Review Panel at the Chairperson’s discretion. The Respondent shall be permitted to respond to the charges in a written or oral statement.

6. All procedural questions are subject to the final decision of the Review Panel Chairperson.

7. The Review Panel shall determine by majority vote whether the Respondent shall be found responsible for the alleged Prohibited Conduct.

8. The Review Panel determination shall be made on the basis of whether it has been demonstrated by the “preponderance of the evidence” standard that Respondent committed or engaged in Prohibited Conduct.

9. A student may submit a challenge to the impartiality of any member of the Review Panel before the hearing proceeds. Any member may elect to recuse herself/himself. If the member does not recuse himself/herself, the remaining members of the Review Panel shall determine whether or not the challenged member should be disqualified from serving. The hearing may be continued, if necessary, to ensure that the Review Panel has no less than three members.

10. Formal rules of process, procedure, and/or technical rules of evidence, such as are applied in criminal or civil court, do not apply to this equitable resolution proceeding.

11. The Chairperson shall retain a copy of the hearing record and shall ensure a verbatim recording is made of the hearing and retained by the University. The Parties will be provided a copy upon request. No other recording may be
made of any proceedings under this Policy.

The Review Panel Chairperson will preside over the hearing and resolve any procedural issues. If any individual is disruptive, the Chairperson may order such person removed from the hearing. At the conclusion of the hearing, the Review Panel will deliberate privately to determine whether or not, based upon a preponderance of the evidence, the Respondent is responsible for the alleged Prohibited Conduct. The Review Panel may consider and shall give such weight as it deems appropriate, in its discretion, to the investigator’s Report, but shall not be bound by it. All decisions of the Review Panel require a majority vote. If the Respondent is found “Not Responsible,” by the Review Panel for the alleged Prohibited Conduct, the hearing ends. If the Respondent is found “Responsible” for the alleged Prohibited Conduct (or if the Respondent previously admitted responsibility), the Review Panel will commence the sanction phase of the hearing.

During the sanction phase of the hearing, the Hearing Panel may consider:
- Impact statements of both Complainant and Respondent;
- Respondent’s prior history of disciplinary sanctions, if any;
- Recommendations of the Title IX Coordinator regarding appropriate sanctions.

At the conclusion of the sanctions phase, the Review Panel will deliberate privately. All sanction decisions shall be by majority vote. Within 72 hours, the Review Panel will deliver a decision letter to the Title IX Coordinator, who will deliver a copy to both parties.

(f) Appeals from Review Panel’s Decision

Complainant and Respondent shall have the right to appeal the decision of the Title IX Review Panel within seven (7) days following the decision. Such appeals shall be in writing and shall be delivered to the Title IX Coordinator, who shall provide a copy to the other party (Complainant or Respondent) and afford him or her seven (7) days to respond. The Title IX Coordinator shall then forward the written appeal, any response from the other party, and the hearing record (including tape recording or transcript) of the Review Panel proceedings to the Dean of Students, who shall decide any appeal. In the event of any conflict of interest (based upon prior involvement in the proceedings, etc.) on the part of the Dean of Students, the Provost shall decide any appeal. Any party asserting that the Dean of Students has conflict of interest should include a statement of reasons in his or her appeal or response to appeal. The Title IX Coordinator shall review and determine whether or not a conflict of interest requires that the appeal be referred to the Provost. Except as required to explain the basis of new information, any appeal shall be limited to a review of the record of the Review Panel hearing and supporting documents for one or more of the following purposes:

- To consider new information, sufficient to alter a decision or relevant facts not brought out in the original hearing, because such information and/or facts were not known to the person appealing at the time of the Review Panel hearing;
- An error in the process or an abridgement of rights, as stated in this Policy, which materially impacted the outcome of the hearing;
- The sanctions imposed were impermissible under this Policy.
The appeal shall be strictly limited to the above grounds. The appeal decisional authority shall render a written decision within seven (7) days. If the appeal is granted, then the appeal decisional authority shall also determine whether the matter shall be referred back to the same or to a different Review Panel for further proceedings.
ATTACHMENT B: EQUITY RESOLUTION PROCESS FOR ALLEGATIONS OF SEXUAL AND GENDER-BASED INTERPERSONAL VIOLENCE AND HARASSMENT AGAINST EMPLOYEES
Equity Resolution Process for Allegations of Sexual and Gender-based Interpersonal Violence and Harassment against Employees

The University uses the following equity resolution process ("Procedures") to investigate and adjudicate any allegations of Prohibited Conduct against a University employee (hereafter "Employee").

*Expectations of Complainants and Respondents*

Pursuant to these Procedures, Complainants and Respondents can expect the following:

- Prompt and equitable resolution of allegations of Prohibited Conduct;

- Privacy to the extent possible, consistent with conducting a thorough investigation and obtaining an impartial and fair resolution;

- Reasonably available and appropriate remedial measures, as described in these Procedures;

- Freedom from retaliation for making a good faith report of Prohibited Conduct or participating in an investigation or resolution under these Procedures;

- The responsibility to refrain from retaliation directed against any person making a good faith report of Prohibited Conduct participating in an investigation or resolution under these Procedures;

- The responsibility to provide truthful information in connection with any report, investigation or resolution of Prohibited Conduct;

- The opportunity to choose an advisor, including the right to have that advisor present during any meeting or proceeding at which the party attends;

- Timely notice of any meetings or proceedings at which the party’s presence is contemplated under these Procedures;

- The opportunity to articulate concerns or issues about this Policy or the Procedures;

- Written notice of an investigation, including notice of any alleged Prohibited Conduct;

- The opportunity to challenge any investigator or decision maker for bias or conflict of interest;

- The opportunity to offer information, present evidence, and identify witnesses during the investigation;

- The opportunity to be heard, orally and/or in writing, as to the determination of the alleged Prohibited Conduct and imposition of any sanction(s);

- Reasonable time to prepare any response contemplated by these Procedures;

- Written notice of any extensions of time or time frames under these Procedures; and
• Written notice of the outcome at all stages of these procedures, including the determination regarding any alleged Prohibited Conduct, within a reasonable time period.

**Preliminary Inquiry**

Following receipt of notice or a report of Prohibited Conduct, the Title IX Coordinator will make a preliminary inquiry to determine if there is reasonable cause to believe a Respondent violated this Policy. This inquiry may also serve to help the Title IX Coordinator to determine if the allegations evidence violence, threat, pattern, predation and/or weapon and to complete a threat assessment (see below).

During this preliminary inquiry, the Title IX Coordinator will:

1. Assess the Complainant’s safety and well-being and offer University support and assistance;
2. Inform the Complainant of the right to contact law enforcement and/or to seek medical treatment, and regarding the University and community resources available for protection and support;
3. Inform the Complainant regarding these Procedures and the options available for investigation and resolution;
4. Explain the University’s prohibition against retaliation;
5. Assess the nature and circumstances of the report, and the names, ages, status, and contact information, if known, of Complainant, Respondent and witnesses;
6. Ascertaining whether any minors are involved, and if so, whether reporting to law enforcement and State of Connecticut Child Protective Services is required; and
7. Communicate with appropriate University Officials to determine whether the report triggers any Clery Act obligations, including entry of report on daily crime log and/or issuance of timely warning.

The Title IX Coordinator will ensure that Complainant receives a written explanation of available resources and options and is offered the opportunity to discuss and ask questions.

**Threat Assessment**

Following the initial assessment, the Title IX Coordinator will consult as appropriate with Campus Security and other campus administrators and determine whether the report poses a threat to the Complainant or the University community, or whether the alleged Prohibited Conduct has an adverse impact on the educational or work environment. Factors to be considered shall include, but not be limited to, whether alleged Prohibited Conduct included physical violence or threats of violence; whether any weapon or force was allegedly used or threatened; whether multiple Respondents were involved; whether Respondent has a prior history of violent behavior; whether the Prohibited Conduct was facilitated by “date-rape” drugs or similar intoxicants, or allegedly occurred when Complainant was unconscious or physically helpless; whether Complainant is a minor under the age of 18; whether or not Respondent is a supervisor; whether or not the Respondent supervised or exercised any actual or potential authority over Complainant; and whether any aggravating circumstances or indications of violent or predatory behavior were reported.

The Title IX Coordinator will retain documentation reflecting that the above threat assessment was completed. If the conclusion is that there is minimal threat to the University community, the Title IX Coordinator may in his or her discretion respect a Complainant’s request for no action, and will investigate only so far as necessary to determine appropriate remedies. However, if the Title IX Coordinator concludes that there is a substantial threat to the community or that the alleged
Prohibited Conduct has an adverse impact on the educational or work environment, the University of Bridgeport reserves the right to initiate resolution proceedings without a formal report or participation by a Complainant.

**Interim Remedies/Actions**

The Title IX Coordinator may provide interim remedies intended to address the short-term effects of harassment, discrimination and/or retaliation, i.e., to redress harm to the Complainant and the community and to prevent further violations.

These remedies may include, but are not limited to:

- Referral to counseling and health services
- Altering the working locations of the Respondent or the Complainant (if desired)
- Providing campus escorts
- Providing transportation accommodations
- Ordering contact limitations between the parties
- Offering adjustments to work assignments, schedules, etc.
- Education to the Community

Pending completion of the University of Bridgeport’s investigation and resolution under these Procedures, the University may (1) suspend an employee to home with pay; (2) restrict an employee from all or some work or campus activities, including but not limited to classes; or (3) take other interim actions deemed appropriate, if in the judgment of the Title IX Coordinator, the foregoing interim restrictions are necessary a) to ensure the safety and well-being of members of the University community or preservation of University property; b) to ensure the employee’s own physical or emotional safety and well-being; or c) if the employee poses an on-going threat of disruption of, or interference with, the normal operations of the University. Provided however, if the Respondent is a faculty member or a collective bargaining unit member, any suspension or restriction will be implemented consistent with the procedures set forth in the Faculty Handbook or Collective Bargaining Agreement.

Before considering the imposition of an interim separation from work or from some or all campus activities, the Title IX Coordinator and Deputy Title IX Coordinator for Faculty and Staff will offer the Respondent the opportunity to meet and to show cause why the foregoing interim measures should not be implemented. The Title IX Coordinator has sole discretion to recommend an interim separation and/or suspension from all or some campus activities and the conditions and duration of said restrictions. The Deputy Title IX Coordinator for Faculty and Staff will implement said recommendation for non-faculty who are not a member of a collective bargaining agreement. With regard to faculty and collective bargaining unit employees, the Deputy Title IX Coordinator for Faculty and Staff will endeavor to implement the recommendation in accordance with the procedures of the applicable Faculty Handbook or Collective Bargaining Agreement. In the event the recommended interim measures cannot be implemented, the Deputy Title IX Coordinator for Faculty and Staff will confer with the Title IX Coordinator and will endeavor to implement alternative interim arrangements which protect the Complainant and University community and which are implemented in a manner consistent with the any applicable Faculty Handbook or Collective Bargaining Agreement.
The Title IX Coordinator and Deputy Title IX Coordinator for Faculty and Staff will promptly inform the Complainant of any interim actions undertaken by the University to respond to safety concerns, including any decision to proceed with an investigation. The Title IX Coordinator and Deputy Title IX Coordinator for Faculty and Staff also will promptly notify the Respondent of any interim protective measures that will impact Respondent. The University will otherwise endeavor to maintain as confidential any interim actions or protective measures, provided confidentiality does not impair the University's ability to provide the interim actions or protective measures.

**University Resolutions**

In cases where the Complainant wishes to proceed or the University of Bridgeport determines it should proceed based upon safety related concerns, these Procedures offer two options for resolving reports of Prohibited Conduct: (1) **Alternative Conflict Resolution** – which includes alternative dispute mechanisms for resolving the reported Prohibited Conduct; and (2) **Formal Resolution** – which involves an investigation and review (and possible sanction) by a Review Panel.

This Procedure considers the preference of the parties, but is ultimately determined at the discretion of the Title IX Coordinator and the Deputy Title IX Coordinator for Faculty and Staff. Alternative Conflict Resolution may only occur if selected by all parties and the Title IX Coordinator and Deputy Title IX Coordinator for Faculty and Staff determines it is appropriate; it will not be utilized if the reported Prohibited Conduct poses a safety threat to others.

(1) **Alternative Conflict Resolution**

If alternative conflict resolution is elected by both Complainant and Respondent and is determined appropriate by the Title IX Coordinator and Deputy Title IX Coordinator for Faculty and Staff given the nature of the alleged behavior, then the report does not proceed to investigation. Alternative Conflict Resolution will not be utilized to resolve reports of Sexual Assault.

Each party has the right to choose and consult with an advisor before selecting alternative conflict resolution, and advisors may offer support during the process.

The Title IX Coordinator may attempt to mediate the conflict between the parties or may request the assistance from the Deputy Title IX Coordinator for Faculty and Staff or a trained mediator. Alternative Resolution agreements may involve agreed upon restrictions upon interactions or activities, or other remedial or protective measures tailored to meet the needs of the parties. If the agreement reached is acceptable to the University, the Complainant and the Respondent, the terms will be implemented and the matter closed. If an acceptable agreement is not reached, or if one or more parties fail to comply with the agreement reached, then the matter will be referred through Formal Resolution under these Procedures.

The Title IX Coordinator will maintain records of all reports and agreements referred for alternative conflict resolution, which typically should be completed within thirty (30) days.

(2) **Formal Resolution**

Formal Resolution will be commenced by the Title IX Coordinator, with the assistance of the Deputy Title IX Coordinator for Faculty and Staff, when a Complainant requests an investigation and disciplinary action, or alternative conflict resolution fails, or the University
determines based upon preliminary inquiry and threat assessment that investigation is necessary to ensure the safety of the Complainant or other members of the University community, or to eliminate Prohibited Conduct which adversely impacts the workplace or educational setting.

If the decision is made to commence a formal investigation, the Deputy Title IX Coordinator for Faculty and Staff will conduct a full investigation, or delegate this responsibility in whole or in part to an experienced, external retained investigator. All investigators shall have special training on issues relating to sexual assault and gender-based violence and how to conduct a full, fair and impartial investigation.

(a) **Investigation and Resolution**

The investigator (Deputy Title IX Coordinator for Faculty and Staff or designee) will typically take the following steps, if not already completed (not necessarily in this order):

- **Notice.** Provide notice to the Complainant and Respondent in writing of the commencement of the investigation and the following: 1) names of Complainant and Respondent; 2) summary of the alleged Prohibited Conduct, including location, date and time; 3) name of investigator; 4) instruction to preserve evidence; 5) prohibition against retaliation; 6) how to assert conflict of interest/bias of investigator; and 7) copy or link to this Policy.

- **Other Misconduct.** If other misconduct is reported which allegedly violates University of Bridgeport policies or applicable laws, and involves common or related facts as the alleged Prohibited Conduct under this Policy, then the Deputy Title IX Coordinator for Faculty and Staff may in his or her discretion conduct an investigation simultaneously or separately, and may resolve the other alleged misconduct at same time as or separately from the alleged Prohibited Conduct.

- **Overview.** The investigation will be a neutral, fact-finding process and Respondent is presumed at the outset not to be responsible. This presumption may be overcome where the investigator and Title IX Coordinator determine that there is sufficient evidence. The Complainant and Respondent (collectively, the "Parties") are encouraged, but are not required to cooperate with the investigation and hearing. The Parties will have an equal opportunity to be heard, to submit information, to identify witnesses, and to suggest questions. The investigator will interview separately the Parties and any third party witnesses, and gather all available evidence, including email, text messages, social media communication, etc., as well as any photographs or medical records.

- **Timeframe.** As a general rule, the period from report of the alleged Prohibited Conduct to the Title IX Coordinator determination, if applicable, will not exceed 60 days. The timeframe may be extended for good cause, including, but not limited to, requests by external law enforcement to delay, unavailability of key witnesses, or University break
periods, etc. The Title IX Coordinator will notify the Parties in writing of any extension of this timeframe and reason for the extension.

- **Prior or Subsequent Conduct.** Prior or subsequent conduct of the Respondent may be considered in determining pattern, knowledge, intent, motive or absence of mistake. The determination of relevance of pattern evidence will be based upon an assessment of whether the previous or subsequent conduct was substantially similar to the conduct under investigation or indicates a pattern of similar Prohibited Conduct.

- **Prior Sexual History.** The sexual history of a Complainant or Respondent will never be used to prove character or reputation. As a general rule, evidence related to the prior sexual history of either of the parties is not relevant to the determination of a Policy violation and will be considered only in limited circumstances where relevance is demonstrated (e.g., where affirmative consent is an issue, to demonstrate how the parties communicated). The relevance of this information will be determined by the Title IX Coordinator.

- **Report of Investigation.** Following the conclusion of the investigation, the Deputy Title IX Coordinator for Faculty and Staff or designee, will draft a Report summarizing the information gathered, including the contested and uncontested facts. The Draft Report shall include a recommendation, based upon a preponderance of the evidence, as to whether or not there is sufficient evidence to support a finding of responsibility for the alleged Prohibited Conduct. The Title IX Coordinator will review the Draft Report and make suggestions, if any, regarding additional material which should be investigated or included. Ordinarily, the Draft Report will be completed within 30 days of notice of the alleged Prohibited Conduct.

- **Response to Draft Report.** The Title IX Coordinator will then provide Complainant and Respondent with a copy of the Draft Report, and both Parties shall be permitted 5 days to respond in writing, including the opportunity to request additions, deletions or revisions, and to submit any additional evidence, to the Title IX Coordinator.

- **Final Report.** The Title IX Coordinator will review the Draft Report and any response submitted by the Complainant and Respondent. The Title IX Coordinator shall then prepare a Final Report, including findings of fact and a recommendation, based upon a preponderance of the evidence, as to whether or not there is sufficient evidence to support a finding that Respondent committed one or more acts of Prohibited Conduct. If the Title IX Coordinator recommends that there is insufficient evidence, then the investigation shall be closed, and the Title IX Coordinator for Faculty and Staff and the Complainant and Respondent shall be notified.

- **Referral for Resolution.** If the Title IX Coordinator’s Final Report recommends that there is sufficient evidence, based upon a preponderance of the evidence, to support a finding that Respondent committed one or more acts of Prohibited Conduct, then the Final Report shall be forwarded to the Provost, or in the event of a conflict of interest, another senior administrator
designated by the President. The Complainant and the Respondent shall be provided with a copy of the Final Report and shall have the opportunity to respond in writing, including the submission of any additional evidence, by submitting same to the Provost Office within 5 days of receipt of the Final Report.

- **Resolution by Provost or Designee.** The Provost or designee shall review the Final Report and any response submitted by Complainant and/or Respondent. In the event the Provost determines that additional investigation is necessary, the Provost may request assistance from the Title IX Coordinator or Deputy Title IX Coordinator for Faculty and Staff, who shall promptly conduct same and provide the Provost with a written summary. After carefully considering the Final Report, any response submitted by Complainant and/or Respondent, and any supplemental information requested, the Provost shall accept or modify the Final Report by providing written notice of his decision to the Title IX Coordinator and Deputy Title IX Coordinator for Faculty and Staff, who shall promptly provide notice to the Complainant and Respondent. If the Provost concludes based upon a preponderance of the evidence that Respondent committed one or more acts of Prohibited Conduct, then the Provost will take appropriate action to ensure that the violation of this Policy is remedied, which may include disciplinary and remedial actions. The foregoing will generally be initiated within 60 days of the reported alleged Prohibited Conduct.

If applicable standards are satisfied under any the Faculty Handbook or Collective Bargaining Agreement, the Provost shall initiate discipline consistent with applicable procedures. The Complainant and Respondent shall be provided with the opportunity to present any additional submission relevant to disciplinary or remedial action by submitting same to the Title IX Coordinator within 5 days of receipt of notice of the Provost decision. The Title IX Coordinator shall promptly forward any written submission to the Provost or other decision maker for consideration.

- **Notification of Final Disciplinary or Remedial Action.** The Title IX Coordinator and Deputy Title IX Coordinator for Faculty and Staff shall be notified by the Provost of the final disciplinary and remedial action taken and shall promptly notify Complainant and Respondent. The Title IX Coordinator shall continue to be consulted throughout the disciplinary/remedial process and shall ensure that the final resolution is consistent with this Policy.

- **Acceptance of Responsibility.** The Respondent may, at any time, elect in writing to accept responsibility for the alleged Prohibited Conduct, in which case the Title IX Coordinator will refer the matter to the Provost to initiate disciplinary and remedial action.

(b) **Advisors**

Throughout the investigation and resolution process, each party has the right to choose and consult with an advisor. The advisor may be any person, including an attorney, who is not a party or a witness or otherwise involved in the resolution process. Advisors are
not permitted to advocate for an employee or to speak on his or her behalf during any interviews or meetings (except pursuant to any applicable collective bargaining agreement or faculty handbook).

(c) **Possible Sanctions Imposed**

Should the Provost or other decision maker determine by a preponderance of the evidence that the Respondent is responsible for the Prohibited Conduct, as alleged, or in the event Respondent previously accepted responsibility in writing for the Prohibited Conduct, the sanctions to be imposed, which may include, but is not limited to, any of the following:

- Termination;
- Suspension without pay;
- Probationary period;
- Written or verbal reprimand; and
- Administrative referral to EAP.