



**Saint  
Elizabeth  
University**  
MORRISTOWN, NJ

**2024**  
**Jeanne Clery Campus Safety Act**  
**and**  
**Fire Safety Report**

**Includes crime statistics for Calendar Years 2022, 2023, 2024**

# 2024 ANNUAL CAMPUS SECURITY and FIRE SAFETY REPORT (Clery Act Compliance)

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## Introduction

At Saint Elizabeth University (SEU), the safety and well-being of our students, faculty, staff and guests are our highest priority. Maintaining a safe and secure campus is a shared responsibility that we all have.

In compliance with the Federal Student Right-to-Know and Campus Security Act of 1990, Public Law 101-542 as amended into the Jeanne Clery Act of 1998, the revisions of the Higher Education Opportunity Act of 2008 (HEOA), and the Violence Against Women Reauthorization Act (VAWA) signed into law on March 7, 2013, I am pleased to provide you with this copy of the 2024 Annual Security and Fire Safety Report for Saint Elizabeth University (SEU).

This report contains important information about safety and security at SEU. In addition to providing statistics about crime and fire safety on the SEU campus for the past three years (2024 – 2022), it also describes the many ways in which we strive to keep the SEU Community safe with our crime prevention and security programs for students and employees. The statistics demonstrate that SEU is an extremely safe campus. These crime statistics are also reported to federal agencies as mandated.

SEU focuses on emergency management operations in the unlikely event that an incident that represents a serious threat to our community should occur. The Security Department is committed to working with our local first responders and our community to achieve our shared goal: a safe and welcoming campus environment. The Security Officers are here to be of service and assist 24 hours a day, seven days per week, year-round.

We value our strong partnership with our local, county and state agencies. At every opportunity, we work to collaborate with them to continuously improve our emergency preparedness and response procedures. We realize our success depends upon these relationships and we will continue to foster them.

If you have any questions or would like further information about safety and security at Saint Elizabeth University, please contact the Security Department at (973) 290-4090.

Thank you,

George Petersen  
Director of Security  
Security Department

## Campus Safety & Security

Campus safety and security at Saint Elizabeth University is a shared responsibility. We are concerned about the safety and welfare of our students, faculty, staff, and guests: and we are committed to providing a safe and secure campus environment. Clearly, the best protection is an aware, informed, alert Campus Community that uses good judgment and caution coupled with a strong security presence. In accordance with Section 485 (a) and (f) of the Higher Education Act, also known as the Annual Security and Fire Safety Report, the following is a summary of information concerning campus security procedures and crime statistics.

The Campus Security Act requires colleges and universities to:

- Publish an annual report each year by October 1 that contains three years of campus crime statistics and certain campus security policy statements.
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other University officials who have “significant responsibility for student and campus activities,”
- Provide “timely warning” notices of those crimes that have occurred and pose an ongoing “threat to students and employees,” establish a policy on missing students, and maintain a Fire Log for student residences.
- Disclose in a public crime log “any crime that occurred on campus...or within the patrol jurisdiction of Campus Security and is reported to the Campus Security group,”
- Comply with all the provisions of the Higher Education Opportunity Act of 2008 including Missing Student Policy, Fire Log, Timely Warnings, Emergency Preparedness and Response and the Violence Against Women Reauthorization Act (VAWA) effective March 7, 2013.

The SEU Office of Finance and Administration is responsible for preparing and distributing this report. We work with many other departments and agencies, such as the Offices of the Dean of Student Affairs, Student Engagement, V.P. Academic Affairs, Human Resources, Residence Life, Campus Security Authorities, the Florham Park and Morris Township Police Departments, and many other law enforcement jurisdictions to compile the information. The Annual Campus Security Report is available to all current and prospective students and applicants.

Security at the Campus of Saint Elizabeth is provided by officers from SSC, Inc. (Security Solutions Corporation), a contract security provider. The security coverage is 24 hours a day, seven days a week for the entire Campus Community. All security officers are registered with the State of New Jersey and have completed the Security Officer Registration Act (S.O.R.A.), which is required by the State. All officers are certified in CPR, automated external defibrillator (AED), and First Aid. Security is under the direction of the Vice President for Finance and Administration.

Saint Elizabeth University is committed to maintaining a safe and secure campus environment. In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, this Annual Security Report (ASR) provides information regarding campus safety policies, procedures, and crime statistics for the calendar year 2024.

The information in this report is compiled and published by the University's Clery Compliance Coordinator in collaboration with the Office of Security and other relevant departments. A notification email with a direct link to the report is sent annually to all current students, faculty, and staff. The report is also available for public access on the University's website and in printed form upon request at designated campus locations.

### **Incident Reporting**

It is the responsibility of every member of the University Community (administrators, faculty, staff, and students) to immediately report any incident that occurs on the disruptive campus, causes harm, loss or damage to a person or to personal or real property including when the victim of a crime elects to or is unable (mentally/physically) to make such a report. Any unacceptable or offensive behavior, criminal act, medical emergency, injury to persons, theft, auto accident, fire, vandalism, or damage to buildings or equipment should also be reported immediately.

Free professional, confidential counseling and medical services are available to student crime victims through the Wellness Center located in Founders Hall at x4175. Non-student victims will be referred to appropriate resources in the local community. Pastoral counseling is available through the Campus Ministry Office at 973-290-4240. Although clinical and pastoral counselors functioning within the scope of his/her duties are required to inform clients of crime-reporting procedures, the decision to do so is strictly voluntary on the part of the client. Therefore, the inclusion of crime statistics reported to counselors or clergy is not required and may not be included in the campus crime statistics. If medical assistance is required, student victims of crime are encouraged to seek aid from the Student Health Services in Founders Hall at 973-290-4175 or 4132; all others should call 911.

### **Reporting Procedures:**

In cases where there is need for emergency assistance by local police, fire or medical personnel, go to the nearest phone and dial 911 to reach the Florham Park Police and then notify Campus Security at 973-290-4090.

In all cases, both emergency and non-emergency, an Incident Report must be completed within 24 hours using our online reporting system called

Maxient. <https://cm.maxient.com/reporting.php?SaintElizabethUniv>.

This reporting system includes Campus Incident Reports and SEU CARE Reports, which are confidential for reporting persons of concern and Missing Persons Reports. All incident reports are now completed online in this system and then routed to the responsible administrators including: the Executive V.P. for Finance and Administration (973-290-4498) and one or more of the following: the V.P. Academic Affairs (973-290-4418) when faculty are involved; the Dean for Student Affairs (973-290-4318) when students are involved;

or when it involves a staff employee, to his/her supervisor and to the Office of Human Resources (973-290-4478) if it is a work related accident/injury.

Prompt filing of the Maxient Incident Reports enables the Executive V.P. for Finance and Administration, the Dean of Student Affairs and/or the Director of Security to issue Timely Warnings to the Campus Community if deemed necessary.

Members of the University Community are encouraged to report and may also anonymously report criminal incidents including when the victim of a crime elects to or is unable (mentally/physically) to make such a report. All reports of crime are included in the annual statistical crime report.

Cf: Student Handbook and University Employee Handbook.

### **Response to Reported Incidents**

When there is an emergency or a criminal action that endangers some or all members of the Campus Community or its neighbors, the President (or his designee) will consult with the appropriate administrator and local authorities to establish a plan of action including the means of communicating with all persons affected or at risk. For other incidents, the administrator within whose scope of responsibility it occurs is responsible for evaluating possible recurrence and future risk potential. Based on this assessment, she/he will recommend corrective policy and/or procedure to the President. The University will take into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of the responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

### **Timely Warnings**

The University Community will be notified in a timely manner of any crime reported that is deemed to pose a threat to our University Community so that additional security precautions can be taken by all individuals who might be at risk. The institution will withhold the names of victims and other information deemed to be confidential. An institution is not required to provide a security alert/timely warning to the University Community with respect to crimes reported to a pastoral or professional counselor.

Timely warnings will be issued to the University Community through any or all of the means listed below:

- Messages placed on LiveSafe mass emergency telephone/text notification
- Campus wide e-mail and/or voice mail
- Notification on the STEU website
- Messages placed on the campus-wide TV system and INFO line (973) 290-4636
- Verbal notification from designated building marshals

## **Daily Crime and Fire Log**

The Clery Act requires all colleges and universities that participate in federal financial aid programs to keep and disclose information about certain crimes.

A written daily crime and fire log is maintained in the Security Office that includes records by date of all crimes and other serious incidents reported on campus or within the department's patrol jurisdiction. The crime and fire log for the most recent 60-day period is open to public inspection during normal business hours (typically Monday through Friday, 8am to 5pm, except holidays) in Santa Rita Hall, Room 012. Any portion of the log older than 60 days is available within two business days of a request for public inspection.

The information in the crime and fire logs includes the incident number, crime classification or nature of fire, date reported, date occurred, time, and general location of each crime or fire reported, as well as the disposition of the complaint, if this information is known at the time the log is created. The department posts specific incidents in the Daily Crime Log within two business days of receiving a report of an incident.

## **Emergency Preparedness and Response**

Saint Elizabeth University has recognized the need to be prepared for multi-hazard incidents. Under the guidance of the Director of Security, various departments and offices work together to ensure the University is doing all it can to prepare for, respond to, and recover from emergencies. In conjunction with local first responders and agencies, such as the Florham Park and Morris Township Offices of Emergency Management, the Morris County Office of Emergency Management (OEM), the Morris County Sheriff's Department, the Newark office of the FBI, and the New Jersey State Police OEM division, the University is well-prepared to respond to a range of critical incidents.

The University's Emergency Response Procedures are located on the Security website: <https://www.steu.edu/emergencyresponse>. These procedures contain important information and instructions about what to do during various kinds of emergencies.

Preparedness initiatives include a Building Marshal Group, Emergency Blue Light Call System, and our LiveSafe mass emergency notification system that allows authorized officials to send news and instructions to community members.

## **Campus Security Authorities**

In addition to the Campus Security officers, there are members of the Campus Community that are deemed Campus Security Authorities and are responsible for reporting incidents of alleged crimes on and near campus to Security for inclusion in the crime statistics.

The Clery Act regulations define a Campus Security Authority as:

- A member of a campus police department or a campus security officer of an institution (i.e., SSC (Security Solutions Corporation)).
- An official of an institution who has significant responsibility for students and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a Campus Security.
- Any individual or organization specified in an institution's statement of campus security officers as an individual or an organization to which students and employees should report criminal offenses.

### **Access to Campus Facilities**

The entire campus is fenced with a mixture of chain link and steel rod fencing with a height of seven feet. There are three gates. The North and South gates are for vehicles and pedestrians. The Fairleigh Dickinson University (FDU) Gate is for pedestrian use only between the two campuses.

### **Gate Access and Hours are as follows:**

The South Gate is the front entrance from Madison Avenue, and the two north gates are the rear entrances from Park Avenue

There are two vehicle entrances on the north side of campus from Park Avenue: the Seton Gate and the Park Avenue Gate. The gates are open during the day and closed at various times at night.

The Seton Gate is opened at 5:30 am and is closed and locked at 8:00 PM

The Park Avenue Gate is opened at 4:30 am and is closed and locked by 11:00 PM.

In addition to the Vehicle entrances, a pedestrian walkway connects to Fairleigh Dickinson University, known as The FDU Gate.

Sunday through Thursday, that gate opens at 6:30 a.m. and closes at 11:00 p.m.

On Fridays and Saturdays, it stays open until 2:15 a.m.

### **The South Gate (Madison Avenue) is covered as follows:**

There is card access with officer coverage seven days per week, 24 hours per day. The Security Officer at the South Gate observes incoming traffic, notifies the Rover of calls for assistance from the Campus Community, and directs visitors to campus destinations. After 10:00 pm, a log is kept of the last name of the driver, driver license number, license plate number of the vehicle, event destination, building destination, and vehicle make and model. In rare instances, people have been banned from the campus by the Dean of Student Affairs. A list of names of these individuals is kept at the Campus Security booth to prevent entry to the campus by these individuals.



On Sunday through Thursday after 12:30 am, vehicles are not admitted unless a student passenger is being dropped off or a campus resident is being picked up. If a visitor comes after 12:30 am Sunday through Thursday to pick up a student, the Security Officer at the security booth will log the driver's information onto the After Hours report and take the Driver's License to be held at the Security booth until the driver exits the campus. The driver is allowed on campus for only 15 minutes. Visitors are not permitted to enter the residence halls after 12:30 am on Sunday through Thursday.

On Friday and Saturday after 2:00 am vehicles are not admitted unless a student passenger is being dropped off or a campus resident is being picked up. If a visitor comes after 2:00 am Friday and Saturday to pick up a student, the Security Officer at the security booth will log the driver's information onto the After Hours report and take the Driver's License to be held at the Security booth until the driver exits the campus. The driver is allowed on campus for only 15 minutes. Visitors are not permitted to enter the residence halls after 2:00 am on Friday and Saturday. The only exception for visitors is any guest that is staying overnight with prior approval of Residence Life Staff.

Roving patrol officer coverage is in effect 24 hours/day, seven days a week throughout the year. Using the security vehicle, the security officer patrols University property, buildings and parking lots, issuing tickets to vehicles found to be in violation of parking regulations and arranging for towing when necessary. The officer also provides mobile radio patrol coverage, checks campus buildings for unlocked exterior doors, records any outdoor lighting that is not working, and provides limited transportation as governed by the Transportation Policy.

Emergency blue light telephones have been strategically placed throughout the campus (including at the entrance to each residence hall) to enable students to contact the Florham Park Police Department or Campus Security directly should the need arise.

Residence Hall doors are locked twenty-four (24) hours per day. Access is permitted by a secure identification card issued to resident students and authorized personnel only. The receptionist on duty will allow non-residents access Sunday-Thursday 1:30 pm to 12:30 am; Friday & Saturday 1:30 pm to 2:00 am. Visitation in the residence halls is not permitted when the receptionist is not on duty. All maintenance personnel are required to identify themselves prior to entering a student's room.

When the Department of Homeland Security and Preparedness issues a National Terrorism Threat Alert, the University may choose to close the Park Avenue Gate indefinitely to ensure the safety of the Campus Community. Access to campus would be limited to the Madison Avenue gate and the services of additional security officers would be engaged. The University Emergency Response Team alerts the Campus Community of any other changes relative to national advisories as they occur.

## **Policies Concerning Campus Law Enforcement**

### **Enforcement Authority**

Saint Elizabeth University contracts with SSC Security, LLC to provide uniformed, unarmed, and qualified security officers. These officers are professionally trained in accordance with University policies and procedures and are registered in compliance with the New Jersey Security Officer Registration Act (SORA). Security officers operate under the direction of the University's Director of Security.

Security officers have the authority to request identification, determine the legitimacy of individuals' presence on campus, and enforce University policies including parking and smoking regulations. They are authorized to issue citations for University violations and complete incident and activity reports. Officers do not possess arrest powers and are not sworn law enforcement personnel. Their primary role is to observe, report, and respond to security-related incidents on campus.

When criminal activity or violations of state/local law are suspected, security officers promptly refer the matter to the appropriate law enforcement agency—either the Florham Park Police Department or the Morris Township Police Department. The University maintains cooperative and professional relationships with both agencies.

As Saint Elizabeth University does not own or control any officially recognized off-campus student organizations or housing, the University does not request local police to monitor or document criminal activity involving student organizations in non-campus locations.

### **Facility Access and Surveillance Systems**

#### **Facilities Access & Security Monitoring**

Access to campus facilities is generally limited to students, faculty, staff, and authorized visitors. Most academic and administrative buildings are secured during non-business hours, with access limited to authorized personnel. Residence Halls are secured 24/7 and are accessible only by electronic key card to residents and approved staff.

The University's Security Department oversees a network of security surveillance cameras strategically located throughout campus grounds and inside key facilities including residence halls, Founders Hall, and O'Connor Hall. These systems are used to monitor activity, deter criminal behavior, and assist in investigations. The Security Department also manages the campus-wide fire alarm monitoring system to enhance emergency preparedness and occupant safety.

#### **Jurisdiction**

The jurisdiction of the Security Department is limited to property owned or controlled by Saint Elizabeth University. This includes academic buildings, residence halls, administrative offices, and contiguous campus grounds, as defined under the Clery Act geography: *on-campus, noncampus, and public property immediately adjacent to the institution*. Security services and reporting responsibilities apply to all areas within this defined patrol jurisdiction.

Daily officer activity reports are submitted to the Director of Security, documenting:

- All University residence hall visitors arriving after 10:00 p.m.;
- Campus transport services provided;
- Building security checks performed and the times they occurred;
- Any malfunctioning exterior lighting observed;
- Violations of University parking or safety policies;
- Vehicles subject to towing enforcement;
- Other notable security-related activity

### **Arrest Authority**

Security officers are non-sworn personnel and do not have the authority to arrest individuals. Criminal matters requiring arrest or legal action are referred to local law enforcement agencies.

### **Programs Offered on Campus Safety**

Information about Campus Security is publicly available at <https://www.steu.edu/security>. The University offers a range of programs throughout the year to educate students and employees about personal and campus safety.

During new student and family orientation, campus security personnel, along with representatives from Student Life and Residence Life, provide safety-related briefings that include:

- Encouraging personal responsibility for safety;
- Outlining emergency procedures and how to report incidents;
- Distributing pamphlets and materials on personal and campus safety practices.

At the beginning of each academic semester, additional safety education is offered at residence hall meetings. Throughout the year, safety-related workshops and events are hosted by Campus Security, the Office of Residence Life, the Student Health Center, the Campus Safety Committee, and local police and fire agencies.

These programs may address topics such as:

- Sexual assault prevention and bystander intervention;
- Intimate partner and relationship violence awareness;
- Fire safety and evacuation drills;
- Personal safety and self-defense strategies;
- Alcohol and substance abuse awareness;
- Internet safety and cyber harassment prevention;
- Emergency preparedness and campus response protocols.

Employee safety is also emphasized, and all staff are directed to report unsafe conditions in accordance with the SEU Employee Handbook.

Traffic safety initiatives include both public messaging and onsite programming on:

- Defensive driving techniques;
- AAA-sponsored safe driving guidance;
- Winter weather driving precautions.

## **NOTICE OF NONDISCRIMINATION AND TITLE IX COMPLIANCE**

Saint Elizabeth University practices equal opportunity with respect to its students and its employees. No one will be denied employment at or admission to Saint Elizabeth University based on sex, race, creed, color, religion, disability, age, marital status, sexual orientation, gender identity or expression, or national origin. The University does not discriminate based on any of the aforementioned protected bases in the recruitment and admission of students, the recruitment and employment of faculty and staff, and the operation of any of its programs and activities as specified by federal and state law and regulations.

Saint Elizabeth University complies with Title IX of the Education Amendments of 1972, which prohibits all recipients of federal funds from discriminating based on gender in its educational programs and activities. The University also prohibits harassment based on sex, race, or other bases listed above, and prohibits sexual assault, dating violence, domestic violence, stalking, or other forms of violence against its students and employees. Any of these acts or other acts of violence will not be tolerated. The University will respond promptly, fairly, and impartially to all complaints of harassment, sexual assault, or violence. This policy applies to all members of the Saint Elizabeth University community and describes an individual's rights as a student or employee concerning sexual or other forms of harassment, sexual assault, dating violence, domestic violence and/or stalking.

### **TITLE IX COMPLIANCE**

#### **Title IX Coordinator**

#### **Contact information for Title IX Coordinator:**

Dr. Joseph Ciccone, Associate Professor, Academic Affairs, Santa Maria Hall, 1st floor, Room 10D (973) 290-4383.

## **VIOLENCE AGAINST WOMEN (VAWA) REAUTHORIZATION**

### **SAINT ELIZABETH UNIVERSITY SEXUAL HARASSMENT, ASSAULT, AND DISCRIMINATION POLICY**

As a Catholic institution of higher education, Saint Elizabeth University is a community of learning which is based on the trust, respect, and dignity of its members and celebrates God's love for all. As such, the University expects high standards of personal behavior and responsibility from its students, faculty and staff and calls all members of its community to act from a commitment to justice, mercy, and compassion, and in light of Catholic Social teaching, to develop respect and responsibility for others. With these values as its foundation, the University is therefore committed to fostering an educational and working environment that is free from all forms of discrimination and harassment (including sexual harassment, sexual assault, sexual misconduct, dating violence, domestic violence, and stalking). In recognition of the dignity and worth of all members of the University community, incidents of such behavior will not be tolerated. Every member of the campus community (including faculty, staff, students or third parties) is responsible for ensuring that incidents of harassment and/or sexual misconduct do not occur, and should they occur, assume the responsibility for reporting them.

Saint Elizabeth University has an obligation to uphold the laws of the community of which it is a part. While the laws of the community and the rules of the University may overlap, they operate independently and do not substitute for each other. The University may pursue enforcement of its rules, whether or not legal proceedings are underway or in prospect, and may use information from third-party sources to determine whether University policy has been violated or not. Membership in the University does not exempt anyone from local, state, or federal laws, but rather imposes the additional obligation to abide by all of the University's regulations. Therefore, a student or employee charged with discrimination, harassment, sexual harassment, sexual misconduct or sexual violence can be disciplined by the University through the complaint process outlined below and may also be prosecuted under New Jersey criminal statutes.

Individuals, who believe they have been sexually harassed or assaulted, or who believe that they are the target of other forms of harassment and assault as defined in this Policy, are encouraged to report their concerns to one of the individuals listed above.

The harassment complaint process ("Complaint Process") is to be followed whenever a complaint of harassment (as described below) is made that alleges conduct that may violate the University's Anti-Harassment and Non-Discrimination Policy ("Policy"). The Policy prohibits harassment based upon certain enumerated protected categories as listed above. The purpose of the Complaint Process is to describe the steps to be followed for reporting and handling complaints of discrimination, harassment, or sexual assault.

## I. DEFINITIONS

**Harassment** is defined as conduct that creates an impermissible hostile educational or work environment based on an individual's actual or perceived race, religion, color, national origin, ancestry, age, sex, sexual orientation, gender identity or expression, disability, atypical hereditary cellular or blood trait, marital status, civil union status, domestic partnership status, military service, veteran status, and any other category protected by law that is sufficiently severe, persistent or pervasive so as to limit a student or employee's ability to participate in or benefit from an educational program or activity, or work environment at Saint Elizabeth University.

**Sexual harassment** is a form of sexual discrimination, which is illegal under Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and the New Jersey Law Against Discrimination. Sexual harassment consists of nonconsensual sexual advances, requests for sexual favors, or other verbal or physical conduct based on sex, whether on or off campus, when:

- 1) Submission to such conduct is made either explicitly or implicitly a condition of an individual's employment or academic standing; or

- 2) Submission to or rejection of such conduct is used as the basis for employment decisions or for academic evaluation, grades, or advancement; or
- 3) Such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating or hostile academic or work environment.

Sexual harassment may be found in a single episode, as well as in persistent behavior. Conduct that occurs in the process of application for admission to a program or selection for employment is covered by this policy, as well as conduct directed toward University students, faculty, or staff members. In addition, conduct by third parties (i.e., individuals who are neither students nor employees, including but not limited to guests and consultants) is covered by this policy. Both men and women are protected from sexual harassment, and sexual harassment is prohibited regardless of the gender of the harasser. Sexual harassment is a matter of particular concern to an academic community in which students, faculty, and staff are related by strong bonds of intellectual dependence and trust. If members of the faculty, whether professors, graduate assistants, or other University employees, introduce sex into a professional relationship with a student, they abuse their position of authority.

Sexual harassment can be verbal or physical. It can be either explicit or implicit. It can, for example, be a promise that a person will receive a particular grade, promotion, or continued employment in exchange for a sexual favor. In addition, persistent, unwelcome attempts to change a professional relationship to a personal one can be a form of sexual harassment. Stalking, including via e-mail or other electronic means may also be a form of sexual harassment. Sexual violence is also prohibited by University policy.

**Sexual violence or sexual assault** is defined as sexual contact without consent and includes:

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

Rape (penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim by either an acquaintance or stranger of any gender).

- Attempted rape.
- Sodomy (oral sex or anal intercourse).
- Sexual assault.
- Sexual battery.
- Sexual coercion.
- Lewdness (an offensive act committed by a person who reasonably expects that the act is likely to be viewed by another as alarming).

**Consent:** To constitute lack of consent, the acts must be committed either by force, intimidation, or through the use of the victim's mental incapacity or physical helplessness due to drug or alcohol

consumption, mental deficiency, being asleep/unconscious, and/or being under the legal age of consent according to New Jersey law. Agreement given under such conditions does not constitute consent. The definition of consent does not vary based on a particular sex, sexual orientation, gender identity, or gender expression.

Consent must be unambiguous for each participant throughout any sexual encounter. Consent to some sexual acts does not imply consent to others, nor does past consent to a given act imply ongoing or future consent. Consent can be revoked at any time. For all of these reasons, sexual partners must evaluate consent in an ongoing fashion and should communicate clearly with each other throughout any sexual encounter.

### **Consent for Sexual Activity**

- Healthy sexual interactions are rooted in consent and respect.
- Effective consent is a clear yes or no for sexual activity that is freely given.
- Assumed consent is not consent.
- Consent is specific.
- Giving consent once does not mean consent stands in the future. Similarly, if a partner has given consent in the past to sexual activity, this does not apply to current or future interactions.
- Consent can be initially given and later withdrawn. If one party is uncomfortable, he/she can change their mind at any time, no matter how far things have progressed.
- If one partner is intoxicated, asleep, or unconscious, she or he cannot give consent.
- Coercion, force, or threats or violence, invalidate consent.

### **Dating Violence is defined as a violent act committed by a person –**

- A. Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- B. Where the existence of such a relationship shall be determined based on a consideration of the following factors:
  - a. The length of the relationship
  - b. The type of relationship
  - c. The frequency of interaction between the persons involved in the relationship.

**Domestic Violence** is defined as felony or misdemeanor crime of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the State of New Jersey, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the State of New Jersey.

**Stalking** is defined as purposeful conduct directed at a specific person that would cause a reasonable person to fear for his/her safety or the safety of others or causes the person to suffer substantial

emotional distress (e.g. significant mental anguish that may but does not necessarily require medical or other professional treatment or counseling). Stalking is a pattern (two or more occurrences) of malicious acts, including, but not limited to, acts which the stalker directly or indirectly, or through third parties, by any action, method, device or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person or interferes with a person's property.

**Cyber stalking** is a particular form of stalking in which a person uses electronic media, such as the internet, social networks, blogs, cell phones, texts, or other similar devices or forms of contact that cause fear or substantial emotional distress for another person.

**Retaliation** against individuals who report sexual misconduct, file complaints of sexual misconduct, cooperate in the investigation of sexual misconduct, or hear formal or informal complaints of sexual misconduct is strictly forbidden. The complaint process set out here is available to any individual who believes that he or she has suffered retaliation for any of these actions. Retaliation against anyone who complains of, investigates, or participates in an investigation of alleged harassment, assault or discrimination is grounds for discipline up to expulsion (for students) and dismissal (for employees).

## **II. HOW TO REPORT SEXUAL HARASSMENT, SEXUAL ASSAULT, OR DISCRIMINATION AGAINST STUDENTS**

Students are strongly encouraged to promptly report all incidents of harassment that they experience or observe, including sexual harassment/sexual assault, or discrimination. Faculty and staff who learn of alleged harassment, assault, or discrimination against a student must report such information to one of the individuals listed below. Prompt reporting of such incidents makes investigation of the incident more effective, enhances the ability of the University to investigate and take action on a complaint, and aids the University in protecting our academic community.

On-Campus Resources: Sexual harassment and assault are an offense against the University community as well as against the individual victim. Student victims of any form of harassment or sexual violence that occurs on-campus (or in any setting related to college programs, including off-campus activities such as field trips or athletic events) are strongly encouraged to report the incident to any Campus Security Authority. These designated individuals have significant responsibility for student, employee and/or campus activities. They include, but are not limited to:

- Dr. David Hill, Dean of Student Affairs, Santa Rita Hall 2<sup>nd</sup> Floor, (973) 290-4318
- Elizabeth Zappile, Mental Health Clinician, Student Health Services, Founders Hall, (973) 290-4134
- Maryun Raheem, Mental Health Clinician, Student Health Services, Founders Hall, (973) 290-4357
- Corrine Field, Nurse, Student Health Services, Founders Hall, (973) 290-4131
- James Adams, Interim Director of Athletics, Lower Level, St. Joseph Hall, (973) 290-4985



These campus officials will assist the victim to obtain help (either through campus resources or outside referrals), and to initiate the Complaint Process (and/or criminal proceedings) through the Title IX Coordinator.

**Reporting through the Maxient Report System:** In addition to the resources listed above, any member of the campus community can also report a concern of harassment or misconduct through the Maxient Student of Concern Report. Individuals reporting a concern can visit:

<https://cm.maxient.com/reporting.php?SaintElizabethUniv>

And, from the drop-down arrow, click the Care Reporting Form to complete a report. Individuals submitting a report will be asked to provide contact information so the appropriate University officials may follow up for more details regarding the report, if necessary.

**Interim Measures and Academic Accommodations:**

The University will make interim measures available to both the Complainant and Respondent throughout the investigative process in a dating violence, domestic violence, sexual assault/sexual misconduct and/or stalking complaint. These interim measures will be tailored based upon facts making every effort to avoid depriving any student of his or her education. Interim measures may be modified as appropriate by the Title IX Coordinator. Such measures may include the following:

- alternate housing assignments;
- course reassignment;
- issuance of a zero contact order;
- change in work schedule and/or location; or
- reasonable academic accommodations, which may include withdrawal from class, retaking a class without penalty, and/or access to tutoring services.

These interim measures will be provided whether or not the complainant elects to file an Agreement-Based Resolution Process or formal complaint or makes a police report.

**Confidentiality:** Saint Elizabeth University is committed to maintaining the privacy of all individuals involved in a report of sexual misconduct. While the University encourages victims to report an incident of sexual misconduct, there are many options available for students to speak with someone about what happened while maintaining confidentiality. The University shall maintain confidentiality to the extent possible. Only those who have a need to know will be told the identity of the parties to a complaint. In some instances, a Complainant may choose to take no action or to defer action until a later date in order to maintain anonymity. In these instances, the University reserves the right to limited disclosure and to take appropriate action to ensure the safety and well-being of members of the University community.

Confidential Resources: Licensed professional counselors provide mental-health counseling to members of the campus community and are not obligated to report any information to the University, but will provide referrals and resources to an individual in need. Confidential resources include:

Father Joseph Farias, Advisor to the President on Mission Integration & University Chaplain, Annunciation Center 315, (973) 290-4379

Aaron Bianco, Campus Minister, Campus Ministry, (973) 290-4240

Elizabeth Zappile, Mental Health Clinician, Student Health Services, Founders Hall, (973) 290-4134

Maryum Raheem, Mental Health Clinician, Student Health Services, Founders Hall, (973) 290-4357

MorrisCARES Sexual Assault Hotline & Crisis Counseling, Morristown Medical Center, (973) 829-0587

The privacy of the student victim will be respected at all times. It is the victim's decision whether to initiate a complaint or to continue with any form of resolution. It is the right of the victim not to report, but if she/he does report, the University is obligated by law to take measures to remedy any harassment it confirms. However, if a student elects not to file a formal or informal complaint, the University reserves the right to take action in situations where, in the judgment of University officials, the interests of the wider University community may be affected.

Students who experience sexual violence are strongly encouraged to report the assault to the police; campus officials will assist victims with such reports. Should the victim of sexual violence decide not to report the assault to the police, the University reserves the right to determine whether the University community may be at risk if such a report is not made. Should the University decide to contact the police; every effort will be made to protect the victim's privacy.

Students who wish to file a complaint against an individual may use either an informal or formal process, as described in Section IV below.

Off-Campus Resources and Immediate Medical Attention: The University is committed to partnering with off-campus resources such as MorrisCARES and the Florham Park Police Department to provide specialized care to victims of sexual assault in a supportive environment. Individuals may also want to seek medical assistance through Morristown Medical Center, (973) 971-5000. Every victim has the option to seek treatment for injuries sustained during an incident of sexual misconduct, preventative treatment for sexually transmitted diseases, and other health services. An individual can seek this medical assistance by dialing 911, MorrisCARES at (973) 829-0587, or Residence Life at (973) 985-7394.

Services provided by MorrisCARES include:

- Sexual Assault Hotline: (973) 829-0587 – confidential support and crisis counseling provided by a professional therapist, available 24 hours per day, 7 days per week.
- Individual counseling & support groups – available to male and female survivors of sexual violence, as well as to their families and significant others.

- Advocacy services – trained advocates accompany survivors of sexual violence to local police departments and the emergency room at Morristown Medical Center.
- Community education – covers a variety of topics related to sexual violence and harassment

### **Sexual Assault Response Team (SART)**

An advocate certified forensic nurse and specially-trained law enforcement investigators address the medical, emotional and legal needs of survivors 13 years of age and up who are in acute crisis and have been sexually assaulted within a five-day period. Services are available through MorrisCARES.

### **Jersey Battered Women’s Services - Full-service domestic violence and domestic abuse prevention agency offering:**

- Confidential hotline 1-877-R-U-ABUSED or agency support (973) 267-4763
- Emergency safe house for women and their children
- Counseling and legal assistance
- Children’s services
- Transitional housing
- Life skills education/vocational counseling
- Community education
- Teenage dating abuse prevention
- Primary prevention
- Friends & Family support
- Batterer’s Intervention

### **Florham Park Police Department**

Florham Park Police officers have been trained by MorrisCARES advocates on response to victims of sexual violence. Individuals can choose to report an incident of sexual violence, domestic violence, dating violence, or stalking to the police by contacting the Florham Park Police: Emergency 911 or non-emergency (973) 377-2200.

## **III. HOW TO REPORT HARASSMENT, ASSAULT, OR DISCRIMINATION INVOLVING EMPLOYEES**

Any employee who believes that he or she has encountered or witnessed harassment, assault or discrimination shall report the misconduct to the Title IX Coordinator (973-290-4383), Santa Maria Hall, either orally or in writing as promptly as possible utilizing the Title IX Complaint Form located in Appendix

A. In addition, employees who experience sexual violence are strongly encouraged to report the assault to the police; campus officials will assist victims with such reports. Should the victim of sexual violence decide not to report the assault to the police, the University reserves the right to determine whether the University community may be at risk if such a report is not made. Should the University decide to contact the police; every effort will be made to protect the victim’s confidentiality.

Faculty, students, and staff who wish to file a complaint against the accused individual may use either an informal or formal process, as described in Section IV below.

#### **IV. THE COMPLAINT INVESTIGATION PROCESS/GRIEVANCE PROCEDURE**

After receiving the Title IX Complaint Form indicating that a student or employee wishes to file a complaint of harassment, assault, domestic violence, dating violence, stalking, or discrimination, the Title IX Deputy Coordinator will immediately provide the accused (the Respondent) with a copy of the University's policy as well as the written complaint filed against him/her. The Respondent must then prepare a written response to the allegations and submit it to the Title IX Coordinator within three business days prior to the initial interview taking place. The Title IX Deputy Coordinator will review both the written complaint and response, and if warranted, will assign two investigators to the case within one class day. The University will endeavor to conduct a timely review of the complaints if possible and conclude the investigation within approximately sixty days.

The investigators assigned to a complaint will explain to both the Complainant and the Respondent the avenues for informal and formal action, including a description of the process and the relevant avenues of redress, and will provide them with a written summary of the process. The Title IX Deputy Coordinator (or investigator) has the authority to take all reasonable and prudent interim measures to protect both parties pending completion of the investigation and during the informal or formal procedures undertaken to resolve the complaint.

##### **Agreement-Based Resolution Process**

Agreement-Based Resolution is an alternative where the Parties each voluntarily agree to resolve the complaint in a way that does not include an investigation and does not include any finding of responsibility. Agreement-Based Resolution is a voluntary, structured interaction between or among the affected parties that balances support and accountability. If Saint Elizabeth University offers Agreement-Based Resolution to the parties, and they voluntarily consent to engage in that process, the Title IX Coordinator must still take other prompt and effective steps as needed to ensure that sex does not continue or recur within the education program or activity.

Any party may design the proposed agreement between the parties. The Title IX Coordinator must approve of the use of the Agreement-Based Resolution process and approve the final agreement between the parties. Agreement-Based Resolution may be initiated at any time prior to the release of the final determination. Because Agreement-Based Resolution does not involve an investigation, there is not any determination made as to whether a Respondent violated the Policy.

The Title IX Coordinator has the discretion to determine that Agreement-Based Resolution is not an appropriate way to address the reported conduct and that the matter must instead be resolved through an alternate process.

##### **Initiating the Agreement-Based Resolution Process**

Before the initiation of Agreement-Based Resolution, the Title IX Coordinator will provide the Parties written notice that includes:

1. The specific allegation and the specific conduct that is alleged to have occurred.
2. The requirements of the Agreement-Based Resolution process.
3. Any consequences resulting from participating in the Agreement-Based Resolution process, including the records that will be maintained or could be shared, and whether Saint Elizabeth University could disclose such information for use in a future Saint Elizabeth University grievance process, including an investigation and resolution process arising from the same or different allegations, as may be appropriate.
4. Notice that an agreement resulting from Agreement-Based Resolution process is binding only on the parties and is not subject to appeal.
5. Notice that once the Agreement is finalized and signed by the Parties, they cannot initiate or continue an investigation procedure arising from the same allegations.
6. A statement indicating that the decision to participate in the Agreement-Based Resolution process does not presume that the conduct at issue has occurred.
7. A statement that the Respondent is presumed not responsible for violating this Policy unless the Respondent admits to a violation of this Policy.
8. An explanation that all parties may be accompanied by an advisor of their choice, who may be a parent, colleague, friend, or attorney.
9. A statement that any party has the right to withdraw from the Agreement-Based Resolution process and initiate or resume grievance procedures at any time before agreeing to a resolution.
10. The date and time of the initial meeting with staff or the Title IX Coordinator, with a minimum of 3 days' notice.
11. Information regarding Supportive Measures, which are available equally to the parties; and
12. The potential terms that may be requested or offered in an Agreement-Based Resolution

## **Role of the Facilitator**

### **Facilitating an Agreement**

Agreement-Based Resolution processes are managed by trained facilitators. All facilitators will not be the same person as the investigator or the decision maker in Saint Elizabeth's Grievance Procedure. Any person designated to facilitate an Agreement-Based Resolution process may not have a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant or Respondent. The Title IX Coordinator may serve as the facilitator, subject to these restrictions. If the Title IX Coordinator is also the investigator or the decision maker, they would not be able to serve as a facilitator of Agreement-Based Resolution process.

All facilitators must have specialized training required by law and regulation. Such training includes:

Saint Elizabeth University's obligation to address sex discrimination, including Sex-Based Harassment, in its Education Program or Activity.

The scope of conduct that constitutes sex discrimination, including Sex-Based Harassment, under Title IX, including the definition of Sex-Based Harassment.

All applicable notification and information requirements related to parental, family, or marital status, including pregnancy and related conditions, and Saint Elizabeth University's response to sex discrimination.

The rules and practices associated with Saint Elizabeth University's Agreement-Based Resolution process, and How to serve impartially, including by avoiding conflict of interest and bias.

If all Parties are willing to explore Agreement-Based Resolution, the Title IX Coordinator will then meet separately with each party to discuss the Agreement-Based Resolution process and facilitate an agreement. If an agreement cannot be reached, either because the Parties do not agree, determine they no longer wish to participate in the **Agreement-Based Resolution** process, or the Title IX Coordinator does not believe that the terms of the agreement or continuing the Agreement- Based Resolution process is appropriate, the Title IX Coordinator may decide that the reported conduct will instead be addressed through the investigation and decision-making process. The Title IX Coordinator will inform the parties of such decision, in writing.

Agreement-based resolution processes are managed by facilitators who do not have a conflict of interest or bias in favor of or against Complainants or Respondents generally or regarding the specific parties in the matter. The Title IX Coordinator may serve as the facilitator, subject to these restrictions. The investigator or decision maker for the matter may not facilitate an Agreement-Based Resolution in that same matter.

Any party may craft or create the terms of their agreement and will be asked for their suggestions or ideas. Examples of agreements may include but are not limited to:

1. An agreement that the Parties will not communicate or otherwise engage with one another,
2. An agreement that the Respondent will change classes or housing assignments.
3. An agreement that the Parties will not contact one another.
4. Completion of a training or educational project by the Respondent.
5. Completion of a community service project by the Respondent.
6. An agreement to engage in a restorative justice process or facilitated dialogue.
7. Discipline agreed upon by all parties

To facilitate Agreement-Based Resolution, information shared by any party will not be used in any related resolution process of the same complaint under this policy. No evidence concerning the allegations obtained within the Agreement-Based Resolution process may be disseminated to any outside person, provided that any party under investigation with a parent, advisor, or other source of emotional support, or with an advocacy organization. An admission of responsibility made during the Agreement-Based Resolution process, however, may not be incorporated into the investigation and adjudication proceeding.

### **Finalizing the Resolution Agreement**

Once the final terms of the Resolution Agreement have been agreed upon by all parties in writing, and approved by the Title IX Coordinator, the matter will be considered closed, and no further action will be taken. Once signed, no appeal is permitted. The Agreement-Based Resolution process is generally

expected to be completed within thirty (30) days and may be extended by the Title IX Coordinator as appropriate. All parties will be notified, in writing, of any extension and the reason for the extension.

Records of an Agreement-Based Resolution process can be shared with other offices as appropriate. Any violations of the terms of the Resolution Agreement may result in disciplinary action.

### **Formal Resolution**

If either the Complainant or the Respondent requests a Formal Resolution Process, a formal investigation will be initiated. The investigator will work as expeditiously as possible to conduct a full and fair investigation. The investigator will give both the Complainant and the Respondent a reasonable opportunity to be heard (orally and/or in writing), concerning the complaint and to furnish names of witnesses along with information or other evidence about their knowledge of the matters outlined in the complaint. Both parties will be permitted to furnish a list of questions to the investigators to be asked as part of the investigative process. Upon completion of the investigation, the investigators will report in writing to the Title IX Coordinator, setting forth the steps taken in the investigation and the investigator's findings.

The Title IX Coordinator will review the report of the investigators. If the Title IX Coordinator finds the investigation incomplete or otherwise unacceptable, the Title IX Coordinator may request further investigation by the investigators or may assign a new investigator(s) to the complaint. Once the investigation is complete, the Title IX Deputy shall give the Complainant and the Respondent a summary of the investigator's report, a reasonable time (typically five business days) to prepare a response and then a reasonable opportunity for the Title IX Coordinator to prepare a final resolution to the case. If the Respondent asserts that an issue of academic freedom is involved, the Title IX Coordinator shall consult with appropriate faculty or staff members, as the Title IX Deputy Coordinator deems advisable.

**Filing a Complaint with a State and/or Federal Agency:** A student who is not satisfied with the University's handling of a complaint, may also file a complaint with federal and state agencies. Please refer to the Student Complaint Procedure found in the Student Handbook.

Any employee or applicant for employment can file a complaint directly with external agencies such as the New Jersey Division on Civil Rights and the U.S. Equal Employment Opportunity Commission that investigates discrimination/harassment charges in addition to utilizing this internal procedure. Copies of complaints filed with the New Jersey Division on Civil Rights, the U.S. Equal Employment Opportunity Commission, or in court also must be submitted to the Division of EEO/AA.

## **V. PROCESS FOLLOWING THE INVESTIGATION**

**Process when Student is Respondent.** After the investigation is concluded, the Title IX Coordinator will make a determination as to whether the Respondent's conduct constitutes harassment or sexual violence

under the Policy, using the “preponderance of evidence” standard (i.e. it is more likely than not that sexual harassment or violence occurred). If the Title IX Coordinator determines that the Respondent has not engaged in conduct that violates this Policy, the Title IX Coordinator shall notify the Respondent and the Complainant in writing of this conclusion, and it shall be noted on all relevant records maintained by the Title IX Deputy Coordinator.

The Title IX Coordinator shall notify the Complainant of the determination that the Policy was violated. The Title IX Coordinator shall also notify the Respondent of the determination that the Respondent violated the Policy and advise the Respondent of the appropriate corrective action that will be taken. If the Title IX Coordinator determines that the Respondent has engaged in harassment, assault or discrimination, the Title IX Coordinator will send a memorandum of determination to Judicial Affairs Officer who will amend the Respondent’s disciplinary records and implement the sanctions determined by the Title IX Coordinator. After this process, the Title IX Coordinator will provide written notification to the parties involved of the outcome and resolution.

**Appeals by Students.** Once written notification is received, the Complainant or Respondent will have the opportunity to appeal the findings in writing within five business days to the Vice President of Student Life. The Complainant or Respondent may appeal the determination only on the following grounds:

- The discovery of new, relevant evidence, that was unavailable to the appealing party during the investigation that could reasonably affect the outcome of the case.

The written appeal must specify the grounds for the appeal with supporting rationale, including a response to the Investigative Report or the determination of the Title IX Coordinator. The appeal may also include, or refer to, other relevant information such as the identity of new witnesses who were not reasonably discoverable during the investigation or other evidence that was not considered during the investigation. All appeals must be in writing. The Complainant or Respondent should be aware that all appeals are documentary reviews in which no oral testimony is taken, and no oral argument takes place. Generally, appeals are determined solely on the merits of the documents submitted. Appeals documents therefore should be as complete as possible.

**Process When a Staff Member or Faculty Member is the Respondent.** If the Title IX Coordinator determines that the Respondent has engaged in harassment, the Title IX Coordinator will send a memorandum of determination and all of the written documents about the case to the appropriate Vice President. The Title IX Coordinator’s determination shall constitute a recommendation of a finding of prohibited harassment and will include a recommendation concerning corrective action. The Vice President has the authority to request additional information or to modify or accept the recommendations. The Vice President will collaborate with the Director of Human Resources to implement and monitor corrective actions. The Title IX Coordinator will also notify the Complainant and the Respondent of the determination as to whether University policies were violated.



**Appeals by Staff.** The Complainant or Respondent may appeal the decision (in writing) to the President of the University. Using the same standard and process as students, the appeal must be made within five business days of the receipt of the Title IX Coordinator’s decision to the Vice President. Within five business days of receiving the appeal, the President will either uphold the determination or return it to the appropriate Vice President and Title IX Coordinator for clarification and or modification. If the President upholds the Vice President and Title IX Coordinator’s findings and corrective action, the Director of Human Resources in collaboration with the Vice President will enact and monitor sanctions imposed.

**Appeals by Faculty.** Once the Title IX Coordinator and investigators have completed the investigation and rendered a decision as to whether or not the policy has been violated and if so, the consequences for a violation, an appeal is possible. To do this the faculty member must file an appeal with the Faculty Hearing Committee within five business days of the decision. The Title IX Coordinator will submit all information gathered to the Faculty Hearing Committee. The Faculty Hearing Committee will have 14 business days to review the incident, meet with those involved, and make a recommendation. This recommendation will be presented to the President who, based on the information provided, will make the final decision regarding the resolution of the case.

## **VI. TIME FRAMES FOR INVESTIGATION**

The University is committed to investigating and resolving complaints of harassment, domestic violence, dating violence, stalking, and sexual assault promptly. However, its ability to do so is closely related to the cooperation of the Complainant and Respondent and the witnesses they identify. Under normal circumstances, the University would expect to have the investigation and resolution of the complaint completed within approximately ninety (90) calendar days of the filing of the complaint unless at any point the Complainant agrees that a longer period would be appropriate or circumstances require it. Absent unusual circumstances, the timeline will typically be:

- Complaint filed; investigator assists and conducts interviews Complainant, Respondent, and relevant witnesses - 2 weeks
- Investigator submits results of investigation to Title IX Coordinator; Title IX Coordinator reviews investigation results and accepts them or requests additional investigation - 1 week
- Additional investigation (if required); Title IX investigator provides a summary of the investigation to Complainant and Respondent; allows them to respond to summary; reaches determination, notifies Complainant and Respondent of right to appeal - 2 weeks
- Respondent/Complainant appeal to Vice President - 5 business days for submission, and 5 business days for final decision.
- Staff appeals to the President – 5 business days for submission, and 5 business days for final decision.
  
- Faculty notify Faculty Hearing Committee of intent to appeal – 5 business days; Faculty Hearing Committee renders decision within 14 business days of reviewing appeal.

Burden of Proof: The burden of proof in all campus conducts investigations including Title IX is “the preponderance of the evidence” standard - whether it is “more likely than not” that the sexual discrimination/harassment, dating violence, domestic violence, sexual assault, or stalking occurred. If the evidence meets this standard, then the respondent must be found responsible.

Extensions: The University will endeavor to complete investigations and determine whether discipline or other actions are warranted within 60 days. However, if the complaint occurs at the end of an academic semester or at a time when the University is not in regular session, resolution of the complaint may take somewhat longer. Either the complainant or respondent may request an extension; the Title IX Coordinator will determine whether such a request is reasonable and determine how long the extension will be.

Evidence: The respondent and complainant may present witnesses and may produce other evidence for consideration by the Investigator. Evidence to be presented by the complainant and/or respondent during any hearing on the charges must be shared with the opposing party at least two (2) business days in advance of the scheduled hearing. The investigator may exclude evidence that has not been shared or adjourn the hearing to afford all parties the opportunity to review evidence to be presented during the hearing. The investigator will make the final decision relating to the admissibility of all evidence.

The Complainant and the Respondent will not be permitted to cross-examine each other. However, each party will have the opportunity to present a list of questions to be asked of the other by the Title IX investigator. Consistent with the University’s obligation to promptly resolve sexual misconduct complaints, the University reserves the right to proceed with any meeting or interview, regardless of the availability of either party’s selected Adviser. Student class schedules will be the only factor considered in scheduling meetings.

Advisors: The respondent and complainant may be supported during interviews and meetings related to the Title IX investigation by an advisor of their choice, provided that person is not expected to be a witness or participate in the proceedings in any manner other than “silent supporter.” The chosen advisor may be an attorney. To serve as an advisor, the individual will be required to meet with the Title IX Deputy Coordinator in advance of participating in a meeting to understand the expectations of the role, privacy, and appropriate decorum. No copies of written materials or any other evidence will be given to the advisor, although the parties may share such information with an advisor as necessary to assist them in the proceedings.

## **VII. CORRECTIVE AND/OR DISCIPLINARY ACTION**

If the determination reached is that the Respondent violated this Policy, the Title IX Deputy Coordinator will then determine the corrective action to be taken. Disciplinary action, up to and including discharge (or expulsion if the Respondent is a student), may be taken against a Respondent who violated the Policy.

Corrective and disciplinary actions for Respondents who are University employees will be determined on a case-by-case basis and may include but are not limited to:

- Participation in education sessions on harassment;
- A written reprimand;
- Reassignment of teaching, work or other responsibilities;
- Suspension without pay; or
- Termination

The Title IX Coordinator will initiate disciplinary action as soon as reasonably practicable, when in his/her judgment it is appropriate, and will attempt to take whatever steps are necessary to prevent the recurrence of the offending behavior and to correct its discriminatory effects on the Complainant and others, if appropriate.

Corrective and disciplinary actions for Respondents who are students will be determined on a case-by-case basis and may include but are not limited to:

- Changes in class schedule;
- Zero contact orders;
- Community service;
- Counseling;
- Disciplinary reprimand;
- Loss of privilege;
- Restitution;
- Disciplinary probation;
- Suspension; or
- Expulsion

Punitive actions will also be taken against third party persons found to have violated the tenets of this policy, and they will be dealt with on a case-by-case basis. Actions may include campus bans, filing of criminal charges, reassignment of contracted services personnel, termination of business agreements, etc.

## **VII. INDEPENDENT COLLEGE ACTION**

The University reserves the right to investigate allegations of harassment or sexual assault in appropriate circumstances even in the absence of a complaint of harassment filed pursuant to the Complaint Process. The University may proceed under either the informal or formal resolution process. Nothing in this Policy is intended to abrogate any rights accorded faculty under the University's dismissal provisions included in the Faculty Handbook.

Any University investigation may or may not coincide with a law enforcement investigation regarding the harassment complaint. The University reserves its right to suspend the Title IX investigation while the police are gathering evidence; however, the University will continue its efforts to provide assistance and support to the Complainant while the police investigation is continuing. Once notified that the police department has completed its gathering of evidence (not the outcome of the investigation or filing of charges) the University will promptly resume its independent investigation.

The also reserves its right to take any interim action – such as a no-contact order or interim suspension of the accused – reasonably needed to protect the victim/survivor or the rest of the campus community.

### **I. RETALIATION**

Retaliatory conduct against any individual who has filed a complaint of harassment, who has reported witnessing harassment, who has participated in the harassment complaint process, or who has been the subject of an investigation or the subject of a complaint of harassment and found not to have engaged in harassment is also a violation of the Policy and is grounds for discipline and/or remedial action. Anyone who believes that he/she may be or has been the victim of retaliation should discuss his/her concerns with the Title IX Deputy Coordinator.

### **II. FALSE ALLEGATIONS**

Knowingly making a material misstatement of fact may subject the Complainant to discipline. Anyone who believes that he/she has been the subject of a false complaint of harassment may meet with the Title IX Deputy Coordinator to discuss the allegations. The filing of a complaint that does not result in a finding of prohibited harassment is not alone evidence of the intent to file a false complaint.

### **III. RECORD KEEPING**

All reports of harassment, whether a formal written complaint or an informal complaint, must be forwarded to the Title IX Deputy Coordinator by the management or supervisory personnel receiving the complaint. The Title IX Coordinator will maintain a record of all informal and formal complaints.

### **IV. CONSENSUAL RELATIONSHIPS**

Because of the potential for abuse or the appearance of abuse and the inherent differential in authority, Saint Elizabeth University prohibits any employee of the University from engaging in a romantic and/or sexual relationship or romantic and/or sexual conduct with any currently enrolled student. Additionally, because of the potential for abuse or the appearance of abuse and the inherent differential in authority, the University prohibits any member of the University community from engaging in a romantic and/or sexual relationship or in romantic and/or sexual conduct with any employee whom the person supervises or evaluates in any manner. This includes student workers who supervise other students as part of their campus employment responsibilities.

## **V. COMMITMENT TO AWARENESS AND RESPONSE TRAINING**

The University is committed to educating the campus community about sexual harassment and sexual misconduct through appropriate awareness and response training programs. The University provides regular sexual harassment awareness and response training programs for faculty, staff, student employees, Campus Security Authorities, Athletic Coaches, and Residence Life Staff members.

Bystander Intervention: The University expects all campus community members to take reasonable actions to prevent or stop an act of sexual misconduct. Bystanders can help in different ways including direct intervention, seeking assistance from an authority figure, notifying campus security, or calling the police. Campus education and training programs provided through a partnership with MorrisCARES help individuals recognize signs of sexual violence and when sexual misconduct is taking place. If a bystander is able to intervene safely, without violence, then he/she should do so or should contact the police immediately. Individuals may also seek the assistance of a CA (Community Assistant), RC (Resident Coordinator) who has been trained by MorrisCARES on how to intervene and stop sexual misconduct/sexual violence. If a victim of sexual violence or sexual misconduct confides in a campus community member, he/she should listen respectfully and not criticize the victim's choices in any scenario. The bystander should ask the victim what they need to feel safe; bystanders do not assume that a roommate, partner, or family is safe. Bystanders should be supportive, kind, and non-judgmental to provide the victim the support in moving forward, and utilize on-campus and off-campus resources to help provide the victim with support resources.

Prevention Programs: The University offers several programs to prevent dating violence, domestic violence, sexual assault, and stalking that are relevant to the campus community. Students can find information about these programs in the Counseling Center or the Vice President for Student Life.

- Periodic, online sexual assault prevention program for students and employees;
- Mandatory in-person training as part of first-year Orientation programs for traditional undergraduates;
- Healthy Relationship Infusions - General Education Program;
- Safety Presentations;
- First Year/Transfer Awareness Programs - The University hosts campus-wide programming to increase education awareness surrounding the topics of violence prevention, safety, and incident reduction;
- Take Back the Night, a confidential awareness program providing a platform for campus community members to share personal stories as survivors, friends, and advocates;
- The Clothesline Project, a Jersey Battered Women's Services partnered program educating the campus community on domestic and dating violence;
- Denim Day, a program focused on raising awareness of sexual assault and violence against women and men;
- Anti-Bullying Week programs focused on dating violence, domestic violence, and sexual misconduct/violence.

**Bystander Intervention:** These programs and training offer safe options for campus community members to intervene on behalf of an individual to prevent harm or violence.

- Bystander Intervention Strategies, presented by MorrisCARES and the Safety Committee
- Inclusion of Bystander Intervention in the Orientation program for first-year traditional undergraduate students.

**Ongoing Prevention & Awareness Campaigns:** The University offers ongoing programs and awareness campaigns designed to increase the level of understanding on topics such as acts of violence including dating, domestic, and sexual violence as well as stalking.

- Awareness and Prevention Tabling by the Counseling Center - The on-campus Counseling Center provides information to the campus community throughout the year on dating violence, domestic violence, stalking, and sexual assault prevention and awareness.

Further information on sexual harassment and assault awareness, bystander intervention, and risk reduction can be found in the Counseling Center, Office of Human Resources, and the Office of the Vice President for Student Life.

### **Substance Abuse Policies**

Saint Elizabeth University makes every effort to provide an environment for students and employees that is conducive to the total health, education and wellbeing of each member of our community. Therefore, the University recognizes its responsibility and the responsibility of each person within the University Community to provide an educational and workplace setting free of substance abuse.

### **Alcohol Abuse:**

The possession, sale or furnishing of Alcohol on the University campus is governed by the school Alcohol policy and State of New Jersey law. Laws regarding the possession, sale, consumption or furnishing of alcohol is controlled by the State of New Jersey Department of Alcohol and Beverage Control (ABC). However, the enforcement of alcohol laws on campus is the primary responsibility of the Florham Park and Morris Township Police Departments. The University campus has been designated “Drug free” and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the local police jurisdictions. Violators are subject to University disciplinary action, criminal prosecution, fine, and imprisonment. In the State of New Jersey, It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal. It is also a violation of the University Alcohol Policy for anyone to consume or possess alcohol in any public or private area of campus without prior University approval. Organizations or groups violating alcohol policies or laws may be subject to sanctions by the University.

### **Drug Abuse:**

Saint Elizabeth University campus has been designated “Drug-free”. The possession, sale, manufacture, or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the local law enforcement agencies. Violators are subject to University disciplinary action, criminal prosecution, fine, and imprisonment.

Substance abuse programs promoting a healthy lifestyle and responsible use of alcohol are offered throughout the year. Program topics include, but are not limited to, Drugs, Alcohol and Date Rape, Alcohol and AIDS, Issues of Children of Alcoholics, Prevention Strategies and the observance of National Collegiate Alcohol Awareness Week.

The unlawful possession, use, or distribution of illicit drugs or alcohol on the campus or as part of any of its sponsored activities is prohibited. This statement serves notice that disciplinary sanctions (consistent with University policy, local, state, and federal law), up to and including counseling, suspension/dismissal, termination of employment, prosecution, and /or referral to an appropriate rehabilitation or treatment program, will be imposed on those who violate the University’s drug and alcohol policies. A copy of the Student Substance Awareness Policy can be found in the Student Handbook.

All employees receive information regarding the Policies of the University and the use and abuse of alcohol and drugs as part of their new employee orientation process. The same information is included in their Employee Handbook issued to all new employees. Employees who violate the Substance Abuse Policy and its procedures and regulations are subject to disciplinary action up to and including termination of employment, depending upon the nature of the violation. Completion of a treatment or rehabilitation program may be a condition of continued employment. An employee arrested or indicted for unlawful activity associated with controlled and illegal substances may be suspended from employment pending a final disposition of the charges. A person who is convicted or who pleads guilty or no contest to charges of such violations may be terminated from employment without back pay for the suspension period. If found to be not guilty, full reinstatement and/or back pay may be given.

Abuse Policy and Procedures are available for students in the Vice President for Student Life Office, the Wellness Center, and the copies of the Substance. For employees, it is available in the Office of Human Resources.

Cf: Student Handbook, Employee Bulletin Board and University Employee Handbook.

### **Sexual Assault Victim’s Bill Of Rights (Pursuant to NJSA 18A, Chapter 61E)**

Saint Elizabeth University recognizes that the effect of violence especially that of sexual violence, committed on campus has a profound impact on the Campus Community and the surrounding communities. Therefore, to ensure that Saint Elizabeth Campus Community is free from violence, sexual assault, and nonconsensual sexual contact, and to support individual dignity and rights in an academic environment, the University has adopted the New Jersey Campus Assault Victim’s Bill of Rights.

The State of New Jersey has established this Bill of Rights which requires that all New Jersey colleges and universities create and support policies, procedures, and services designed to ensure that the needs of victims are met and to support their wishes and human dignity.

The following Rights shall be accorded to victims of sexual assault that occur on the campus of any public or independent institution of higher education in the State of New Jersey, and where the victim or alleged perpetrator is a student at that institution, and/or when the victim is a student involved in an off-campus sexual assault.

### **Bill of Rights**

The following rights shall be accorded to victims of sexual assault that occur

- on the campus of any public or independent institution of higher education in the State of New Jersey, and
- where the victim or alleged perpetrator is a student at that institution, and/or
- when the victim is a student involved in an off-campus sexual assault.

### **Human Dignity Rights**

- To be free from any suggestion that victims must report the crimes to be assured of any other right guaranteed under this policy.
- To have any allegations of sexual assault treated seriously; the right to be treated with dignity.
- To be free from any suggestion that victims are responsible for the commission of crimes against them.
- To be free from any pressure from campus personnel to
  - report crimes if the victim does not wish to do so,
  - report crimes as lesser offenses than the victim perceives the crime to be,
  - refrain from reporting crimes,
  - refrain from reporting crimes to avoid unwanted personal publicity.

### **Rights to Resources On and Off Campus**

- To be notified of existing campus and/or community based medical, counseling, mental health, and student services for victims of sexual assault whether or not the crime is formally reported to the campus or civilian authorities.
- To have access to campus counseling under the same terms and conditions as apply to other students of the institution.
- To be informed of and assisted in exercising
- any rights to confidential or anonymous testing for sexually transmitted diseases, human immunodeficiency virus, and/or pregnancy, and
- any rights that may be provided by law to compel and disclose the results of testing of sexual assault suspects for communicable diseases.



### **Campus Judicial Rights**

- To be afforded the same access to legal assistance as the accused.
- To be afforded the same opportunity to have others present during any campus disciplinary proceeding that is allowed the accused.
- To be notified of the outcome of the sexual assault disciplinary proceeding against the accused.

### **Legal Rights**

- Have any allegations of sexual assault investigated and adjudicated by the appropriate criminal and civil authorities of the jurisdiction in which the sexual assault is reported.
- Receive full and prompt cooperation and assistance of campus personnel in notifying the proper authorities.
- To receive full, prompt, and victim-sensitive cooperation of campus personnel with regard to obtaining, securing, and maintaining evidence, including medical examination when it is necessary to preserve evidence of the assault.

### **Campus Intervention Rights**

- To require campus personnel to take reasonable and necessary actions to prevent further unwanted contact of victims by their alleged assailants.
- To be notified of the options for and provided assistance in changing academic and living situations if such changes are reasonably available.

### **Statutory Mandates**

- Each campus must guarantee that this Bill of Rights is implemented. It is the obligation of the individual campus governing board to examine resources dedicated to services required and to make appropriate requests to increase or reallocate resources where necessary to ensure implementation.
- Each campus shall make every effort to ensure that every student at the institution receives a copy of this document.
- Nothing in this Act or in any "Campus Assault Victim's Bill of Rights" developed in accordance with the provisions of the Act shall be construed to preclude or in any way restrict any public or independent institution of higher education in the state from reporting any suspected crime or offense to the appropriate law enforcement authorities.

Penalties or sanctions are imposed for two purposes: to protect the University Community from behaviors that are detrimental to the educational process and to assist students' growth in identifying acceptable

parameters of their activities and consequences of future behaviors. Any of the following penalties may be imposed for any act of misconduct:

- Reprimand
- Social Suspension
- Termination of Privileges
- Restitution and/or Fine
- Disciplinary encumbrance on student records
- Warning or Probation
- Work-Related or Community Service
- Parental Notification
- Suspension
- Expulsion
- A referral to the Counseling Services
- Other penalties, as deemed appropriate

Failure to comply with sanctions may result in a hold being placed on a student's account.

As part of the disciplinary process, a student may be required to sign a waiver allowing the University to share information among University officials and/or parents.

It is the intention of the University to take prompt and effective action against any instance of sexual misconduct occurring in its community. Any individual who feels that she/he has been sexually assaulted is encouraged to report the occurrence immediately to any Campus Security Authority or Administrator.

Reporting a sexual assault may help to prevent another assault. Reporting the incident does not mean that the individual who was the recipient of such misconduct must proceed with a University disciplinary action or a criminal prosecution. Immediately following an attack, the individual who was the recipient of the misconduct should try to write down everything she/he remembers about the incident, including the physical description of the suspect(s) and any further information about the identity or location of the alleged perpetrator(s).

### **Sex Offender Registry**

Saint Elizabeth University is required by the Campus Sex Crimes Prevention Act to notify students and employees of the location of information pertaining to individuals employed or enrolled on campus who have been convicted of violent sex offenses or criminal offenses against minors. The website address for New Jersey is <https://www.nj.gov/njsp/sex-offender-registry/index.shtml>.

# ANTI-HAZING POLICY

## I. PURPOSE

The purpose of the Anti-Hazing Policy is to prohibit hazing in all forms, ensure compliance with the Stop Campus Hazing Act (SCHA) Amendments to the Clery Act, and promote a safe and respectful campus environment. Hazing undermines the integrity of student life, endangers individuals, and is inconsistent with Saint Elizabeth University's mission, vision, and values.

### A. SCOPE AND APPLICABILITY

This policy applies to all students, faculty, staff, administrators, recognized organizations, established groups, and third parties on or off campus (including online), including visitors, alumni, guests, representatives, and employees alleged to be engaged in activities related to vendors of Saint Elizabeth University. Any employees allegedly engaged in a hazing process against students will be referred to the appropriate institutional policies and procedures.

Saint Elizabeth University's prohibition on hazing extends to all aspects of its educational programs and activities, including, but not limited to, admissions, employment, academics, athletics, and student services.

This policy was written to comply with all applicable federal and state laws and regulations. Starting January 1, 2025, institutions must begin collecting and retaining data on any hazing incidents reported for inclusion in Clery Reports, which are due by October 1 for each academic year. One year after the act is enacted (July 2025), Saint Elizabeth University must publish a new report titled "Campus Hazing Transparency Report" twice a year that will disclose each incident for which a finding of responsibility for hazing was issued against a student organization that Saint Elizabeth University officially recognizes.

The "Campus Hazing Transparency Report" must identify the student organization and describe the incident, including the date and timeline of the investigation. It must also confirm that the institution notified the organization of its findings, but must not include personally identifying information about any student.

### B. RESPONSIBLE AUTHORITY

Dean of Student Affairs, Dr. David Hill (Office 218, Santa Rita, [dhill@steu.edu](mailto:dhill@steu.edu), 973-290-4318), Title IX Coordinator. Dr. Joseph Ciccone (Office 10 G, Santa Maria, [jciccone@steu.edu](mailto:jciccone@steu.edu) 973-290-4383), Director of Security, George Petersen (Office 12, Santa Rita, [gpetersen@steu.edu](mailto:gpetersen@steu.edu) 973-290-4290)

### C. WHAT IS PROHIBITED BY THIS POLICY

The Stop Campus Hazing Act (SCHA) defines hazing as any intentional, knowing, or reckless act, regardless of a person's willingness to participate, committed against a student in the context of an initiation or affiliation with a student organization that causes or creates a substantial risk of physical or psychological injury. This includes the following acts.

1. Is committed during an initiation into, an affiliation with, or the maintenance of Membership in a student organization.
2. Causes or is likely to contribute to a substantial risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the

physical training necessary for participation in an athletic team), of physical injury or psychological injury, including:

3. Whipping, beating, striking, electrocuting, applying a harmful substance to someone's body, or similar activities
4. Causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity,
5. Causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances.
6. Causing, coercing, or otherwise including another person to perform sexual acts,
7. Any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct.
8. Any activity against another person that includes a criminal violation of local, State, or Federal law.
9. Any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, or Federal law.

**Hazing shall not include any reasonable and customary athletic, law enforcement, or military training; contests; competitions; or events.**

The following are examples, but not an inclusive list:

Requesting and/or requiring any member, regardless of status within the organization, to (or attempt to):

- Engage in public stunts or jokes
- Participate in morally degrading or humiliating games and/or activities
- Paddling in any form
- Having items thrown (i.e., water, paint, food) at any individuals
- Forced consumption of food or liquids, including alcoholic beverages, or use of illegal substances
- Request or compel attendance at unannounced events and outings
- Participate in pranks or other actions intended to harass any organization member, another organization, or any Saint Elizabeth University community member.
- Call any members degrading names that may cause embarrassment or ridicule
- Demean any member
- Cause physical or psychological harm to any members
- Restrict or disrupt the sleep of any member at any time (including sleep deprivation)
- Not permitting adequate time for studies
- Commit any violation of the Student Code of Conduct, federal, state, or local law as they pertain to hazing

#### **D. Organization**

An organization at an institution of higher education (such as a club, society, association, varsity or junior varsity athletic team, club sports team, fraternity, sorority, band, or student government) in which two or more of the members are students enrolled at the institution of higher education, whether or not the organization is established or recognized by the institution.

***All executive officers of organizations and new members/intake educators are responsible and liable for educating organizations and new members about the policy and consequences of hazing.***

#### **D. FEDERAL/STATE REPORTING REQUIREMENTS**

Beginning July 1, 2025, Saint Elizabeth University will publish a prominent location on our website.

#### **II. DISCLOSURES/REPORTING**

Any person may disclose hazing to Saint Elizabeth University in the following ways:

**If this is an emergency, please immediately contact Security at 973-290-4090 or email the Associate Vice President of Student Affairs, Dr. David Hill, at [dhill@steu.edu](mailto:dhill@steu.edu).**

**The secure online report options should be utilized to submit information to Saint Elizabeth University, allowing us to investigate alleged violations of University Policy. Please use the appropriate application to report your concerns to the University. Furthermore, as you complete the form, please provide our office with as much detail as possible about the incident.**

<https://www.steu.edu/hazing/hazing-report-form.html>

The disclosing person does not need to be the harmed person and/or a Complainant. Saint Elizabeth University will review all disclosures to determine whether the conduct falls within the scope of this policy or other related policies.

An individual may pursue a Saint Elizabeth University response procedure independently of any off-campus processes, such as reporting to law enforcement or pursuing other non-campus-based civil reporting options. Saint Elizabeth University reserves the right to initiate this process even if law enforcement has declined to do so.

#### **A. Support Measures and Role of Confidential Employees**

Physical resources, such as pamphlets and flyers on sexual harassment and assault awareness, bystander intervention, and risk reduction, can be found in the Counseling Center, Office of Human Resources, and the Office of the Dean of Student Affairs. Confidential employee means an employee of Saint Elizabeth University whose communications are privileged under Federal or State Law. The employee's confidential status only concerns information received while the employee is functioning within the scope of their duties to which privilege or confidentiality applies:

##### **Confidential Employees**

Joseph Farias, University Chaplain, 973-290-4379, Annunciation Center, Upper Level [jfarias@steu.edu](mailto:jfarias@steu.edu)  
Aaron Bianco, Campus Minister, 973-290-4240, Mahoney Library, Second Floor, [abianco@steu.edu](mailto:abianco@steu.edu)  
Elizabeth Zappile, Mental Health Clinician, 973-290-4134 Founders Hall, Ground Floor, [ezappil@steu.edu](mailto:ezappil@steu.edu)

The university is committed to working with off-campus resources to offer specialized care to victims of sexual assault, violence, or hazing in a supportive environment. Florham Park police officers have been trained by advocates from the Morris County Sexual Assault Center on how to respond to victims of sexual

misconduct and violence.

Individuals can choose to report incidents of sexual violence, domestic violence, dating violence, stalking, or hazing to the police by contacting the Florham Park Police: Emergency 911 or non-emergency (973) 377-2200. They can also contact Jersey Battered Women's Service (JBWS) for assistance with domestic abuse or violence through the confidential hotline at 1-877-R-U-ABUSED or for agency support at (973) 267-4763.

The Morris County Sexual Assault Center also offers the following services:

- **Sexual Assault Hotline:**  
(973) 829-0587 – confidential support and crisis counseling provided by a professional therapist, available 24 hours per day, 7 days per week.
- **Sexual Assault Response Team (SART):**  
An advocate-certified forensic nurse and specially trained law enforcement investigators address the medical, emotional, and legal needs of survivors 13 years of age and up who are in acute crisis and have been sexually assaulted within five days. Services are available through the Morris County Sexual Assault Center.
- Individual counseling and support groups are available to male and female survivors of sexual violence, as well as to their families and significant others.

JBWS is a full-service domestic violence and domestic abuse prevention agency offering:

- Confidential hotline: 1-877-R-U-ABUSED or agency support (973) 267-4763
- Emergency safe house for women and their children
- Counseling and legal assistance
- Children's services
- Transitional housing
- Life skills education/vocational counseling
- Community Education
- Teenage dating abuse prevention
- Primary prevention
- Friends and Family support
- Batterer's Intervention

Every victim has the option to seek treatment for injuries sustained during an incident of sexual misconduct or hazing, preventative care for sexually transmitted diseases, and other health services. Individuals can access this medical help by dialing 911, visiting Morristown Medical Center, calling the Morris County Sexual Assault Center at (973) 829-0587, or contacting Residence Life at (973) 985-7394.

#### Support Measures During the Process

All parties involved in the Title IX and Hazing process have the right to receive supportive measures from Saint Elizabeth University. Supportive measures are non-disciplinary and non-punitive.

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

- Counseling

- Education
- Extensions of deadlines or other course-related adjustments
- Modifications of work or class schedules
- Campus escort services
- Restrictions on contact between the parties (no contact orders)
- Changes in work or housing locations
- Leaves of absence

Increased security and monitoring of certain areas of the campus

**Note: Mental health professionals may be required to disclose information where there is an imminent threat of a person harming themselves or others.**

## **B. Anonymous Reporting**

Saint Elizabeth University is committed to reviewing all reports of hazing. Anonymous reports are accepted; however, Saint Elizabeth University's ability to obtain additional information may be compromised, and the ability to investigate anonymous reports may be limited.

## **C. PRIVACY**

The University will not disclose the identity of any individual involved in a disclosure, report, or resolution process under this policy, consistent with and except as may be permitted by the FERPA statute, 20 U.S.C. 1232g, or FERPA regulations, 34 CFR part 99, or as required by law, or to carry out the purposes of 34 CFR part 106, including the conduct of any investigation, hearing, or judicial proceeding arising thereunder.

## **D. FALSE REPORTS**

Saint Elizabeth University will not tolerate intentional false reporting of incidents. It is a violation of Saint Elizabeth University policies to make a false report of any policy violation intentionally, and it may also constitute a violation of state criminal statutes and civil defamation laws.

A. Upon receipt of a hazing report, Student Affairs staff may undertake an initial inquiry to obtain additional information. The initial inquiry may include:

1. Meeting with the reporting individual (s), if known, as well as any other relevant individuals, including advisors/coaches, to gather as much information as possible. Interviewees who are students at the University will be informed that the University Honor Code applies to their interview.

If meeting with a student who is alleged to have experienced hazing behavior, Student Affairs staff will discuss safety planning, how to request immediate accommodations (academic and/or personal), review possible interim protective measures and protections against retaliation, provide referrals to appropriate support resources, and encourage reporting to law enforcement. Staff will also provide a copy of these procedures.

Assessing whether any information in the report may implicate the University's Policy on Title IX or the University's Policy on Discrimination. If so, Student Affairs staff will notify the appropriate personnel immediately.

## **E. INTERIM MEASURES AND ACTIVITY RESTRICTIONS**

If the Respondent(s) creates a clear and substantial risk to persons or property at Saint Elizabeth University, the Responsible Administrator may issue an interim suspension or activity restriction at any point in the process, from the time a complaint is filed to the time the case is resolved. Ordinarily, a case involving an interim suspension will be expedited to resolution as quickly as possible.

The Responsible Administrator may also restrict or modify the activities (such as access to buildings or participation in activities) of the Respondent individual(s) or organization at any time from when a report is received until the matter is resolved. Activity restrictions may also remain in place after an outcome is decided.

Interim suspensions and activity restrictions are operative immediately upon receipt of the notice by the Respondent.

A complainant always has the right to seek a restraining order or a similar no-contact or protective order from the police. Contact Campus Security for assistance in obtaining protective orders from the police at the Florham Park Police Department, located at 111 Ridgedale Avenue, Florham Park, NJ 973-377-2200. Saint Elizabeth University will enforce all protective and restraining orders, regardless of who issues them. Enforcement of these orders will begin upon receipt of notification and documentation of their existence. Should either party wish to cooperate with local law enforcement in a criminal investigation, they may do so under the guidance of the appropriate legal authorities without fear of penalty by the University for violating the no-contact directive issued by the University.

## **III. EVALUATION PANEL**

Upon receiving a hazing report or completing an initial inquiry (depending on when the report is submitted), the Hazing Panel (hereinafter referred to as the Panel) will conduct a review. The Associate Vice President of Student Affairs will chair the Panel, which will consist of the following personnel: NCAA Compliance Coordinator, Athletic Director, Director of Student Engagement, and Chief Judicial Officer. The Panel will convene as soon as possible and typically within three business days of receiving a report. The following procedures are intended for hazing investigations that do not involve cross-jurisdictional matters related to Title IX or Human Resources. Cross-jurisdictional investigations will utilize agreed-upon procedures to apply the relevant University policies (Employee/Title IX). If a complaint is filed against a member of the Evaluation Panel and the actions or decisions are the basis of the report, the Responsible Administrator will designate an alternate to serve on the Panel.

### **A. Assessment of Actionability**

Based on the available information, the Panel will first determine whether the report is actionable under the University's Hazing Policy. An actionable report contains sufficient information to appear valid or genuine (e.g., location, time, specific individual(s) or organization(s) involved, and/or specific observed behavior). It implicates one or more provisions of the University's Hazing Policy.



## **B. Assessment of Threat to Health or Safety**

**Risk Factors.** If the report is deemed actionable, the Panel will next determine whether the reported information and any other available information provide a rational basis for concluding that there is a significant and articulable threat to the health or safety of any member of the University community. The Panel will make this determination based upon a review of the totality of the known circumstances, and will be guided by a consideration of the following (the Risk Factors):

- a. Whether the Respondent/Organization has a prior history of failing to comply with any University policies, including No Contact Directives, Standards of Conduct, and/or University protective measures.
- b. Whether the Respondent/Organization has threatened to commit violence.
- c. Whether the incident involved multiple individual respondents or organizations.
- d. Whether the reported behavior included physical activity (e.g., paddling, burning, branding, tattooing, forced calisthenics, coerced alcohol or drug consumption);
- e. Whether the reported behavior involved psychological hazing (e.g., acts which are likely to compromise an individual's dignity, cause an individual embarrassment or shame, or cause an individual to be the object of malicious amusement or ridicule);
- f. Whether the report reveals a pattern of alleged hazing behavior by the Respondent or Organization.
- g. Whether there are any injuries and/or other aggravating circumstances or signs of hazing behavior.

## **IV. UNIVERSITY ACTIONS**

**Investigation.** The Panel may determine that an extended initial inquiry is necessary to collect additional information for assessment. Otherwise, if the report was determined to be actionable, the Panel Chair will initiate an investigation into the reported conduct while cooperating with any parallel law enforcement investigation. If there is a cross-over jurisdiction with Title IX, the Panel Chair and the Title IX Coordinator will determine procedures for a joint investigation. If the report involves actions by any University personnel, the Panel Chair will contact Human Resources, as appropriate, to establish a joint investigative process.

1. The Panel Chair will appoint one or more investigators and provide written notice to the responding parties via Saint Elizabeth email. Notifications will include the following:

The allegations against them, the Complainant, if applicable, the date(s) of the alleged violation(s), and the information about the investigative process. The timing of the notice may vary based on the investigation, but the respondent (s) will have the opportunity to receive and respond to all allegations. The investigators will interview any individuals identified as knowing the matter. A hazing investigation will typically be completed within thirty (30) days after receipt of the original report, unless an extension is deemed appropriate due to extenuating circumstances. The Panel Chair will determine if extenuating circumstances are present (e.g., an active law enforcement investigation). In some cases, a general inquiry will occur before a formal investigation is initiated. Saint Elizabeth University is not obligated to notify parties if general inquiries are made to gather additional information. The Complainants and Respondents and any other parties to the case may be accompanied by their respective advisors, including an attorney, at any meeting or proceeding related

to the investigation and resolution. While advisors may provide support and advice to the parties at any meeting and/or proceedings, they may not speak on behalf of the parties, submit written statements not attributed to the party, or otherwise participate in, or in any manner disrupt, such meetings and/or proceedings.

2. During the investigation, the investigators will interview the Complainant and Respondent as well as any parties or witnesses to review the allegations and provide opportunities for response. Parties and witnesses will be informed that the University's Honor Code applies to their interview, as does the prohibition against and protection from retaliation.
3. Upon the completion of the investigation, the investigators will determine, based on a preponderance of the evidence (i.e., more likely than not), if hazing occurred.
  - a. **If the investigators determine hazing did not occur**, a summary of findings will be logged in the appropriate University case management system, and the case will be closed. The investigators will notify the relevant parties of the outcome, including the Complainant and the Respondent.
  - b. **If the investigators determine hazing has occurred and believe such hazing was so severe and/or pervasive that it presents an immediate and/or ongoing threat to student health and/or safety**, they will provide a written report of the findings to the Panel Chair, the complainant (s) and respondent (s) which also will be logged in the appropriate University case management system. The files of individuals found responsible for violating Saint Elizabeth University's Anti-Hazing Policy will also be maintained to comply with the Clery Act (including the Stop Campus Hazing Act). They will be retained for the same period as Clery Act records.
  - c. **If the investigators determine hazing occurred and do not believe such hazing was so severe and/or pervasive that it presents an immediate and/or ongoing threat to student health and/or safety**, they will provide a written report of finding to the Panel Chair, complainant (s) and respondents which also will be logged in the appropriate University case management system.
  - d. **For Sports Teams**, the investigators will provide a copy of the written report to the Athletic Director. The Associate Vice President of Academic Affairs and the Athletic Director will determine the appropriate team sanctions, including the ongoing membership of individual student-athletes on a team.
  - e. The Panel Chair will remain in communication with the law enforcement agency to provide an update on the disposition of the University inquiry and ascertain whether criminal charges will be filed. Irrespective of the status of a University investigation, a student organization's suspension may be maintained pending the outcome of an ongoing law enforcement investigation or process.

## **V. Appeal of Dismissals and Determinations**

Both parties have the right to appeal. The appeal must be submitted within five (5) business days of receiving the notice of the outcome of the investigation. The appeal is not meant to rehear or reargue the

same case and is limited to the standards below. Written appeals must meet at least one of the following standards:

1. A procedural (or substantive) error occurred that significantly impacted the outcome of the hearing (e.g., substantiated bias, material deviation from established procedures, etc.)
2. To consider new evidence, unavailable during the original hearing or investigation, that could substantially impact the original finding or outcome. A summary of this new evidence and its potential impact.

Parties may not appeal under the following circumstances:

Non-attendance at meetings

Dissatisfaction with a decision and/or outcome

The Associate Vice President of Student Affairs will email the decision regarding the appeal to both the complainant and the respondent within 15 business days of receiving the appeal materials.

**Fire Safety and Prevention**

Saint Elizabeth University is required by the Higher Education Opportunity Act of 2008 to disclose information about housing fire statistics, fire safety systems in student housing facilities, mandatory fire drills, fire safety policies, education, and training programs.

**2024 Fire Statistics Log – Student Housing**

| <b>Residential Facilities</b>   | <b>Total Fires in Each Building</b> | <b>Fire Number</b> | <b>Cause of Fire</b> | <b>Number of Injuries that Required Treatment at a Medical Facility</b> | <b>Number of Deaths related to a Fire</b> | <b>Value of Property Damage Caused by Fire</b> |
|---------------------------------|-------------------------------------|--------------------|----------------------|-------------------------------------------------------------------------|-------------------------------------------|------------------------------------------------|
| O'Connor Hall<br>2 Convent Road | 0                                   |                    |                      |                                                                         |                                           |                                                |
| Founders Hall<br>2 Convent Road | 0                                   |                    |                      |                                                                         |                                           |                                                |

**2024 - Residential Hall Fire Safety Amenities by Building Location**

| <b>Location</b> | <b>Fire Alarms Monitored by Security &amp; Facilities</b> | <b>Bldg Equipped with Full Sprinkler System</b> | <b>Bldg has Fire Alarms &amp; Smoke Detectors</b> | <b>Evacuation Plans Posted &amp; Fire Safety Training Conducted</b> | <b>Number of Fire and Evacuation Drills Conducted Each Academic Year</b> |
|-----------------|-----------------------------------------------------------|-------------------------------------------------|---------------------------------------------------|---------------------------------------------------------------------|--------------------------------------------------------------------------|
| Founders Hall   | YES                                                       | YES                                             | YES                                               | YES                                                                 | 1                                                                        |
| O'Connor Hall   | YES                                                       | YES                                             | YES                                               | YES                                                                 | 1                                                                        |

Saint Elizabeth University has a total of two on-campus student housing facilities. Each facility is equipped with fire detection systems, including smoke and heat detectors, and pull-box stations. Each facility is fully suppressed with fire sprinklers. All fire life safety systems are monitored and maintained by the SEU Facilities Department.

Saint Elizabeth University Residence Life Staff conducts one mandatory fire evacuation drill per calendar year. The fire evacuation drills are conducted by activating each fire alarm system in each on-campus student housing facility. The fire evacuation drills are conducted during the daytime hours.

## **On-Campus Student Housing Facility Fire Safety Systems**

Both O'Connor Hall and Founders Hall are fully suppressed with a sprinkler system with sprinkler heads located in each resident room and all common areas including lounges and kitchens, networked fire alarm systems that register smoke, heat, and steam, and networked carbon monoxide alarm systems. Both halls are also equipped with multiple fire extinguishers per floor. When an alarm is activated in the residence halls, Campus Security is notified (which is staffed 24 hours a day). The local fire department is then deployed to respond to the alarm as the Residence Life Staff aids in the evacuation of the building.

## **Supervised Fire Drills**

Fire and evacuation drills are conducted in Residence Halls once a semester. These drills can be supervised by the Fire Inspector of the Florham Park Fire Department and the Director of Campus Security. In addition, supervised evacuation drills are conducted in the fall and spring semesters. During these evacuation drills, Residence Life Staff members complete random checks of resident rooms to ensure that students have properly evacuated from the building. At this time, if fire safety hazard violations are noted, Residence Life Professional Staff confiscate and secure the items that are in violation to the policy. In an evacuation, students and staff are instructed to report to their designated meeting spot to be accounted for.

## **Fire Safety Violations and Prohibitions**

The University Student Handbook further outlines fire safety hazards and prohibited fire hazards. Resident students are not permitted to possess and/or use halogen lamps, electrical cooking appliances, extension cords, holiday lights or heaters in their rooms. Open flames and the possession and/or burning of candles or incense are prohibited in the residence halls.

Under the University Conduct Policy students are prohibited from reporting a false emergency which includes false reporting of fire, bomb, medical emergency, or any other emergency by means of activating a fire alarm or in any other manner. Students are also prohibited from tampering with fire and/or safety equipment, including elevators, elevator phones, smoke detectors and sprinkler systems. Resident students are further prohibited from hanging items on or within an 18 inch radius of the sprinkler pipes or detector heads.

All individuals on campus are prohibited from smoking in all campus buildings including the residence halls. Smoking is also prohibited in close proximity to any building on campus; therefore, the University has established designated smoking areas throughout campus.

## **Fire Safety Education and Training Programs**

The Residence Life Staff receive fire safety and emergency response training during the fall semester. This training consists of an educational session with the fire extinguisher company focusing on the difference

in fires and extinguishers, and an educational session with the Florham Park Fire Department's Fire Inspector focusing on origination points of fires and how to put out a fire safely. The training culminates with field training where staff members are given the opportunity to deploy a fire extinguisher against a live controlled fire set by the Florham Park Fire Department.

Prior to the first fire and evacuation drill held in the fall semester, residents of each floor are required to attend a mandatory floor meeting where information about:

- (a) fire evacuation procedures,
- (b) designated evacuation meeting spots, (which are posted throughout the building and, on the Community Assistant doors),
- (c) fire hazards and,
- (d) prohibitions are thoroughly discussed.

Additionally, upon fall check-in, resident students are given information on personal fire insurance provided by an external company. Residents can choose to insure their items from any damage should an emergency take place, since the University is only responsible for replacing University owned furnishings.

All residence hall rooms are equipped with evacuation maps posted on the back of the doors which indicate the primary and secondary exit routes on the floor in case of an emergency. Additionally, two building marshals are designated for the residence halls to assist in proper evacuation of the building should an emergency arise during the day. During evening hours the Assistant Director on duty and the Community Assistants assist in the evacuation of the building and are responsible for a count of the resident students.

### **Missing Person Policy**

In accordance with the Higher Education Opportunity Act of 2008, the University has implemented a Missing Persons Policy to establish procedures to respond to reports of a missing student. This policy applies to students who are deemed missing or absent from the University for a period of more than 24 hours without any known reason or which may be contrary to usual patterns of behavior or unusual circumstances that may have caused the absence. Such circumstances include, but are not limited to:

- a) reports or suspicions of foul play,
- b) evidence of suicidal thoughts, drug use, any life-threatening situations, or
- c) may have been with persons who could endanger the student's welfare.

A missing student should be reported to the Dean of Student Affairs and a missing staff member should be reported to the Director of Human Resources. Once a student or employee has been reported missing an investigation will begin. Along with the investigation, a SEU online Maxient Missing Person Report is completed to document the concern. Notification(s), will be made, to the individual(s) identified by the missing student or employee as her/his emergency contacts and if necessary the local law enforcement

agency. In the event the student is under 18 years of age, the Dean of Student Affairs or designee will be responsible for communicating with the parents or guardian.

### **Reportable Crimes**

The following definitions are used for reporting crimes in accordance with the Federal Bureau of Investigation's Uniform Crime Reporting Program:

#### **CRIMINAL HOMICIDE:**

**Murder and Nonnegligent Manslaughter:** The willful (non-negligent) killing of one human being by another.

**Negligent Manslaughter:** The killing of another person through gross negligence.

**SEX OFFENSES** – Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

**Rape** – The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

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

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

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

#### **ROBBERY:**

The taking, or attempted taking, of anything of value from the care, custody, or control of a person or persons by force or violence and/or by putting the victim in fear.

#### **AGGRAVATED ASSAULT:**

An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

#### **DATING VIOLENCE:**

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on a consideration of the following factors: the length of relationship; the type of relationship; and frequency of interaction

between the persons involved in the relationship. Any incident meeting this definition is considered a crime.

**DOMESTIC VIOLENCE:**

This term means a felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim, a person with whom the victim shares a child in common, a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction. Any incident meeting this definition is considered a crime.

**STALKING:**

Stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress.

**BURGLARY:**

The unlawful entry into a building or other structure with the intent to commit a felony or a theft.

**MOTOR VEHICLE THEFT:**

The theft of a motor vehicle, including automobiles, trucks, motorcycles, and mopeds.

**ARSON:**

Any willful or malicious burning or attempt to burn, with or without intent to defraud, of property.

**OTHER OFFENSES:**

**LIQUOR-LAW ARRESTS:**

The violation of laws prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages. Does not include drunkenness or driving under the influence.

**DRUG-LAW ARRESTS:**

The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment needed to produce or use them.

**WEAPONS-LAW ARRESTS:**

The violation of laws prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, knives, explosives, or other deadly weapons.



**HATE CRIMES:**

A crime reported to police agencies or campus security authorities manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. The possible categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.

Category A: Murder and Non-negligent manslaughter; Sex offenses; Robbery; Aggravated assault; Burglary; Motor vehicle theft; Arson.

Category B: Larceny-theft; Simple assault; Intimidation; Destruction/damage/vandalism of property.

**Crime Statistics**

The numbers provided in the crime statistics for Saint Elizabeth University reflect incidents reported to Campus Security, Residence Life staff and/or the Florham Park and Morris Township Police Departments. The statistics reflect incidents on campus and incidents involving our students that the Florham Park and Morris Township Police Departments report to the University. The local Police provide data to the University regarding reportable crimes that occur near campus boundaries. Under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, colleges are required to publish crime statistics in the following major categories. These statistics cover the period from January 1st to December 31st for the respective years. The University also files the crime statistics report with the Department of Education on an annual basis.

**On-Campus:** any building or property owned or controlled by the institution of higher learning within the same contiguous geographic area and used in direct support of educational purposes.

**Public Property** - all public property areas within the same contiguous geographic area of the institution, such as sidewalks, streets, or facility parking that is adjacent to the owned or controlled areas of the institution.

**Non-Campus** - any building or property, other than a branch campus, that is used in direct support of or in relation to the institution's educational purposes and is used by students, and is not within the same contiguous geographic area of the institution.

**2022 to 2024 Crime Statistics**

| <b>2024<br/>Violent Crimes Reported</b> | <b>On<br/>Campus</b> | <b>Public<br/>Property</b> | <b>Non-Campus</b> | <b>Totals</b> | <b>On-Campus<br/>Residence</b> |
|-----------------------------------------|----------------------|----------------------------|-------------------|---------------|--------------------------------|
| Murder & Non-Negligent<br>Manslaughter  | 0                    | 0                          | 0                 | 0             | 0                              |
| Negligence by Manslaughter              | 0                    | 0                          | 0                 | 0             | 0                              |
| Sex Offenses - Rape                     | 0                    | 0                          | 0                 | 0             | 0                              |
| Statutory Rape                          | 0                    | 0                          | 0                 | 0             | 0                              |
| Fondling                                | 1                    | 0                          | 0                 | 1             | 1                              |
| Incest                                  | 0                    | 0                          | 0                 | 0             | 0                              |
| Robbery                                 | 0                    | 0                          | 0                 | 0             | 0                              |
| Aggravated Assault                      | 0                    | 0                          | 0                 | 0             | 0                              |
| Domestic Violence                       | 0                    | 0                          | 0                 | 0             | 0                              |
| Dating Violence                         | 0                    | 0                          | 0                 | 0             | 0                              |
| Stalking                                | 0                    | 0                          | 0                 | 0             | 0                              |
| Burglary                                | 0                    | 0                          | 0                 | 0             | 0                              |
| Motor Vehicle Theft                     | 0                    | 0                          | 0                 | 0             | 0                              |
| Arson                                   | 0                    | 0                          | 0                 | 0             | 0                              |
| Liquor Law Arrests                      | 0                    | 0                          | 0                 | 0             | 0                              |
| Drug Law Arrests                        | 0                    | 0                          | 0                 | 0             | 0                              |
| Weapons Possession Arrests              | 0                    | 0                          | 0                 | 0             | 0                              |
| Liquor Policy Violations                | 1                    | 0                          | 0                 | 1             | 1                              |
| Drug Policy Violations                  | 3                    | 0                          | 0                 | 3             | 3                              |
| Weapons Policy Violations               | 0                    | 0                          | 0                 | 0             | 0                              |

| <b>2023</b><br><b>Violent Crimes Reported</b> | <b>On<br/>Campus</b> | <b>Public<br/>Property</b> | <b>Non-Campus</b> | <b>Totals</b> | <b>On-Campus<br/>Residence</b> |
|-----------------------------------------------|----------------------|----------------------------|-------------------|---------------|--------------------------------|
| Murder & Non-Negligent<br>Manslaughter        | 0                    | 0                          | 0                 | 0             | 0                              |
| Negligence by Manslaughter                    | 0                    | 0                          | 0                 | 0             | 0                              |
| Sex Offenses - Rape                           | 0                    | 0                          | 0                 | 0             | 0                              |
| Statutory Rape                                | 0                    | 0                          | 0                 | 0             | 0                              |
| Fondling                                      | 1                    | 0                          | 0                 | 1             | 0                              |
| Incest                                        | 0                    | 0                          | 0                 | 0             | 0                              |
| Robbery                                       | 0                    | 0                          | 0                 | 0             | 0                              |
| Aggravated Assault                            | 1                    | 0                          | 0                 | 1             | 1                              |
| Domestic Violence                             | 1                    | 0                          | 0                 | 1             | 1                              |
| Dating Violence                               | 0                    | 0                          | 0                 | 0             | 0                              |
| Stalking                                      | 1                    | 0                          | 0                 | 1             | 1                              |
| Burglary                                      | 0                    | 0                          | 0                 | 0             | 0                              |
| Motor Vehicle Theft                           | 0                    | 0                          | 0                 | 0             | 0                              |
| Arson                                         | 0                    | 0                          | 0                 | 0             | 0                              |
| Liquor Law Arrests                            | 0                    | 0                          | 0                 | 0             | 0                              |
| Drug Law Arrests                              | 0                    | 0                          | 0                 | 0             | 0                              |
| Weapons Possession Arrests                    | 0                    | 0                          | 0                 | 0             | 0                              |
| Liquor Policy Violations                      | 4                    | 0                          | 0                 | 4             | 2                              |
| Drug Policy Violations                        | 3                    | 0                          | 0                 | 3             | 3                              |
| Weapons Policy Violations                     | 0                    | 0                          | 0                 | 0             | 0                              |

| <b>2022</b><br><b>Violent Crimes Reported</b> | <b>On<br/>Campus</b> | <b>Public<br/>Property</b> | <b>Non-Campus</b> | <b>Totals</b> | <b>On-Campus<br/>Residence</b> |
|-----------------------------------------------|----------------------|----------------------------|-------------------|---------------|--------------------------------|
| Murder & Non-Negligent<br>Manslaughter        | 0                    | 0                          | 0                 | 0             | 0                              |
| Negligence by Manslaughter                    | 0                    | 0                          | 0                 | 0             | 0                              |
| Sex Offenses - Rape                           | 0                    | 0                          | 0                 | 0             | 0                              |
| Statutory Rape                                | 0                    | 0                          | 0                 | 0             | 0                              |
| Fondling                                      | 1                    | 0                          | 0                 | 1             | 0                              |
| Incest                                        | 0                    | 0                          | 0                 | 0             | 0                              |
| Robbery                                       | 0                    | 0                          | 0                 | 0             | 0                              |
| Aggravated Assault                            | 0                    | 0                          | 0                 | 0             | 0                              |
| Domestic Violence                             | 0                    | 0                          | 0                 | 0             | 0                              |
| Dating Violence                               | 0                    | 0                          | 0                 | 0             | 0                              |
| Stalking                                      | 0                    | 0                          | 0                 | 0             | 0                              |
| Burglary                                      | 0                    | 0                          | 0                 | 0             | 0                              |
| Motor Vehicle Theft                           | 0                    | 0                          | 0                 | 0             | 0                              |
| Arson                                         | 0                    | 0                          | 0                 | 0             | 0                              |
| Liquor Law Arrests                            | 0                    | 0                          | 0                 | 0             | 0                              |
| Drug Law Arrests                              | 0                    | 0                          | 0                 | 0             | 0                              |
| Weapons Possession Arrests                    | 0                    | 0                          | 0                 | 0             | 0                              |
| Liquor Policy Violations                      | 26                   | 0                          | 0                 | 26            | 26                             |
| Drug Policy Violations                        | 7                    | 0                          | 0                 | 7             | 7                              |
| Weapons Policy Violations                     | 0                    | 0                          | 0                 | 0             | 0                              |

**Unfounded Crimes:**

Beginning with the 2015 Annual Security Report, the University is required to include statistics for the total number of crime report that were “unfounded” and subsequently withheld from crime statistics during each of the three most recent calendar years. A crime can be classified as unfounded only after a full investigation by a sworn or commissioned Law Enforcement personnel.

2024 – There were no unfounded crimes

2023 – There were no unfounded crimes

2022 – There were no unfounded crimes

**Hate Crime Reporting:** race, religion, gender, gender identity, sexual orientation, ethnicity, national origin and disability. Larceny-theft, Simple Assault, Intimidation and Destruction, Damage, or Vandalism of Property.

There was one reported Hate Crime on Campus in 2024 – 1 reported hate crime incident involving Zoom-bombing; took place during a program for the Holocaust and Genocide Center that featured a Muslim speaker.

There was one reported Hate Crime On Campus in 2023 – 1 reported hate crime incident involving vandalism of University property based upon Gender Identity.

There were no reported Hate Crimes On Campus in 2022.

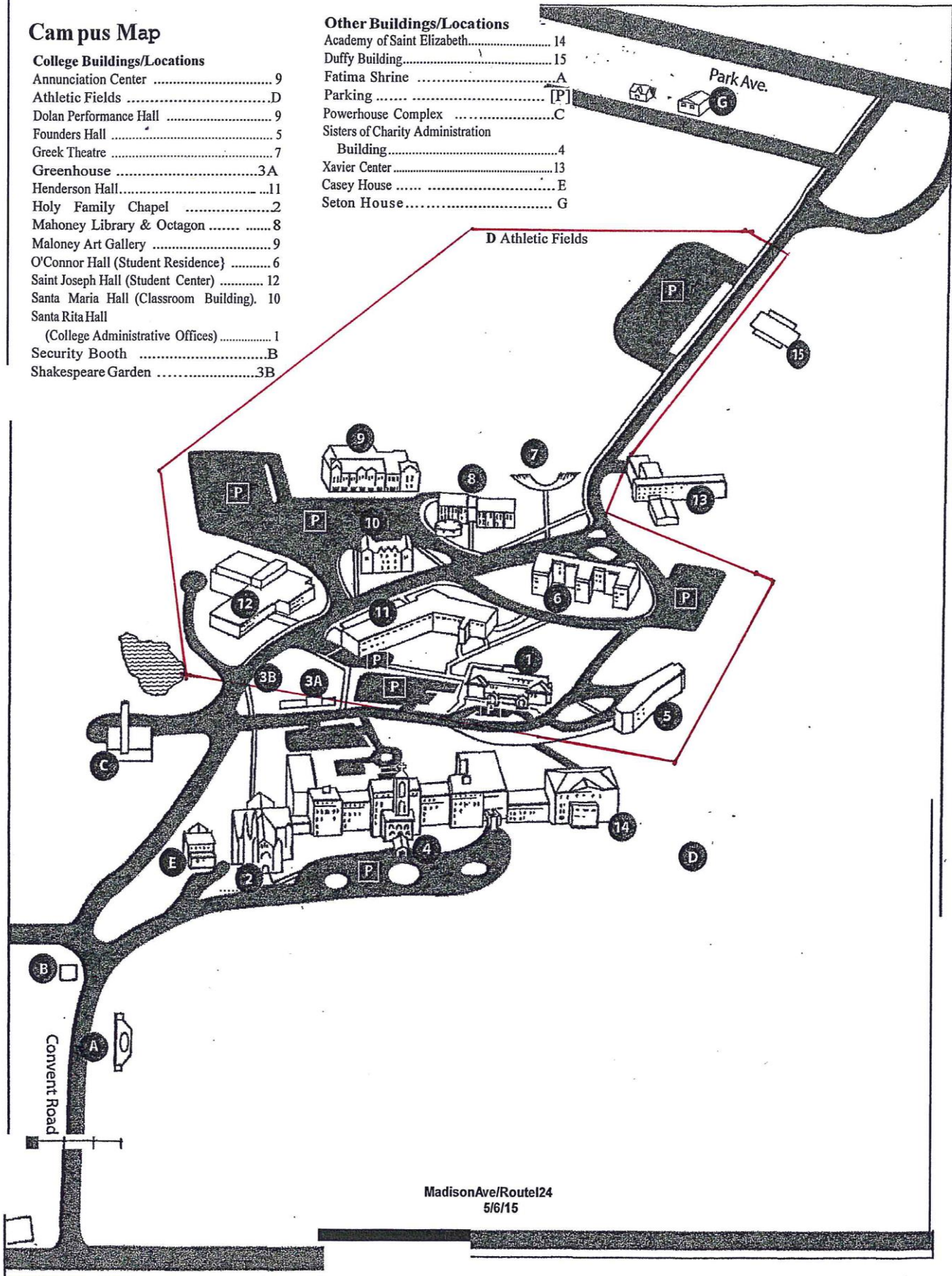
# Campus Map

## College Buildings/Locations

|                                                           |    |
|-----------------------------------------------------------|----|
| Annunciation Center .....                                 | 9  |
| Athletic Fields .....                                     | D  |
| Dolan Performance Hall .....                              | 9  |
| Founders Hall .....                                       | 5  |
| Greek Theatre .....                                       | 7  |
| Greenhouse .....                                          | 3A |
| Henderson Hall .....                                      | 11 |
| Holy Family Chapel .....                                  | 2  |
| Mahoney Library & Octagon .....                           | 8  |
| Maloney Art Gallery .....                                 | 9  |
| O'Connor Hall (Student Residence) .....                   | 6  |
| Saint Joseph Hall (Student Center) .....                  | 12 |
| Santa Maria Hall (Classroom Building). 10                 |    |
| Santa Rita Hall<br>(College Administrative Offices) ..... | 1  |
| Security Booth .....                                      | B  |
| Shakespeare Garden .....                                  | 3B |

## Other Buildings/Locations

|                                                     |    |
|-----------------------------------------------------|----|
| Academy of Saint Elizabeth .....                    | 14 |
| Duffy Building .....                                | 15 |
| Fatima Shrine .....                                 | A  |
| Parking .....                                       | P  |
| Powerhouse Complex .....                            | C  |
| Sisters of Charity Administration<br>Building ..... | 4  |
| Xavier Center .....                                 | 13 |
| Casey House .....                                   | E  |
| Seton House .....                                   | G  |



Madison Ave/Route 124  
5/6/15



Saint  
Elizabeth  
University