# Table of Contents

- **College Overview** 3  
- **Crime Reporting Procedures:** 4  
- **Anonymous Witness** 5  
- **Daily Crime Log** 6  
- **Hate Crime and Bias-Related Incidents** 7  
- **Clergy Act: Hate Bias & Crimes** 8  
- **Campus Reporting Authorities** 10  
  - **Campus Security Authorities** 11  
  - **Timely Warning Notification** 15  
  - **Emergency Notification & Response** 15  
- **Reporting & Prevention Procedures** 20  
- **Wagner College’s Statement on Sex Discrimination and Sexual Violence** 23  
  - **Policy** 23  
  - **Definitions** 24  
  - **New York State Crime Definitions** 25  
  - **Consent** 30  
  - **Confidentiality and Privacy** 30  
  - **How to Report a Concern** 31  
- **The Conduct Process for Students** 34  
- **The Conduct Process for Faculty and Staff** 38  
- **Education and Prevention at Wagner College** 40  
  - **Resources and Services** 41  
- **Public Safety Awareness & Crime Prevention Programs** 44  
- **Wagner College Community Standards of Conduct** 59  
- **Annual Fire Safety Report & Statistics** 81  
- **Annual Clery Act Crime Statistics** 86
Wagner College Overview

Wagner College is located on a wooded hilltop site on Staten Island, a borough of New York City. Formerly the Cunard Lines family estate, the campus is conveniently accessible from Manhattan by ferry or car and has an outstanding view of New York Harbor, the Verrazano Narrows Bridge, and the Manhattan skyline. A private, co-educational, liberal arts college, Wagner is committed to academic excellence through cultural and global awareness provided by a highly qualified and caring faculty, administration, staff, and Board of Trustees. Wagner is an institution with substantial residential facilities and a diverse student body.

The College is incorporated under the laws of the State of New York, and accredited by the Middle States Commission on Higher Education (MSCHE).

Wagner College Campus Map: [Campus Map Link]

Students
There are approximately 1,850 undergraduate and 375 graduate students enrolled at Wagner College, undergraduate students come from over 45 states and 42 foreign countries.

Faculty
The College has 94 full-time faculty, virtually all of whom hold the terminal degree or credential in their field of study. This full-time faculty and more than 170 prominent adjunct faculty represent a diversity of colleges and universities, geographical areas, and cultural backgrounds.

The overall intent of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) is to encourage the reporting and collection of accurate campus crime data and to promote crime awareness and enhance campus safety. As part of the Clery Act, certain categories of crime, arrests and referrals occurring at Act reportable locations (see page), are required to be reported in an Annual Security Report (published by October 1st each year).
Crime Reporting Procedures

Wagner College’s Department of Public Safety prides itself on maintaining a safe and secure campus environment for its students, faculty, and staff. The Wagner Public Safety Department is non-sworn and consists of a team of Campus Safety Professionals that is committed to the highest standards of quality in promoting a safe and problem-free educational environment. Students, faculty, staff and guests are encouraged to report incidents to Wagner Public Safety in an accurate and timely manner.

To report criminal activity and non-life threatening emergencies, contact the Wagner College Department of Public Safety by dialing 718-390-3148, 24 hours a day.

For all other emergencies, please contact the New York City Police Department by calling 911.

Every member of the Wagner College community is encouraged to take an active role in reporting hazardous conditions, criminal activity or any emergency. Any time immediate response is needed or a person is unsure of whom to call, contact Public Safety Operations for support 718-390-3148. The Public Safety Supervisor or Lead Officer on duty will facilitate reporting, as needed. As deemed appropriate, an emergency notification or timely warning of a crime that poses an ongoing threat to the College community will be initiated.

Emergency Call Boxes: [Emergency Call Box Map with ECB Locations]

Emergency phones are located around campus, on parking lots and along walkways. The emergency phones will connect you directly to Public Safety. In the event that the situation you observe or are involved in is of an extreme or life-threatening nature, call 911, the New York City Police Department’s emergency phone number. If you make a 911 call, please also notify the Department of Public Safety. They will also respond to the location.
Anonymous Reporting

This program is designed to enable students, faculty and staff to report suspicious activity and crimes on campus while remaining anonymous. Anonymous reports can be made using the Anonymous Reporting Form on the Department of Public Safety website.

You will not be contacted, unless contact information is provided. Please keep in mind this program is intended to assist the Wagner College Public Safety Department and is not intended for reporting on crimes in progress or emergencies. In those instances, please call Public Safety at (718) 390-3148.

Investigation of Violent Felony Offenses:

Wagner College has adopted and implemented a plan governing the investigation of violent felony offenses occurring on-campus and the investigation of Missing Persons. Such plans provide for the coordination of the investigation of such crimes and reports with the New York City Police Department (NYPD). Plans include, and are not limited to, written agreements with the NYPD providing for the prompt investigation of such crimes and reports.

Violent Felony Offenses:

Defined in Section 70.02, subsection 1, of the New York State Penal Law, violent felony offenses include Class A, B, C, D and E violent felony offenses. These crimes will be immediately reported to the New York City Police Department by the Wagner College Department of Public Safety. A preliminary investigation will be conducted in partnership with the NYPD and Wagner Public Safety will support any follow-up investigation led by the appropriate unit of the New York City Police Department. The College administration and College community will be updated on developments and outcomes.
Daily Crime Log

The College maintains a daily crime log. The purpose of the log is to record on-campus criminal incidents and alleged criminal incidents reported to the Wagner College Department of Public Safety. The log includes the date and time of the report, the date and time of occurrence, the nature of the crime, the general location of the crime and the disposition of the crime, if known. The log is available for your inspection at the Public Safety Operations Booth on Howard Avenue. The log contains criminal incidents occurring within the last 60 calendar days. If you wish to examine records pre-dating this 60-day period, your request may be made to the Public Safety Administration & Compliance Unit by calling 718-390-3165. Requests will be honored within two regular business days.
Hate Crime and Bias-Related Incidents

Bias or hate crimes are crimes motivated by the perpetrator’s bias or attitude against an individual victim or group based on perceived or actual personal characteristics, such as their race, color, creed, national origin, ethnicity, ancestry, religion, age, sex, sexual orientation, gender, gender identity, disability or alienage. Bias-related incidents are behaviors which constitute an expression of hostility against the person or property of another because of the targeted person’s race, color, creed, national origin, ethnicity, ancestry, religion, age, sex, sexual orientation, gender, gender identity, disability or alienage. According to New York Penal Law Section 485, a person commits a hate crime when he or she commits a specified criminal offense and either:

1. intentionally selects the person against whom the offense is committed or intended to be committed in whole or in substantial part because of a belief or perception regarding the race, color, national origin, ancestry, gender, religion, religious practice, age, disability or sexual orientation of a person, regardless of whether the belief or perception is correct, or

2. Intentionally commits the act or acts constituting the offense in whole or in substantial part because of a belief or perception regarding the race, color, national origin, ancestry, gender, religion, religious practice, age, disability or sexual orientation of a person, regardless of whether the belief or perception is correct.

Examples of hate crimes may include, but are not limited to: threatening phone calls, hate mail (including electronic mail), physical assaults, vandalism, destruction of property, and fire bombings.

Penalties for bias-related crimes are very serious and range from fines to imprisonment for lengthy periods, depending on the nature of the underlying criminal offense, the use of violence or previous conviction of the offender. Students, staff or faculty who commit bias crimes are also subject to University disciplinary procedures and a range of sanctions up to and including suspension, expulsion or termination of employment. In order to effectively handle incidents of bias related crimes and prevent future occurrences of such crimes, victims or witnesses of a hate crime are encouraged to immediately report incidents to the Wagner College Department of Public Safety.

Victims of bias crime can also avail themselves of counseling and support services through the Division of Campus Life. The College updates and advises the campus community about safety procedures, including those related to hate crime, via the Annual Security Report. Our licensed counselors are strongly encouraged, when they deem it appropriate, to inform the persons they are counseling of any procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.
Clery Act - Hate Bias & Crimes
A hate crime is defined as a criminal offense committed against a person or property which is motivated in whole or in part by the offender’s bias. A hate crime manifests evidence that a victim was selected because of his/her actual or perceived race; gender; gender identity; religion; sexual orientation; ethnicity; national origin or disability. A hate crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender’s bias. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim’s perceived race; gender; gender identity; religion; sexual orientation; ethnicity; national origin or disability, the crime is classified as a hate crime.

For more information on the definition and classification of hate/bias crimes, see: https://www.fbi.gov/investigate/civil-rights/hate-crimes

Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, ethnicity or national origin. Although there are many possible categories of bias, under Clery, only the following eight categories are reported:

Race: A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind.

Gender: A preformed negative opinion or attitude toward a group of persons based on gender appearance and identification.

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.

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.

Sexual Orientation: A preformed negative opinion or attitude toward a person or group of persons based on their sexual attraction towards, and responsiveness to, members of own sex or members of opposite sex (e.g., gay, lesbian, heterosexual persons).

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 and/or ideology that stresses common ancestry.

National Origin: A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and/or traditions.

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

Larceny-Theft: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Note: 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 (Except “Arson”):** To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

A hate crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender’s bias. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim’s race, religion, ethnicity, national origin, gender, gender identity, sexual orientation, or disability, the crime is classified as a hate crime. Sufficient objective facts must be present to lead a reasonable and prudent person to conclude that the reported actions were motivated in whole or in part by bias.

In order to effectively handle and investigate incidents of bias related crimes and prevent future occurrences of such crimes, victims or witnesses of a hate crime are encouraged to immediately report incidents to the Department of Public Safety by calling (718) 390-3148. Please remember that any evidence such as graffiti, e-mails, written notes or voice mail messages should be preserved. The Department of Public Safety will investigate and follow the appropriate college adjudication procedures. Victims of bias crime can also avail themselves of counseling and support services through the Dean of Campus Life Office.

**Examples of hate crimes may include,** but are not limited to: threatening phone calls, hate mail (including electronic mail), physical assaults, vandalism, destruction of property, and fire bombings, etc.

Victims or witnesses may report crimes to persons designated as Campus Security Authorities, who will then forward only the report of the crime – without divulging the name of victim or witness – to the Department of Public Safety for inclusion in the annual crime report. Names and numbers of campus Security Authorities are located in the next section of this report. The College recognizes the importance of confidentiality to victims and witnesses of crimes.

For the purposes of providing crime statistics pursuant to the Campus Security Act in the College’s annual crime report, victim and witness information will remain anonymous. However, complete confidentiality cannot be guaranteed in all other contexts. The College reserves the right to notify the police when it believes that such reporting is necessary for the protection of the College community. In many cases, however, that notification will be done without divulging the victim's identity and will be done only for the purpose of providing a campus-wide safety alert.
Campus Security Authorities
Members of the College community may make reports of crimes and security incidents to designated Campus Security Authorities. Each year, the Public Safety Department requests data, via email, from these authorities for inclusion in this report.

What is a Campus Security Authority (CSA)?

The Clery Act identifies certain categories of students, University employees and contractors as CSAs who have federally mandated responsibilities to report crimes that they witness or are reported to them. The intent of including non-law enforcement personnel in the role of CSA is to acknowledge that some community members and students in particular may be hesitant about reporting crime to the police, but may be more inclined to report incidents to other campus-affiliated individuals.

CSA Crime Reporting Obligation

A crime is considered “reported” when it is brought to the attention of a CSA, Wagner Public Safety or to local law enforcement personnel by a victim, witness, other third party, or even the offender. The crime reporting party does not need to be affiliated with Wagner College.

CSAs are encouraged to notify the Department of Public Safety of all crimes reported to them. If a CSA receives information about a crime and believes it was provided in good faith, meaning that there is reasonable basis for believing that the information is not rumor or hearsay, then, the crime is reportable. What you must report, therefore, are reports of alleged criminal incidents.

How a CSA Responds When a Crime is reported

1. Regardless of your status (CSA or non-CSA), all members of the Wagner Community are encouraged to promptly report all criminal incidents, and other public safety related emergencies, to Wagner Public Safety.
2. When a crime is reported, the CSA should always first handle life-threatening emergencies by calling the New York City Police Department (NYPD) and then call the Department of Public Safety by dialing (718) 390-3148.
3. If it is not an emergency, the CSA should ask the individual reporting the crime if they would like to report the incident to Public Safety. If they do, then the CSA should coordinate reporting and contact Wagner Public Safety via phone at (718) 390-3148. If the reporter does not wish to make a report to Public Safety, the CSA is required to report the information to Wagner Public Safety.

How are CSAs Identified?

The law defines the following four categories of CSA:

Non-police people or offices responsible for campus security—community service officers, campus contract security personnel, parking enforcement staff, personnel providing access control and/or security at campus facilities, athletic events or other special events, safety escort staff, residential community assistants and other similar positions.
Officials with significant responsibility for student and campus activities—an Official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the College. To determine which individuals of organizations are CSAs, consider job functions that involve relationships with students.

Officials (i.e., not support staff) whose functions involve relationships with students. If someone has significant responsibility for student and campus activities, then they would be considered a CSA. Some examples of CSAs in this category include, but are not limited to: academic deans; student affairs/residential life officials; coordinator of Greek affairs (or related positions); athletic administrators, including directors, assistant directors and coaches; student activities coordinators and staff; student judicial officials; faculty and staff advisors to student organizations; student center building staff; student peer education advisors; and administrators at branch campuses.

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 (Campus Public Safety / Title IX Coordinator or Deputy Coordinators).

Who is Not a CSA?

The following non-CSA positions and functions include, but are not limited to:

- faculty member without responsibility for student and campus activity beyond the classroom
- physicians/nurses in Student Health who provide only medical care for students
- clerical or administrative support staff
- facilities maintenance staff
- information technology staff
- licensed mental health or pastoral counselors when acting within the scope of their license or certificate

Wagner College Campus Security Authorities

Members of the college community may make reports of crimes and security incidents to the Campus Leaders listed below. Each year, the Public Safety Department requests data, via campus email, from these authorities for inclusion in this report.

Dr. Ruta Shah-Gordon, Vice President of Campus Life and Enrollment  
(718)-420-4254, rshahgor@wagner.edu, Union 4th Floor

Jazzmine Clarke-Glover, Vice President of Workplace Culture & Inclusion, Title IX Coordinator  
(718)-390-3280, j.clarke-glover@wagner.edu, Union 2nd floor, Rm 221

Brendan Fahey, Director of Athletics, (718)-390-3210, brendan.fahey@wagner.edu, Spiro Sports Center
Title IX
Title IX of the Education Amendments of 1972 ("Title IX") is a federal civil rights law that prohibits discrimination on the basis of sex in education programs and activities at universities receiving federal funds. Under Title IX, discrimination on the basis of sex can include sexual harassment or sexual violence, such as rape, sexual assault, sexual battery, and sexual coercion.

Sexual Harassment
Wagner College is committed to providing equal employment opportunities for all employees and applicants for employment without regard to race, color, religion, sex, marital status, national origin, age, sexual orientation, pregnancy, or disability and complies with all applicable nondiscrimination laws.

The College is also committed to maintaining a workplace free of harassment and intimidation and expressly prohibits any form of unlawful employee harassment based on race, color, religion, sex, marital status, national origin, age, sexual orientation, pregnancy, disability or status in any group protected by federal, state or local law. Such conduct is against the law and we will not tolerate improper interference with the ability of our employees to perform their expected job duties.

With respect to sexual harassment, the College prohibits the following:

- Unwelcome sexual advances, requests for sexual favors, and all other verbal or physical conduct of a sexual or otherwise offensive nature, especially where: Submission to such conduct is made either explicitly or implicitly a term or condition of employment.

- Submission to or rejection of such conduct is used as the basis for decisions affecting an individual's employment; or
  - Such conduct has the purpose or effect of creating an intimidating, hostile or offensive working environment.
  - Offensive comments, jokes, innuendoes, and other sexually oriented statements and/or displays in the workplace of sexually suggestive objects or pictures.

Guidelines and Procedures
This policy relates to all aspects of employment, including hiring, and all privileges, terms and conditions of employment. A manager is responsible for the conduct of employees he/she supervises and for the creation of an atmosphere free of discrimination and harassment, sexual or otherwise. Every employee is responsible for his/her own conduct and for respecting the rights of co-workers.

- If you experience or know of possible job-related harassment based on sex, race, color, religion, national origin, age, sexual orientation, disability or another protected factor, or if you believe, you have been treated in an unlawful, discriminatory manner, promptly report the incident to the Office of Human Resources. We will make every effort to ensure that complaints of harassment or a violation of this policy are investigated and resolved promptly, effectively and in a manner that respects confidentiality, to the extent practicable under the circumstances. No employee will suffer any adverse employment action as a result of a good faith report of harassment or for assisting in the investigation of such a report and any act of retaliation against such employee will not be tolerated and will be subject to discipline.
• Any manager or supervisor who learns of discrimination or harassment should immediately report such conduct to Human Resources. Appropriate disciplinary action will be taken against employees who violate this policy, up to and including dismissal.

• In order to educate the Wagner College community on the issue of sexual harassment, we have contracted with New Media Learning to provide an on-line sexual harassment training program for all of our employees. The program "Preventing Sexual Harassment" will instruct you and test you on various aspects of sexual harassment. It provides clear and understandable guidelines for what is and what is not acceptable workplace behavior, answers to common questions and suggestions for handling problem situations.

• All Wagner College employees are required to complete the on line sexual harassment training program. In order to access the training program you need to log on to www.newmedialearning.com. It is important to note that if you are a victim of a sex offense, do not destroy any evidence (including clothing) and do not take a shower or bathe. It is important that such physical evidence be preserved in order to assist with any ensuing criminal investigation. If the student believes that she/he may be the victim of date rape by being drugged, she/he should go directly to a hospital to receive a toxicology examination since such drugs only remain in a person's system for a short period of time.

Title IX Coordinators
The following administrators serve as Wagner College's Title IX Coordinators. They serve as resources for the campus about sex discrimination and sexual violence education and prevention, and anyone reporting an incident of sex discrimination or sexual violence may contact any of the Title IX Coordinators.

• Title IX Coordinator
  Jazzmine Clarke-Glover, Vice President of Workplace Culture and Inclusion
  Phone: 718-390-3280  Office Location: Union 2nd Floor  Email: j.clarke-glover@wagner.edu

• Deputy Title IX Coordinator
  Ruta Shah-Gordon, Vice President of Campus Life and Enrollment
  Phone: 718-420-4254  Office Location: Union, 4th Floor  Email: rshahgor@wagner.edu

• Deputy Title IX Coordinator
  Katie Wassel, Associate Athletic Director & Senior Women’s Administrator
  Phone: 718-390-3431  Office Location: Spiro Sports Center, 2nd Floor  Email: k.wassel@wagner.edu

• Deputy Title IX Coordinator
  Thomas Tressler-Gelok, Assistant Dean of Campus Life
  Phone: 718-390-3420  Office Location: Union, 3rd Floor  Email: thomas.tressler-gelok@wagner.edu

Wagner College Department of Public Safety

Mission Statement
Wagner College Public Safety Service is here to support the mission of the College by providing a safe, secure, and comfortable environment for students, faculty, staff and visitors. All members of the Wagner College Public Safety Department are expected to respect each individual, and treat everyone with professionalism and civility while maintaining the rules and guidelines that will ensure the safety and well-being of all persons at the College.
Wagner College's main campus grounds, the contiguous geographic perimeter of the main campus, the off-campus sites, the entry gates, and the parking areas are patrolled on a 24-hour basis by Public Safety Officers and Supervisors. Wagner College Public Safety personnel are non-sworn and licensed through the New York State Division of Criminal Justice Services as unarmed security. Wagner Public Safety personnel do not have arrest powers outside of the powers of a private citizen. Emergency Help Call Systems (blue lights) that have been installed strategically throughout the Campus to supplement Public Safety response.

The Department of Public Safety works very closely with the New York City Police Department and other law enforcement agencies. Public Safety Officers are not armed and no one is allowed to possess a weapon on campus. Arrests of individuals on College property are made by New York City Police with the assistance of Public Safety personnel. Upon receipt of any complaint (criminal or otherwise), an Officer will respond to offer assistance. Follow-up investigations are conducted for all criminal incidents. Incident reports are generated to document incident details, response and resources.

The Department of Public Safety maintains a highly professional working relationship with the New York City Police Department, Fire Department and the 120th police precinct which has jurisdiction over the Wagner College campus. Many Public Safety staff members have prior professional experience with the NYPD and FDNY. Staff members are well versed in emergency response protocols and have extensive knowledge of police and fire safety procedures.

**Off-Campus Crimes and Safety Hazard Monitoring**

Information on crime off-campus is obtained from the local police precinct that patrols the periphery of the campus grounds. The local NYPD police precinct with jurisdiction over the Wagner College campus is the 120th Police Precinct. The Department of Public Safety requests local crime statistics for the Campus and the areas surrounding the campus via written formal letter on an annual basis.

**NYPD - 120th Precinct**  
78 Richmond Terrace, Staten Island, N.Y. 10301  
911 or (718) 876-8500

**Emergency Text Messaging**

- Wagner College uses the RAVE Alert system to distribute emergency notifications. Alerts are distributed when there is a serious emergency on campus. Serious emergencies also include weather emergencies.

- You can sign up for text messaging by going to [http://getrave.com/login/wagner](http://getrave.com/login/wagner)

- You will receive an email with a link to connect to Rave. Once there, enter your 4-digit code and registration will be complete. Contact the [Help Desk](http://getrave.com/login/wagner) at (718) 390-3410 if you need assistance or if you have any questions.
Timely Warning Notifications

- The Wagner College Director of Public Safety will be responsible for notification to the Senior Leadership Team and the Director of Communications when an emergency situation requiring a Timely Warning Notification is reported. When an incident presents an ongoing or active threat to the Wagner College community, a notification will be distributed campus wide using email and text messaging. Notifications will also be shared on the College web page.

- The decision to issue a campus wide timely warning notification is made on a case-by-case basis, with review of the veracity of the information reported, incident details and facts surrounding the crime, the nature of the crime, continuing danger to the campus community, and risk of compromising law enforcement efforts.

- Timely Warning notifications are distributed for the following incidents: arson, criminal homicide, sex offenses, and robbery, aggravated assault, burglary and hate crimes. Cases of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case, and the information known to Public Safety.

Emergency Notification & Response

- The Wagner College Emergency Action Plan (EAP) was developed to minimize panic and confusion in the event of an emergency on the college campus. The plan coordinates the strategic and tactical response of the College and responding law enforcement agencies to manage critical incidents.

- In the event of a major catastrophic emergency, the authority to declare a campus-wide state of emergency resides with the President of Wagner College, or their designee.

Major Incident/Disaster [If the emergency involves a large part of the campus]

During a campus emergency, the Wagner College Crisis Response Team (CRT) will take immediate action to implement the appropriate procedures to manage the emergency. These procedures are meant to safeguard persons and property and to secure facilities.

When an emergency declaration is made, there may be instances when only authorized individuals are permitted to be in the area. Faculty and Staff members who have been assigned to CRT or who have been issued an emergency pass by the Public Safety Office will be allowed to enter the immediate area of the emergency.

In the event of an emergency occurring in or around the campus which involves college property, the Vice President for Finance and Administration who serves as the Emergency Response Coordinator and the Director of Public Safety will activate the Emergency Action Plan.

At the conclusion of the emergency, the College President, or his designee, will issue a statement declaring the emergency over, thus allowing the college to return to normal operating procedures. If necessary, business continuity plans will be put into effect to address any long term consequences.

In the event of an actual emergency, the college’s main webpage, (wagner.edu) will provide up to date information. Other instruments of communication will include but are not limited to: text messaging, local
radio/TV stations, email, voicemail, and alarm systems, word of mouth and through speaker systems used by the emergency responders.

**Fire Safety**

All residence halls are protected by fire detection and firefighting equipment. All residents should be familiar with the emergency escape plan for their residence hall and the location of fire extinguishers. Tampering with any fire detection or firefighting equipment is a violation of state laws as well as college policy. Tampering with fire equipment (extinguishers, detectors, sprinklers, etc.) can create a life-threatening situation by preventing the equipment from properly detecting a possible fire, or the ability to attempt to extinguish or control a fire before additional equipment can arrive.

Candles and incense are a fire hazard and are not permitted in the residence halls or apartments. Combustible materials such as gasoline, paint thinner, and oil lamps are not permitted within the residential facilities. Fire safety codes require strict compliance with this regulation. Propane grills are prohibited.

**NEVER FIGHT A FIRE**

- If the fire is spreading beyond the spot where it started.
- If you can’t fight the fire with your back to an escape exit.
- If the fire can block your only escape.
- If you don’t have adequate fire-fighting equipment

**DON’T FIGHT THE FIRE YOURSELF. CALL FOR HELP!**

**ALWAYS:**

- Make sure the fire doors in halls and stairways are closed at all times.
- Extinguish all cigarettes and matches and empty wastebaskets often.
- Close the door to your room when you retire. Exit when the fire alarm sounds!!!!

**NEVER:**

- Smoke in bed.
- Smoke in your room.
- Burn candles.
- Allow an open flame (cigarette, candle, torch, etc.) or cooking appliance (coffee pot, hot plate, etc.) near common combustible material, i.e., wood, paper, textiles, or flammable liquid.
- Ignore the fire alarm.

**Fire and Emergency Evacuation Procedures**

There will be times that the Residential Education Department will conduct scheduled Fire Alarm Evacuation Drills at the dormitories on campus. These drills will usually not be announced to the residents with the exception of the RA’s. These drills are done to check that the alarm system is working properly and to give the residents a chance to hear the alarm and so they will be able to recognize it in the event of an actual alarm.
The alarm systems in the buildings have a loud audible bell or horn, and flashing strobe lights. These tests also give the residents an opportunity to become familiar with the evacuation procedures.

**When an alarm is activated there are a few steps to follow:**

- Remain calm and close the windows in the room.
- Take only clothing that will be needed for the type of weather conditions that exist. Do not try to collect personal items to take with you.
- Turn off any electrical items you may have on at the time.
- Stay low if you are going through smoke or toxic fumes.
- Leave by the nearest exit. When a fire alarm is active any door to the building may be used to exit so long as it is safe to do so.
- Do not use elevators. Use only the stairs.
- Never attempt to go back into the building even if the alarm stops sounding. Wait until a Public Safety Officer has cleared the building and given the permission to re-enter.
- In an actual emergency if you are trapped and not able to exit a room or the building, yell for help and call the Department of Public Safety at ext. 3148 using a phone in the building or your cellular phone dial (718) 390-3148. Be sure you can give your location in the building as best as you can so an officer can locate and assist you.

**Missing Persons**

"Suzanne’s Law" amends Section 3701 (a) of the Crime Control Act of 1990 so that there is no waiting period before a law enforcement agency initiates an investigation of a missing person under the age of twenty-one and reports the missing person to the National Crime Information Center of the Department of Justice.

"Suzanne’s Law" is named after Suzanne Lyall, a student at State University of New York at Albany, who has been missing since 1998. Previously, police were only mandated to report missing persons under the age of eighteen. This law was signed by President Bush as part of the national Amber Alert bill on April 30, 2003, requiring police to initiate prompt investigation into missing young people.

Wagner College complies with this law and will immediately report such missing persons to local law enforcement. In accordance with the Higher Education Act of 2008, all students may register a confidential contact with the Dean of Students Office. The confidential contact does not have to be a parent of a student. This is the individual who will be contacted by police in the event the student is reported missing. This individual will be updated as to the progress of the investigation into the missing person. In the event a student is under 18 years of age, and had not been legally emancipated, the student’s parents will also be contacted.

**Missing Persons Policy**

Wagner College takes student safety very seriously. The following policy and procedure has been established to assist in locating Wagner College students who live on campus housing, who, based on the fact and circumstances known to Wagner College have been determined to be missing.
Dean of Campus Life Information to Resident Students

At the beginning of each academic year, the Wagner College Dean of Campus Life will inform all students residing in or on campus housing that the Dean of Campus Life, or their designee, will notify either a parent or an individual selected by the student no later than 24 hours after the time that the student is deemed to be missing. The information provided to the resident students will include the following:

- Resident students have the option of identifying an individual to be contacted by the Dean of Campus Life no later than 24 hours after the time that the student has been determined to be missing. Students can register this confidential contact information through the Dean of Students Office.

- If the student is under 18 years of age, and not an emancipated individual, the Dean of Campus Life is required to notify a custodial parent or guardian no later than 24 hours after the time that the student is determined to be missing.

- The Department of Public Safety will notify the appropriate local law enforcement agency no later than 24 hours after the time that the student is determined to be missing.

If the Department of Public Safety and/or the local law enforcement agency has been notified and makes a determination that a student who is the subject of a missing person report has been missing for more than 24 hours and has not returned to campus, the Dean of Campus Life will initiate the emergency contact procedure in accordance with the Department of Public Safety upon notification of a missing student will conduct a thorough investigation and obtain all necessary information. The person's description, clothes, who they may be with or where they may be, vehicle description and physical and mental well-being of the individual will be obtained.
Reporting & Prevention Procedures

REPORTING AND PREVENTION PROCEDURES OF SEXUAL ASSAULT, HARASSMENT AND SEXUAL MISCONDUCT OFFENSES, STALKING AND DATING, INTIMATE PARTNER AND DOMESTIC VIOLENCE

Under the provisions of Title IX of the Education Amendments of 1972 (Title IX), 20 USC §§ 1681 et seq., and its implementing regulations, 34 CFR Part 106, discrimination on the basis of sex in education programs or activities operated by recipients of federal financial assistance is prohibited. Sexual harassment of students, which includes acts of sexual violence, cyber stalking and unwanted physical contact of any sort, is a form of discrimination prohibited by Title IX. The U.S Department of Education's Office for Civil Rights defines this type of harassment as unwelcome conduct of a sexual nature that can include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Harassing conduct, implicated by dating or domestic violence, social or electronic stalking and other adverse activity, creates a “hostile environment” when sufficiently severe or pervasive.

Reporting Incidents of Sexual Harassment, Including Sexual Assault and Sexual Misconduct, Stalking and Dating/Intimate Partner/Domestic Violence

Reporting: Combating Sexual Assault and Other Unwelcome Sexual Behavior, anyone – of any gender, sexual orientation, religious affiliation, citizenship status, race, class or educational level – can suffer from sexual harassment, including sexual violence. The goal of this website is to help you understand what sexual harassment means and let you know that there are people at Wagner and in the community who can help if you or others experience it. We want to make sure you understand your rights as a student, Wagner’s policies, and other issues related to sexual harassment and assault. At Wagner there are people who have had special training in helping students who are facing issues related to sexual harassment and assault. We urge you to contact this person (who is known as the “Title IX Coordinator”) for guidance or information, to limit or interfere with a student’s ability to participate in educational activities.

Definitions of Crimes that Must Be Reported Pursuant to VAWA

The Violence against Women Reauthorization Act of 2013 (“VAWA”), added additional categories of crimes to the Clery Act that Wagner is now required to report.

Domestic violence includes felony or misdemeanor crimes of violence committed by an intimate partner or former intimate partner of the victim. Intimate partner includes persons legally married to one another, persons formerly married to one another, persons who have a child in common, regardless of whether such persons are married or have lived together any time, couples who live together or have lived together, or persons who are dating or who have dated in the past, including same sex couples.

New York State has multiple laws addressing domestic violence, and the definition is broad. Generally, domestic and intimate partner violence is a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic and intimate partner violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure or wound someone.
Dating violence means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

Like domestic violence, dating violence includes a pattern of abusive behavior that one person intentionally uses to gain or maintain power and control over another person. Dating violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure or wound someone. The length of the relationship, the type of relationship and the frequency of contact, whether in person or by other forms of communication, are factors that help determine whether a dating relationship exists.

Reporting and Prevention of Sex Offenses

Overview
It is the policy of Wagner College to prohibit sexual harassment of employees and students. It is a violation of policy for any member of the college community to engage in sexual harassment. It is a violation of policy for any member of the college community to take action against an individual for reporting sexual harassment. This policy is related to and conforms to the Equal Employment Act and Applicable Laws & Penalties Related to Sexual Assault Crimes: Article 130 of the New York State Penal Law deals with sex offenses.

Bystander Intervention
The College encourages all community members, including faculty, students and visitors to take reasonable and prudent actions to prevent and stop an act of sexual harassment or sexual violence that she/he may witness. Taking action may include direct intervention, calling law enforcement, or seeking assistance from a person in authority. In addition, the College encourages all community members to report an incident of sexual harassment or sexual violence that they observe or become aware of to the Title IX Coordinator, and/or the Office of Public Safety and Student Affairs. Community members who chose to exercise this positive option will be supported by the College and protected from retaliation.

The Campus Sex Crimes Prevention Act is a Federal Law that was enacted on October 28, 2000 and provides for the tracking of convicted, registered sex offenders, who work, attend or volunteer at institutions of higher education. As of October 28, 2002, each state must ensure that all registered sex offenders provide information concerning each institution of higher education where they work, attend or volunteer.

This law also amends the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). All institutions of Higher Education must include a statement in their annual disclosure of statistics to where information concerning registered sex offenders may be obtained. The Sex Offender Registry in New York State is maintained by the New York State Division of Criminal Justice Services (DCJS) and they have made available a web-based searchable database of registered offenders. DCJS is required to notify the local law enforcement of the presence of all registered offenders residing in their jurisdiction and those attending, working and/or volunteering at an institution of higher education.

The circumstances surrounding sexual assaults on college campuses are often quite different from those that occur elsewhere. Many of the incidents occur under circumstances commonly referred to as date rape. Date rape is a sexual assault against a person that is committed by someone the victim knows. The perpetrator may be someone the victim knows well and may have previously been in his or her company. Because of this familiarity, the victim often fails to see the incident as a serious crime and may, in fact, place some of the blame for the incident upon herself or himself. Date rape in college surroundings quite often follows the use
of alcohol or other drugs by the victim and the perpetrator. Very often, the victims find that they have been placed in a vulnerable position by trying to make new acquaintances or fit in with a new crowd. All students should remember that date rape is another name for a very serious crime. Every person is an individual and should be able to assert his or her wishes in a relationship. Self-awareness and good common sense are your best weapons against date rape. Wagner College takes all incidents seriously and has a responsibility to address any form of sexual misconduct that is reported.

**Sexual assault is a crime.** Under Article 130 of the New York State Penal Law, it is a sex offense to engage in sexual contact or to engage in sexual intercourse, sodomy or sexual abuse by contact without the consent of the victim or where the victim is incapable of giving consent. Criminal sex offenses are classified in degree according to the seriousness of sexual activity, the degree of force used, the age of the victim and the physical and mental capacity of the offender and victim. Sexual assault is a crime of power, aggression and violence. Terms such as “date rape” and “acquaintance rape” tend to minimize the fact that the act of rape, or any sexual assault, is a serious crime. There is never an excuse or a reason for a person to rape, assault or even touch another person’s private parts without consent. The impact on survivors of such an attack can cause severe and lasting physical, mental and emotional damage.

**Wagner has adopted Policies and Procedures Concerning Sexual Assault, Stalking and Domestic and Intimate Partner Violence against Students,** which addresses the prevention of sexual assaults and other forms of violence against students, on and off our campuses. Specifically, the goal of the Policy is to:

1) provide the most informed and up-to-date sexual assault, domestic/intimate partner violence and stalking prevention education information to the students;

2) provide clear and concise guidelines for students to follow in the event that they or someone they know has been the victim of a sexual assault or other act of violence;

3) ensure that all appropriate Wagner personnel receive education and training to assist victims of sexual assaults and other acts of violence; and

4) ensure that disciplinary procedures are followed in the event that the perpetrator is a Wagner student or employee.

**Definitions of Sex Offenses**

*See chart (pages 79-80) for a list of some of the major sex offenses and their maximum penalties under New York State Law.*

Sexual assault is a crime of power, aggression and violence. Terms such as “date rape” and “acquaintance rape” tend to minimize the fact that the act of rape, or any sexual assault, is a serious crime. There is never an excuse or a reason for a person to rape, assault or even touch another person’s private parts without consent. The impact on survivors of such an attack can cause severe and lasting physical, mental and emotional damage.
Wagner College’s Statement on Sex Discrimination and Sexual Violence

Policy
This policy describes how the College investigates and responds to reports of sex discrimination and sexual violence. It also identifies prohibited behavior, provides guidance and relevant resources to members of the Wagner College community who have been involved in incidents of this nature, and lists Wagner College’s education and prevention efforts.

Wagner College strives to create a respectful, safe, healthy, and non-threatening environment for its students, staff, and faculty. Wagner College prohibits any and all discrimination and harassment on the basis of race, color, national origin, ancestry, religion, sex, sexual orientation including gender identity, marital status, civil union status, age, physical or mental disability, military status, or unfavorable discharge from military service in regard to the administration of educational programs, admission of students, employment actions, athletics or other sponsored activities.

Title IX of the Education Amendments of 1972 states that, "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." In compliance with Title IX, the College prohibits discrimination based on sex, sexual harassment, sexual misconduct and sexual violence, as well as retaliation for asserting such claims of discrimination. In accordance with the Violence Against Women Reauthorization Act of 2013, the College prohibits domestic violence, dating violence, sexual assault, and stalking. When an incident of sex discrimination, sexual violence, sexual harassment, domestic violence, dating violence, sexual assault, or stalking is reported, the College will provide a consistent, caring, and timely response.

Wagner College urges those who believe they have been the victim of an act(s) of sex discrimination and/or sexual violence to pursue all options available relative to resolving the matter. Employees of the College who become aware of an incident of sex discrimination or sexual violence should contact the Director of Human Resources if the situation involves a College employee, the Provost and Senior Vice President for Academic Affairs if the situation involves a member of the faculty, or the Dean of Campus Life Office if students are involved. If you are unsure what happened to you and are unclear as to whether or not the incident in question is considered sex discrimination or sexual violence, please reach out to any of the College’s Title IX Coordinators (see the section of this policy that lists the Title IX Coordinators and their contact information) and set up a meeting for an initial conversation.

A student who has questions, concerns, or who needs assistance relative to this policy should contact:

Title IX Coordinators
The following administrators serve as Wagner College's Title IX Coordinators. They serve as resources for the campus about sex discrimination and sexual violence education and prevention, and anyone reporting an incident of sex discrimination or sexual violence may contact any of the Title IX Coordinators.

Jazzmine Clarke-Glover, SHRM-SCP, Vice President of Workplace Culture and Inclusion, Chief Human Resource Officer (CHRO), Chief Diversity Office (CDO), Title IX Coordinator
Phone: 718-390-3280  Office Location: Union bldg, Room 221 Email: j.clarke-glover@wagner.edu
Deputy Title IX Coordinators

Ruta Shah-Gordon, Vice President of Campus Life and Enrollment
Phone: 718-420-4254 Office Location: Union, 4rd Floor Email: rshahgor@wagner.edu

Thomas Tressler-Gelok, Assistant Dean of Campus Life, Deputy Title IX Coordinator
Phone: 718-390-4467 Office Location: Union 3rd floor Email: thomas.tressler-gelok@wagner.edu

Katie Wassel, Associate Athletic Director and Senior Women’s Administrator
Phone: 718-390-3431 Office Location: Spiro Sports Center, 2nd Floor Email: k.wassel@wagner.edu

Complaints by or against College employees (faculty, administration, and staff) should be made to the Vice President of Workplace Culture and Inclusion who is also the College’s Title IX Coordinator, at (718)-390-3280. The office for the Vice President of Workplace Culture and Inclusion is located on the 2nd floor of the Union.

If you would like to contact the Office for Civil Rights (OCR) in the U.S. Department of Health and Human Services with a concern, you can find contact information and procedures on their website.

This policy applies to all Wagner College students and employees (faculty, administration, and staff). Students are defined as individuals who have been accepted to Wagner College, or who are registered for the current semester at Wagner College on a full- or part-time basis. Student status continues until an individual graduate, is academically or disciplinarily separated from the College. Wagner College has the authority to address misconduct that takes place on College premises by students, employees, guests, or visitors of Wagner College, as well as off-campus conduct when the behavior may have or has had an adverse impact upon the College community. The jurisdiction of this policy also applies to College-sponsored events, activities, trips, etc., which may occur off campus. The College, at its discretion, may pursue disciplinary action against a student or employee while the student or employee is also subject to criminal proceedings. The College reserves this right even if criminal charges are pending, reduced, or dismissed.
Policy Definitions

We hear and use many words to describe sexual violence and other crimes. These definitions are provided so you can understand the College’s definition of these terms.

Sex Discrimination. Includes all forms of sexual harassment, sexual assault, and other sexual violence by employees, students, or third parties against employees, students, or third parties. Students, employees, and third parties are prohibited from harassing others whether or not the harassment occurs on the Wagner College campus or whether it occurs during work hours. Sex discrimination can be carried out by other students, college employees, or third parties. All acts of sex discrimination, including sexual harassment and sexual violence, are prohibited by Title IX.

Sexual Harassment. Unwelcome, gender-based verbal, non-verbal, or physical conduct that is sexual in nature and sufficiently severe, persistent, or pervasive that it unreasonably interferes with, denies, or limits someone’s ability to participate in or benefit from the College’s educational programs and/or activities, and is based on power differentials, the creation of a hostile environment, or retaliation.

Sexual Violence. Physical sexual acts perpetrated against a person’s will or perpetrated where a person is incapable of giving consent. A number of different acts fall into the category of sexual violence, including rape, sexual assault, sexual battery, sexual abuse, and sexual coercion.

Sexual Assault. A physical sexual act or acts committed against another person without consent. Sexual assault is an extreme form of sexual harassment. Sexual assault includes what is commonly known as “rape” (including what is commonly called “date rape” and “acquaintance rape”), fondling, statutory rape and incest. For statutory rape, the age of consent in New York State is 17 years old.

Rape. Rape is a crime which is a form of criminal sexual assault. Although every state has its own definition of rape, in general, rape is actual or attempted penetration accomplished by threats, coercion, or physical force. It includes non-consensual vaginal, anal, or oral penetration by penis, finger, or any object. In the following circumstances, actual or attempted penetration is rape, because under NYS law, it is impossible for the following to give consent: individuals who are under the influence of alcohol or other controlled substances; who are physically helpless (including sleeping); who are under the age of 17; who are mentally incapacitated; and/or who are mentally disabled. Men and women, irrespective of sexual orientation, may be either perpetrators or victims.

Domestic Violence. An act which would constitute a violation of the penal law, including, but not limited to acts constituting disorderly conduct, harassment, aggravated harassment, sexual misconduct, forcible touching, sexual abuse, stalking, criminal mischief, menacing, reckless endangerment, kidnapping, assault, attempted murder, criminal obstruction or breaching or blood circulation, or strangulation; and such acts have created a substantial risk of physical or emotional harm to a person or a person's child. Such acts are alleged to have been committed by a family member. The victim can be anyone over the age of sixteen, any married person or any parent accompanied by his or her minor child or children in situations in which such person or such person's child is a victim of the act.

Dating Violence. Dating violence is violence that occurs between people who know each other: boyfriends and girlfriends or same sex partners whether or not they live together. The violence may be physical, but it can also include threats, enforced social isolation and/or humiliation, intimidation, harassment, emotional mistreatment, financial control, forced sex or making threats with regard to family, friends, and/or children. Some of the common terms used to describe dating violence are courtship violence, battering, intimate partner violence, and date rape.

Stalking. Stalking is defined as non-consensual communication with, and/or harassment of another person. It is the willful, malicious and repeated harassing or threatening of another person which, as a pattern, tends to escalate in both intensity and frequency over time and can last for many years. Stalking includes a direct or implied threat, and victims often report fear for their safety. Stalking is about power and control. Stalkers control the time, type, amount, and place of contact. No matter what the motivation for stalking, the unwanted behaviors are the same and may include, but are not limited to: repeated
following, repeated telephone calls and hang-ups; letters; unwanted gifts and packages; spreading harmful gossip about victims; breaking-and-entering that can include vandalism, theft, or even simply rearranging objects so that victims know the stalker was there. Stalkers may also enlist their friends or associates to help them stalk or have their associates speak with friends of the victim to obtain information.

New York State Crime Definitions
The Violence Against Women Act and its proposed regulations require the inclusion of certain New York State definitions in a campus’s Annual Security Report and also require that those definitions be provided in campaigns, orientations, programs and trainings for employees and students. Definitions required include: consent; dating violence; domestic violence; sexual assault; and stalking.

Consent. Lack of consent results from: forcible compulsion; or incapacity to consent; or where the offense charged is sexual abuse or forcible touching, any circumstances, in addition to forcible compulsion or incapacity to consent, in which the victim does not express or impliedly acquiesce in the actor’s conduct. Where the offense charged is rape in the third degree, a criminal sexual act in the third degree, or forcible compulsion in circumstances under which, at the time of the act of intercourse, oral sexual conduct or anal sexual conduct, the victim clearly expressed that he or she did not consent to engage in such act, and a reasonable person in the actor’s situation would have understood such person’s words and acts as an expression of lack of consent to such act under all the circumstances. A person is incapable of consent when he or she is: less than 17 years old; or mentally disabled; or mentally incapacitated; or physically helpless; or committed to the care and custody of the state department of correctional services, a hospital, the office of children and family services and is in residential care, or the other person is a resident or inpatient of a residential facility operated by the office of mental health, the office for people with development disabilities, or the office of alcoholism and substance abuse services, and the actor is an employee, not married to such person, who knows or reasonably should know that such person is committed to the care and custody of such department or hospital.

Consent, Abbreviated. Clear, unambiguous, and voluntary agreement between the participating individuals to engage in specific sexual activity.

Dating Violence. New York State does not specifically define dating violence. However, dating violence would include the crimes listed elsewhere in this document when committed by a person in a social relationship of a romantic or intimate nature with the victim. Dating violence includes, but is not limited to, sexual or physical abuse or threat of abuse. It does not include acts covered under the definition of domestic violence.

Domestic Violence. An act which would constitute a violation of the penal law, including, but not limited to acts constituting disorderly conduct, harassment, aggravated harassment, sexual misconduct, forcible touching, sexual abuse, stalking, criminal mischief, menacing, reckless endangerment, kidnapping, assault, attempted murder, criminal obstruction or breaching or blood circulation, or strangulation; and such acts have created a substantial risk of physical or emotional harm to a person or a person’s child. Such acts are alleged to have been committed by a family member. The victim can be anyone over the age of sixteen, any married person or any parent accompanied by his or her minor child or children in situations in which such person or such person’s child is a victim of the act.

Family or Household Member. Person’s related by consanguinity or affinity; Persons legally married to one another; Person formerly married to one another regardless of whether they still reside in the same household; Persons who have a child in common regardless of whether such persons are married or have lived together at any time; Unrelated persons who are continually or at regular intervals living in the same household or who have in the past continually or at regular intervals lived in the same household; Persons who are not related by consanguinity or affinity and who are or have been in an intimate relationship regardless of whether such persons have lived together at any time. Factors that may be considered in determining whether a relationship is an “intimate relationship” include, but are
not limited to: the nature or type of relationship regardless of whether the relationship is sexual in nature; the frequency of interaction between the persons; and the duration of the relationship. Neither a casual acquaintance nor ordinary fraternization between two individuals in business or social contexts shall be deemed to constitute an “intimate relationship”; any other category of individuals deemed to be a victim of domestic violence as defined by the office of children and family services in regulation.

**Parents.** Means natural or adoptive parent or any individual lawfully charged with a minor child’s care or custody.

**Sexual Assault.** New York State does not specifically define sexual assault. However, according to the Federal Regulations, sexual assault includes offenses that meet the definitions of rape, fondling, incest, or statutory rape as used in the FBI’s Unified Crime Reports program.

**Sex Offenses; Lack of Consent.** Whether or not specifically stated, it is an element of every offense defined in this article that the sexual act was committed without consent of the victim.

**Sexual Misconduct.** When a person (1) engages in sexual intercourse with another person without such person’s consent; or (2) engages in oral sexual conduct or anal sexual conduct without such person’s consent; or (3) engages in sexual conduct with an animal or a dead human body.

**Rape in the Third Degree.** When a person (1) engages in sexual intercourse with another person who is incapable of consent by reason of some factor other than being less than 17 years old; (2) Being 21 years old or more, engages in sexual intercourse with another person less than 17 years old; or (3) engages in sexual intercourse with another person without such person’s consent where such lack of consent is by reason of some factor other than incapacity to consent.

**Rape in the Second Degree.** When a person (1) being 18 years old or more, engages in sexual intercourse with another person less than 15 years old; or (2) engages in sexual intercourse with another person who is incapable of consent by reason of being mentally disabled or mentally incapacitated. It is an affirmative defense to the crime of rape in the second degree the defendant was less than four years older than the victim at the time of the act.

**Rape in the First Degree.** When a person engages in sexual intercourse with another person (1) by forcible compulsion; or (2) who is incapable of consent by reason of being physically helpless; or (3) who is less than 11 years old; or (4) who is less than 13 years old and the actor is 18 years old or more.

**Criminal Sexual Act in the Third Degree.** When a person engages in oral or anal sexual conduct (1) with a person who is incapable of consent by reason of some factor other than being less than 17 years old; (2) being 21 years old or more, with a person less than 17 years old; (3) with another person without such persons consent where such lack of consent is by reason of some factor other than incapacity to consent.

**Criminal Sexual Act in the Second Degree.** When a person engages in oral or anal sexual conduct with another person (1) and is 18 years or more and the other person is less than 15 years old; or (2) who is incapable of consent by reason of being mentally disabled or mentally incapacitated. It is an affirmative defense that the defendant was less than four years older than the victim at the time of the act.

**Criminal Sexual Act in the First Degree.** When a person engages in oral or anal sexual conduct with another person (1) by forcible compulsion; (2) who is incapable of consent by reason of being physically helpless; (3) who is less than 11 years old; or (4) who is less than 13 years old and the actor is 18 years old or more.

**Forcible Touching.** When a person intentionally, and for no legitimate purpose, forcibly touches the sexual or other intimate parts of another person for the purpose of degrading or abusing such a person; or for the purpose of gratifying the actor's sexual desire. It includes squeezing, grabbing, or pinching.

**Persistent Sexual Abuse.** When a person commits a crime of forcible touching, or second or third degree sexual abuse within the previous ten-year period, has been convicted two or more times, in separate criminal transactions for which a sentence was imposed on separate occasions of one of one of
the above mentioned crimes or any offense defined in this article, of which the commission or attempted commissions thereof is a felony.

**Sexual Abuse in the Third Degree.** When a person subjects another person to sexual contact without the latter’s consent. For any prosecution under this section, it is an affirmative defense that (1) such other person’s lack of consent was due solely to incapacity to consent by reason of being less than 17 years old; and (2) such other person was more than 14 years old and (3) the defendant was less than five years older than such other person.

**Sexual Abuse in the Second Degree.** When a person subjects another person to sexual contact and when such other person is (1) incapable of consent by reason of some factor other than being less than 17 years old; or (2) less than 14 years old.

**Sexual Abuse in the First Degree.** When a person subjects another person to sexual contact (1) by forcible compulsion; (2) when the other person is incapable of consent by reason of being physically helpless; or (3) when the other person is less than 11 years old; or (4) when the other person is less than 13 years old.

**Aggravated Sexual Abuse.** For the purposes of this section, conduct performed for a valid medical purpose does not violate the provisions of this section.

**Aggravated Sexual Abuse in the Fourth Degree.** When a person inserts a (1) foreign object in the vagina, urethra, penis or rectum of another person and the other person is incapable of consent by reason of some factor other than being less than 17 years old; or (2) finger in the vagina, urethra, penis, rectum or anus of another person causing physical injury to such person and such person is incapable of consent by reason of some factor other than being less than 17 years old.

**Aggravated Sexual Abuse in the Third Degree.** When a person inserts a foreign object in the vagina, urethra, penis, rectum or anus of another person (1) (a) by forcible compulsion; (b) when the other person is incapable of consent by reason of being physically helpless; or (c) when the other person is less than 11 years old; or (2) causing physical injury to such person and such person is incapable of consent by reason of being mentally disabled or mentally incapacitated.

**Aggravated Sexual Abuse in the Second Degree.** When a person inserts a finger in the vagina, urethra, penis, rectum or anus of another person causing physical injury to such person by (1) forcible compulsion; or (2) when the other person is incapable of consent by reason of being physically helpless; or (3) when the other person is less than 11 years old.

**Aggravated Sexual Abuse in the First Degree.** When a person subjects another person to sexual contact: (1) By forcible compulsion; or (2) when the other person is incapable of consent by reason of being physically helpless; or (3) when the other person is less than eleven years old; or (4) when the other person is less than thirteen years old and the actor is twenty-one years old or older.

**Course of Sexual Conduct Against a Child in the Second Degree.** When over a period of time, not less than three months, a person: (1) Engages in two or more acts of sexual conduct with a child less than 11 years old; or (2) being 18 years old or more engages in two or more acts of sexual conduct with a child less than 13 years old. A person may not be subsequently prosecuted for any other sexual offense involving the same victim unless the other charges offense occurred outside of the time period charged under this section.

**Course of Sexual Conduct Against a Child in the First Degree.** When a person over a period of time, not less than three months in duration, a person: (1) Engages in two or more acts of sexual conduct, or aggravated sexual contact with a child less than 11 years old; or (2) being 18 years old or more engages in two or more acts of sexual conduct which includes at least one act of sexual intercourse, oral sexual conduct, anal sexual conduct, or aggravated sexual contact with a child less than 13 years old.

**Facilitating a Sex Offense with a Controlled Substance.** A person is guilty of facilitating a sex offense with a controlled substance when he or she: (1) knowingly and unlawfully possesses a controlled substance or any preparation, compound, mixture or substance that requires a prescription to obtain
and administers such substance or preparation, compound, mixture or substance that requires a prescription to obtain to another person without such person's consent and with intent to commit against such person conduct constituting a felony defined in this article; and (2) commits or attempts to commit such conduct constituting a felony defined in this article.

**Incest in the Third Degree.** A person is guilty of incest in the third degree when he or she marries or engages in sexual intercourse, oral sexual conduct or anal sexual conduct with a person whom he or she knows to be related to him or her, whether through marriage or not, as an ancestor, descendant, brother or sister of either the whole or the half blood, uncle, aunt, nephew or niece.

**Incest in the Second Degree.** A person is guilty of incest in the second degree when he or she commits the crime of rape in the second degree, or criminal sexual act in the second degree, against a person whom he or she knows to be related to him or her, whether through marriage or not, as an ancestor, descendant, brother or sister of either the whole or the half blood, uncle, aunt, nephew or niece.

**Incest in the First Degree.** A person is guilty of incest in the first degree when he or she commits the crime of rape in the first degree, or criminal sexual act in the first degree, against a person whom he or she knows to be related to him or her, whether through marriage or not, as an ancestor, descendant, brother or sister of either the whole or half blood, uncle, aunt, nephew or niece.

**Stalking in the Fourth Degree.** When a person intentionally, and for not legitimate purpose, engages in a course of conduct directed at a specific person, and knows or reasonably should know that such conduct (1) is likely to cause reasonable fear of material harm to the physical health, safety or property of such person, a member of such person's immediate family or a third party with whom such person is acquainted; or (2) causes material harm to the mental or emotional health of such person, where such conduct consists of following, telephoning or initiating communication or contact with such person, a member of such person's immediate family or a third party with whom such person is acquainted, and the actor was previously clearly informed to cease that conduct; or (3) is likely to cause such person to reasonably fear that his or her employment, business or career is threatened, where such conduct consists of appearing, telephoning or initiating communication or contact at such person's place of employment or business, and the actor was previously clearly informed to cease that conduct.

**Stalking in the Third Degree.** When a person (1) Commits the crime of stalking in the fourth degree against any person in three or more separate transactions, for which the actor has not been previously convicted; or (2) commits the crime of stalking in the fourth degree against any person, and has previously been convicted, within the preceding ten years of a specified predicate crime and the victim of such specified predicate crime is the victim, or an immediate family member of the victim, of the present offense; or (3) with an intent to harass, annoy or alarm a specific person, intentionally engages in a course of conduct directed at such person which is likely to cause such person to reasonably fear physical injury or serious physical injury, the commission of a sex offense against, or the kidnapping, unlawful imprisonment or death of such person or a member of such person's immediate family; or (4) commits the crime of stalking in the fourth degree and has previously been convicted within the preceding ten years of stalking in the fourth degree.

**Stalking in the Second Degree.** When a person: (1) Commits the crime of stalking in the third degree and in the course of and furtherance of the commission of such offense: (a) displays, or possesses and threatens the use of, a firearm, pistol, revolver, rifle, sword, billy, blackjack, bludgeon, plastic knuckles, metal knuckles, chukka stick, sand bag, sand club, slingshot, slingshot, shirken, "Kung Fu Star," dagger, dangerous knife, dirk, razor, stiletto, imitation pistol, dangerous instrument, deadly instrument or deadly weapons; or (b) displays what appears to be a pistol, revolver, rifle, shotgun, machine gun or other firearm; or (2) commits the crime of stalking in the third against any person, and has previously been convicted, within the preceding five years, of a specified predicate crime, and the victim of such specified predicate crime is the victim, or an immediate family member of the victim, of the present offense; or (3) commits the crime of stalking in the fourth degree and has previously been convicted of stalking in the third degree; or (4) being 21 years of age or older, repeatedly follows a person under the age of fourteen or engages in a course of conduct or repeatedly commits acts over a period of time.
intentionally placing or attempting to place such person who is under the age of fourteen in reasonable fear of physical injury, serious physical injury or death; or (5) commits the crime of stalking in the third degree, against ten or more persons, in ten or more separate transactions, for which the actor has not been previously convicted.

**Stalking in the First Degree.** When a commits the crime of stalking in the third degree or stalking in the second degree and, in the course and furtherance thereof, he or she intentionally or recklessly causes physical injury to the victim of such crime.
**Consent**

**Affirmative Consent** is defined as a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in the sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant’s sex, sexual orientation, gender identity, or gender expression. Consent to any sexual act or prior sexual activity between or with any party does not necessarily constitute consent to any other sexual act. Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol. Consent may be initially given but withdrawn at any time. When consent is withdrawn or can no longer be given, sexual activity must stop.

Consent **cannot** be given when:
- A person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity. Incapacitation may be caused by the lack of consciousness or being asleep, being involuntarily restrained, or if an individual otherwise cannot consent. Depending on the degree of intoxication, someone who is under the influence of alcohol, drugs, or other intoxicants may be incapacitated and therefore unable to consent.
- It is the result of any coercion, intimidation, force, or threat of harm.
- A person is mentally impaired.
- A person is less than 17 years old.

**Confidentiality and Privacy**

The College will work to safeguard the identities and privacy of complainants who report or seek assistance regarding sex discrimination and/or sexual violence to the extent possible and permitted by law. However, it is important that complainants and respondents understand the limits on confidentiality. The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (formerly the Campus Security Act) requires that all College officials with significant responsibility for campus and student activities report any incident of alleged sex discrimination and/or sexual violence, including sexual assault, dating violence, domestic violence and stalking. However, if the complainant does not wish to be identified, a third party report that does not include the individual’s name must be made. It is recommended that a complainant or respondent always confirm whether confidentiality applies to their communication of information.

**Sanctuaries.** Confidentiality applies when services are sought from Sanctuaries. Sanctuaries can be trusted with secret or private information that will not be shared with anyone else. Wagner College considers the following people to be Sanctuaries:
- Center for Health and Wellness Staff
- Personal Health Care Provider
- Personal Attorney
- Religious/Spiritual Counselor, including the Wagner College Chaplain and ordained Chaplain Liaisons

**Responsible Employees.** Different from Sanctuaries, but still allowing a level of confidentiality are Responsible Employees. Responsible Employees are any Wagner employees who: (1) have the authority to take action to redress sexual assault or violence; (2) have been given the duty of reporting incidents of sexual assault or violence or any other misconduct by students to the Title IX coordinator or other appropriate school designee; or (3) anyone whom a student could reasonably believe has this authority
or duty. A Responsible Employee must report to the Wagner’s Title IX coordinator, (Jazzmine Clarke-Glover) or a Deputy Title IX Coordinator, (Ruta Shah-Gordon, Katie Wassell, or Thomas Tressler-Gelok), or other appropriate College officials all relevant details about the alleged sex discrimination or sexual violence that the student or another person has shared and that the College will need to determine what occurred and to resolve the situation. This includes the names of the alleged perpetrator (if known), the student who experienced the alleged sexual violence, other students involved in the alleged sexual violence, as well as relevant facts, including the date, time, and location. Due to these obligations, Responsible Employees cannot guarantee full confidentiality or secrecy in the same way as a Sanctuary, but will be as discreet as possible when sharing information with others. Information provided to a Responsible Employee may be disclosed to appropriate College officials who have an “essential need to know” in order to carry out their College responsibilities.

Wagner College considers the following people to be Responsible Employees:

- The College’s Title IX Coordinators (listed in this policy)
- Wagner College Faculty (full and part-time)
- Staff in the Dean of Campus Life Office, Office of Residential Education (this includes Resident Assistants and other student employees), Office of Co-Curricular Programs, Center for Academic and Career Engagement, the Center for Intercultural Advancement, and the Center for Leadership and Community Engagement
- Department of Public Safety Personnel
- Athletics Administrators and Coaches
- President and Vice Presidents (Senior Staff of the College)
- Any employee of the College who accompanies a student on an excursion or trip off of the College’s campus is a Responsible Employee for the purposes of that trip

Other College Employees. All other employees of the College (staff members not mentioned above) are asked to, at a minimum, share general, anonymous information regarding potential incidents of sex discrimination or sexual violence with the Title IX Coordinators. Employees who cannot guarantee confidentiality will maintain your privacy to the greatest extent possible. The information you provide to a non-confidential resource will be relayed only as necessary for the Title IX Coordinator to investigate and/or seek a resolution. The College will do its best to honor a student’s request for confidentiality so long as it does not impact the College’s ability to maintain a safe environment for its students.

Wagner College must balance the needs of the individual student with its obligation to protect the safety and well-being of the College community. Therefore, based on the complaint, additional action may be necessary, including but not limited to, interim suspension, banning from specific areas of campus, housing relocation, class reassignment, instituting a No Communication Order, and campus safety alerts. It is noted that the alert will not contain any information that identifies the student complainant.
How to Report a Concern

Wagner College takes all incidents seriously and has a responsibility to address any form of sex discrimination or sexual violence that is reported.

**How to File a Complaint Against a Student.** A student may report an incident to the Department of Public Safety, Dean of Campus Life Office, or the Office of Residential Education. When sex discrimination or sexual violence involves criminal behavior, students are strongly encouraged to report the incident to the New York City Police Department by dialing 911 or by visiting the 120th Precinct at 78 Richmond Terrace in Staten Island. Reporting such incidents to the NYPD can be done with the assistance of a Wagner College staff member. Students are encouraged to utilize the Deputy Title IX Coordinator for students Ruta Shah-Gordon, Vice President of Campus Life and Enrollment, 718-420-4254, rshahgor@wagner.edu, Union 4th Floor or to the Department of Public Safety 718-390-3148 for support.

A student who experiences or becomes aware of an issue that could be considered sexual assault or sexual harassment while away from the Wagner campus should contact the Dean of Campus Life Office at (718) 390-3423. If a student is studying abroad, an administrator or faculty member who is on-site at your study abroad or study away location, and local authorities (at the discretion of the student) should also be contacted. Please remember that any incident of sex discrimination or sexual violence that occurs off campus can still be addressed by the College as long as Wagner College students are involved, and if the incident has an adverse impact upon the College community (see Jurisdiction section of the Student Handbook for additional information).

If the respondent is a Wagner College student, students are urged to file a written complaint of sex discrimination or sexual violence with the College. To begin the process, the complainant should contact or visit the Dean of Campus Life Office in Union 3rd floor or meet with the Deputy Title IX Coordinator, Ruta Shah-Gordon, Vice President of Campus Life and Enrollment, (718-420-4254), rshahgor@wagner.edu, Union 4th Floor or to the Department of Public Safety in House 4. Students can pursue a disciplinary complaint with the College without pursuing criminal charges with the New York Police Department; however, the College strongly encourages students to report incidents to both the College and the police. These are two separate processes.

Specifically, students wanting information regarding sex discrimination or sexual violence are encouraged to speak with Ruta Shah-Gordon, Vice President of Campus Life and Enrollment, (718-420-4254), rshahgor@wagner.edu, Union 4th Floor.

Her role is to discuss on-campus and off-campus resources for complainants to enable complainants to make decisions regarding their personal wellness, and to assist with reports to College personnel and local authorities.

**How to File a Complaint Against an Employee.** Any individual who believes he/she has been discriminated against in violation of Title IX, including sexual harassment or gender discrimination, or who has witnessed discrimination against another, may file a complaint with or obtain information and assistance regarding the College’s policies and processes from any of the College's Title IX Coordinators.

Upon receipt of a report, the Title IX Coordinator will conduct an initial Title IX assessment. The assessment will consider the nature of the report, the safety of the individual and of the campus...
community. If the assessment indicates any risk of harm to an individual, the Title IX Coordinator, along with the Director of Public Safety, may take the necessary steps to address those risks.

**Options for Student Complainants.** The options that are provided to reporters of sex discrimination and/or sexual violence include, but are not limited to:

- See an on-campus counselor at Wagner College's Center for Health and Wellness or see a private counselor
- Go to the hospital for a forensic rape kit
- Get a medical exam at Wagner College's Center for Health and Wellness
- See a private physician
- Get tested for STIs, HIV, and/or pregnancy
- Request that a No Communication Order be issued by Wagner College
- File a report at Wagner College so that the incident can be adjudicated through the College's conduct process
- File a report with the New York Police Department (NYPD)
- Pursue an Order of Protection through the NYPD
- Move your room in the residence halls
- Change your class schedule
- Have the Dean's Office communicate with your professors

While it is the final prerogative of the complainant to make decisions regarding a course of action, Wagner College strongly encourages complainants to make a full report in order to ensure that all resources can be made available, as well as to maintain the widest range of options through which to pursue action. Students are also encouraged to report incidents of or share information about sex discrimination or sexual violence as soon as possible after the incident. Although there is no time limit on initiating a report of an incident with the College, it should be noted that the College may ultimately be limited in the action it can take if significant time has elapsed between the occurrence of the incident and the date of reporting.
The Conduct Process for Students

The College is committed to procedures that provide fair and prompt investigation and resolution of reports of sex discrimination and sexual violence, and is committed to educating the campus community about the importance of responding to all forms of sex discrimination and sexual violence. Emphasis is placed on the rights, responsibilities, needs and privacy of the student complainant and the rights of the respondent. The College adheres to all federal, state and local requirements for intervention and crime reporting related to sex discrimination and sexual violence.

Any person may file a complaint against a student who they believe has violated the College's Community Standards (see full list of Community Standards in Student Handbook), which includes acts of sex discrimination and/or sexual violence. The complaint must be prepared in writing, signed, and submitted to the Dean of Campus Life Office, the Office of Residential Education, or the Office of Public Safety. All complaints should be submitted as soon as possible after the event takes place. A parent or third party may not file a report on behalf of a complainant of sex discrimination or sexual violence. Should the College receive notice of an alleged violation of the sex discrimination or sexual violence policy by a third party, the College will make every effort to contact the alleged complainant to determine if that individual would like to file a formal complaint. Additionally, support and resources will be offered to the student complainant and to the student accused of sex discrimination or sexual violence.

Once a report is filed, the complainant must give verbal and written consent to the Dean of Campus Life Office to move forward with any on-campus process. The Dean's Office reserves the right to issue a No Communication Order between the involved students even if the complainant does not request or consent as a measure to deter the respondent from retaliation, should the Dean's Office deem this necessary. If and when a No Communication Order is issued, all of the involved students will be informed of the Order in person and will also be emailed a copy for their records. Both the complainant and the respondent will be advised of their rights as well as resources and support that the College can provide throughout the process. An impartial investigation will be conducted as quickly as possible by the Dean of Campus Life or designee and the Director of Public Safety. If a determination is made that an alleged violation of the College’s Community Standards may have occurred, the College may initiate disciplinary proceedings against the student.

Both the complainant and the respondent have the same opportunity for access to information that will be used at a disciplinary hearing. Both parties are also entitled to appeal the outcome of a case in accordance with the College’s appeal process. Every effort will be made to resolve a complaint in a timely fashion. Complaints will be resolved within 60 days of being reported, unless outside legal action extends the College’s timeline. Students who are involved in an incident that has occurred off-campus can either contact the law enforcement agency in the jurisdiction where the incident took place by dialing 911, or they may contact the Dean of Campus Life Office, the Office of Residential Education, or the Office of Public Safety, all of whom can assist the student with filing a report with the appropriate law enforcement agency. Criminal, civil, and College disciplinary processes will be available to a student complainant and enforced against a person found to have engaged in the prohibited behavior.

Individuals who file complaints will be informed of all steps the College may take to address the initial incident, as well as prevent recurrence of the misconduct from taking place in the future. The respondent and the complainant are entitled to the same opportunities to have others present during a campus disciplinary proceeding (an Initial Conference or a Community Standards Review Board), as well
as a right to appeal the outcome (see the Community Standards section of the Student Handbook for a complete list of rights for both parties). Also, both the complainant and respondent shall be informed in writing of the outcome of any institutional disciplinary proceeding regarding an alleged violation of the sex discrimination and sexual violence policy. In all cases, any information available to the Community Standards Review Board or Hearing Officer will be considered.

A preponderance of the evidence standard will be used to determine if the student is responsible for the alleged violation or not. Cases involving sex discrimination or sexual violence are not eligible for mediation, based on recommendations by the Office for Civil Rights.

The complainant has the right to withdraw a complaint or withdraw from involvement from the conduct process at any time.

**Support for Student Complainants.** A student complainant seeking support or advice regarding an incident of sex discrimination or sexual violence should contact a Ruta Shah-Gordon, Vice President for Campus Life and Enrollment, (718-420-4254) rshahgor@wagner.edu, Union 4th floor. Ruta Shah-Gordon, Vice President for Internationalization, Intercultural Affairs and Campus Life, who serves as the point person for all student concerns related to sex discrimination and sexual violence. She can be reached at (718)-420-4254 or in her office in Union 4th floor. Dr. Shah-Gordon is available to serve as a student advocate, to accompany the complainant to the hospital or when reporting the incident to the police, and to assist with the coordination of services. If appropriate, the student should immediately obtain medical treatment for injuries, sexually transmitted diseases, and pregnancy. A medical exam to preserve evidence of rape must be completed within 72 hours of a sexual assault if a student wishes to pursue this option. Dr. Shah-Gordon, along with the Office of Residential Education, will assist the student in securing a safe place to live. If the student lives on campus, she/he may be offered a room reassignment or change in her/his living situation. The Director of Residential Education and/or on-call staff will be contacted in order to identify a temporary or permanent reassignment. A reassignment request will be given highest priority.

If the complainant chooses to go through the student conduct process, the complainant will be encouraged to seek advice and resources from the Title IX Coordinators and Dean of Campus Life Office. Both the complainant and the respondent are entitled to the same opportunity for access to information that will be used at the hearing, to present relevant witnesses and other information, and to have an advisor of choice present during the hearing. Confidential medical/counseling records and information regarding the victim’s sexual history will not be provided to the respondent and are not admissible at any disciplinary proceeding. Both parties have the right to appeal the outcome of a hearing. Counseling and/or support is also available at no charge to both students through the College’s Center for Health and Wellness. See the Community Standards Review Board section of the Student Handbook for additional information.

**Support for Student Respondents.** It must be recognized that the accused in a College disciplinary investigation has certain rights, as outlined in the College’s Community Standards. A presumption of responsibility for a violation is not made as the result of any allegation(s). In the event that a student is accused of an act(s) of sex discrimination or sexual violence and a disciplinary complaint is submitted, this student will be encouraged to seek advice and resources from the Dean of Campus Life Office. Both the complainant and the respondent are entitled to the same opportunity for access to information that will be used at the hearing, to present relevant witnesses and other information, and to have an advisor
of choice present during the hearing. Confidential medical/counseling records and information regarding the victim’s sexual history will not be provided to the respondent and are not admissible at any disciplinary proceeding. Both parties have the right to appeal the outcome of a hearing. Counseling and/or support is also available at no charge to both students through the College’s Center for Health and Wellness. See the Community Standards Review Board section of the Student Handbook for additional information.

Advisor of Choice. Any complainant or respondent involved in a sex discrimination and/or sexual violence case is entitled to have an advisor of choice present during any and all aspects of the process, including individual meetings with College administrators, as well as during a hearing or Community Standards Review Board. The advisor of choice takes on the role of a support person during a hearing. A student must speak on his or her own behalf; support persons should be silent throughout the hearing but may communicate in writing with the student for whom they are providing support. Students wishing to have a support person must inform the Dean of Campus Life and Engagement at least 24 hours in advance of the Review Board. It is the responsibility of the student to inform the support person of the date, time and place of the Review Board. A Review Board will not be canceled or postponed due to a support person’s inability to accompany a student. Inappropriate behavior exhibited by a support person, including speaking during the proceedings, acts of aggression or intimidation, attempts to sway a review official’s decision or attempts to postpone or delay proceedings, may result in his or her dismissal from the proceedings at the discretion of the Chairperson.

The College offers a trained support person if a student wishes to utilize this resource. A trained support person is available to both the complainant and respondent upon request from the Dean of Campus Life Office. This person can provide informal emotional support, and can assist a student through the preparation for and process of the Community Standards Review Board.

Amnesty. The health and safety of every student at Wagner College is of utmost importance. Wagner College recognizes that students who have been drinking and/or using drugs (whether such use is voluntary or involuntary) at the time that violence, including but not limited to domestic violence, dating violence, stalking, or sexual assault occurs may be hesitant to report such incidents due to fear of potential consequences for their own conduct. Wagner College strongly encourages students to report domestic violence, dating violence, stalking or sexual assault to campus officials. A bystander acting in good faith, or a victim/survivor who discloses an incident of domestic violence, dating violence, stalking, or sexual assault to Wagner College officials or law enforcement will not be subject to the College’s student conduct process for violations of alcohol and/or drug use policies occurring at or near the time of the domestic violence, dating violence, stalking, or sexual assault.

False or Malicious Complaints. The use of this policy for false or malicious purposes is strictly prohibited. Anyone who brings forth false or malicious allegations of sex discrimination or sexual violence against another member of the College community may be subject to disciplinary action. An individual who brings a reasonable charge of sex discrimination or sexual violence in good faith, even if it may be erroneous, will not be subject to discipline.

Retaliation. Students are encouraged to express their feelings in a responsible manner regarding incidents of sexual harassment. Any member of the College community who attempts to interfere, restrain, coerce, discriminate against, or harass (whether overtly or covertly) any individual responsibly pursuing a complaint of sex discrimination or sexual violence will be subject to prompt and appropriate disciplinary action.
**Time Frame.** While the College seeks to resolve all Title IX claims in 60 days, circumstances may arise that require the extension of said time frame. Such circumstances may include the complexity of the allegations, the number of witnesses involved and their accessibility, school breaks or vacation, or other unforeseen circumstances. Our standard time frame is explained in more detail in the Community Standards Review Board section of the Student Handbook.
The Conduct Process for Faculty and Staff

Scope and Jurisdiction. This policy applies to all Wagner College employees, which includes all full- and part-time faculty, administrators, and staff. The College has the authority to address misconduct that takes place on College premises, any College sponsored events, activities, and trips that may occur off campus.

Investigation Process. Following the initial assessment after receiving a report, the Title IX Coordinator may refer the matter for investigation. The investigation is designed to provide a fair and reliable gathering of the facts. The investigation will be thorough, impartial, and fair; and all individuals will be treated with appropriate sensitivity and respect. The individual(s) conducting the investigation shall have specific training and experience investigating allegations of sexual discrimination, misconduct and harassment. At the conclusion of the investigation, the investigator(s) will prepare a report setting forth the facts gathered, which will be forwarded to the Title IX Coordinator. Should the investigation find that there is sufficient indication of a violation of Title IX, the disciplinary process that would follow would be determined by the relationship of the respondent (faculty, staff, and administrator) to the College. Each process is guided by the same principles of fairness and respect for all parties.

Advisor of Choice. Any complainant or respondent involved in a sex discrimination and sexual violence case is entitled to have an advisor of choice present during any and all aspects of the process, including individual meetings with College administrators, as well as during an investigation or hearing process. The advisor of choice takes on the role of a support person. An employee must speak on his or her own behalf; support persons should be silent throughout the investigation and hearing process, but may communicate in writing with the employee for whom they are providing support. It is the responsibility of the employee to inform the advisor of choice of the date, time and place of any relevant meetings or hearings. A hearing will not be canceled or postponed due to the inability of an advisor of choice to accompany an employee. Inappropriate behavior exhibited by an advisor of choice, including speaking during the proceedings, acts of aggression or intimidation, attempts to sway a review official's decision or attempts to postpone or delay proceedings, may result in his or her dismissal from the proceedings at the discretion of the Vice President for Workplace Culture and Inclusion.

Retaliation. Any member of the College community who attempts to interfere, restrain, coerce, discriminate against or harass any individual responsibly reporting a claim of sex discrimination or sexual violence shall be subject to prompt and appropriate disciplinary action.

Time Frame. While the College seeks to resolve all Title IX claims in 60 days, circumstances may arise that require the extension of said time frame. Such circumstances may include the complexity of the allegations, the number of witnesses involved and their accessibility, school breaks or vacation, or other unforeseen circumstances.
TITLE IX COORDINATORS

The following administrators serve as Wagner College's Title IX Coordinators. They serve as resources for the campus about sex discrimination and sexual violence education and prevention, and anyone reporting an incident of sex discrimination or sexual violence may contact any of the Title IX Coordinators.

Title IX Coordinator

Jazzmine Clarke-Glover, Vice President of Workplace Culture and Inclusion, Chief Human Resources Officer (CHRO), Chief Diversity Officer (CDO) & Title IX Coordinator
Phone: 718-390-3280 Office Location: Union 2nd floor Email: j.clarke-glover@wagner.edu

Deputy Title IX Coordinator

Ruta Shah-Gordon, Vice President of Campus Life and Enrollment
Phone: 718-420-4254 Office Location: Union, 4th Floor Email: rshahgor@wagner.edu

Deputy Title IX Coordinator

Thomas Tressler-Gelok, Assistant Dean of Campus Life & Deputy Title IX Coordinator Division of Campus Life
Phone: 718-420-4467 Office Location: Union 3rd floor Email: thomas.tressler-gelok@wagner.edu

Deputy Title IX Coordinator

Katie Wassel, Associate Athletic Director
Phone: 718-390-3431 Office Location: Spiro Sports Center Email: k.wassel@wagner.edu
Education and Prevention at Wagner College

Wagner College is committed to education and increasing awareness of students, faculty, and staff about preventing incidents of sex discrimination and sexual violence. The Title IX Coordinators are responsible for coordinating the College’s sex discrimination and sexual violence education and prevention program in collaboration with the Center for Health and Wellness, which coordinates the Peer Education Program.

Education and prevention resources and opportunities at Wagner College include:

- Wagner College’s Title IX Coordinators
- The Dean of Campus Life Office, the Office of Residential Education, and the Center for Health and Wellness distribute sexual violence prevention materials and information.
- Alcohol EDU and Haven modules are required for all new students (as of Fall 2015).
- A ‘Step Up Bystander Intervention Training’ is available for any campus group or office. Contact the Dean of Campus Life Office for additional information.
- The staff members in the Division of Campus Life and in Public Safety, including the undergraduate Resident Assistants, are trained in sexual assault response and prevention.
- Educational programming is conducted within the Wagner College residential communities.
- Two annual student-run events that address issues of sexual assault are the Vagina Monologues and Take Back the Night.
Resources and Services

There are campus and community resources and services available to students, faculty and staff even if College or criminal reports are not made. The College strongly encourages complainants to seek assistance to care for themselves emotionally and physically through confidential crisis intervention, health care, and counseling. Complainants should keep in mind that medical examinations are time-sensitive and critical in preserving evidence of sexual violence, so those options must be exercised as soon as possible.

Wagner College Resources & Services

- Dean of Campus Life Office: 718-390-3423, Union 3rd Floor
- Office of Residential Education: 718-390-3420, staff offices in each residence hall
- Public Safety Office: 718-390-3148 or 718-390-3165, Main Gate near Tiers parking lot
- Center for Health and Wellness: 718-390-3158, Campus Hall 126 & 127
- Office of Human Resources: 718-390-3187, Union, 2nd floor

Local Resources & Services

- Safe Horizon: 1-855-234-1042 (M-F, regular business hours); 1-800-621-4673 (24/hour crisis hotline)
- Rape and Sexual Assault 24 Hour Hotline: 212-227-3000
- Sex Crimes 24 Hour Hotline: 212-267-7273
- New York Police Department, 120th Precinct: 718-876-8500
- Richmond University Medical Center (Sexual Assault Forensic Examiner “SAFE” Site): 718-818-6132
- Staten Island University Hospital: 718-226-9000

Helpful Apps

- Circle of Six is an app that prevents violence before it happens. It helps you connect to your friends quickly so you can stay close, stay safe, and keep you connected. The app allows you to call or text a close group of confidantes with a subtle press of a button. Circle of Six is designed for college student safety and we highly recommend that Wagner students use it!
- Loveisrespect.org allows you to text, chat, or call 24/7 for support.

Helpful Websites

- Aclu.org is a website that provides information about your rights as it relates to Title IX.
- Knowyourix.org is a national survivor-run, student-driven campaign to end campus sexual violence.
- Rainn.org is the nation’s largest anti-sexual assault organization.
TO REDUCE THE RISK OF SEXUAL ASSAULT

Respond assertively. Communicate any discomfort you feel with another person's behavior. Don't make excuses. Trust your instincts.

Don't isolate yourself with someone you just met. Always have a safe way to get home. Don't sleep over because you can't get home. Especially don't isolate yourself with someone who tries to get too close quickly, enjoys your discomfort or someone who doesn't listen or respond when you say "NO."

Buddy up. Keep an eye out for your friends. If you are going out to socialize, go with friends and only leave once everyone is accounted for.

Avoid drunk sex. Limit your alcohol consumption so that you can protect yourself, prevent aggressive behavior under the influence or help a friend who may need you.

Believe in your right to set sexual limits for yourself. Learn how to communicate these limits and how to assert yourself by saying "NO" convincingly when you mean “NO” and "YES" when you mean “YES.”

Believe in another person's right to say "NO". Be aware of the effect peer pressure has on your decision here. Remember it's okay not to have sex. Accept that “NO” means “NO.”

Remember active, affirmative consent is necessary every time you have sexual contact with someone. Don't assume previous permission for sexual contact applies to the current situation (especially when a person is asleep or drunk).

Don't assume behavior is a signal for sex. Thinking someone wants sex is not the same as knowing for sure. Be sure. Communicate.

TO REDUCE THE RISKS AND WARNINGS OF AN ABUSIVE RELATIONSHIP

Listen to yourself if you are sensing “bad vibes,” especially if you are feeling down on yourself or find yourself afraid in a relationship. Trust your instincts.

Know that even one instance of physical, verbal, or emotional violence is dating violence.

Cruelty or physical violence to other people, animals, or you, even if it happens just once, is a sure sign that more abuse is to come.

Be alert to actions that reduce your personal independence and self-control, such as urging you to give up existing friendships or family connections, telling you either what to wear, or what to say or who to hang out with.

Be alert to signs of jealousy and/or possessiveness. These are signs of insecurity, not love.

Seek assistance from professionals who can help you learn more about abusive relationships and to explore options that are available to you.

TO REDUCE THE RISKS OF STALKING

If you are in immediate danger, call 911.
Do not ignore any threat. Immediately report any instance of stalking to Public Safety. Trust your instincts.

Keep evidence of any threat or instance of stalking. Keep a daily journal containing information on time, date, and place of each instance, and keep it all in a safe and confidential place. Keep emails, phone messages, letters, and notes.

Don't downplay a sense of danger by thinking “it will just go away.” If you feel unsafe, you probably are. Stalking behavior typically does not just stop.

Tell family, friends, roommates, and co-workers about the stalking and seek their support.

Limit the distribution of personal information, including home address and phone numbers, and be wary of any person who seeks to obtain too much personal information about you too quickly. Be careful about what you choose to post on public Web platforms, such as Facebook. Fully shred all personal information before disposing of anything in the trash.

Maintain quick access to critical telephone numbers and the location of safe places.

Seek assistance from law enforcement and/or qualified professionals who can help you with safety strategies that are appropriate to your individual circumstance, including assistance with obtaining court issued orders of protection.
Public Safety Awareness & Crime Prevention Programs

Crime Prevention

Wagner College’s Public Safety Department prides itself on maintaining a safe and secure campus environment for its students, faculty, and staff. The members of the Department are committed to the highest standards of quality in promoting a safe and problem-free educational environment.

We encourage the Wagner College community to take an active role in assisting Public Safety, by never leaving personal belongings unattended, locking all doors, locking windows, crossing at crosswalks, traveling in well-lit highly traveled areas, removing all items from parked vehicles, and by reporting suspicious activity immediately. Working together, we can provide a safer environment for the campus community.

Students, faculty, staff and guests are encouraged to report crimes and public safety related incidents to the Wagner College Public Safety Department in an accurate and timely manner. To report criminal activity and other emergencies, contact Public Safety Operations at 718-390-3148 24 hours a day.

Every member of the Wagner College community is encouraged to take an active role in reporting hazardous conditions, criminal activity or any emergency. Any time immediate response is needed or a person is unsure of whom to call, contact Public Safety Operations. The Public Safety Officer on duty will make other notifications, as needed. As deemed appropriate, an emergency notification or timely warning of a crime that poses an ongoing threat to the College community will be initiated.

Emergency call boxes are located around campus, in parking lots and along Campus walkways. The emergency call boxes will connect you directly to Public Safety.

The Department of Public Safety issues safety alert bulletins when deemed necessary and provides Timely Warning Notices (paper/electronic form) to the campus community when serious crimes occur in areas on or near the campus. The department maintains a relationship with the New York City police precincts that are responsible for the public safety of the campus and its surrounding areas. All persons reporting crimes to the Department of Public Safety are encouraged to promptly report the incident to the local police precinct concerned. A record of each report made to the local precincts is maintained as part of the Public Safety Department’s annual statistical report.

All Members of the College community are encouraged to attend crime prevention seminars that are conducted by the New York City Police Department and the Department of Public Safety. Crime prevention seminars are scheduled each year and members of the college community are encouraged to actively participate in their own safety and the safety of others. All incoming students receive information about campus crime prevention programs during initial orientation meetings scheduled.

In addition, Wagner Public Safety Sponsors Public Safety Day, every year, with the following NYPD Bureaus:

NYPD/Domestic Violence Unit
NYPD/LGBTQ Unit
NYPD/Crime Prevention Unit
NYPD/Transit District#2
NYC/OEM
Crime Prevention Guide

Wagner College is proud of its safety record and remains committed to providing a safe and secure environment that is conducive to education and research. However, crime prevention is a shared responsibility that requires the assistance of our students, staff and faculty. By practicing the precautions outlined below, you can greatly reduce the odds of becoming a victim of crime, either on or off campus. Please take a moment to review the following personal safety and crime prevention tips so you will be better prepared to help us help you.

Tips for Preventing Sexual Assault

Rape or sexual assault can happen to anyone, woman or man, and it’s never the victim's fault. It’s important to know that…

- Alcohol is a factor in almost all sexual assaults on college campuses.
- Many perpetrators of sexual assault are someone the victim knows.
- Sexual assaults can happen on a date or at a party.

There’s no absolute way to prevent sexual assault, but it helps to think about how you can stay safe and.

Tips for Partying Smart

1. Stick with your friends.
2. Make a plan before you go out. Set up checkpoints or code words to make it easy for you and your friends to stay connected.
3. Hold on to your drink—even when you go to the bathroom.
4. If your drink is out of your sight, even for a few seconds, get a new one. Spiking a drink with a date rape drug can happen quickly.
5. Don’t accept a drink from anyone—unless you can watch the bartender pour it.
6. Don’t share drinks.
7. Don’t drink from punch bowls or open containers.
8. Don’t drink anything that tastes strange.
9. Avoid clubs or parties that charge men but let women enter and drink for free.
10. Always keep your cell phone charged and on you. You never know when you’ll need it.
11. Make sure you always have a ride home or a plan to walk home with a friend or roommate.
12. Trust your instincts. If something doesn’t feel right to you, leave and get to a safe place immediately.

**Tips for Dating Smart**

1. Know your limits—and let your date know them right from the start.
2. Be clear about what’s okay for you. Don’t expect your date to read your mind.
3. Trust your gut. If you feel uncomfortable, leave.
4. Don’t get in over your head. If someone pushes you to do something you don’t want to do, you have the right to leave.
5. Stay in control. Alcohol is the most common date-rape drug. In fact, alcohol is involved in 75 percent of all sexual assaults reported.
6. Tell a friend where you are going, especially if you’re going out on a first date or a blind date.
7. Avoid secluded places until you know your date better.
8. Always charge your cell phone and keep it on you.
9. Always carry enough money to take a taxi home.
10. Pay attention to what you hear. A person may have a bad reputation for a reason.

**Avoidance Strategies**

1. Be aware of controlling behavior in your date or relationship. Rape is a crime of power and control. Most rape survivors recall feeling “uncomfortable” about some of their partner’s behaviors including:

   * Intimidating stares.
   * Degrading jokes or language.
   * Refusal to respond to stated physical limits.
   * Refusal to accept “no” as an answer, whether in a sexual context or otherwise.
   * Insistence on making all of the “important” decisions about the relationship or date.
   * An unwillingness to interact with you as a person rather than a sexual object.
   * Extreme jealousy, possessiveness.
* Strong belief in sex role stereotypes.
* A history of violent behavior.

2. Define yourself and your sexual limits. Your sexual limits are yours alone to define. The first step in preventing abuse is to define your limits clearly to yourself and then to act quickly when a date or partner intentionally or unintentionally crosses your stated boundaries.

3. Set clear limits and be firm. It is your body, and no one has the right to force you to do anything you don’t want to do. Many people have difficulty confronting coercive behavior because they have been socialized to be “polite”. If you do not want to be touched, you can say, “Don’t touch me,” or “Stop it, I’m not enjoying this.” Tell your partner, “If you do not respect my wishes right now, I’m leaving” and then do it if your partner won’t listen.

4. Do not give mixed messages. Say “yes” when you mean “yes” and “no” when you mean “no.” Be sure that your words do not conflict with other signals such as eye contact, voice tone, posture or gestures.

5. Be independent and aware of your dates. Do not be totally passive. Have opinions about where to go. Think about appropriate places to meet, (not necessarily your room or your date’s; these are the most likely places for acquaintance rapes to occur).

6. Examine attitudes about money and power in the relationship. If your partner pays for the date, does it affect your ability to say “no?” Does your date have a sense of sexual entitlement attached to spending money on your relationship? If so, then you may consider paying your own way, or suggesting dates that do not involve money.

7. Avoid secluded places where you could be vulnerable. If you are unsure of a new person in your life or if this person has exhibited some of the controlling behaviors listed above, suggest a group or double date. Meet in public places, where there are other people and where you feel comfortable. This is especially important at the beginning of a relationship until you feel you know the person better.

8. Trust your gut feelings. If you feel you are in a dangerous situation, or that you are being pressured, you’re probably right, and you need to respond. Many rape survivors report having had a “bad feeling” about the situation that led to their victimization. If a situation feels bad or you start to get nervous about your date’s behavior, confront the person immediately or leave as soon as possible.

9. If you feel pressured, coerced or fearful: protest loudly, leave and go for help. Make a scene! Your best defense is to attract attention to the situation if you feel you are in trouble. In an attempt to be nice or avoid embarrassment, you may be reluctant to yell or run away to escape being attacked. If you are worried about hurting the aggressors’ feelings, remember, the aggressor is attempting to hurt you physically and psychologically.

10. Be aware that alcohol and drugs are often related to acquaintance rape. They compromise your ability (and your partner’s ability) to make responsible decisions. If you choose to drink alcohol, drink responsibly. Be able to get yourself home, and do not rely on others to “take care” of you.
11. Be aware of inequalities in the relationship. Rape is a violent display of power. Does your partner perceive differences in terms of money, experience and age as entitling them to power over you in the relationship? Someone who rapes chooses to enforce such power imbalances in a sexual context.

12. Practice self-defense. Knowing in advance how you would respond to a physical threat greatly increases your chances of escape. Anyone can learn self-defense and classes are often available free or at a low cost through schools and community context.

13. Challenge sexist attitudes that make rape acceptable. People often deny the assailant’s responsibility in a rape by blaming the victim. People may do this to convince themselves that only “bad” people are at risk for rape and that as long as they live their lives by certain moral standards, they are safe. The truth is that as long as one person is at risk for rape, everyone is a potential target of violence. People can resist rape by challenging the attitude that those who are raped “deserve” to be victimized, and by intervening on behalf of those in danger.

REMEMBER: If your prevention strategies do not work, it is not your fault if you are raped. At any point when you are in a vulnerable situation, your partner has a range of choices, if your partner chooses to rape, that choice is 100% your partners responsibility.

Automated Teller Machine (ATM) Safety

- Always protect your ATM card and keep it in a safe place, just as you would cash, credit cards or checks.
- Do not leave your ATM card lying around the house or on your desk at work. No one should have access to the card but you. Immediately notify your bank if it is lost or stolen.
- Keep your Personal Identification Number (PIN) a secret. Never write it down anywhere, especially on your ATM card.
- Never give any information about your ATM card or PIN over the telephone. For example, if you receive a call, supposedly from your bank or possibly the police, wanting to verify your PIN, do not give that information. Notify your bank or the police immediately.
- Be aware of your surroundings, particularly at night. If you observe or sense suspicious persons or circumstances, do not use the machine at that time.
- Have your ATM card ready and in your hand as you approach the ATM. Do not wait to get to the ATM and then take your card out of your wallet or purse.
- Be careful that no one can see you enter your PIN at the ATM. Use your body to “shield” the ATM keyboard as you enter your PIN into the ATM.
- To keep your account information confidential, always take your receipts or transaction records with you.
- Do not count or visually display any money you received from the ATM. Immediately put your money into your pocket or purse and count it later.
- If you are using a drive-up ATM, be sure passenger windows are rolled up and all doors are locked. If you leave your car and walk to the ATM, lock your car.
Bicycle Safety

- Always wear a helmet and light colored clothing.
- Have reflectors on your bike and use lights for night cycling.
- When riding in groups, ride single file.
- Don’t carry passengers or bulky packages.
- Keep the bicycle in good operating condition.
- Always assume that cars don’t see you. Use hand signals in traffic.

Bicycle Theft Prevention

- Always lock your bicycle securely, whether you’re gone for a few minutes or a few hours.
- Use a U-lock, securing both wheels and the frame to a stationary object such as a post, fence, tree, or bike rack.
- For extra security, add a chain or cable with a good padlock. Always park your bike where it can be easily seen.
- Report suspicious persons or anyone loitering around bike racks for no apparent reason.

Credit Fraud Prevention

- Watch your credit slip being filled out. Make sure you have received your card once the transaction has taken place.
- Destroy carbons, but keep all credit card receipts. Check them against your monthly statements.
- Destroy every credit card that is out of date. Cut it into pieces and throw it away.
- Make a list of your major credit cards, their account numbers, and the phone numbers to call if they are lost or stolen.
- At ATM machines, pay attention to your surroundings. Assure yourself that no one is waiting around to steal your information or money.

Harassing, Obscene or Threatening Phone Calls

- Hang up if no one answers after your second "Hello."
- Hang up quietly if you receive an obscene, threatening or harassing phone call. Do not respond. The subject is attempting to get some kind of response from you and will then probably give up or move on to someone else.
- Do not include your name or telephone number in the outgoing message on your answering machine.
- Do not give your name, address or personal information over the phone. Be careful when a caller says he/she is taking a survey. If you have any concern about the legitimacy of a survey, ask for the person’s name, organization’s name, and telephone number. Say that you will reply after you verify the authenticity of the survey.
- Do not play detective. Don’t extend the communication trying to figure out who the subject is. This or any type of reaction is exactly what the caller wants and needs.
- Keep cool. Don’t let the subject know you are upset or angry.
- Do not try to be clever. A witty response may be interpreted as a sign of encouragement.
- Do not try to be a counselor. The annoyance or obscene message originator certainly needs professional help, but he will only be encouraged by your concern and will continue the calls.
• Do not tell everyone about your messages. Messages of this type are sometimes made by acquaintances.
• Place classified ads with caution. When placing an ad in a newspaper, use a newspaper or post office box number if possible. If you must use your phone number, do not list your address. Annoyance callers are avid readers of the classified ads.
• Never volunteer your number to an unknown caller. This is an invitation to call again. If your number is the wrong number, the caller does not need to know your number.
• If an obscene or harassing message is left on your answering machine, retain the tape for later use by law enforcement.
• Contact Security and Public Safety if you continue to receive harassing on campus. Contact your telephone service provider’s telephone annoyance line.

Harassing or Threatening EMail

• The same tips for handling harassing phone calls (see above) also apply to harassing email.
• Report harassing email received on campus to Security & Public Safety.
• Report harassing email received at home to your Internet service provider.
• Report threatening communication to the Police.
• Save all obscene, harassing or threatening emails for later use by law enforcement.

Identity Theft Prevention

• While you probably can't prevent identity theft entirely, you can minimize your risk. By managing your personal information wisely, cautiously and with an awareness of the issue, you can help guard against identity theft:
• Before you reveal any personally identifying information, find out how it will be used and whether it will be shared with others. Ask if you have a choice about the use of your information: can you choose to have it kept confidential?
• Pay attention to your billing cycles. Follow up with creditors if your bills don't arrive on time. A missing credit card bill could mean an identity thief has taken over your credit card account and changed your billing address to cover his tracks.
• Guard your mail from theft. Deposit outgoing mail in post office collection boxes or at your local post office. Promptly remove mail from your mailbox after it has been delivered. If you’re planning to be away from home and can't pick up your mail, call the U.S. Postal Service at 1-800-275-8777 to request a vacation hold. The Postal Service will hold your mail at your local post office until you can pick it up.
• Put passwords on your credit card, bank and phone accounts. Avoid using easily available information like your mother's maiden name, your birth date, the last four digits of your SSN or your phone number, or a series of consecutive numbers.
• Minimize the identification information and the number of cards you carry to what you'll actually need.
• Do not give out personal information on the phone, through the mail or over the Internet unless you have initiated the contact or know whom you're dealing with. Identity thieves may pose as representatives of banks, Internet service providers and even government agencies to get you to reveal your SSN, mother’s maiden name, financial account numbers and other identifying information. Legitimate organizations with which you do business have the information they need and will not ask you for it.
• Keep items with personal information in a safe place. To thwart an identity thief who may pick through your trash or recycling bins to capture your personal information, tear or shred your charge
receipts, copies of credit applications, insurance forms, physician statements, bank checks and statements that you are discarding, expired charge cards and credit offers you get in the mail.

- Be cautious about where you leave personal information in your home, especially if you have roommates, employ outside help or are having service work done in your home.
- Find out who has access to your personal information at work and verify that the records are kept in a secure location.
- Give your SSN only when absolutely necessary. Ask to use other types of identifiers when possible.
- Don't carry your SSN card; leave it in a secure place.
- Give your SSN only when absolutely necessary. Ask to use other types of identifiers when possible.
- Order a copy of your credit report from each of the three major credit reporting agencies every year. Make sure it is accurate and includes only those activities you've authorized. The law allows credit bureaus to charge you up to $8.50 for a copy of your credit report. Your credit report contains information on where you work and live, the credit accounts that have been opened in your name, how you pay your bills and whether you've been sued, arrested or filed for bankruptcy. Checking your report on a regular basis can help you catch mistakes and fraud before they wreak havoc on your personal finances.

### Information and Data Security

- Erase confidential materials from chalkboards before leaving.
- Shred materials before discarding them.
- Do not leave confidential materials unprotected overnight.
- Lock file cabinets and desks at the close of each workday.
- Carefully follow Information Resources guidelines for passwords and anti-virus protection.
- Back up data files frequently and keep copies separate and secure.
- Store your laptop computer and diskettes out of sight in a locked cabinet.
- Use encryption software for confidential email communications.
- Promptly report any data or computer irregularities, including virus detections, to Information Resources.

### Laptop Computer Security

- Treat your laptop as though it was cash. If you would not place a hundred-dollar bill on your desk while out to lunch, do not do it with a laptop either.
- Always secure your laptop in a locked desk or cabinet when not in use.
- Be alert to unfamiliar persons in your work area. Immediately report suspicious persons to the Office of Public Safety at x3148.
- When using payphones, make sure that the laptop is in sight at all times.
- When traveling in a car, do not leave your laptop on the seat next to you, keep it out of sight in the trunk or place it under the passenger seat.
- If you park your vehicle and can't take the laptop with you, make sure that it is locked in the trunk prior to reaching your destination.
- Be aware of scams involving distractions. One such scam is conducted at airports. When your laptop, briefcase or pocketbook is placed on the x-ray machine, the thief will cut in front of the metal detector, intentionally causing the detector to activate. While the thief is being searched, the thief’s accomplice walks off with the property. If traveling with others, wait until one member of your party goes through the metal detector before sending anything through the x-ray machine. If alone, be alert to persons around you and try to have your laptop manually screened when possible.
- Promptly report thefts to the Office of Security & Public Safety or your local police precinct.
Office Security

- Keep valuables and personal items under lock and key.
- Inventory and if possible, secure office equipment.
- Never leave money, including change, in your desk.
- Maintain key control procedures.
- Know your co-workers and question any strangers, delivery persons or repair persons.
- Report broken locks and lost keys to the Office of Security & Public Safety.
- Be cautious when working late or on weekends and holidays. Inform Security & Public Safety of your location.

Personal Safety in Your Car

- Always lock your car after entering and exiting it. Try to park in a well-lighted space.
- Before getting in your car, check the front and back seats to make sure no one is hiding inside. Do this even if your car is locked.
- Have your keys in hand so you don't have to linger before entering the car and be aware of your surroundings.
- Do not offer rides to strangers.
- If you suspect that someone is following you drive to the nearest open public place and sound your horn.

Personal Safety on Public Transportation

- Wait at well-lit areas.
- Enter only subway stations that display a green light at the entrance.
- If someone bothers you, say in a loud voice, "Leave me alone!" Move to another area of the bus or train.
- Do not get off the bus or train in an isolated area.
- If you are followed when you exit, use the measures listed above for safety on the street.

Personal Safety on the Street

- Be alert and aware of others on the street.
- Carry a whistle on your keychain.
- Walk with keys in hand as you approach your home so you don’t need to fumble for them.
- Stay on well-lighted streets.
- Avoid dark or concealed areas.
- If you think you are being followed, cross the street or change direction. Find an occupied building, one with a doorman, or an open store.
- If a car follows you or stops near you to ask for directions, do not approach the car.
- Try not to overload yourself with packages, books, purses, etc.
Pickpocket Theft Prevention

- Pickpockets have been known to work on the busy midtown streets surrounding the Graduate Center. The following precautions should be used on the streets, on public transportation and on crowded elevators:
- Do not be distracted by strangers seeking directions.
- Be wary when someone tells you that there is something on your clothing such as a condiment when you have not come from an eating establishment.
- Do not carry valuables in a shoulder bag and do not let the bag hang behind you. Keep the flap to the purse to the inside of yourself.
- Try to carry a purse that has a zipper or locking device of some sort.
- Carry your wallet in your front or breast pocket.
- Be wary of people who drop things in front of you, such as change or keys.
- Keep handbags on your lap and keep your hand on it at all times while on public transportation.
- Be careful of the person who shoves or pushes you while trying to get to the rear or front of a bus or subway car.

Safety and Security while on Campus

- Lock office doors while offices are unoccupied.
- Do not bring unnecessary valuable items on campus.
- Do not leave purses, briefcases, or books unattended.
- Be aware of suspicious persons.
- Call Security (x3148) to report crimes or suspicious activities...
- Call Police (911) or Security (x3148) if immediate danger is suspected or if you are threatened.

Travel Safety

- Don’t publicize your travel plans -- limit knowledge to those who need to know.
- Ensure that your passport, if needed, is good for at least three or four months.
- Make sure visa(s) are appropriate and current for place and type of travel.
- Take only the credit cards and personal identification that you will actually need.
- Carry a driver's license from your state of residence with a photograph.
- Make a copy of your credit cards, traveler check numbers, and the telephone numbers needed to report a theft. Keep the copy in a location separate from the documents.
- If possible, carry any required prescriptions in the original containers. Consider carrying them on the plane instead of leaving them in your checked bags.
- Carry a list of blood type, allergies, or any special medical conditions. Medical alert bracelets are a good idea.
- Hand carry any sensitive or proprietary information. Leave all expensive and unneeded personal or professional property at home.
- Check with your medical insurance carrier about coverage away from your home and work. Know coverage protection for out-of-country travel.
- Avoid a demanding schedule upon your arrival if you have traveled across many time zones. Give yourself a chance to adjust to new surroundings.
- DO NOT transport items for other people.
- NEVER leave your bags unattended -- anywhere! Portable computers are particularly susceptible even at airport security checkpoints.
Access Control Systems

All residential facilities, parking facilities, several classrooms and the Main Campus are equipped with electronic access control devices designed to permit access to authorized students and staff members who possess a properly coded Wagner College identification card.

PROFILE OF AN ACTIVE SHOOTER

An Active Shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area; in most cases, active shooters use firearms and there is not pattern or method to their selection of victims. Active shooter situations are unpredictable and evolve quickly. Typically, the immediate deployment of law enforcement is required to stop the shooting and mitigate harm to victims. Because active shooter situations are often over within 10 to 15 minutes, before law enforcement arrives on the scene, individuals must be prepared both mentally and physically to deal with an active shooter situation.

GOOD PRACTICES FOR COPING WITH AN ACTIVE SHOOTER SITUATION

- Be aware of your environment and any possible dangers
- Take note of the two nearest exits in any facility you visit
- If you are in an office or dorm room, stay there and secure the door
- If you are in a hallway, get into a room and secure the door
- As a last resort, attempt to take the active shooter down. When the shooter is at close range and you cannot flee, your chance of survival is much greater if you try to incapacitate him/her.

911 WHEN IT IS SAFE TO DO SO

Information to provide to law enforcement or 911 operators:

- Location of the active shooter
- Number of shooters, if more than one
- Physical description of shooter(s)
- Number and type of weapons held by the shooter(s)
- Number of potential victims at the location

HOW TO RESPOND WHEN AN ACTIVE SHOOTER IS IN YOUR VICINITY

1. Evacuate:

   If there is an accessible escape path, attempt to evacuate the premises. Be sure to:

   - Have an escape route and plan in mind
   - Evacuate regardless of whether others agree to follow
• Leave your belongs behind
• Help others escape, if possible
• Prevent individuals from entering an area where the active shooter may be
• Keep your hands visible
• Follow the instructions of any police officers
• Do not attempt to move wounded people
• Call 911 when you are safe

2. **Hide out:**
   If evacuation is not possible, find a place to hide where the active shooter is less likely to find you. Your hiding place should:
   • Be out of the active shooter’s view
   • Provide protection if shots are fired in your direction (i.e., a dorm with a closed and locked door)
   • Not trap you or restrict your options for movement. To prevent an active shooter from entering your hiding place, lock the door or blockade the door with heavy furniture

3. **If the active shooter is nearby:**
   • Lock the door
   • Silence your cell phone
   • Turn off any source of noise (i.e., radios, televisions)
   • Hide behind large items (i.e., cabinets, desks)
   • Remain quiet

   **If evacuation and hiding out are not possible:**

   Remain calm

   Dial 911, if possible, to alert the police to the active shooter’s location

   If you cannot speak, leave the line open and allow the dispatcher to listen

4. **Take action against the active shooter:**

   As a last resort, and only when your life is in imminent danger, attempt to disrupt and/or incapacitate the active shooter by:
   • Acting as aggressively as possible against him/her
   • Throwing items and improvising weapons
   • Yelling
   • Committing to your actions

**HOW TO RESPOND WHEN LAW ENFORCEMENT ARRIVES**

Law enforcement’s purpose is to stop the active shooter as soon as possible. Officers will proceed directly to the area in which the last shots were heard.
- Officers usually arrive in teams of four (4)
- Officers may wear regular patrol uniforms or external bulletproof vests, Kevlar helmets, and other tactical equipment
- Officers may be armed with rifles, shotguns, handguns
- Officers may use pepper spray or tear gas to control the situation
- Officers may shout commands, and may push individual to the ground for their safety

The first officers to arrive at the scene will not stop to help injured persons. Expect rescue teams composed of additional officers and emergency medical personnel to follow the initial officers. These rescue teams will treat and remove any injured persons. They may also call upon able-bodied individuals to assist in removing the wounded from the premises. Once you have reached a safe location or an assembly point, you will likely be held in that area by law enforcement until the situation is under control, and all witnesses have been identified and questioned. Do not leave until law enforcement authorities have instructed you to do so.

**How to react when law enforcement arrives:**

- Remain calm, and follow officers’ instructions
- Put down any items in your hands (i.e., bags, jackets)
- Immediately raise hands and spread fingers
- Keep hands visible at all times
- Avoid making quick movements toward officers such as holding on to them for safety
- Avoid pointing, screaming and/or yelling. Do not stop to ask officers for help or direction when evacuating, just proceed in the direction from which officers are entering the premises

**ACCESS TO COLLEGE FACILITIES:**

Your Wagner College ID card serves as your identification card, access card and meal card, and must be carried with you at all times. Your ID card can also be used for:

- access to the dorms, dining halls and fitness center
- identification for computer labs, library, and mail
- admittance to functions and programs on campus
- identification for purchases on campus and parking permits

The following may make your ID card unusable:

- placing stickers on the card
- placing it near a strong magnet
- putting it through the wash
- bending, cutting, punching a hole or scratching your card in any way

Students must report to House #4 Monday-Friday, between 9:00AM-4:00PM, to obtain a replacement identification card. There is no charge for the first card, but students will be charged a $30.00 fee for any replacements after the initial card is issued. We no longer issue temporary cards.

For replacement Identification Cards, click here and complete the form. Your new ID card must be picked up at the Public Safety Department during office hours, Monday-Friday 9:00AM-3:30PM.
CAMPUS FACILITIES
Wagner College is an open campus that includes student housing. There are no off-campus student organizations. The College's normal hours of operation are 7:00AM to 12 midnight, seven days a week. Housing residents are allowed on campus at all times. Currently enrolled students and employed staff are permitted to be on campus, for the purpose of school related work after normal hours or operation. If you remain in a building during these late night periods, please notify Public Safety. This assists the Department in ensuring your safety. School issued identification cards must be on your person any time you are on campus. The College reserves the right to refuse entry or remove anyone regardless of status for rule infractions or safety reasons.

GUESTS
All visitors to the College are expected to conduct themselves in a manner consistent with an academic environment. Guests are subject to the lawful instructions of all members of the Office of Public Safety, as well as the Administrative staff. Every guest must be signed into each hall by a resident student host. Resident students are permitted to have no more than two guests at one time and no one guest may stay for more than two nights per month. Guests must be accompanied by their resident student host at all times. Residents should consult their roommate before inviting a guest to stay overnight. Guests may not remain on the campus after midnight or on weekends and holidays. If a guest seems to be intoxicated, refuses to follow procedures of producing identification or follow public safety procedures, entry onto the campus will be denied.

GUESTS AND VISITORS
All students are responsible for the actions of their guests and visitors anywhere on campus. All guests and visitors should sign in at the front desk of all residence halls and may need to sign in to events or programs sponsored by the College and/or student clubs/organizations. Guests and visitors of the College must adhere to all Wagner College policies and procedures and must remain with the host at all times, without exception. Every resident of the college is permitted no more than 2 guests at a time. Guests are permitted to stay overnight in the residence halls for a maximum of 2 nights within a given month. Upon arrival, each guest must be signed in by the host at the respective front desk of the residence hall by presenting a valid and current photo ID. Guests will be issued a guest pass upon sign-in and must carry this with them at all times. If a student/guest of any building is in possession of improper identification, that identification will be confiscated. Guests may not be signed into more than one residence hall at a time. Roommates are required to check with one another to confirm that guest/visitors are not any inconvenience to their living environment. Visitation during exam weeks is limited to current members of the Wagner College community. During Wagner College Break Periods, students remaining in housing may only have guests in the halls between 10 am and 8 pm; no overnight guests are permitted. Summer sessions for resident students operate the same as the academic year. The Office of Residential Education reserves the right to modify guest privileges at any time as determined by the needs of the community and will notify residents in advance if changes are made. As per the alcohol policy, hosting or attending a gathering of ten or more people in a resident’s room or suite where alcoholic beverages are present is prohibited. Reserves the right to modify guest privileges at any time as determined by the needs of the community and will notify residents.
In advance if changes are made

SECURITY CONSIDERATIONS USED IN THE MAINTENANCE OF CAMPUS FACILITIES
The Public Safety Administrative Office, House 4, is open Monday-Friday, 8:30am-4:30pm. The Main Gate on Howard Avenue is staffed 24-hours a day and can be reached at 718-390-3148. Officers are available 24-hours each day and may be dispatched to emergency situations. Additionally, Emergency Blue Light
Phones are located throughout campus and connect directly to Public Safety. Public Safety Officers patrol the campus and buildings on a continual basis. All Public Safety staff carry mobile radios programmed through a repeater to enhance effectiveness. Additionally, a special mobile radio located at the front Public Safety Operations Booth and can communicate with all Public Safety Officers on-duty.

The Department of Public Safety is also charged with issuing parking passes to the Wagner Community. Any conditions, which appear unsafe, should be directly reported to any member of the Department of Public Safety, as soon as possible.

**Weapons Policy**

In order to ensure the safety of all individuals in the Wagner College community, the following are prohibited: Firearms, ammunition, offensive or defensive weapons, paintball guns, BB guns, sling shots, water guns, swords, stun guns, knives, and any other item that may be determined a weapon by the College.
Wagner College Community Standards of Conduct

RESPECT AND CIVILITY IN THE WAGNER COMMUNITY

Wagner College is a private institution of higher education committed to excellence. Together, the students, faculty and administration form the campus community, which reflects a variety of backgrounds and cultures. The quality of life on and about the campus is best served by courteous, dignified and respectful interactions between all individuals, regardless of gender, ethnic or religious background, sexual orientation, or ability. Therefore, the administration of the College publicly declares its expectation that all members of the campus community work to develop and maintain a high degree of respect and civility for the wealth of diversity in which we all live and work together. To ensure that this expectation is met, the College hereby condemns behavior which violates the spirit and intent of College policy designed to promote respect and civility, and expects everyone to conduct themselves in a manner that fosters mutual respect among all members of the campus community. Wagner College values the richness inherent in a diverse student population. As an academic and socially aware community, we expect all members to embrace a disposition in which mutual respect and appreciation for our various ethnic, racial, cultural, religious, economic, and sexual orientation backgrounds, as well as varying levels of abilities, are valued, explored and appreciated. For example, our hope is that any violation to a Wagner community member’s right to express their individuality is challenged and discouraged. Students are expected to maintain the level of citizenship that encourages in-depth understanding of individuals whose values and backgrounds differ from their own.

The Wagner College community works together to ensure an environment in which the acquisition of knowledge and wisdom is best fostered. Similarly, each student is obliged to conduct his/her affairs in a responsible manner without infringement upon the rights of others or the community. In addition, students are encouraged to be engaged participants in campus activities. Students are encouraged to participate in campus-wide programming and to take advantage of leadership opportunities available in a variety of academic and student affairs departments around campus. The Wagner College Community Standards of Conduct supports the rights of both students and other members of the College community. Staff have the right to confront College policy violations that come to their attention and students are expected to comply with the directions of College officials. The following guidelines include rules and regulations which apply to all students and their guests. Misconduct and failure to comply with the Community Standards of Conduct may result in disciplinary action. All students are expected to comply with all such standards and accept that the College reserves the right to dismiss any student who should violate the College's Standards of Conduct. Further, the College reserves the right to dismiss students, who in the College's judgment, engage in acts of violence and/or behave in ways that jeopardize the safety of self or others. Wagner reserves the right to suspend for any period, or to separate from the College, any student whose academic performance or personal conduct on or off campus is, in the sole judgment of the College, unsatisfactory or detrimental to the best interests of the College. A student who is separated or suspended from the College is required to leave campus within a reasonable timeframe as determined by the Dean of Campus Life and Leadership or designee.

Jurisdiction
Actions not committed on College property may also be subject to the student conduct process, provided that the offense relates to the security of the College community, the integrity of the education process, or of the good name of the College.

Page 59 of 90
THE STUDENT CONDUCT PROCESS: FOSTERING INDIVIDUAL GROWTH AND A SAFE COMMUNITY

Wagner College has structured a student conduct process that aims to educate students regarding the choices they make and the outcomes of their decisions. The goal is to be developmental regarding infractions of College policy and to seek ways for students to learn from their mistakes and to take responsibility for their actions. The student conduct process provides the opportunity for students to look critically at the choices they are making, think about the impact on the larger community, and hopefully make changes that allow them to continue at Wagner College with full awareness of the consequences associated with multiple violations to the Community Standards of Conduct. In the following section of the Student Planner and Handbook, the Community Standards of Conduct are listed. In addition, the procedure for reporting violations and the procedure for holding students accountable through the student conduct process are described in this Handbook. The following is a Statement of Student Responsibilities that is agreed to by all students as they enter their first year as Wagner College students and as they begin each academic year thereafter.

WAGNER COLLEGE STATEMENT OF STUDENT RESPONSIBILITIES

It is my responsibility to read and comply with the policies and procedures outlined in the Wagner College Bulletin, the Student Planner and Handbook and the College website. All requirements governing conditions for completion of my academic program and degree are found in the current Wagner College Bulletin and the Student Planner and Handbook. Any exceptions to these requirements must be obtained in writing from the Registrar and, when appropriate, the Provost. No other exceptions or special arrangements received orally or in writing are valid.

Standards for conduct and behavior are outlined in the Student Planner and Handbook and on the Campus Life website. I agree to comply with all such standards. I understand that the College reserves the right to remove me from residence or dismiss me from the institution should I commit any major offense or breach of College rules and regulations, including but not limited to academic dishonesty, engaging in acts of violence and/or conducting myself in ways that jeopardize the safety of others. Further, I understand and accept that the College will immediately contact my parents or guardian when policy violations result in a significant change in my status as a student or in the case of a medical emergency. Payment of all bills due to Wagner College is expected by the due dates. Any exceptions to policy are valid only if received in writing from the Office of Finance & Business. I acknowledge that I am responsible for the timely payment of all tuition, room and board and other charges incurred as billed to me by Wagner College, and further agree that I am responsible for all costs incurred by the College in the collection of delinquent charges. I acknowledge and accept that unpaid bills are subject to interest assessments and that delinquent accounts may result in sanctions including but not limited to prevention of registration, obtaining official documents such as my transcript and diploma, living on campus, participation in athletic teams, and on-campus employment.

Wagner College is not responsible for damage to or loss of my personal property. I accept that I am expected to have adequate insurance to cover the loss of any personal property I bring onto campus, including items stored in my Residence Hall room or in my locker. Also, I understand and accept that Wagner College is not responsible for damage to or loss of my vehicle when parked on College property. All full time undergraduate students must be fully insured. In addition, each student will be enrolled in The Wellness Access Plan (a per semester fee will be billed to each student’s account), which provides a supplemental benefit to the student. All students can utilize the Center for Health and Wellness at no additional cost. Additionally, the Tuition

Page 60 of 90
Refund Plan (TRP) is a tuition insurance plan offered by the College through an outside company. The TRP program ensures students a refund up to 100% of their paid tuition (rooming fees, if applicable) in the event a student becomes ill or injured and, by doctor’s recommendation, needs to fully withdraw from the college during a semester. Students must OPT-OUT of the program before the start of every fall semester. Students who fail to opt-out will be charged the current premium rate and an administrative fee.

Furthermore, I hereby grant full permission to Wagner College and their representatives to use my name and/or picture in any visual or audio reports, recording or other account of the college related event or its results, for any purposes, without any obligation on the part of any person to compensate me.

COMMUNITY STANDARDS OF CONDUCT

The College recognizes the adverse effects of influences of alcohol on students’ overall health and ability to achieve their personal best. Wagner College adheres to all state, local, and national laws regarding appropriate alcohol use and requires students to do the same. The College’s expectation is that all Wagner Students are aware of the negative effects of alcohol use, can critically think through their choices with regard to alcohol, and can act appropriately in settings where alcohol is present. Wagner College has developed initiatives including educational programs and publications regarding the effects of alcohol on students’ health as well as academic and social success.

1. Consumption of Alcohol
   a. Students under the age of 21 may not consume alcohol.
   b. Alcohol may not be possessed or consumed in the presence of individuals under the age of 21. It is the student’s responsibility to be aware of the ages of the other people with whom s/he is socializing.
   c. Students under the age of 21 may not be in the presence of alcohol consumption in the residence halls at any time.
   d. Alcohol consumption is not permitted in public areas unless otherwise authorized by the College. Public areas include:
      1) Parking lots
      2) Sutter Oval
      3) Classrooms
      4) Residence hall common areas, lobbies, hallways, elevators, lounges and bathrooms
      5) Fraternity, sorority and special interest group lounges
      6) Any land owned or operated by Wagner College (this includes Grymes Hill apartments)
   e. Consumption from a “common source” such as a keg, beer ball, large amounts of mixed drinks, or any variation of a bulk capacity container is strictly prohibited.
   f. Drinking games of any type that promote the excessive consumption of alcohol are prohibited.

2. Impaired Behavior Due to the Use of Alcohol
   a. Impaired behavior due to alcohol is prohibited. It can be described as behavior exhibited by an individual that requires the attention of a staff member and may be out of the ordinary for that individual, including, but not limited to: slurred speech, inability to walk properly, erratic, belligerent or overly aggressive behavior.
3. Possession or Transporting of Alcohol

If a Wagner College staff member believes an individual under the age of 21 is transporting alcohol on or into any Wagner owned or operated property, that staff member has the right to check any packages, book bags, etc. and confiscate alcohol and/or other items that may be in violation of College policy.

a. Students less than 21 years of age may not possess alcohol.

b. Any resident (or guest of a resident) bringing alcohol into the residence halls must show appropriate identification to verify her/his age.

c. Possession or transporting of alcohol in an open container anywhere on College property except in private residential rooms is prohibited. Open containers are defined as bottles with broken seals, container tops off or unsealed, cups with alcohol, bottles in brown bags, and the like.

d. Possession of a "common source" of alcohol such as a keg, beer ball, large amounts of mixed drinks, or any variation of a bulk capacity container is prohibited.

4. Distribution of Alcohol

a. Providing alcohol to any person who is not 21 years of age is prohibited.

b. Sale of alcohol is prohibited, except where authorized by the College.

5. Permissible Use of Alcohol on Campus

a. In all Wagner College operated residential facilities, alcohol is ONLY permitted in those residential suites and rooms where all roommates are 21 years old or older.

b. Guests visiting the residence halls who are of legal age to consume alcohol may only do so if their host (the registered Wagner Student) is 21 years of age and does not live in Harborview Hall.

c. Possession of alcohol is restricted to a resident’s room ONLY. Of age students are permitted to possess one of the Following:

   i. One (1) case of beer; OR
   ii. One (1) gallon of wine; OR
   iii. One (1) case of wine coolers; OR
   iv. One (1) liter of liquor

d. Hosting or attending a gathering of ten or more people in a resident’s room or suite where alcoholic beverages are present is prohibited.

e. Harborview Hall is substance-free; no students are permitted to have alcohol, including those that are 21 years of age.

6. Alcohol Paraphernalia

a. Alcohol paraphernalia is strictly prohibited. Alcohol paraphernalia may be defined as any material or equipment that promotes, enhances or magnifies the rate of consumption of alcohol. This includes but is not limited to the following: beer funnels, empty alcohol containers, and beer pong tables, beer balls, structures resembling bars and the like.

b. Students may not display any alcohol-related materials that may be viewed from the outside of the residence halls, apartments, hallways or corridors.
COMPLIANCE

Wagner College expects all students to. Wagner College expects all students to comply with written policies of the College and to follow the directions of College officials. Therefore, the following actions are prohibited:

1. Failure to comply with directions of College officials (verbal directions, written regulations, instructions, etc.)
2. Failure to comply with directions of or to present identification to College officials acting in the performance of their duties, or refusal to respond to an administrative office.
3. Refusal to comply with a request by College staff to enter suite or any room.
4. Abuse of the student conduct system, including but not limited to:
   a. Failure to adhere to directions of student conduct officers;
   b. Falsification, distortion or misrepresentation of information before a student conducts officer or board;
   c. Initiation of a student conduct proceeding knowingly without cause;
   d. Attempting to discourage an individual’s proper participation in, or use of, the student conducts process;
   e. Failure to comply with the sanction(s) issued by a student conduct officer or board;
   f. Influencing or attempting to influence another person to commit an abuse of the student conduct system.

COMPLICITY

Complicity is condoning, supporting, or encouraging any violation of Wagner’s Community Standards. Students who anticipate or observe any violation of the Community Standards are expected to remove themselves from association or participation in any such inappropriate behavior.

DAMAGE OF PROPERTY

It is expected that all Wagner College students treat the property of the College, of its members and any other property, including that of visitors to the College, with respect. Vandalism, damage or destruction of College property or any other property off campus is prohibited.

DISORDERLY CONDUCT

Students should always behave in a manner that is consistent with the mission of the College and should represent the College positively at all times. Therefore, the following are prohibited:
1. Disorderly, lewd, indecent, or obscene conduct.
2. Behaving in a manner that disrupts the daily routine of other students.
3. Any actions that disrupt the College’s mission and environment.

FIRE SAFETY VIOLATIONS

In order to ensure the safety of all individuals in the Wagner College community, fire safety violations are taken very seriously.

The following are prohibited:

1. Possession or use of firearms, fireworks, other weapons, or chemicals which are of an explosive or corrosive nature on College property or at College functions
2. Creating a situation in which a fire alarm is activated due to smoke or fire conditions.
3. Pulling a fire alarm under false pretenses.
4. Failure to evacuate in a timely manner from a building during a fire alarm.
5. Tampering with fire safety equipment, including smoke detectors, sprinkler heads, fire extinguishers, fire safety equipment, safety lights or fire sensors, thus endangering the safety of the occupants of the building.
6. The use of any door locks other than those provided by the College.
7. Failure to report a fire to the proper authorities.
8. Blocking fire lanes near and around any building on campus. Vehicles may be towed at the owner’s expense.

Possession of items prohibited in the campus facilities, including:
- Any candle (burnt or unburnt), incense, or appliance with open face heating coils or elements such as hotpots, coffee pots, electric grills, toasters and hot plates. (Coffee makers that use pods to make individual servings are permitted)
- Fireworks, firecrackers, or any other explosive material
- Firearms, ammunition, offensive or defensive weapons, paintball guns, BB guns, sling shots, water guns, swords, stun guns, and knives, and any other item that may be determined a weapon by the College
- Halogen and lava lamps, Kerosene heaters, oil lamps, space heaters, immersion coils and internal combustion engines
- Gasoline and any other flammable liquids
- Any pet or laboratory animal except fish (no dogs are permitted on the campus grounds)
- Fish tanks larger than 2 gallons
- Pet equipment, food, supplies or paraphernalia
- Oversized refrigerators taller than 4 feet high (in residence halls)
- Extension cords without surge protectors
- Non-UL approved power cord
- Over-utilized electrical sockets
- Live cut Christmas trees (in residence halls)
- Traffic and street signs, except if purchased legally
- Amplifiers, large speakers, or any other electrical equipment that may cause a disturbance in the residence halls
- Air conditioners not provided by Wagner College
- Microwave ovens over 700 watts (in residence halls)
- Tapestries, wall hangings, and posters that cover more than 50% of the wall or ceiling space in a room or obstruct a doorway, light, smoke detector; and any wood structures
- Shelves and other structures may not be attached to room furnishings, walls, ceilings, or floors. Any item hanging from or attached to the fire sprinkler pipes or sprinkler heads
- Privately purchased loft beds, building lofts or any wooden structure not approved by the College
- Charcoal or gas grills (prohibited both in campus facilities and on the grounds)
- Furniture that does not comply with the Fire Retardant Furniture Policy (see Policy section of this Handbook for full policy)

GAMBLING

Wagner College expects students not to gamble. The College defines gambling as any activity including, but not limited to: betting on, wagering on or selling pools on any athletic event, possessing on one’s person or premises (e.g. room, residence unit, car) any card, book or other device for registering bets; knowingly permitting the use of one’s premises or one’s telephone or other electronic communications device for illegal
gambling; knowingly receiving or delivering a letter, package or parcel related to illegal gambling; offering, soliciting or accepting a bribe to influence the outcome of an athletic event; and, involvement in bookmaking or wagering pools with respect to sporting events.

HAZING -POLICY

Hazing is prohibited. Hazing is defined as any act, whether physical, mental, emotional, or psychological, which subjects another person, voluntarily or involuntarily, to anything that may abuse, mistreat, degrade, humiliate, harass, or intimidate him or her, or which may in any fashion compromise his or her inherent dignity as a person. The express or implied consent of the victim will not be a defense. Apathy or acquiescence in the presence of hazing is not a neutral act; it is a violation of this rule.

Acts of hazing are inherently antithetical to the mission of Wagner College and to our efforts to create a safe living and learning environment at Wagner. Wagner College sororities and fraternities recognize and adhere to National PanHellenic and Inter fraternity Councils’ resolutions forbidding all forms of hazing.

Any act of hazing, whether committed on or off-campus, will be subject to the College disciplinary process; individuals and/or groups may be held accountable. Any acts of hazing are criminal acts. Acts of hazing by any student or recognized club or organization, including sports teams, student organizations and/or Greek Letter organizations will not be tolerated. It should be understood that any student, not solely new members of a fraternity and sorority, could be a victim of hazing. It should be further noted that active member participation in submitting themselves to being hazed is equally unacceptable and likewise will not be tolerated. If any student or student group has plans to conduct an activity which they feel may be in violation of College policy, it is strongly advised that they contact the Dean of Campus Life Office or the Office of Co-Curricular Programs to clear any questions as to the acceptability of such an event. Full membership of every Greek organization is required to participate in Anti-Hazing Education as set by the College. Hazing acts that are criminal and subject to arrest and prosecution include, but are not limited to, the following:

1. Deprivation of sleep
2. Deprivation of food
3. Consumption of abnormal food stuff
4. Kidnapping and/or abandonment of any student at an off-campus location
5. Paddling (or beating) of any kind
6. Branding or tattooing
7. Forced, coerced, or implied pressure to consume alcohol
8. Pelting individuals with food or other objects
9. Scavenger hunts involving illegal activities (theft, etc.)

Hazing includes, but is not limited to, the following practices which are prohibited:

1. Unusual eating methods or places
2. Any and all personal servitude
3. Mandatory calisthenics
4. Wearing degrading or abnormal apparel
5. Using terminology which implies superior/inferior status (i.e., “Brother” Smith or “pledge scum”)
6. New members walking “in line”
7. Silent periods of any kind
8. Interrogation of new members
9. Mud slides
10. Restrictions on bathing or other hygienic practices
11. Changes in sleeping quarters or patterns
HEALTH AND SAFETY OF OTHERS

The following are strictly prohibited:

1. Physical abuse and/or physically violent behavior exhibited towards any person, on or off College property.
2. Verbal abuse, threats, intimidation, harassment or coercion of any person on or off College property or at a College sponsored or supervised function. This includes, but is not limited to, e-mail, social media and other technological forms of communication.
3. Conduct which threatens or endangers the health or safety of another person.
4. Acts of misconduct by any registered student group engaged in any organized activity that threatens the safety of another person. Organized activity is defined as any activity which is conducted under the auspices of Wagner College.
5. Stalking any person by any means, including, but not limited to, physical, written, telephone or other electronic methods. Stalking is described as repeatedly engaging in unsolicited communication with a specific person which would cause a reasonable person to feel frightened, intimidated, threatened, harassed, or molested.

HONESTY/INTEGRITY

The Academic Honesty policy is outlined in a separate section of this Handbook. Honesty and integrity are expected in and out of the classroom; therefore, the following actions are prohibited:

1. Furnishing false information to, withholding information from the College, or other similar forms of dishonesty in College regulated affairs; including, but not limited to, making false oral or written statements to any College disciplinary board.
2. Forgery, alteration, destruction, or misuse of College documents, records, identification cards, or papers.

ILLEGAL SUBSTANCES AND DRUGS

As with the abuse of alcohol, the College recognizes the adverse effects the use of illegal drugs can have on students’ overall health and ability to achieve their personal best. However, unlike alcohol, non-prescription, illegal substances and dangerous drugs are not permitted at any time, and discovery of such may warrant the involvement of police authorities. Students who have been prescribed controlled substances should use only as prescribed by their doctor and should store these medications in their labeled containers. Verification of use of a prescribed controlled substance may be requested by a College official at any time.

1. The policy on illegal substances and dangerous drugs prohibits:
   a. Use of illegal substances or otherwise dangerous drugs.
   b. Possession of illegal substances or otherwise dangerous drugs.
   c. Distribution or sale of illegal substances or otherwise dangerous drugs.
   d. Presence in or on College property under the influence of illegal substances or otherwise dangerous drugs.
   e. The manufacture or cultivation of illegal substances or otherwise dangerous drugs.
   f. Possession of drug paraphernalia or items commonly associated with the consumption of drugs (i.e. hollowed-out cigars, bongs, blow tubes, inhalant devices, hookahs, bongs, water pipes, etc.).
   g. Misuse or abuse of prescription drugs.
   h. Distribution of or sale of prescription drugs.
2. Impaired behavior due to the use of illegal substances or dangerous drugs is prohibited. Impaired behavior is described as behavior exhibited by an individual that requires the attention of a staff member and may be out of the ordinary for that individual, including, but not limited to: slurred speech, inability to walk properly, erratic, belligerent or overly aggressive behavior.

MULTIMEDIA

1. A student is prohibited from filming, recording or photographing any other individual without their consent.
2. Such recordings, tapings and/or photographs may not contain violence or violations of Wagner College policies.

QUIET AND COURTESY HOURS

1. A reasonable noise level in the residence halls must be maintained at all times. Reasonable is defined as not loud enough to be heard outside of the room.
2. Speakers directed to the area outside of the halls are not permitted.
3. Students are encouraged to be respectful of one another and to maintain an atmosphere that is not noisy or disrespectful to the community.
4. The following hours have been designated as quiet hours for all residence halls:
   Sunday through Thursday, 11 PM – 10 AM
   Friday and Saturday, 12 AM – 11 AM
5. All residence halls have 24-hour courtesy hours, every day of the week. This means that students are encouraged to communicate with one another and request quiet from their peers; all students are expected to respect and comply with those requests, within reason.
6. During the final exam period, 24-hour quiet hours begin two days prior to the College's first scheduled exam and extend through the closing of the residence halls. During this period, noise must be kept to a minimum and should not be audible in the hallways and in other resident’s rooms.

RESIDENCE HALL FURNITURE

1. Students may not remove furniture from a room or common area for any reason.
2. Students should not destroy, vandalize, or misuse furniture in any way.
3. Students wishing to loft or bunk their beds must have the appropriate equipment required to complete their desired bed configuration. Students must request these items from their Resident Director.
4. Residential Education Staff have the right to ask students to move or remove furniture if it compromises safety.

SMOKING

Wagner College is concerned about the health of the members of its community; subsequently, all Wagner College facilities are non-smoking. The smoking ban applies to all Wagner College facilities including the dining hall, Hawk's Nest, lounges, lobbies, hallways, offices, rest rooms, workshops, classrooms, laboratories and any other interior spaces. In addition, any outdoor sports arena, such as our football stadium, is designated as a non-smoking area. Smoking in any areas of the four residence halls is prohibited. Residents or guests who wish to smoke outside of the residence halls should do so at least 50 feet outside of the residence halls and use the smoking receptacles provided. Smoking in any public areas or within 50 feet of any campus facility is strictly prohibited. Smoking is permitted only in designated areas on campus.
THEFT OF PROPERTY

It is expected that all Wagner College students treat the property of the College, of its members and any other property, with respect. Therefore, theft of property is prohibited. Use or possession of stolen property is also prohibited.

UNAUTHORIZED ENTRY OR USE OF COLLEGE FACILITIES

1. Unauthorized entry into or use of College facilities is prohibited.
2. Access to residence halls should be limited to the front door; students should not enter or exit through windows. Students may not enter any residence halls through fire doors.
3. Students wishing to gain access to residence hall suites or rooms other than their own, or if they are a commuter visiting the residence halls, should only gain such access with the permission of occupants in the room. Borrowing or lending of keys or another student’s ID are not permitted and are not considered permission to gain entry.
4. Roofs and balconies are not permitted for student use unless approved by the Dean of Campus Life Office.
5. Students may not sit or hang out of the windows in the residence halls.
6. Safety stops and security bars on windows must not be removed or damaged. Window screens are to be kept in the window frame. No objects may be thrown from a window for any reason.
7. Unauthorized possession, duplication or use of keys or ID card to gain access to Wagner College premises is prohibited.
8. Unauthorized use of an ID to enter College facilities or premises is prohibited.
9. Resident students and guests must present a valid ID card upon entering the halls.

VIOLATIONS OF THE LAW

Violations of local, state, federal, or international law, on or off College property, when such behavior has or may have an adverse effect upon the individual members of the college, may be addressed through the student conduct process.

COMMUNITY STANDARDS REVIEW PROCESS

A. Rationale for Student Conduct Process
Wagner College has structured a student conduct process that aims to educate students regarding the choices they make and the outcomes of their decisions. The goal is to be developmental regarding infractions to policies and guidelines in the Student Planner and Handbook and to seek ways for students to learn from their mistakes and to take responsibility for their actions. The goal of the student conduct process is educational: that students will embrace the opportunity to look critically at the choices they are making, think about the effect on them as individuals and the effects on the larger community; additionally, the student conduct process provides an opportunity for students to make positive changes that allow them to continue at Wagner College in good standing academically and socially, being more aware of the consequences associated with violations to the Community Standards of Conduct.

This process is managed by the Dean of Campus Life Office, working closely with the Office of Residential Education to address policy violations and create a progression that begins with disciplinary warnings that can ultimately result in more severe consequences for students who repeatedly violate the Community Standards of Conduct.
Standards of Conduct. The staff in Public Safety, the Office of Residential Education, and the Dean of Campus Life Office work together to ensure a safe and secure environment in the residence halls, the Grymes Hill apartments and on-campus in general. If an incident occurs that requires the attention of a staff member or may involve a violation of the Community Standards of Conduct, an Incident Report is typically filed and submitted to the Office of Residential Education, Dean of Campus Life Office, or to Public Safety.

B. Reporting a Policy Violation
Students are expected to report policy violations in order to ensure a safe community for all individuals. All students are invited to speak with a Dean of Campus Life staff member or any staff within the Division of Campus Life about how to report information and learn more about participating in the Student Conduct and/or Mediation Process. Campus Life staff are here to assist students to understand their resources at Wagner College. Any member of the College community may file a written report when an individual, group or organization has allegedly violated the Community Standards of Conduct.
INFORMATION FOR THE WAGNER COMMUNITY
ON THE RISKS AND CONSEQUENCES
OF DRUG AND ALCOHOL USE

BACKGROUND

LEGAL SANCTIONS
Federal and New York State laws make it a criminal offense to manufacture, distribute, dispense, possess with intent to distribute, or simply possess a controlled substance. Such substances include heroin, cocaine, methamphetamine, ecstasy, LSD, PCP, marijuana, and a number of common pharmaceutical drugs if unlawfully obtained. The sanctions for violation of these laws, ranging from community service and monetary fines to life imprisonment, depend upon the particular offense, the drug type, and the drug quantity. Students convicted under these statutes may also forfeit federal financial aid eligibility.

Note that an individual need not be in actual physical possession of a controlled substance to be guilty of a crime. The unlawful presence of a controlled substance in an automobile is presumptive evidence of knowing possession of such substance by each passenger unless the substance is concealed on the person of one of the occupants. Similarly, the presence of certain substances in plain view in a room can sometimes be presumptive evidence of knowing possession of such substance by anyone in close proximity.

Further, pursuant to New York State law:

Further, pursuant to New York State law:

- Any person under age 21 who is found to be in possession of alcohol with the intent to consume it may be punished by a fine and/or required to complete an alcohol awareness program and/or to provide up to 30 hours of community service. Alcoholic Beverage Control Law, § 65-c.
- Giving or selling an alcoholic beverage to a person less than age 21 is a class A misdemeanor punishable by a sentence of imprisonment up to one year. Penal Law § 260.20
- Any person who operates a motor vehicle while intoxicated or while his ability to operate such vehicle is impaired by the consumption of alcohol or drugs, is subject to suspension or revocation of driving privileges in the State, monetary fines up to $1,000, and imprisonment for up to one year. Vehicle and Traffic Law § 1192
- A person under 21 who presents false written evidence of age for the purpose of purchasing or attempting to purchase any alcoholic beverage may be punished by a fine, community service and/or completion of an alcohol awareness program. Alcoholic Beverage Control Law § 65-b (1). Possessing such false evidence may also be criminal possession of a forged instrument, which is a felony in New York, punishable by a fine of up to $5000, imprisonment up to 7 years, or both. Penal Law § 170.25.
- Appearing in public under the influence of narcotics or a drug other than alcohol to the degree that a person may endanger him or herself or other persons or property, or annoy persons in his vicinity, is a violation, punishable by a fine and imprisonment up to 15 days. Penal Law § 240.40
HEALTH RISKS

The following is a brief summary of some of the health risks and symptoms associated with use of many of the most-publicized drugs, including alcohol and tobacco. This information was obtained from the National Institute on Drug Abuse (part of the National Institutes of Health of the U.S. Department of Health and Human Services), and the Mayo Clinic. Please note that individuals experience such substances in different ways based on a variety of physical and psychological factors and circumstances.

LSD (Acid)
LSD is one of the strongest mood-changing drugs, and has unpredictable psychological effects. With large enough doses, users experience delusions and visual hallucinations. Physical effects include increased body temperature, heart rate, and blood pressure; sleeplessness; and loss of appetite.

Cocaine
Cocaine is a powerfully addictive drug. Common health effects include heart attacks, respiratory failure, strokes, and seizures. Large amounts can cause bizarre and violent behavior. In rare cases, sudden death can occur on the first use of cocaine or unexpectedly thereafter.

MDMA (Ecstasy)
Ecstasy is a drug that has both stimulant and psychedelic properties. Adverse health effects can include nausea, chills, sweating, teeth clenching, muscle cramping, and blurred vision.

Heroin
Heroin is an addictive drug. An overdose of heroin can be fatal, and use is associated – particularly for users who inject the drug – with infectious diseases such as HIV/AIDS and hepatitis.

Marijuana
Effects of marijuana use include memory and learning problems, distorted perception, and difficulty thinking and solving problems.

Methamphetamine
Methamphetamine is an addictive stimulant that is closely related to amphetamine but has long lasting and more toxic effects on the central nervous system. It has a high potential for abuse and addiction. Methamphetamine increases wakefulness and physical activity and decreases appetite. Chronic, long-term use can lead to psychotic behavior, hallucinations, and stroke.

PCP/Phencyclidine
PCP causes intensely negative psychological effects in the user. People high on PCP often become violent or suicidal.

Prescription Medications
Prescription drugs that are abused or used for non-medical reasons can alter brain activity and lead to dependence. Commonly abused classes of prescription drugs include opioids (often prescribed to treat pain), central nervous system depressants (often prescribed to treat anxiety and sleep disorders), and stimulants (prescribed to treat narcolepsy, ADHD, and obesity). Long-term use of opioids or central service system depressants can lead to physical dependence and addiction. Taken in high doses, stimulants can lead to compulsive use, paranoia, dangerously high body temperatures and irregular heartbeat.

Tobacco/Nicotine
Tobacco contains nicotine, which is highly addictive. The tar in cigarettes increases a smoker’s risk of lung cancer, emphysema, and bronchial disorders. The carbon monoxide in smoke increases the chance of cardiovascular diseases. Secondhand smoke causes lung cancer in adults and greatly increases the risk of respiratory illnesses in children.
Steroids

Adverse effects of steroid use in males may include shrinking of the testicles and breast development. In females, adverse effects may include growth of facial hair, menstrual changes, and deepened voice. Other adverse effects can include severe acne, high blood pressure and jaundice. In some rare cases liver and kidney tumors or even cancer may develop.

Alcohol

Excessive alcohol consumption can lead to serious health problems, including cancer of the pancreas, mouth, pharynx, larynx, esophagus and liver, as well as breast cancer, pancreatitis, sudden death in people with cardiovascular disease, heart muscle damage leading to heart failure, stroke, high blood pressure, cirrhosis of the liver, miscarriage, fetal alcohol syndrome in an unborn child, injuries due to impaired motor skills, and suicide.

SUBSTANCE ABUSE

You or someone you know may have a problem with drugs and alcohol if you/they are:

- Using drugs and/or alcohol on a regular basis.
- Losing control of the amount of drugs and/or alcohol used after being high or drunk.
- Constantly talking about using drugs and/or alcohol.
- Believing that drugs and/or alcohol are necessary in order to have fun.
- Using more drugs and/or alcohol to get the same effects as in the past.
- Avoiding people in order to get high or drunk.
- Pressuring others to use drugs and/or alcohol.
- Foregoing activities that were once priorities (i.e. work, sports, spending time with family and sober friends).
- Getting into trouble at school, at work, or with the law.
- Taking risks, including sexual promiscuity and driving while intoxicated.
- Lying about things, including the amount of drugs and/or alcohol used.

    Feeling hopeless, depressed, or even suicidal. If you suspect that you or someone you know has a problem with drugs and/or alcohol, please utilize the resources listed below.

Alcohol and Other Drugs

Wagner College is committed to working with parents in a partnership in order to contribute to each student’s education. The Dean of Campus Life Office encourages parents to discuss issues of alcohol and other drugs and promote healthy and responsible choices.

The CHOICES Workshop was developed and designed as a research-based prevention and intervention tool for a small group setting. Based on over twenty years of research funded by the National Institute of Alcohol Abuse and Alcoholism (NIAAA), CHOICES is a harm reduction program for college students addressing the impact of personal choices around the use of alcohol. The facilitators for this workshop use techniques such as motivational interviewing and interactive journaling to encourage participants to reflect on their behaviors, take responsibility, and ultimately make change. The Dean of Campus Life Office at Wagner College organizes the CHOICES workshop three-four times each semester. CHOICES is facilitated by trained members of the Campus Life staff. This workshop is open to any interested student, but is also mandated for some students who abuse alcohol during their tenure at the College.
All registered Wagner College students (full time or part time) are eligible for care at the Center for Health and Wellness. In addition to first aid for accidents, the Center for Health and Wellness evaluates and treats minor ailments, provides any needed laboratory testing, inhalation therapy, crutches and medications. The office functions as a screening, diagnostic and treatment center but does not maintain an infirmary. Students harboring a communicable disease must report to the Center for Health and Wellness for further instructions; after evaluation, arrangements are made for their care with their parents or guardians.

<table>
<thead>
<tr>
<th>On Campus Resources:</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Center for Health &amp; Wellness</td>
<td>Campus Hall/Room 127</td>
<td>718-390-3158</td>
</tr>
<tr>
<td>Public Safety Operations</td>
<td>Non Life Threatening Emergencies</td>
<td>718-390-3148</td>
</tr>
<tr>
<td>Open 24 hours</td>
<td>Building 18 on Map</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(Mon-Fri 8:30a.m. - 4:00p.m.)</td>
<td>718-390-3165</td>
</tr>
<tr>
<td>Public Safety Administration</td>
<td>Union 4th Floor</td>
<td>718-420-4254</td>
</tr>
<tr>
<td>Campus Life Vice President</td>
<td>Union 3rd floor</td>
<td>718-390-3423</td>
</tr>
</tbody>
</table>

**CHOICES Contacts**
Ange Concepcion, Dean of Campus Life
Sarjana Rahman, Graduate Assistant
718.390.3423

**By Appointment**
A psychologist, a psychiatrist and two counselors are available during fall and spring semesters - Monday through Friday. Appointments are made through the Center for Health and Wellness office by calling (718) 390-3158.

**New York City Support Services**
Students may seek help from a number of community agencies. The following are other helpful numbers:

- Police emergency 911
- NYPD Sex Crimes Hotline (212) 267-7273
- NYC Gay and Lesbian Anti-Violence Project (212) 714-1141
- Safe Horizons: Rape and Sexual Assault Hotline (212) 227-3000
- Safe Horizons: NYC Domestic Violence Hotline (800) 621-4673
Rape Crisis Centers (affiliated with hospitals)

Manhattan
- Beth Israel Medical Center (212) 420-4516
- Bellevue Hospital Center (212) 562-3435
- Columbia Presbyterian Medical Center (212) 305-9060
- Harlem Hospital (212) 939-4613 *
- Mt. Sinai Medical Center (212) 423-2140
- New York Presbyterian Hospital (212) 305-9060
- St. Luke’s Roosevelt Hospital (212) 523-4728

Brooklyn
- Coney Island Hospital (718) 616-3000
- Long Island College Hospital (718) 780-1459

Bronx
- North Central Bronx Hospital (718) 519-5722

Queens
- Elmhurst Hospital Center (718) 736-1288

Staten Island
- Rape Advocacy Agency, Staten Island (718) 720-2591 *
  (Advocates on call 24 hours, responding to hospitals.)
- Safe Horizons (borough-wide) (212) 227-3000 *
  *indicates 24-hour number

Resources off Campus:

12 Step Programs:
- Narcotics Anonymous (212) 929-6262 http://www.newyorkna.org/
- Cocaine Anonymous (212) 262-2463 http://www.ca-ny.org/
- Marijuana Anonymous (212) 459-4423 http://www.ma-newyork.org/
- Alcoholics Anonymous (212) 647-1680 http://www.nyintergroup.org/
- Al-Anon/Alateen (888) 425-2666 http://www.al-anonny.org/
### Detoxification and outpatient Rehabilitation Services

<table>
<thead>
<tr>
<th>Hospital Name</th>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bellevue Hospital Center</td>
<td>462 First Ave.</td>
<td>New York</td>
<td>NY</td>
<td>(212) 562-4141</td>
</tr>
<tr>
<td>Kings County Hospital Center</td>
<td>606 Winthrop St.</td>
<td>Brooklyn</td>
<td>NY</td>
<td>(718) 245-2630</td>
</tr>
<tr>
<td>St. Luke’s-Roosevelt Hospital Center</td>
<td>1000 Tenth Ave.</td>
<td>New York</td>
<td>NY</td>
<td>(212) 523-6491</td>
</tr>
<tr>
<td>Interfaith Medical Center</td>
<td>1545 Atlantic Ave.</td>
<td>Brooklyn</td>
<td>NY</td>
<td>(718) 613-4330</td>
</tr>
<tr>
<td>Greenwich House, Inc.</td>
<td>50B Cooper Square</td>
<td>New York</td>
<td>NY</td>
<td>(212) 677-3400</td>
</tr>
<tr>
<td>Bridge Back to Life Center, Inc.</td>
<td>175 Remsen St., 10th Floor</td>
<td>Brooklyn</td>
<td>NY</td>
<td>(718) 852-5552</td>
</tr>
<tr>
<td>Flushing Hospital Medical Center</td>
<td>4500 Parsons Blvd.</td>
<td>Flushing</td>
<td>NY</td>
<td>(718) 670-5078</td>
</tr>
<tr>
<td>St. Barnabas Hospital</td>
<td>4535 East 183rd St.</td>
<td>Bronx</td>
<td>NY</td>
<td>(718) 960-6636</td>
</tr>
<tr>
<td>Samaritan Village, Inc.</td>
<td>144-10 Jamaica Ave.</td>
<td>Jamaica</td>
<td>NY</td>
<td>(718) 206-1990</td>
</tr>
<tr>
<td>Montefiore Medical Center</td>
<td>3550 Jerome Ave., 1st Floor</td>
<td>Bronx</td>
<td>NY</td>
<td>(718) 920-4067</td>
</tr>
<tr>
<td>Daytop Village, Inc.</td>
<td>316 Beach 65th St.</td>
<td>Far Rockaway</td>
<td>NY</td>
<td>(718) 474-3800</td>
</tr>
<tr>
<td>Bronx-Lebanon Hospital Center</td>
<td>1276 Fulton Ave., 7th Floor</td>
<td>Bronx</td>
<td>NY</td>
<td>(718) 466-6095</td>
</tr>
<tr>
<td>Richmond County</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Staten Island University Hospital</td>
<td>375 Seguine Ave.</td>
<td>Staten Island</td>
<td>NY</td>
<td>(718) 226-2790</td>
</tr>
<tr>
<td>Long Beach Medical Center</td>
<td>455 East Bay Dr.</td>
<td>Long Beach</td>
<td>NY</td>
<td>(516) 897-1250</td>
</tr>
<tr>
<td>Richmond University Medical Center</td>
<td>427 Forest Ave.</td>
<td>Staten Island</td>
<td>NY</td>
<td>(718) 818-5375</td>
</tr>
<tr>
<td>North Shore University Hospital</td>
<td>400 Community Dr.</td>
<td>Manhasset</td>
<td>NY</td>
<td>(516) 562-3010</td>
</tr>
</tbody>
</table>

Page 75 of 90
The Public Safety Department has formulated guidelines to be followed when dealing with reports of sexual assault. The primary objective of these guidelines is to provide all possible assistance to the victim, apprehend the perpetrator and maintain the confidentiality of the victim as much as possible.

Sexual assault is a crime. Under Article 130 of the New York State Penal Law, it is a sex offense to engage in sexual contact or to engage in sexual intercourse, sodomy or sexual abuse by contact without the consent of the victim or where the victim is incapable of giving consent. Criminal sex offenses are classified in degree according to the seriousness of sexual activity, the degree of force used, the age of the victim and the physical and mental capacity of the offender and victim.

See chart (beginning on page 76) for a list of some of the major sex offenses and their maximum penalties under New York State Law. Sexual assault is a crime of power, aggression and violence. Terms such as “date rape” and “acquaintance rape” tend to minimize the fact that the act of rape, or any sexual assault, is a serious crime. There is never an excuse or a reason for a sexual assault.

Wagner College shall act promptly in response to information that a student has been sexually assaulted by another member of the Wagner Community. Upon receipt of a complaint, the College shall undertake an appropriate investigation. If it appears that there is sufficient evidence to warrant disciplinary charges against a student, such charges shall be brought pursuant to Articles and Bylaws. If the matter is brought before a hearing, the victim and alleged perpetrator are entitled to the same opportunities to have others present and to be informed of the outcome of the proceedings. The victim is entitled to a report of the results of the proceeding at her/his request. If a student is found guilty of committing a sexual assault or other act of violence against another Wagner student or employee after a disciplinary hearing, the penalties may include suspension, expulsion from residence halls, or permanent dismissal from Wagner.

Seeking Legal Action

Reporting a sexual assault to the police does not obligate the victim to file criminal charges or pursue other legal action. In the case of sexual assault, however, prompt reporting and a comprehensive medical examination completed at a hospital emergency department within 96 hours of the assault will enable the victim to file criminal charges at a later date if he or she wishes to do so. Try to note details of the incident and characteristics of the offender. Try not to clean the scene of the sexual assault, including furniture and any items that the offender may have touched.
Counseling and Other Support Services for Sexual Assault Victims:

Wagner students are urged to avail themselves of on-campus services for support and information. The Office of Student Affairs, the Counseling Center, Health Services, the Women’s Resource Center and the Office of Public Safety serve as a primary resource for such support and information. Students can request assistance with class schedules, assignments or other academic issues. General assistance and explanation of options for any concerns related to sexual assault is also available.

How to Help Someone Who Has Been Sexually Assaulted:

The support and understanding of a friend, partner, family member, and loved one can be very helpful for a sexual assault victim. It is important to let someone who has been sexually assaulted know that you are there to help and that they are not alone. It is also helpful to acknowledge their strength in disclosing to you about their experience. Below you can find some tips to follow when helping someone who has been sexually assaulted:

• Listen and allow the victim to speak at her/his own pace. Sexual assault is a crime about power and control, not sex. It is important to return the control that was taken away from the victim by allowing her/him to reveal information and make decisions when she/he feels comfortable.
• Believe unconditionally. Only 2% of reported rapes are false reports. This is no different from any other crime. It is important to assure your friend or loved one that you support her/him.
• Don’t question actions. THE VICTIM IS NOT TO BLAME. A victim’s behavior does not cause sexual assault. No one asks to be sexually assaulted. Be careful of asking blaming questions such as “Why didn’t you scream?” or “Why did you go home with that person?”
• Encourage the victim to seek help. She/he may need medical attention or additional support services.
• Don’t ignore your own need to discuss your feelings. You can contact Counseling & Psychological Services (CAPS) for information and support.

Minimizing the Risk of Sexual Assault

Although there is no guarantee when it comes to preventing sexual assault, the following tips are important to help minimize the risk:

Communication
• Communicate your sexual desires and limits clearly. If you feel uncomfortable about a behavior, someone is crossing your boundaries. Verbal cues are the most direct way to let someone know your limits.
• Be assertive and direct. Forget about being nice if you feel threatened. You have the right to protect yourself.
• Say what you are thinking, what you really want.
• Be an active partner in relationships and share decisions about what to do, where to meet and when to be intimate.
• Never take silence as consent. If you feel you are getting double messages, speak up and ask for clarification.
• Accept a person’s decision. Respect the word “no.”

Assessment
• Trust your instincts. If you feel uncomfortable or think you may be at risk, leave the situation immediately and go to a safe place.
• Exercise caution when dating. Have first dates in public places. Let someone know where you are going and when you will return. Try to provide your own transportation.
• Avoid anyone who puts you down, is physically violent or does not respect you or your decisions.
• Do not assume that a person wants to have sex just because they are drinking heavily, dressed in a particular manner, or agrees to go home with you. Do not assume that if a person agrees to kissing or other sexual intimacies, that they are also willing to have sexual intercourse.
• Know your limits when using alcohol or other drugs.

Some Things to Think About...
• Do not assume you know what your partner wants.
• If you have doubts about what your partner wants, STOP and ASK!
• Sexually interacting with a person who is mentally or physically incapable of giving consent (drunk, stoned, etc.) is sexual assault.
• Speaking out against sexual assault shows your support.
• You can stand up to racist, sexist, homophobic, and classist statements and jokes.

Tips Related to “Date Rape Drugs”
• Never go to a bar, party or social event alone.
• Use the buddy system.
• Watch your drink being poured and never leave it unattended—even take it to the bathroom with you.
• Don’t share drinks with another person.
• Don’t leave a party with someone you just met.
### Pertinent Sex Offenses and Criminal Sanctions Under New York State Penal and Criminal Procedure Laws, and Penalties for Committing Sexual Offenses:

<table>
<thead>
<tr>
<th>Crime</th>
<th>Illegal Conduct</th>
<th>Criminal Sanctions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rape in the first degree (PL § 130.35)</td>
<td>A person is guilty when he or she engages in sexual intercourse with another person by forcible compulsion, with a person who is incapable of consent by reason of being physically helpless (e.g. being asleep, unconscious or due to alcohol or drug consumption), who is less than 11 years old or less than 13 and the actor is 18 or older.</td>
<td>Is a class B felony, with penalties up to 25 years in prison.</td>
</tr>
<tr>
<td>Rape in the second degree (PL § 130.30)</td>
<td>A person is guilty when being 18 years old or more, he or she engages in sexual intercourse with another person less than 15, or with another person who is incapable of consent by reason of being mentally disabled or mentally incapacitated.</td>
<td>Is a class D felony, with penalties up to 7 years in prison.</td>
</tr>
<tr>
<td>Criminal sexual act in the first degree (PL § 130.50)</td>
<td>A person is guilty when he or she engages in oral sexual contact or anal sexual contact with another person by forcible compulsion, or with someone who is incapable of consent by reason of being physically helpless, or with someone less than 11 or with someone less than 13 and the actor is 18 or older.</td>
<td>Is a class B felony, with penalties up to 25 years in prison.</td>
</tr>
<tr>
<td>Forcible touching (PL § 130.52)</td>
<td>A person is guilty when he or she intentionally, and for no legitimate purpose, forcibly touches the sexual or other intimate parts of another person for the purpose of degrading or abusing such person; or for the purpose of gratifying the actor’s sexual desire.</td>
<td>Is a class A misdemeanor, with penalties up to 1 year in jail.</td>
</tr>
<tr>
<td>Sexual abuse in the first degree (PL § 130.65)</td>
<td>A person is guilty when he or she subjects another person to sexual contact: by forcible compulsion, when the other person is incapable of consent by reason of being physically helpless, or when the person is less than 11 years old.</td>
<td>Is a class D felony, with penalties up to 7 years in prison.</td>
</tr>
<tr>
<td>Aggravated sexual abuse in the first degree (PL § 130.70)</td>
<td>A person is guilty when he or she inserts a foreign object in the vagina, urethra, penis or rectum of another person causing physical injury to such person by forcible compulsion, when the person is incapable of consent by reason of being physically helpless, or when the person is less than 11.</td>
<td>Is a class B felony, with penalties up to 25 years in prison.</td>
</tr>
<tr>
<td>Aggravated sexual abuse in the third degree (PL § 130.66)</td>
<td>A person is guilty when he or she inserts a foreign object in the vagina, urethra, penis or rectum of another person by forcible compulsion, when the person is incapable of consent by reason of being physically helpless, or when the person is less than 11.</td>
<td>Is a class D felony, with penalties up to 7 years in prison.</td>
</tr>
<tr>
<td>Facilitating a sex offense with a controlled substance (PL § 130.90)</td>
<td>A person is guilty when he or she knowingly and unlawfully possesses a controlled substance or any substance that requires a prescription to obtain to another person, without such person’s consent and with intent to commit against such person conduct constituting a felony, and commits or attempts to commit such conduct constituting a felony defined in Article 30.</td>
<td>Is a class D felony, with penalties up to 7 years in prison.</td>
</tr>
</tbody>
</table>
Annual Fire Safety Report

FIRE LOG

Wagner College maintains a written fire log that records, the date reported, the nature of the fire, date and time of the fire and the general location of any fire that occurs in our on-campus student housing.

Fire Safety Systems in the Residence Halls:

- Building Fire Alarm
- Fire Extinguishers
- Room Smoke Detectors
- Manual Pull Stations
- Fire Sprinklers
- Fire Alarm Systems
- Central Monitor System
- Standpipe

CAUTION: Building fire alarms may stop ringing. If they stop, do not return to the building unless notified by the Fire Department or Public Safety.

Know the location of fire alarm pull stations, fire extinguishers, and exits.

Fire Drills Conducted: 4 Times Annually

FIRE SAFETY

All rooms and apartments are equipped with smoke detectors and each apartment is equipped with a sprinkler system. Several fire alarm pull stations are located on each corridor. This equipment is monitored to ensure that it is in good working condition. Any person, who sets off a false alarm, interferes with the operation of the alarm system, or damages or removes any part of the alarm system for purposes other than those related to fire safety (including, but not limited to fire extinguishers, smoke detectors, sprinkler systems, or removes an exit sign) is subject to disciplinary sanctions.

Fire Safety Equipment

Fire equipment saves lives! Tampering with smoke detectors, intentionally causing false fire alarms, hanging items from sprinkler heads, propping fire and smoke doors open, discharging a fire extinguisher, or tampering with other safety equipment could result in personal tragedy and, additionally, criminal charges, fines, Wagner College disciplinary action.

All rooms are equipped with smoke detectors and a sprinkler system. Fire alarm pull stations are located on each floor. Tampering with fire safety equipment or setting off a false alarm makes the
system ineffective and endangers the lives of other residents and will be considered a violation of the FDNY rules and regulations.

**Fire Alarms and Fire Drills**

For resident safety, a fire drill will be conducted four (4) times a year. When a fire alarm sounds, residents should follow the instructions on the back of their room door. Fire drills, false alarms, and genuine fire alarms are unidentifiable. Whenever the fire alarm sounds everyone MUST evacuate the building. Even in a building designed to be resistant to fire, a small wastebasket fire can quickly fill an area with smoke and deadly gasses. Smoke is the major cause of death from fires within residence halls. For this reason, residents should be certain to close their room doors and windows when evacuating in order to retard the spread of smoke. Hallway and stairwell fire doors should be closed at all times. Residents cannot re-enter the building until the Public Safety Personnel, Fire Department or Residential Life/Housing staff, gives an "all clear" signal. Residents who fail to evacuate a residence hall building during a fire alarm or who do not follow the directives of Fire, Public Safety, or Residence hall staff will be referred to the Wagner disciplinary system for judicial action. Obstructing a doorway, exit, stairwell, or room door is a serious safety hazard.
## Residential Fire Statistics

### WAGNER COLLEGE

**FIRE SAFETY REPORT FOR RESIDENCE HALLS, 2019**

<table>
<thead>
<tr>
<th>RESIDENCE HALLS</th>
<th>TOTAL # OF FIRES</th>
<th>FIRE RELATED DEATHS</th>
<th>FIRE RELATED INJURIES</th>
<th>FIRE DRILLS CONDUCTED</th>
<th>DAMAGE TO PROPERTY</th>
<th>FIRE DETECTION SYSTEM</th>
<th>SPRINKLER SYSTEM</th>
<th>FIRE EXTINGUISHER</th>
<th>FIRE ROUTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>HARBORVIEW HALL</td>
<td>0</td>
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<td>4</td>
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<td>TOWERS</td>
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<td>GUILD HALL</td>
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<td>Simplex System</td>
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<tr>
<td>FOUNDATION HALL</td>
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<td>0</td>
<td>4</td>
<td>0</td>
<td>Simplex System</td>
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## FIRE SAFETY REPORT FOR RESIDENCE HALLS, 2020

<table>
<thead>
<tr>
<th>RESIDENCE HALLS</th>
<th>TOTAL # OF FIRES</th>
<th>FIRE RELATED DEATHS</th>
<th>FIRE RELATED INJURIES</th>
<th>FIRE DRILLS CONDUCTED</th>
<th>DAMAGE TO PROPERTY</th>
<th>FIRE DETECTION SYSTEM</th>
<th>SPRINKLER SYSTEM</th>
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* Denotes reports to other Campus Authorities

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