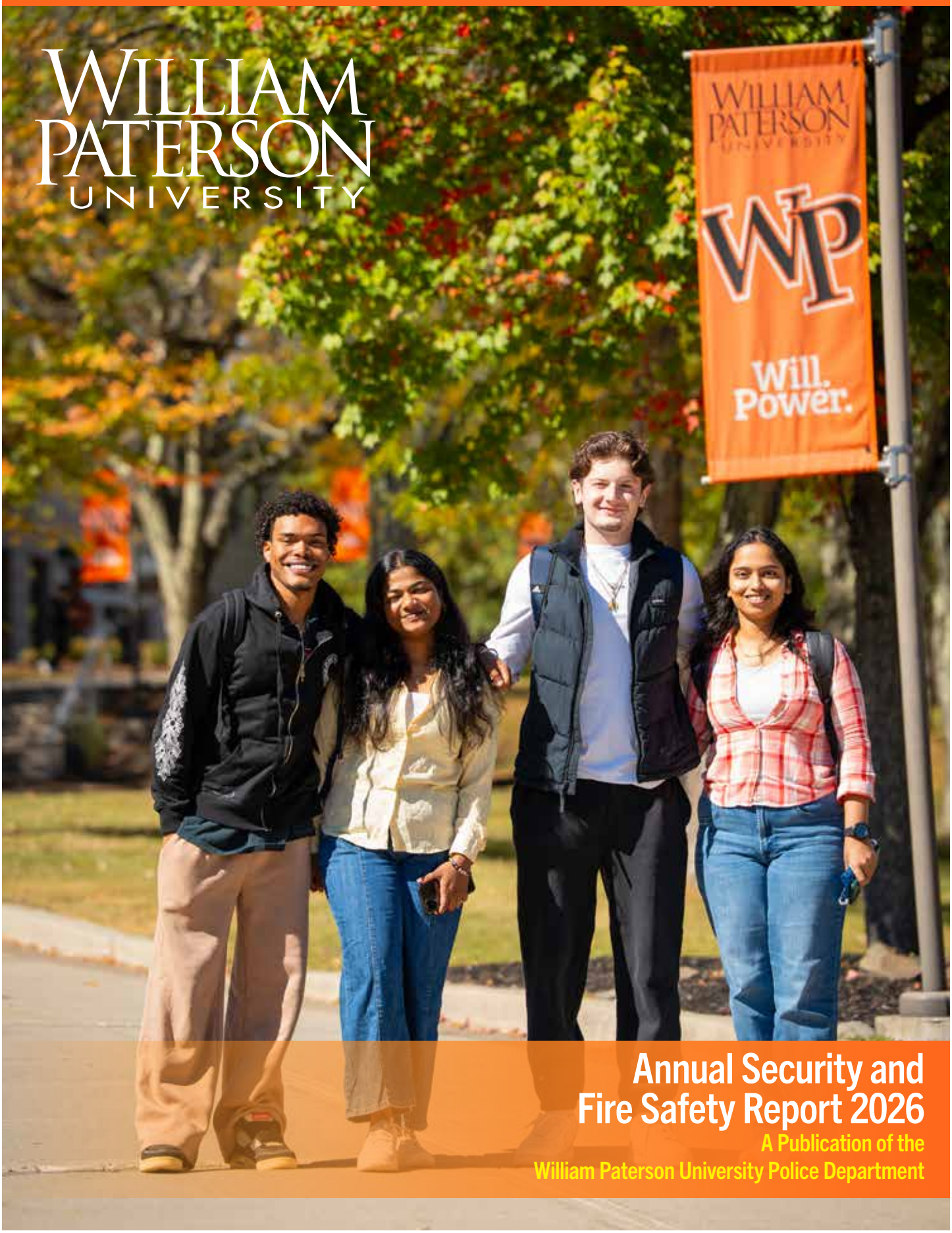
WILLIAM PATERSON UNIVERSITY



Annual Security and Fire Safety Report 2026

A Publication of the
William Paterson University Police Department

Welcome

The University Police and Public Safety Department welcomes you to William Paterson University. We are dedicated to providing all members of this community with a safe and secure environment. This *Annual Security and Fire Safety Report 2026* aims to provide important information on topics related to safety on our campus, including annual campus crime and fire safety statistics.

The University Police Department is a full-service police department with state-certified police officers on duty 24 hours a day, seven days a week. Our mission is to provide a safe and secure environment throughout our campus. To achieve this goal, we rely on the cooperation and participation of all of our community members. The members of the University Police Department are proud to be part of the University community and we are focused on understanding and appreciating the diversity of our community while also enhancing safety and security.

We invite you to review this document, which is provided in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics and the Higher Education Opportunity Act. You can find further information on our website at wpunj.edu/police. After reviewing this information, if you have questions or concerns, please feel free to contact the University Police Department by telephone at 973.720.2300. If you have an emergency, I encourage you to dial 911 from any phone.

Please also make sure you have opted into our Rave Mobile Safety system, which allows the University to push WP Alert messages to you via text, voice, email, Facebook, and Twitter during an emergency. This system also includes the Rave Guardian App, which can be downloaded to your phone. This app includes a wide range of safety features, including an emergency call button that directly dials University Police, and a "chat" button that allows users to enter a two-way text chat with University Police. Callers can submit tips, photos, or other information via text to University Police in the event of a possible crime or safety situation on campus.

We look forward to a wonderful year and wish you all personal success. Together we can ensure a safe and secure campus.

Charles Lowe

Director of Public Safety and University Police

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act

(also known as the Clery Act)

- Publish an annual report by October 1 that contains three years of campus crime statistics and certain campus security policy statements.
- This document also serves as written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available to victims. Moreover, it details how victims can change academic situations, living situations, transportation situations, working situations, and protective measures.
- Publish crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. We gather statistics from campus police or security, local law enforcement, and other University officials that have significant responsibility for student and campus activities.
- Issue campus alerts to provide the campus community with information necessary to make informed decisions about their health and safety. We issue a timely warning for any Clery Act crime that represents a serious or continuing threat to students and employees. We also issue emergency notifications upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees.
- Make available for public inspection a daily public crime log of any crime that occurred on campus or within the patrol jurisdiction of the campus police and reported to the campus police.

  The University Police Department is responsible for preparing and distributing the annual report. The department works with other administrative departments and local law enforcement to compile the information incorporated in the report.

  We encourage members of the University community to use this report as a guide for safe practices on and off campus. The report is available on the Web at wpunj.edu/police. Each member of the University community receives an e-mail that describes the report and provides its Web address. For more information, contact the University Police Department at 973.720.2300.

University Police Department Contacts

University police officers are available 24 hours a day, seven days a week, to handle criminal matters. Other University police offices that handle administrative matters are open Monday to Friday, 8:30 a.m. to 4:30 p.m.

- Emergencies: 911
- Non-Emergencies: 973.720.2300 or 973.720.2301
- Office Information: 973.720.2200
- Community Policing and Student Patrol:

  973.720.3004 or 973.720.3005
- Police Reports: 973.720.3006
- Detective Bureau: 973.720.6207 or 973.720.3301
- www.wpunj.edu/police

If you are calling from a campus phone, only the last four digits of the phone number are required.

University Police Department

William Paterson University police officers are on duty 24 hours a day, seven days a week.

All officers are commissioned by the State of New Jersey and have full police powers. William Paterson University police officers enforce New Jersey's code of criminal justice (Title 39, New Jersey's Motor Vehicles and Traffic Regulations, Title 2C) and University regulations.

All officers are under the jurisdiction of the State Attorney General and the Passaic County Prosecutor's Office. They are required to maintain the same police training mandated by the New Jersey State Attorney General's Office for all police officers. They are also held accountable for their actions based on the laws of the State of New Jersey and the guidelines of the New Jersey Attorney General's Office.

The department has a close working relationship with Wayne, Haledon, North Haledon, and other surrounding towns. Our police department provides and receives mutual aid when needed.

Under state and county guidelines, the Passaic County Prosecutor's Office or the New Jersey Division of Criminal Justice must conduct specific investigations. When this is the case, the William Paterson University Police Department will cooperate with these investigations to the best of their ability.

The University Police are responsible for the accurate reporting of crimes to the New Jersey State Police. Like all other police departments, the department follows the Uniform Crime Report Guidelines in regard to the accurate reporting of crimes. These statistics are forwarded to the Federal Bureau of Investigation.

The University answers to the United States Department of Education for the accurate reporting of Clery-related crimes. As such, the University is responsible for the accuracy of these reports and is subject to fines if they are not correct. As a result, procedures are in place to review all police reports and reports made to all University offices deemed to have significant responsibilities to the students of William Paterson University.

In addition to participating in all mandatory and optional training, the University Police conduct on-scene simulated training in violent incident response. This training involves campus buildings to conduct training for incidents such as response to an active shooter or hostage situation. Officers must deal with realistic scenarios with armed actors and multiple victims. This training is conducted with the cooperation and participation of the surrounding police departments to familiarize neighboring police departments with the campus. This training provides all officers in our area with the same training to ensure that we can all work together cooperatively during an emergency.

How to Report a Crime, Emergency, or Suspicious Activity

1. In an emergency, **CALL 911** or press the emergency call button on the Rave Guardian Mobile App. To report suspicious activity or a crime that is not an emergency, call University Police at 973.720.2300, or internally at Ext. 2300.
2. Give your name, address, and phone number.
3. Report why you are calling.
4. Request medical assistance; if needed.
5. Provide as many details as possible:
   - Description of the activity observed.
   - Description of the person(s) involved.
   - Location the person(s) was last seen or the direction in which they were traveling.
   - Description of any motor vehicle involved.
   - Information regarding the presence of any weapons.
6. Stay on the phone until released by the officer receiving your call.

Remember: Be calm, speak slowly, and obtain the names and addresses of any witnesses. It is imperative that all crimes and suspicious activity be reported to University Police promptly and efficiently so that the matter can be dealt with accordingly.

By working together, the University community and the police can reduce crime on campus, thus creating a safer environment for everyone.

Every report submitted will be investigated by an appropriate public safety employee. You may report any criminal activity or other emergencies 24 hours a day, seven days a week to the University Police Department at 973.720.2300.

Anonymous reporting of crimes or suspicious activity is also available on the University Police website. To access the anonymous reporting form, navigate to the University Police Department's homepage, enter the department services section, and click the "Anonymous Reporting Form" hyperlink.

Although we encourage that all crimes, emergencies, or suspicious activity be reported directly to University Police, if that is not possible, please report the incident to any William Paterson University staff or faculty members.

Emergency Notification Service

William Paterson University has partnered with Rave Mobile Safety to provide Emergency Notification Services. This service sends time-based notifications to thousands of people in minutes. Rave Mobile Safety allows the University to send personalized communications to our community via voice, text, email, and social media.

Notifications for unexpected events such as natural or man-made disasters, utility or technology outages, security threats, campus closures, or other events deemed campus emergencies will be recorded and sent by University officials utilizing Rave Mobile Safety. The service allows the University to be reactive and proactive by providing the ability to send notifications during and after an emergency. The program is an opt-in service for all University students, faculty, and staff.

Access to the opt-in service is through the WPConnect portal located on the University homepage. Each individual can register up to six (6) contacts to receive these important messages. These contacts may include a home phone, alternate phone, cell phone, University email, and personal email.

Rave is not only the University's Emergency Notification System (WP Urgent). It also includes the Guardian App, which allows students to communicate directly with University Police in an emergency.

The Guardian App allows students to communicate directly with University Police or their Guardians regarding their safety and/or situations they witness on campus.

The Rave Guardian Mobile App is available free of charge at the Google Play Store or Apple Store. A two-step verification process is required to enroll.

The Guardian App includes the following:

Safety Timer: Ability to set a "Safety Timer" session. Once activated, selected "guardians" in the user's virtual safety network can monitor the user's status updates and location. Guardians will receive an automatic notification at assigned check-in times. If the timer expires or the user initiates a panic call, Rave Guardian will automatically notify trusted safety resources.

Tips and Multimedia Messaging: Allows campus members to send text and photo content directly to University Police officials via secure cloud infrastructure. Campus safety officials can provide instruction or follow up to learn more. Tips can be sent anonymously or not.

Emergency Call Button: Through the mobile device, a user can send an alert to University Police with one click, automatically providing student information and GPS location.

Safety Profiles for Faster Emergency Response: Student-created safety profiles contain details such as residence and medical condition information that are automatically presented to campus safety officials during an emergency call for faster, more precise response. Student safety profiles are available during emergencies, on and off campus, to University Police and Smart911-enabled 911 centers nationwide.

Emergency Notifications

The Jeanne Clery Act requires that William Paterson University immediately notify the campus community upon confirmation of an immediate threat of a significant emergency or dangerous situation involving a threat to the health and safety of students or employees occurring on campus.

A significant emergency is an immediate threat to the health or safety of students or employees. These events include hazards such as terrorist attacks, natural disasters, environmental disasters, or other significant emergencies. Although the Emergency Notification Policy is part of the Jeanne Clery Act, these notifications are for any incident deemed an emergency, not just crimes mentioned in the Clery Act.

If the University Police confirm an emergency, they are authorized to activate the Rave Mobile Safety system without delay. A broadcast notification will then be sent via text message to all members of the University, or the specific segment of the University's populations affected by the emergency. This message will also appear on the University's Facebook and X (formerly Twitter) pages. Moreover, a voicemail and University-wide email may also be disseminated. All employees, resident students, and commuter students who received the original message will receive any follow-up messages.

This notification would only be delayed if issuing it would compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Also, if such a notification is issued, a timely warning email, telephone call, or cell phone call may be issued explaining the same circumstances.

If an emergency notification is issued, adequate follow-up information will subsequently be issued. This information may include an "all clear" message or updates about continuing steps to respond to an emergency, such as class cancellations.

The University Police conducts an annual test of the emergency notification procedure.

Timely Warning Notices

The purpose of this policy is to outline procedures that William Paterson University will use to issue a "timely warning" in compliance with the Clery Act.

In the event of an alleged Clery Act crime occurring on campus, on public property within or immediately adjacent to the campus, or in or on non-campus buildings or property controlled by the University that in the judgment of the University Police constitutes an ongoing or continuing threat, a campus-wide "timely warning" will be issued. The need to issue such a warning will be decided on a case-by-case basis considering all the facts surrounding a crime, including the nature of the crime, the continuing danger to the campus community, and the risk of compromising law enforcement efforts. Notices also may be issued for other crimes as determined necessary by the Director

WP Pre-Police Academy Students

of Public Safety and University Police or designee in consultation with the Vice President for Student Development, or designee.

Warnings will be issued using the University email system to students and employees. The University may also post a notice on its website and be posted in buildings on campus where appropriate.

As always, anyone with information warranting a timely warning should report the circumstances to the William Paterson University Police Department by phone at 973.720.2300 or in person at the Public Safety Building. The building is located on University Drive and can be reached via Entry No. 1 on Pompton Road; it is the first building on the left.

Emergency Evacuation Procedures

Exit signs and evacuation plans are in every building on campus. You should become familiar with the exit routes and evacuation plans before an emergency occurs. In the event of an emergency, please remain calm, gather only the clothing required for the current weather conditions, and exit the building. ***Do not use elevators in times of an emergency!***

Upon exiting the building, evacuation/fire wardens, resident assistants, and directors in campus residence halls will be there to assist and ensure the evacuation is safe and complete. Please report to these individuals, who will direct you to a safe area. This will allow for a head count to be taken, during which time you could advise your loved ones that you are not in danger if such notification seems reasonable.

University Police will immediately notify the campus community or appropriate segment of the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff. The University Police can decide to notify a segment or segments of the campus community. Such segments will be determined based on the potential that the emergency will affect the selected individuals.

Emergency response is the responsibility of the University Police. Should the situation demand further response, mutual aid will be provided by surrounding towns and the Passaic County Sheriff's Department. Depending on the situation, University Police will provide additional direction using the Rave Guardian system, personal communication, or the University's homepage. The University Police Department will decide on the content of these messages and initiate the notification system. If a different location is necessary due to safety concerns, the police will coordinate that move.

Evacuation drills are conducted in every residence hall twice during each semester. These drills are also performed in all other campus buildings once a year. During these drills, if you notice anything that may cause a safety concern during a real evacuation, please notify the fire warden or person in charge of the drill. These drills are evaluated by trained William Paterson University staff for further improvement of the evacuation policy and procedure. Evacuation drills are not announced and are coordinated with the assistance of evacuation wardens who act as liaisons with the responding police units.

Upon discovering a fire:

If a building needs evacuation due to a fire:

1. Activate the nearest pull station to sound the building alarm. If the alarm fails to work, shout "fire" several times.
2. **CALL 911** to report the fire.
3. Report the exact location of the fire; details should include building, floor, area, and intensity.

Evacuation procedures:

A. Feel the closed door of your room. If it feels hot, the hallway may contain deadly gases. **DO NOT OPEN THE DOOR**, but go to your window and wait for rescue. If the door is cool, **CLOSE YOUR WINDOWS** before opening the door slowly.

B. Upon leaving the room, leave the lights on and the door **CLOSED**. Be sure to take your coat and key with you.

C. If you cannot leave the room:

   1. Open the windows if there is smoke; if there is no smoke, leave the windows closed to prevent outside smoke from being drawn into the room.
   2. Seal cracks around the door with towels, damp if possible.

3. If you are trapped, attract attention by hanging an object from the window—the brighter the color, the better. If outside smoke is drawn in, close the window, leaving the object hanging.

D. If the smoke condition is severe, place a wet cloth over your nose and **REMEMBER** to stay close to the ground. There is usually less smoke on the floor.

E. When you are evacuating a building:

1. Walk at a brisk pace, but **DO NOT RUN**.
2. **DO NOT USE ELEVATORS.**
3. Follow the posted corridor instructions to find the proper exit route and assembly point.
4. Move in a single file along the wall that contains the exit. Once outside the building, move at least 75 ft. to 100 ft. away from the building.
5. Do not re-enter the building until receiving instructions from a University official or fire warden.
6. Account for your presence; advise a warden or other responsible party that you have safely evacuated the facility.

Evacuation Wardens

Evacuation wardens are members of the University staff who would typically be on duty and are assigned to assist with the safe evacuation of students, visitors, and employees. **PLEASE FOLLOW THE EVACUATION PLAN ESTABLISHED FOR YOUR BUILDING.**

Once evacuated, University Police may direct you to a secondary location, such as the Recreation Center or another similar on-campus location. The purpose is to ensure your safety and account for your temporary placement. In the event of a general evacuation order, you may be directed to use specific exits throughout campus.

If University Police recommend the evacuation of students, faculty, and staff from the campus, the following are the suggested routes:

North:

1. Exit the campus via Gate 6
2. Turn left onto Belmont Ave./Passaic County 675
3. Make a slight left onto High Mountain Rd.
4. At the traffic circle, continue straight to stay on High Mountain Rd.
5. Turn right onto Colonial Rd.
6. Turn right onto the New Jersey 208 North ramp
7. Merge onto NJ-208 North
8. Take the Interstate 287 North exit toward Interstate 87 N/Mahwah/N.Y. Thruway
9. Merge onto I-287 North

South:

1. Exit the campus via Gate 1
2. Continue through intersection onto Ailsa Ave.
3. Turn left onto Central Ave.
4. Turn slight left onto Katz Ave.
5. Turn left onto Redwood Ave.
6. Turn right onto Totowa Ave.
7. Turn left onto Maple St.
8. Turn left onto Wayne Ave.
9. Turn left onto McBride Ave.
10. Turn right onto Spruce St.
11. Turn left onto Oliver St.
12. Merge onto NJ-19 South
13. Use the left 2 lanes to take the Garden State Parkway South exit
14. Merge onto Garden State Parkway South

East:

1. Exit the campus via Gate 6
2. Continue onto West Overlook Ave.
3. Continue onto Linda Vista Ave.
4. Continue onto Terrace Ave.
5. Turn left onto Linda Vista Ave.
6. Continue onto North Haledon Ave.
7. Continue onto Rea Ave. Ext.
8. Turn left onto North Watchung Ave.
9. Turn left onto Goffle Rd.
10. Slight right onto Douglas Ave.
11. Merge onto NJ-208 South
12. Continue onto NJ-4 East

West:

1. Exit the campus via Gate 4
2. Turn right onto Passaic County 504/Pompton Rd.
3. Use the left 2 lanes to turn slightly left onto Ratzer Rd.
4. Turn left onto Valley Rd.
5. Use the left 2 lanes to turn left onto Riverview Dr.
6. Turn left onto Vreeland Ave.
7. Turn right onto the Interstate 80 West ramp
8. Merge onto Interstate 80 West

Crime Prevention Tips

William Paterson University is an academic community of more than 12,000 people. The campus covers 407 acres of land in three different municipalities: Wayne, Haledon, and North Haledon. As in all communities, crime is a potential threat to any University community member. To help reduce vulnerability to crime, you should consistently practice preventative measures, such as the following:

1. Be aware that you are a potential victim of a crime.

2. Immediately notify the University Police Department if any person(s) or activity arouses your suspicion.

3. Avoid walking alone at night unless necessary.

4. If you must walk around campus, make sure to protect yourself:

- Use well-lit, commonly traveled routes.
- Avoid shortcuts and dark, isolated areas.
- Walk purposefully, know where you are going, and project a no-nonsense image.
- Avoid potentially dangerous situations.
- Download the Rave Guardian Mobile App on your phone and open it to access the emergency call button.
- Have your door keys ready; carry them in your pocket.
- Park under parking lot lights.

5. Protect yourself in your room:

- Lock your door, even when you intend to return shortly and/or you are just going "down the hall." It takes a thief less than 10 seconds to enter your open room and remove your belongings.
- Lock or secure doors and windows when you are alone or asleep.
- Do not leave messages on your door indicating that you are away and when you will return.
- Do not allow strangers into your residence hall.
- Do not lend your key to anyone.
- Do not prop doors open.

6. Protect your automobile:

- Always lock your car door.
- Do not leave tempting valuables visible in the vehicle.

7. Do not leave property unattended.

Safe Walk

The Safe Walk program is a service that Community Policing provides to give students a sense of security when walking back from class, dorm, etc., alone at night. Our safety patrol staff will escort students to their location safely. This service is available during the academic year from Monday through Saturday, 8:00 p.m. to 12:00 a.m., by calling 973.720.7400.

Crime Victim's Bill of Rights

- To be treated with dignity and compassion by the criminal justice system.
- To be informed about the criminal justice process.
- To be free from intimidation.
- To have inconveniences associated with participation in the criminal justice process minimized to the fullest extent possible.
- To make at least one telephone call, provided the call is reasonable in both length and location called.
- To provide medical assistance if, in the judgment of the law enforcement agency, medical assistance appears necessary.
- To be notified if presence in court is not needed.

- To be informed about available remedies, financial assistance, and social services.
- To be compensated for their loss whenever possible.
- To be provided a secure, but not necessarily separate, waiting area during court proceedings.
- To be advised of case progress and final disposition.
- To prompt return of property when no longer needed as evidence.
- To submit a written statement about the impact of the crime to a representative of the County Prosecutor's Office before a final decision is made by that office whether or not to file criminal charges.
- To make, prior to sentencing, a statement in person and directly to the sentencing court concerning the impact of the crime.

In Case of Emergency (ICE)

The University Police Department recommends using "in case of emergency," or ICE numbers, on personal cell phones. Students should store emergency contact telephone numbers, such as family or friends, in their cell phones under contact headings such as ICE, ICE1, ICE2, etc. ICE contacts can be utilized by emergency responders to call these contacts immediately should someone become sick or injured.

Both Android phones and iPhones have features known as "**ICE" or "In case of emergency.**" This feature will let you add a list of **emergency contacts** to your phone. You can also add **medical information**, such as allergies or current medications.

Emergency services can then access this information if you are unable to speak to them about your medical history or contacts.

It is also possible to use the **Emergency SOS** feature to send your location to your emergency contacts and alert emergency services. You can also trigger this feature by holding down certain buttons for a time.

Some smartwatches will even do this for you if a fall is detected.

You can jump down to read about how to set this up:

iPhone ICE settings

All iPhones have a Medical ID option within the Health app. This is where you will go to set up your ICE information. You can also decide whether you want this information visible on your lock screen.

To enable this feature, follow the instructions below:

- **Step 1:** Open the Health app.
- **Step 2:** Make sure you are on the Summary page by checking the bottom navigation bar. Tap your profile picture in the top right.
- **Step 3:** Select "Medical ID".
- **Step 4:** Click Edit (in the top right).
- **Step 5:** You can now fill in all your information and select your emergency contacts. Your emergency contacts need to already exist on your phone. Click Done in the top right when you are finished.

If you want this information visible on your lock screen, you will need to make sure "Show when locked" is switched on.

Emergency SOS

Your iPhone can automatically contact emergency services and alert all of your emergency contacts to your current location.

Please only do this if you are in an actual emergency.

The steps for setting up the Emergency SOS feature on your iPhone depend on which iPhone you have. The instructions below are for an **iPhone 8 or later**.

1. Press and hold the side button and one of the volume buttons
2. Three sliders will appear on screen
3. Drag Emergency SOS to the right.
4. If you continue to hold the buttons instead of using the slider, a countdown will start, and an alert will play. If you are still holding down the buttons when the countdown ends, your iPhone will automatically call emergency services.

Android ICE settings

If you have an Android phone, there are a couple of different ways to set this up.

- via the Personal Safety App.
- via Settings.

Not all phones or versions of Android support the Personal Safety app or the settings options discussed below. There are other apps available, but you should always be careful when adding your personal information. Make sure to check the app is from a reputable company.

From the Personal Safety App

To set up the ICE features on an Android phone, you will need the Personal Safety App. Some devices will have this already installed. But other people will need to download it.

To edit your emergency information, please follow these instructions:

1. Open the Personal Safety app
2. Sign in to your Google account

3. Select "Settings"
4. Select "Medical information" and add what you wish to include.
5. Select "Emergency contacts" and then "Add contact"
   a. Your emergency contacts need to already exist on your phone.

If you want this information visible on your lock screen, you will need to select "Show when device is locked."

From your Settings

Some Android phones, like the Pixel, allow you to make changes from your normal settings.

You will still need the Personal Safety App.

To access your emergency information from Settings, you will need to follow these instructions:

1. Go to "Settings".
2. Tap "About phone".
3. Tap "Emergency Information".
4. In the banner at the top of the screen, tap "Update".
5. You can now add your information

If you want this information visible on your lock screen, you will need to select "Show when device is locked."

Emergency SOS

Android phones have the ability to call emergency services, notify your ICE contacts, and even start recording video in an emergency.

Follow these instructions for how to set up Emergency SOS on an Android phone:

1. Go to Settings
2. Select "Safety and emergency"
3. Select "Emergency SOS"
4. Turn "Use Emergency SOS" on
5. Select which actions you would like performed. You can choose from:
   a. Call emergency services
   b. Share your location with emergency contacts
   c. Record video and share with your emergency contacts

You can trigger the Emergency SOS feature by following the instructions below:

Please only do this if you are in an actual emergency.

1. Press the **Power** button **five times or more**.
2. This will start a five-second countdown. You can cancel this if you did it by accident.
3. At the end of those five seconds, the emergency actions you set up will start.

If a Violent Incident Should Occur

- Do not attempt to deal with the situation yourself.
- Attempt to remove yourself from the immediate danger if possible.
- Try to remain calm. Once you have removed yourself from the apparent danger, secure your location and stay where you are until given further direction by University Police or other authorities.
- If you are unable to remove yourself from the dangerous situation and are still in the building where the incident is occurring, lock the door of your residence, academic room, or other facility. Remain there until notified by University Police.
- Identify objects you could use to defend yourself and deter the threat from pursuing you at that location. If you are unable to remove yourself from the imminent threat and danger, be prepared to engage in combat with the aggressor to neutralize the immediate threat

to your life. While such action is a personal decision, active resistance to deliberate life-threatening actions can improve chances for survival. Many commonly available articles can be used as weapons or missiles to disrupt or deter an attacker, including shoes, keys, bookbags, belts, pencils, books, telephones, etc.

- If you see or hear something that suggests to you that a gun or other weapon is involved, call University Police immediately. Provide as much detail as you can about the incident. Be sure to include a description of the person or persons involved, the potential threat, possible weapons, the location or direction of flight taken by the actor(s), and the condition of any other victims. Do so when you have taken cover to the best of your ability.

Remember, the best time to deal with a violent incident is before it occurs. If you are aware that someone on campus has made a threat of violence toward another, it is your responsibility to contact the University Police as soon as possible.

If you are aware that an individual possesses illegal weapons on campus, it is your responsibility to report this information to the University. It is William Paterson University policy and New Jersey state law that guns or other weapons are prohibited on campus.

Missing Resident Student Notification

During every semester check-in, all residential students are provided the opportunity to supply the name of a specific person/contact information as a confidential contact to be used in the case of that student being reported missing.

There are times that the present whereabouts of a particular student are unknown or unclear. Specific information may have to be provided to University Police to account for the whereabouts of a resident student believed to be missing.

There is no specific amount of time that an individual must be missing in order to report an incident of this nature. The University Police will begin a missing person investigation as soon as it gets reported. This investigation will follow the New Jersey Attorney General Guidelines and the William Paterson Missing Student Policy.

If a student is reported missing, the University will access this information. This contact could be a relative, a friend, a neighbor, a roommate, or a person who would likely have daily contact with the student.

A student's confidential contact will be accessed only if a student is reported missing. As a result, access to these confidential contacts is limited to supervisory persons employed within Residence Life. Access to this information will only occur if a student is reported missing.

If a student is reported missing, a member of the University Police will have access to this information and contact them within 24 hours of filing the report. In cases of students less than 18 years of age, the University Police would immediately notify a parent or guardian.

Within 24 hours of a confirmed and unresolved report of a missing person, the University Police will distribute a missing person alert to the campus community.

Available Resources for Students and Employees

Victim/Survivor Advocacy

Social Worker for Student Support and Resources: 973.720.2578

Passaic County Domestic & Sexual Violence Services: 973.881.1450

New Jersey Domestic Violence Hotline: 800.572.7233

New Jersey Sexual Assault Hotline: 800.601.7200

Counseling and Mental Health

William Paterson University Counseling, Health, and Wellness Center: 973.720.2257

NJ Suicide Prevention Hopeline: 988
https://988lifeline.org/

NJ211: Dial 2-1-1 | Text your Zip Code to 898-211

Legal Assistance

Northeast New Jersey Legal Services
Northeast New Jersey Legal Services (NNJLS) serves the counties of Bergen, Hudson and Passaic, the most culturally and economically diverse area of the state. With offices in Hackensack, Paterson, and Jersey City, NNJLS is centrally located and offers comprehensive legal representation to low-income, senior, and disabled residents who have civil legal problems and cannot afford a private attorney.

Legal Services of New Jersey
Legal Services of New Jersey embraces the vision of full access to essential civil legal aid for all economically disadvantaged people who cannot secure a lawyer on their own. This belief in the importance of legal assistance to indigent people stems from an underlying concern with fairness, and a conviction that important legal needs of individuals should be addressed.

LSNJLAW
1-888-LSNJ-LAW (1.888.576.5529)

The Child and Family Advocacy Clinic at Rutgers Law
856.225.6568

NJCIC
201.305.9217

LALDEF
714-716 S. Clinton Ave., Trenton, NJ 08611
609.688.0881

Immigration Legal ResourcesAmerican Friends Service Committee Rights Program – Immigrant Rights Program
89 Market Street, 6th Floor, Newark, NJ 07102
973.643.1924

Camden Center for Law and Social Justice (Atlantic City)
9 N. Georgia Ave., Atlantic City, NJ 08401 | 856.583.2950

Camden Center for Law and Social Justice – Immigration Services (Camden Office)
126 N. Broadway, 2nd Floor, Camden, NJ 08102
856.583.2950

Casa Esperanza
213 West Union Ave., Bound Brook, NJ 08805
732.748.1111 | casaesperanzanj@yahoo.com

Catholic Charities of Metuchen – Immigration Services (New Brunswick Office)
56 Throop Ave., Holy Family Parish Pastoral Center Offices, New Brunswick, NJ | 732.324.8200

Catholic Charities of Paterson – Legal Services Department
212 Slater Street, Suite 201, Paterson, NJ 07501
973.279.7100

IACO Immigration and American Citizenship Organization
301 Main St Upper Level, Paterson, NJ 07505
973.472.4648

Make the Road New Jersey
42 Broad Street, Elizabeth, NJ 07201 | 908.368.1196
info@maketheroadnj.org

Northeast New Jersey Legal Services
(Bergen County Office)
190 Moore Street, Suite 100, Hackensack, NJ 07601
201.487.2166 | NNJLS@lsnj.org

Northeast New Jersey Legal Services
(Passaic County Office)
152 Market Street, 6th Floor, Paterson, NJ 07505
973.523.2900

Seton Hall Detention, Deportation, Defense Initiative
Seton Hall University School of Law Center for Social Justice, 833 McCarter Highway, Newark, NJ 07102
973.642.8700 (M–F, 9–5) | CSJ_Reception@shu.edu

Student Financial Aid

Financial Aid Office: Morrison Hall 101
Email: FINAID@wpunj.edu
Phone: 973.720.3945

Transportation

Traveling via public transportation to and from campus? Looking for WP Shuttle information?

Check out this page on Commuter resources: https://www.wpunj.edu/commuter/

And find out how you can save 25 percent on NJ Transit Monthly passes.

Campus and Community Food Resources

Please contact the Social Worker for assistance with any of the below resources. She can help connect you with resources for food, and additional assistance with SNAP questions and application.

Find Free Food and Services Near You | Click on the link and enter your zip code

Find Food Pantries & Soup Kitchens | Enter zip code at the top of page and click on Food Pantries and/or Soup Kitchens

Impact Passaic NJ Food Resource Map | Search an address to find services near you

According to The Hope Center for College, Community, and Justice, food insecurity is the limited or uncertain availability of nutritionally adequate and safe food, or the ability to acquire such food in a socially acceptable manner. The most extreme form is often accompanied by physiological sensations of hunger. The 2020 #RealCollege Survey assessed food security using the U.S. Department of Agriculture's (USDA) 18-item set of questions.

If you are having a tough time paying for the food you need, there is help available!

Pioneer Pantry

The Pioneer Pantry is a resource for all currently enrolled William Paterson students. We understand it is important to ensure that all students have access to nutritional and basic necessities. In the Pioneer Pantry, students will be able to select from a menu of items inclusive of proteins, grains, vegetables, toiletries, and more. The pantry is a collaboration between the Student Government Association (SGA), Campus Activities, Service and Leadership (CASL), and the division of Student Development.

Swipe Out Hunger
Swipe Out Hunger is the national nonprofit powering the movement to end college student hunger.

Pio's Food Share
Don't let good food go to waste! **Pio's Food Share** alerts students when leftover food from campus events is available.

Supplemental Nutrition Assistance Program (SNAP)
- How to Apply for SNAP
- Get Assistance with Applying for SNAP

New Jersey's Supplemental Nutrition Assistance Program, NJ SNAP, provides food assistance to families and individuals with low incomes to help them buy groceries through a benefits card accepted in most food retail stores and some farmers markets. Eligibility is set by several factors, such as income and resources. You can use SNAP benefits to stretch your food budget and buy nutritious foods that can keep you and your family healthy.

SNAP is accepted at these local businesses:

- **CVS,** 1762 Ratzer Rd, Wayne, NJ
- **Walgreens,** 447 Belmont Ave, Haledon, NJ
- **QuickChek,** 442 Pompton Rd, Wayne, NJ
- **Super Supermarket,** 408 Haledon Ave, Haledon, NJ
- **Trader Joe's,** 910 Hamburg Tpke, Wayne, NJ
- **ShopRite of Wayne,** 30 Wayne Hills Mall, Wayne, NJ
- **Stop & Shop,** 1220 Hamburg Tpke, Wayne, NJ
- **Aldi,** 625 Hamburg Tpke, Wayne, NJ

Women, Infants, and Children (WIC)
The New Jersey Supplemental Nutrition Program for Women Infants and Children is commonly known as WIC. WIC is a successful public health nutrition program that provides wholesome food, nutrition education and community support for income eligible women who are pregnant and post-partum, infants and children up to five years old.
- How to Apply for WIC

USDA National Hunger Hotline
Find free food near you by calling the USDA National Hunger Hotline at 866-3-HUNGRY (866-348-6479) or 877-8-HAMBRE

Additional Local Food Pantries

- **Catholic Charities**, 777 Valley Rd., Clifton, 973.737.2077
- **Center for Food Action**, 145 Carletondale Rd., Ringwood | 201.569.1804
- **CUMAC,** 223 Ellison Rd., Paterson | 973.742.5518
- **Father English Community Center,** 435 Main St., Paterson | 973.279.7100
- **Oasis: A Haven for Women & Children,** 59 Mill St., Paterson | 973.881.8307
- **St. Peter's Haven,** 380 Clifton Ave., Clifton 973.546.3406
- **SMILE Food Pantry,** 39 Hoover Ave., Passaic 973.440.9360
- **Star of Hope Ministries,** 34 Broadway, Paterson 973.742.1222
- **St. Joseph's Church,** 454 Germantown Rd., West Milford | 973.697.6100
- **St. Mary's Church,** 31 Pompton Ave., Pompton Lakes | 973.835.0374
- **St. Paul's Community Development Corporation,** 456 Van Houten St., Paterson | 973.710.3900
- **Trinity Assembly of God Feed the Need,** 160 Passaic Ave., Passaic | 973.779.6047

- **Wayne Center for Family Resources,**
  45 Reinhardt Rd., Wayne | 973.389.0011
- **West Milford Presbyterian Church,**
  1452 Union Valley Rd., West Milford | 973.728.3081

Bus Transportation to Local Grocery Stores - NJ Transit

- **ShopRite of Wayne** - Board Bus 744 toward Wayne Preakness Shopping Center at the Main Campus bus stop (Lot 5), arrive at Wayne Hills Mall at ShopRite Bus Stop - Zone 2 Bus Fare $2.90
- **Trader Joe's Wayne** - Board Bus 744 toward Wayne Preakness Shopping Center at the Main Campus bus stop (Lot 5), arrive at Hamburg Turnpike at Valley Rd - Zone 1 Bus Fare $1.80
- **Stop & Shop Wayne** - Board Bus 744 toward Wayne Preakness Shopping Center at the Main Campus bus stop (Lot 5), arrive at Preakness Shopping Center - Zone 2 Bus Fare $2.90
- **Super Supermarket Haledon** - Board Bus 744 toward Passaic Bus Terminal at the Main Campus bus stop (Lot 5), arrive at Haledon Ave at Zabriskie St - Zone 1 Bus Fare $1.80

Emergency Funds

Student Emergency Support Fund
The Student Emergency Support Fund is made possible by the generosity of donors to the William Paterson University Foundation. The fund provides awards for students who are experiencing an unanticipated and/or temporary hardship resulting from an emergency and/or crisis situation. The amount of each emergency financial assistance grant awarded will vary based on circumstance and need, with the maximum award not to exceed $500. The number of students who will receive grants is subject to the availability of funds. Approved grants do not need to be repaid. Students may not receive more than one Student Emergency Support Fund grant per academic year. When requested, receipts and/or documentation must be provided within 2 business days.

Please note: *Student Emergency Support Fund grants cannot be used to help pay tuition. WPOnline students are not eligible for these funds.*

Student Emergency Housing Grant
Emergency Housing Grants are available to students who are homeless or at risk of homelessness, while funding is available. These grants do not cover the full cost of room and board, but can be combined with other financial aid available to the student. Homelessness means that a person has no permanent place to live, often residing in a shelter, in an automobile, in an abandoned building, or on the street.

Please contact the Social Worker for Student Support and Services to be connected with these emergency support programs.

Parenting and Childcare Support

NJ Child Care Assistance Program (CCAP)
Income-eligible families who are working, going to school or in job training may be able to get help through the New Jersey Child Care Assistance Program (CCAP), which is run by the New Jersey Department of Human Services (DHS), Division of Family Development (DFD). Click the link to determine your eligibility and to register.

4Cs of Passaic County
A 501 (c) 3 nonprofit, child care resource and referral organization that administers one of the largest child care financial assistance program in the State of New Jersey.

WP Child Development Center
The William Paterson University Child Development Center serves children ages 2.5 through kindergarten. They recognize that young children learn through active hands-on involvement and that learning is an ongoing process. The teaching staff individualizes the program to encompass the individual developmental levels of children and recognizes that there are differences in children's learning styles. Please visit the website at wpunj.edu/coe/child-development-center/ or contact the Child Development Center for pricing and more information.
Student-parents may qualify for free to low cost childcare through the Child Care Access Means Parents in School Program (CCAMPIS). This program ensures that Pell eligible student-parents have greater access to higher education success through free to low cost childcare. For more information and to apply: CCAMPIS

Oasis, A Haven for Women and Children
A nonprofit 501 (c) (3) organization located in Paterson, New Jersey. They carry out educational and social service programs that help women enter and succeed in the workforce and help children flourish academically. Oasis also operates a soup kitchen and provides emergency food, clothing, and social support to city residents in need.

Family Connects NJ
Family Connects NJ is a program that connects parents with a specially trained nurse for a personalized follow up visit at home within the first two weeks after their child's birth. Visits are offered to all families, regardless of their circumstances.

Campus Lactation Rooms
William Paterson University offers designated lactation rooms on campus to all William Paterson University students, faculty, staff, and visitors who need a private place to express milk.

Lactation Room Locations

- Hunziker Hall, Room 300
- Student Center, Room 305
- Valley Road, Room 1014

Each lactation room is equipped with a comfortable chair, small table, electrical outlet, and a sink with running water. Refrigeration/storage is not provided, and in all locations, nursing individuals will need to provide their own pump. **All rooms are locked for privacy and require scheduling.**

Please complete THIS FORM to schedule and gain card access or key to the Lactation Room of your choice.

Questions? Contact:
Theresa Bivaletz, bivaletzt@wpunj.edu or
Denise Ginyard-Potts, ginyardpottsd@wpunj.edu.

LGBTQIA+

As a part of William Paterson's commitment to promote a safe, welcoming, and inclusive environment for all genders and sexual identities, the Center for Diversity and Inclusion works to validate the experiences and serve the needs of the LGBTQ community. To read more, please visit this webpage, LGBTQIA+ Experience at WP.

Housing

Residence Life at William Paterson
This website, wpunj.edu/reslife, provides important information about living on campus and residence hall policies. Should you have any questions, please feel free to contact Residence Life at 973.720.2714 or via email at athome@wpunj.edu.

New Jersey Housing Resource Center
The New Jersey Housing Resource Center is a FREE, online searchable registry of affordable and accessible housing units throughout the State of New Jersey, including affordable rental housing , affordable for-sale housing, and housing with accessibility features. For information, visit www.nj.gov/njhrc/.

Adolescent Housing Hub
The Adolescent Housing Hub (AHH or the Hub) is a real-time database designed to assist youth with placement in a transitional or permanent housing program. The AHH program is managed by the Office of Adolescent Services under the Department of Children and Families. AHH services are available to eligible homeless youth, youth at risk for homelessness, and youth aging out of the child welfare system, ages 18 -21 years. Youth may contact PerformCare at 1.877.652.7624 24 hours a day to find out about housing and supports available to help. For information, visit https://www.performcarenj.org/families/resources/youth1/adolescent-housing-hub.

Covenant House
Covenant House provides housing and supportive services to youth facing homelessness. For information, visit www.covenanthouse.org/.

NJ211
This organization offers assistance with finding social services in your area (shelters, food, utility assistance, etc). Call 2-1-1 or search on the website at www.nj211.org/.

Sexual Harassment Policy

Statement

William Paterson University of New Jersey is committed to developing and sustaining a community where all can learn and work together free from harassment and exploitation. This policy is intended to address all members of the University community including students, faculty, librarians, professional staff, clerical staff, maintenance, campus police and security, managers, administrators, and the Board of Trustees as well as any vendors doing business with the University.

Sexual harassment encompasses any sexual attention that is unwanted. Sexual harassment can be verbal, visual, or physical. It can range from repeated unwelcome sexual flirtation and inappropriate, gender-based, put-downs of individuals or group of people to physical abuse, such as sexual assault or rape. Whether particular verbal, non-verbal, or physical conduct constitutes harassment in violation of this policy will depend upon all the circumstances, the context in which the conduct occurs, and the frequency, severity, and pattern of the conduct.

The University recognizes that even the possibility of harassment is destructive to individuals, to groups, and to the community. While sexual harassment most often takes place in situations where there is a power differential between the persons involved, the University recognizes that sexual harassment may occur between persons of the same status. Sexual harassment may also occur between persons of the same sex. Sexual harassment contaminates teacher/student and supervisor/subordinate relationships as well as those among student peers and faculty or staff colleagues.

When, through fear of reprisal, a student, staff member, or faculty member submits, or is pressured to submit, to unwanted sexual attention, the entire community is undermined. The University will not tolerate behavior among members of the community which creates an unacceptable working or educational environment, and it will initiate appropriate sanctions against the offender.

Effective September 1, 1993, all New Jersey State departments, colleges/universities, and authorities have been required to abide by the State's Sexual Harassment Policy. This policy follows federal and state laws as outlined in Title VII of the Civil Rights Act of 1964 as amended; N.J.S.A. 10:5-1 et. Seq.; Title IX of the 1972 Education Amendments; N.J.S.A. 11A: 1-1 et.seq. N.J.A.C. 4A:7-1.3.

Defining Consent

Consent is defined as informed, voluntary, and mutual and may be withdrawn at any time. Consent is not obtained with an express or implied force, coercion, intimidation, threat, or duress. Consent to a sexual act must be expressed, and be fully informed and a freely decided choice to participate in sexual contact or intercourse. Consent cannot be assumed or implied by silence or the absence of physical or verbal resistance. Consent is an affirmative, unambiguous, and conscious decision. Consent to one type of sex act does not imply consent to other forms and must be ongoing throughout a sexual encounter. Past consent to sexual activity does not imply ongoing future consent with a person or consent to the same activity with another person.

If a person is mentally or physically incapacitated or impaired so that a person cannot understand the fact, nature, or extent of the sexual situation, there is no consent. This includes incapacitation by the use of alcohol and drug consumption or being asleep or unconscious. Generally, the age of consent in New Jersey is 16. Please refer to NJ State Law for full consent and statutory rape laws.

The following actions render consent null:

- **Coercion:** Coercion is the use of pressure to compel another individual to initiate or continue sexual activity against their will. Coercion can include a wide range of behaviors, including intimidation, manipulation, threats, and blackmail. A person's words or conduct are sufficient to constitute coercion if they wrongfully impair another individual's freedom of will and ability to choose whether to engage in sexual activity. Coercion renders an individual unable to consent.
- **Force:** is the use or threat of physical violence to overcome an individual's freedom of will to choose whether to participate in sexual contact. Force renders an individual unable to consent.
- **Incapacitation:** A person who is incapacitated is not capable of giving valid, affirmative consent. Incapacitation is a state where one cannot make a rational, reasonable decision because they lack the ability to understand the who, what, when, where, why, or how of the sexual activity. A person may be incapacitated as a result of a temporary or permanent mental or physical condition, sleep, or unconsciousness. A person may be incapacitated as a result of the consumption of alcohol or drugs. A person who is not incapacitated at the beginning of the sexual activity may eventually reach a state of incapacitation as the activity progresses due to alcohol or drug intake prior to or during the activity. Incapacitation is a state of impairment significant enough to render a person unable to understand the fact, nature, or extent of the sexual activity. For the purpose of this policy, the standard that shall be applied is whether or not a reasonable person would have known, based on the facts and circumstances presented, that the other person was incapacitated and, therefore, not capable of giving consent.

Consensual Relationship: Consensual relationships are romantic and sexual relationships between two or more individuals entered into with the consent of both parties. Consensual relationships between University employees and students, even with students who are not subject to direct supervision or evaluation by the faculty or staff member, should be avoided because they may negatively impact the learning environment.

Policy Prohibiting Discrimination in the Workforce and Educational Environment (applicable to Employee conduct)

As a New Jersey state institution, William Paterson University is subject to state legislation prohibiting discrimination, described more fully at N.J.A.C. 4A:7-3.1 This Policy, modeled after the New Jersey State Policy Prohibiting Discrimination in the Workplace, is applicable to all William Paterson University employees, prospective employees and students bringing forth complaints against university employees for alleged discrimination.

Under this policy, forms of discrimination or harassment based upon the following protected categories are prohibited and will not be tolerated: race, creed, color, national origin, nationality, ancestry, age,

sex/gender, pregnancy, marital status, civil union status, domestic partnership status, familial status, religion, affectional or sexual orientation, gender identity or expression, atypical hereditary cellular or blood trait, genetic information, liability for service in the Armed Forces of the United States, disability or any other protected classification (N.J.A.C. 4A:7-3.1).

It is a violation of this policy to engage in sexual (or gender-based) harassment of any kind, including hostile work environment harassment, quid pro quo harassment, or same-sex harassment. For the purposes of this policy, sexual harassment is defined, as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when, for example: i. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; ii. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or iii. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

Title IX Grievance Policy for Sexual Harassment Complaints

Title IX protects people from discrimination based on sex in education programs or activities that receive federal financial assistance. Title IX states: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."
This policy governs sexual harassment and discrimination as governed by the Federal Title IX regulations, which is defined to include: (1) Quid Pro Quo, (2) Unwelcome Conduct – Severe, Pervasive, and Objectively Offensive, (3) Sexual Assault, (4) Dating Violence (5) Domestic Violence (5) Stalking, and (6) Retaliation, and is defined as:

1. **Quid Pro Quo** (Employee Harassment) – An employee conditions the provisions of an aid, benefit, or service of the University on an individual's participation in unwelcome sexual conduct, which may include sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.
2. **Unwelcome Conduct** – Unwelcome conduct on the basis of sex determined by a reasonable person to be so severe, pervasive, AND objectively offensive that it effectively denies a person equal access to the University's program or activity.
3. **Sexual Assault** - Any attempted or actual sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.
   a. Rape is the penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
   b. Fondling is the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental incapacity.
   c. Incest is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
   d. Statutory Rape is sexual intercourse with a person who is under the statutory age of consent.
4. **Dating Violence** - Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
5. **Domestic violence** - Violence committed by a current or former spouse or intimate partner 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 or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

   *Violence for the purpose of domestic and dating violence includes the use or attempted use of physical abuse or sexual abuse, or a pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over a victim, including verbal, psychological, economic, or technological abuse that may or may not constitute criminal behavior
6. **Stalking** - Engaging in a course of conduct, on the basis of sex, directed at a specific person, that would cause a reasonable person to fear for their safety, the safety of others or suffer substantial emotional distress. Course of conduct means two or more acts, including, but not limited to, acts in which the

The community policing bureau in the University Commons provides information and assistance to the campus community.

Respondent directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

7. **Retaliation** - These policies prohibit retaliation against any student, faculty, or staff member who, in good faith, alleges that they were the victim of sexual harassment, sexual misconduct, or discrimination, or provides information in the course of an investigation; or is accused of violating Prohibited Conduct. No person who, in good faith files a report, provides information for an investigation, or testifies in any proceeding under these policies shall be subjected to an adverse employment or educational consequences based upon such involvement or be the subject of retaliation.

Student Sexual Misconduct and Non-Discrimination Policy

This policy addresses allegations of Sexual Misconduct, against student Respondents, that occur on the basis of sex that do not fall within the definitional or jurisdictional requirements of the federal regulations underlying the Title IX Policy for Sexual Harassment Complaints. To the extent allegations of inappropriate behavior/misconduct against a student may not be covered by this policy or the Title IX Sexual Harassment/Sexual Assault Policy, they may still be addressed under the Student Code of Conduct or other applicable policy/procedure.

Sexual Misconduct is an umbrella term which includes a broad range of behaviors that for the purpose of these policies are:

1. **Sexual Harassment:** unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.
2. **Sexual Exploitation:** Any act where one person violates the sexual privacy of another or takes unjust or abusive sexual advantage of another who has not provided consent, and that does not constitute non-consensual sexual penetration or non-consensual sexual contact.
3. **Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
4. **Domestic Violence:** Violence committed by a current or former spouse or intimate partner 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 or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred. *Violence for the purpose of domestic and dating violence includes the use or attempted use of physical abuse or sexual abuse, or a pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over a victim, including verbal, psychological, economic, or technological abuse that may or may not constitute criminal behavior.
5. **Stalking (including Cyber Stalking):** Engaging in a course of conduct, on the basis of sex, directed at a specific person, that would cause a reasonable person to fear for their safety, the safety of others or suffer substantial emotional distress. Course of conduct means two or more acts, including, but not limited to, acts in which the Respondent directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
6. **Sexual Assault:** Any attempted or actual sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

7. **Sex Discrimination Sex:** Discrimination includes discrimination on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity. Sex discrimination refers to conduct that creates a hostile environment based on unwelcome conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from the University's education program or activity (i.e., creates a hostile environment).

Processing Complaints

Copies of the Sexual Harassment Policies and Complaint Procedure can be also obtained from these offices:

- Dean of Students | 973.720.2179
- Counseling, Health, and Wellness Center | 973.720.2946
- Vice President for Human Resources | 973.720.2887
- Director of Institutional Equity and Compliance and Title IX Coordinator | 973.720.2389

A more inclusive list of persons serving as sexual harassment contact persons is available through the offices listed above.

Standard of Proof – Preponderance of the Evidence

The University uses the preponderance of the evidence standard for investigations and determinations regarding responsibility of Formal Complaints covered under this Policy. This means that the investigation and hearing determines whether it is more likely than not that a violation of the Policy occurred.

Overview of the Procedures for the Policy Prohibiting Discrimination in the Workforce & Educational Environment:

- Complaint is made to or otherwise referred to the Office of Institutional Equity and Diversity (OIED).
- EEO Officer does initial intake and makes determination whether to proceed to investigation.
- If it is determined that there will not be a formal investigation, then an acknowledgement letter summarizing the reasoning for no investigation will be sent to the complainant.
- If it is determined that there will be an investigation, then the EEO Officer will assess interim measures and send an acknowledgement letter to the Complainant and Respondent, indicating the initiation of an investigation with a 120 day deadline to complete.
- The EEO Officer will investigate by speaking to all parties, reviewing evidence, and drafting an investigation report.

- The EEO Officer submits the investigation report to the Chief Diversity Officer ("CDO").
- The EEO Officer simultaneously sends the determination letters to the Complainant and Respondent.
- If the investigation is incomplete in approximately 100-120 days a Notice of Extension sent to Complainant and Respondent for a 60 day extension.
- Appeals to a determination letter made by an employee who is in a job covered by civil service are made to the New Jersey Civil Service Commission. With respect to an employee who is in a job that is not covered by civil service, a request to appeal is initiated by sending the request to the University's EEO Officer.

Overview of the Title IX Grievance Process for Sexual Harassment Complaints:

- Complaint is made to or otherwise referred to OIED.
- The Title IX Coordinator does initial intake with the Complainant and discusses available supportive/ interim measures, while taking into consideration the Complainant's wishes; inform the Complainant that the supportive/interim Measures are available with or without a formal complaint; explain the process for filing of a formal complaint.
- Complainant or the University initiates formal Title IX process by signing the Intake Form.
- Written notice of the date, time, location, participants, and purpose of all investigative interviews, hearings, or any other meetings, will be provided to any party whose participation is invited or expected, with sufficient time for the party to prepare to participate.
- Each party is permitted to have their Advisor present during any investigatory interview, or other meeting. However, while the party has the right to communicate with their Advisor during any meeting, the Advisor does not have speaking privileges during the investigation/investigatory interviews.
- Impartial and thorough investigation conducted: Witnesses interviewed/ evidence reviewed.
- Parties are provided an evidence review period to review all evidence submitted during the course of the investigation. Thereafter, parties will receive a copy of the investigation report and each party may respond to the Title IX Coordinator in writing, within ten (10) days of receipt of the evidence and initial report during the respective review periods.
- The Title IX Coordinator reviews additional information (if any) and drafts final investigative report.
- The final report is submitted to the parties and the designated Hearing Chair.
- The live hearing takes place, where parties are allowed to cross-examine one another by questions posed by their advisors.
- The Hearing Chair simultaneously sends the party a notice of the determination, any sanctions, and the bases for appeals.

Overview of the Student Sexual Misconduct and Non-Discrimination Process:

- Complaint is made to or otherwise referred to OIED.
- The Title IX Coordinator does initial intake with the Complainant and discusses available supportive/ interim measures, while taking into consideration the Complainant's wishes; inform the Complainant that the supportive/interim Measures are available with or without a formal complaint; explain the process for filing of a formal complaint.
- Complainant or the University initiates the investigation process by signing the Intake Form.
- Written notice of the date, time, location, participants, and purpose of all investigative interviews, or any other meetings, will be provided to any party whose participation is invited or expected, with sufficient time for the party to prepare to participate.
- Each party is permitted to have their Advisor present during any investigatory interview, or other meeting. However, while the party has the right to communicate with their Advisor during any meeting, the Advisor does not have speaking privileges during the investigation/investigatory interviews.
- Impartial and thorough investigation conducted: Witnesses interviewed/ evidence reviewed.
- The Title IX Coordinator reviews additional information (if any) and drafts final investigative report.
- The Title IX Coordinator simultaneously sends the party a notice of the determination, any sanctions, and the bases for appeals.

Alternative Resolution

Alternative Resolution is a voluntary process within the Title IX Griveance Process for Sexual Harassment Complaints and Student Sexual Misconduct and Non-Discrimination Policy. The Alternative Resolution permits methods (i.e. facilitated conversations, shutting, circling, and mediation) of resolving incidents when the Complainant does not want a formal investigation or when the Title IX Coordinator(s) may seek to resolve certain allegations through an alternative resolution process involving the parties.

Alternative Resolution can take place after the preliminary assessment, in place of the formal investigation, if both parties consent and the Title IX

Coordinator agrees that it is appropriate. The parties may also opt to withdraw from a formal investigation and request Alternative Resolution, which will be granted at the discretion of the Title IX Coordinator. Before starting this process, the Title IX Coordinator(s) will notify the parties in writing that each has the right to end the Alternative Resoltuion process at any time.

The Alternative Resolution process allows a Respondent in a case to accept responsibility for their behavior and/or potential harm. A Respondent who fully participates in the process will not be charged with a violation of University Policy. The Alternative Resolution process is designed to eliminate the Prohibited Conduct, prevent its recurrence, and remedy its effects in a manner that meets the needs of the Complainant while still maintaining the safety of the overall campus community.

At the conclusion of the alternative resolution, if the parties are satisfied with the proposed resolution and the Title IX Coordinator(s) believes the resolution satisfies the University's obligation to provide a safe and non-discriminatory environment for all students, the resolution will be implemented, the disciplinary process will be concluded, the matter will be closed, and both parties will be provided with written notice of the resolution. If these efforts are unsuccessful, the investigation and/or disciplinary process may continue.

Alternative Resolution Requirements for Participation

The Alternative Resolution process will only be used at the request and agreement of both the Complainant and Respondent and under the direction of the Title IX Coordinator(s), or designee.

In order for the Alternative Resolution process to be appropriate both parties must have an understanding and agree on the necessary elements of the process. Both the Complainant and Respondent will have to agree to established terms should they wish to participate in the alternative resolution process.

The University will not offer or facilitate an Alternative Resolution process to resolve allegations that an employee sexually harassed a student or for any matters of sexual assault, or sexual violence.

Alternative Resolution Education Outcomes for Students

- Restorative practices. Participation in a discussion by trained facilitators with any persons or departments harmed and development of a shared agreement of how to correct the harm. All participants must voluntarily agree to participate in the restorative process.
- Facilitate Conversations. Participation in a mediated discussion with other disputants facilitated by trained mediators with the hope of developing a negotiated agreement serving as resolution to the dispute. All participants must voluntarily agree to participate in mediation.
- Other Discretionary sanctions. Work assignments, essays, presentations, research projects, conduct contracts, service to the University, or other discretionary assignments.

Range of Sanctions for Student Respondents

The determination of disciplinary sanctions for violations requires careful review of numerous factors and circumstances. Some factors are specific to the Respondent, such as a prior history of misconduct, evidence of a pattern of behavior, and/or multiple violations within the same occurrence. Other factors relate to the circumstances surrounding or contributing to the offense at issue, such as the severity of the incident, the intentionality or premeditation of the behavior, and/or whether the conduct involved physical violence, a minor, and/or the use of a weapon. Please note that a student's cumulative conduct history, as well as the sanctions assessed to other students in similar cases, will be considered for the assignment of sanctions.

The following sanctions may be assigned for violations of the Title IX Policy. These sanctions may be imposed separately or in conjunction with other sanctions.

1. **Official Warning** — The student receives notification from the Title IX Coordinator or designee, indicating that a violation of the Student Sexual Misconduct and Non-Discrimination Policy has occurred and warning that any subsequent violation may be treated more seriously.
2. **Restorative Practices** – The student may be offered an opportunity to learn about WPU's community expectations for minor policy violations and correct disruptive behaviors for first time violations without incurring sanctions or a conduct record.
3. **Educational Sanctions** — Educational sanctions may be imposed in an effort to promote student learning about a particular topic or policy violation. For example, students may have community service projects or educational workshops assigned.
4. **Restitution** — The student is required to make payment to the University or to other persons, groups, or organizations for damages incurred as a result of violations of the Student Code of Conduct.
5. **Order of No Contact** – The student and their friends and acquaintances may be restricted from having any contact with another member of the University community. This sanction can include but is not limited to the exclusion from any University building

or property, communication restrictions involving the University member, whether on University property or not, and placing responsibility on the student and their friends and acquaintances to maintain the communication restriction regarding the designated University member.

6. **Building Restrictions** – The student may lose access privileges into any university building, including one or several residence halls, when the behavior exhibited inside such a location has caused a safety concern.
7. **Campus Life Probation** – A defined period of time whereby any registered student is given an opportunity to modify behavior or risk more severe sanctions. Any subsequent violation of the Student Sexual Misconduct and Non-Discrimination Policy or Student Code of Conduct, while on Campus Life Probation, may result in further disciplinary action.
8. **Extracurricular Leadership Suspension** – A student placed on Extracurricular Leadership Suspension cannot hold a leadership position for any extracurricular group, club, team or activity for a defined period time.
9. **Extracurricular Participation Suspension** – A student placed on Extracurricular Participation Suspension cannot participate in any extracurricular group, club, team or activity for a defined period of time.
10. **Administrative Relocation** – The student can be required to relocate to a new housing assignment during or after the conclusion of the hearing process. This sanction is utilized to ensure the safety and peace of mind of the residential community at the discretion of the Director of Student Conduct or Office of Residence Life. The student is responsible for any charges that may result from relocating from one residence hall to another.
11. **Loss of Campus Housing** – The student may not reside in, visit, or enter any of the residence halls on campus. This includes entrances, foyers, lounges, rooms, hallways and common areas. The student is not entitled to any refund of campus housing and/or meal plan fees after the scheduled refund dates.
12. **Suspension from the Universit**y — The student may not be a registered student, be present on campus, or attend University sponsored events for any reason while suspended from the University. The minimum length of a suspension is one semester; there is no maximum. The student is not entitled to a refund of any tuition or fees after the scheduled refund dates.
13. **Expulsion from the University** — The student may not ever again be a registered student, be present on campus, or attend University sponsored events. The student is not entitled to a refund of any tuition or fees after the scheduled refund dates.

If good cause exists, as determined by the Title IX Coordinator or designee and in consultation with appropriate University officials, any and all of the above sanctions can be imposed on the student on an interim basis pending an investigation, hearing, and final resolution of any pending charges.

Range of Sanctions for Employee Respondents

Range of Sanctions that may be imposed on Employee Respondents found responsible:

Employee Counseling: Informs the employee of the need to correct his/her behavior to comply with rules and/or performance. Advises employee of potential disciplinary action(s) if the unacceptable conduct or performance is repeated. It is accompanied by a written memorandum detailing the specifics of the counseling session. This is not an official discipline and is not subject to appeal by the employee. However, it is a forewarning.

Written Reprimand: A written notice to the employee that the conduct or performance is unsatisfactory for a specific reason. The notice must state that it is a reprimand and should warn the employee that any

recurrence may result in more severe disciplinary action, including, where appropriate, the possibility of separation from employment with the University.

Fine (s): Fines can be imposed as a means of restitution or in lieu of a suspension without pay where attendance is at issue.

Demotion: A downgrade in the title.

Record Suspension: Documented suspension for progressive disciplinary purposes; in lieu of suspension without pay where attendance is at issue or as a result of an agreement

Suspension without Pay: Temporary removal of employee without with pay

Removal/Termination: Permanent separation from employment

If You Are a Victim of Sexual Harassment Misconduct, including Domestic/Dating Violence, Stalking, and/or Sexual Violence:

1. Get to a safe place as soon as possible.
2. Get medical attention, if needed, as soon as possible:
   a. The University's Counseling, Health, and Wellness Center provides information and referral for students who need medical attention (973.720.2360);
   b. The Passaic County Domestic and Sexual Violence Services has a 24-hour hotline (973.881.1450) and is available to provide information about counseling, advocacy, accompaniment to hospitals, law enforcement, and/or social services at the victim's request;
   c. The University's Social Worker for Student Support and Resources (973.720.2578) is also available to provide information on all options.
3. Contact University Police by calling 973.720.2300 or 911. The University Police are available at all times and will protect victims' safety and seek to apprehend offenders; they also provide transportation to victims who have been assaulted.
4. Contact Residence Life staff (973.720.2714) and/or the Office of the Vice President for Student Development (973.720.2179).
5. Try to preserve all evidence (voice messages, text messages, letters, emails, phone records, diary of incidents that occurred, etc.).
6. A student may also contact a counselor directly by calling the University's Counseling, Health, and Wellness Center at 973.720.2257. There is a counselor on call 24 hours a day in the event of an emergency.

If You Are a Victim of Sexual Violence, in Addition to Above:

1. In order to preserve evidence, do not bathe, shower, douche, change your clothes, eat, drink, smoke, or urinate if possible. If you do change your clothes, put all the clothes you were wearing throughout the duration of the incident in a paper bag. Plastic bags may alter evidence rendering it unusable.
2. Get immediate medical attention for possible injuries, sexually transmitted diseases, or pregnancy. A medical exam is also necessary to gather physical evidence.

Sexual Harassment Reporting Options

The University encourages reporting of sexual harassment. Members of the community are also encouraged to seek medical attention, if necessary, and take steps to preserve pertinent information. Preserving all information/evidence is essential for both law enforcement investigations and campus proceedings, should the student or employee wish to engage with law enforcement or the University. Therefore, any potential information or materials including, but not limited to, clothing, bed linens, voice messages, text messages, letters, emails, phone records, diary of incidents that occurred, and photographs should be preserved.

Parties who believe that they have experienced sexual harassment have the right to choose whether to report the incident to the University and/or law enforcement and have the right to decide whether to engage with the University once the University receives a report. The University will make every reasonable effort to safeguard the identities of parties who seek help and report incidents of sexual harassment consistent with the applicable laws and regulations. To the extent possible, all publicly available information will be maintained without personally-identifying information. While steps are taken to protect the privacy of students and employees, the University may need to investigate an incident and take action once an allegation is known, whether or not a decision is made to pursue a report.

1. **Reporting to the University**
   Any person may report sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator(s), or by any other means that results in the Title IX Coordinator(s) receiving the person's verbal or written report.

   Reports to the Title IX Coordinator (s) may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address listed for the Title IX Coordinator (s).

   Sobia Mahmood, JD
   Director of Institutional Equity and Compliance
   Title IX Coordinator
   358 Hamburg Turnpike | Wayne, NJ 07470
   TitleIX@wpunj.edu | 973.720.2851

   Electronic Mail (24 Hours a Day) TitleIX@wpunj.edu

   Online Incident Report (24 Hours a Day)

2. **Reporting Anonymously**
   Options for anonymously reporting incidents of sexual harassment to William Paterson University officials are available **here**.

   Anonymous reports will be reviewed by the Title IX Coordinator(s), but an anonymous report will NOT initiate the formal complaint or grievance process unless Title IX Coordinators are compelled based on known circumstances. The University's ability to address a report from an anonymous source is significantly limited.

3. **Reporting to Law Enforcement**
   An individual who has experienced sexual harassment has the right to report, or to decline to report, sexual harassment to law enforcement. A report to law enforcement may initiate investigation and adjudication within the criminal justice system. A report to William Paterson University Police will result in a report to Title IX.

   Sanctions in the criminal justice system are separate and distinct from university administrative sanctions and may involve probation/parole, incarceration, or other criminal penalties. To report an incident of prohibited conduct, please contact:

   William Paterson University Police Department
   (available 24 hours a day, seven days a week)
   The first building on the left when using Entry One. Entry One is on Pompton Road near the Catholic Ministry Building.

   Emergencies: 911
   Non-emergencies: 973.720.2301

   The University strongly encourages reporting of all incidents of sex-based harassment governed by this policy directly to a University official, to the Title IX Coordinator, their designee, Responsible Employee, or to the Campus Police Department as promptly as possible so that the University can investigate and respond effectively.

   All parties may choose to report crimes of sexual violence to University Police, and/or the state or local police department or the county prosecutor's office where the incident(s) occurred. University Police officers are trained to assist victims of sexual assault, dating violence, and domestic violence.

   University Police personnel are familiar with state and local law enforcement processes and can explain what happens when sexual violence is reported to law enforcement. University Police personnel may, upon request and availability, accompany any party requesting support to the local police department or prosecutor's office, though they cannot serve as a substitute for legal advice on these matters. Additional information about the University Police intake process can be found **here**.

A. Confidential Disclosure and Resources for Students

1. Students have the right to seek confidential resources and disclose allegations of sexual harassment to the University. Designated employees on campus have the ability to maintain a student's confidentiality. Confidential resources are located within the Counseling, Health, and Wellness Center and the Student Center.

2. Confidential employees who receive a report of sexual harassment will discuss with the Complainant the available process for reporting it and request Supportive Measures on the Complainant's behalf without reporting the nature of the sexual harassment. Confidential employees will work with the Complainant to determine what information they are willing to share with others involved in securing Supportive Measures. Confidential employees will also explain how sharing certain information with other people may trigger the obligation to investigate. Supportive Measures provided to the Complainant and Respondent will be kept confidential unless it would impair the University's ability to provide the Supportive Measures. Professional Counselor(s), the Social Worker for Student Support and Resources are not obligated to file a report with the Title IX Coordinator, designee, or Campus Police, and can also assist with available resources, depending upon the circumstances.

   a. Professional Counselors (available by appointment/walk-in during campus business hours) Professional, licensed counselors who provide mental-health counseling to students (including those who act in that role under the supervision of a licensed counselor) are not required to report any information about an incident to the Title IX Coordinator without the student's permission. To speak to a professional counselor, please contact:

   Counseling, Health, and Wellness Center
   Overlook South, 1st Floor, located between Matelson and White Hall
   Office: 973.720.2257
   The counselor is available 24/7 at this number for emergencies.

   b. Social Worker
   Social Worker for Student Support and Resources
   Theresa A. Bivaletz, MSW, LSW
   Office of Student Development
   Student Center, Suite 117
   973.720.2578 | bivaletzt@wpunj.edu

3. Responsible Employees

All William Paterson University employees (faculty, administrators, and staff)are considered Responsible Employees EXCEPT:

- **Counseling, Health, and Wellness staff,**
- **The Social Worker for Student Support and Resources, and**
- **Physical Plant Operations ("PPO") non-management staff.**
  Certain student employees such as Resident Assistants, Peer Leaders, and Student Patrol also are required to report incidents of sexual harassment to their supervisors who fall into this category of Non-Confidential Resources and will be required to report to the Title IX Coordinator(s).

A Responsible Employee who receives a report of sexual harassment by a student is required to report to the Title IX Coordinator(s) all relevant details, including the name of the individual who made the report, the alleged Complainant (if different), and the alleged Respondent, any witnesses, and other relevant facts. The ability or obligation to report sexual harassment or to inform parties how to report sexual harassment, or having been trained to do so, does not qualify an individual as one who has authority to "institute corrective measures"

This does not mean that the University will automatically initiate a Formal Complaint of the incident(s), but rather, the Title IX Coordinator(s) will assess the allegation(s) to determine whether the alleged conduct would present a potential violation of this Policy; determine how to respond to the report in a way that will stop and prevent recurrence of the alleged misconduct and provide Supportive Measures to the Complainant; determine whether further action from the Title IX Coordinator(s) is required based on the alleged conduct; assess any request for confidentiality or anonymity and invite Complainant to a preliminary interview to review allegation(s) and to discuss the Formal Complaint process.

To the extent possible, consistent with governing law and regulations, information reported to a Responsible Employee(s) will be shared only with people responsible for handling the University's response to the report (Title IX Coordinators). A Responsible Employee(s) should not share information with law enforcement without the reporting parties' consent or unless the reporting parties has also reported the incident to law enforcement.

4. **Confidential Disclosure for Employees Employees** seeking a confidential resource can contact the Employee Assistance Program at 1. 800.242.7371 or https://www.theeap.com/higher- education-eap. The EAP is a service for William Paterson University faculty and staff and their household members. The EAP offers confidential short-term counseling and referral for problems ranging from work-related concerns to personal difficulties that affect an individual's everyday life. Trained counselors help with problems such as career issues, child care, elder care, family and workplace relationship problems, finances, health care, mental health, retirement, substance abuse, and work/life balance.

5. **Services and Resources for Complainants and Respondents**
   Outside of the University, a complainant may also be entitled to obtain remedies under applicable law. The University can assist in contacting law enforcement or legal service organizations to learn about these remedies. Accommodations can include:

   - **Restraining Orders:** A domestic/dating violence victim, may be able to get protection in the form of a temporary restraining order that can later become final. A restraining order is a civil order from the Family Part of the Superior Court. It prohibits the abuser from having any contact with the victim, including over the telephone, in person, or electronically. A victim may seek a temporary restraining order at the police department 24 hours a day (including WP Police Department) or in the town where a victim resides, where the act of domestic violence occurred, where the defendant lives, or where a victim is sheltered. In addition, a victim may seek a temporary restraining order at the Superior Court (during business hours) at 401 Grand Street, Paterson, NJ. See Appendix C – Additional Resources.

   - **Protective Orders:** The Sexual Assault Survivor Protection Act provides greater protection to victims of sexual offenses. Protective orders are intended to provide safety to victims of a sexual offense. A victim of a sexual offense does not have to report the crime to the police. It is possible to receive a final protective order without ever speaking with the police. Victims may report the crime to the police, but it is not required. To apply for a protective order, you may visit the Superior Court (during business hours) at 401 Grand Street, Paterson, NJ. See Appendix C – Additional Resources.

6. **Aggregate Data Reporting**
   While maintaining an individual's confidentiality, the confidential resources or their respective office will report the nature, date, time, and general location of an incident to the Title IX Coordinator. This process of data sharing is known as aggregate data sharing. This limited report – which includes no information that would directly or indirectly identify the student – helps keep the Title IX Coordinator informed of the general extent and nature of sexual harassment and sexual misconduct on and off campus so the coordinator can track patterns, evaluate the scope of the problem, and formulate appropriate campus-wide responses.

   Before reporting any information to the Title IX Coordinator, these individuals will consult with the complainant to ensure that no personally identifying details are shared with the Title IX Coordinator.

   A complainant who speaks to a confidential resource must understand that, if they want to maintain confidentiality, the University will be unable to conduct an investigation into the particular incident or pursue disciplinary action against the respondent. Even so, these counselors and advocates may still assist the complainant in receiving support, such as victim advocacy, academic and/or employment support or accommodations, disability, health or mental health services, and changes to living, working or course schedules. A complainant who at first requests confidentiality may later decide to file a complaint with the school or report the incident to local law enforcement, and thus request that the incident be investigated.

   Upon request, a complainant also has the right to interim protections under Title IX, which applies regardless of whether they decide to formally report and/or participate in an investigation.

B. Supportive Measures and Interim Protections

Complainants, who report allegations that could constitute covered sexual harassment under this policy, have the right to receive supportive measures and interim protections as appropriate from the University regardless of whether they desire to file a complaint. Supportive measures are non-disciplinary and non- punitive. The University will provide information about interim measures and accommodations only to those who need to know to make them effective. The University will provide parties with contact information about existing services both on and off-campus, including counseling, health care, mental health, and victim advocacy.

1. **Supportive measures for Students may include, but are not limited to:**

   - Counseling

- Extensions of deadlines or other course-related adjustments
- Modifications of class schedules (Office of Vice President for Student Development (973.720.2179)
- Campus escort services
- Restrictions on contact between the parties (mutual no contact orders)
- Changes in on-campus housing locations (Office of Residence Life: 973.720.2714)
- Leaves of Absence
- Increased security and monitoring of certain areas of the campus
- Assistance in arranging alternative University employment arrangements

2. Supportive measures for Employees may include, but are not limited to:

- Counseling
- Modifications of work schedules
- Campus escort services
- Restrictions on contact between the parties
- Increased security and monitoring of certain areas of the campus
- Assistance in arranging alternative University employment arrangements
- Assistance in arranging a meeting with the Employee Assistance Program (EAP)

3. Interim Measures for Students

Requests for interim protections for students, which may have an adverse impact on either Party, will be implemented by the Title IX Coordinator for Students or designee in collaboration with Student Conduct, Residence Life, and University Police as applicable. Interim protections for students may include, but are not limited to:

- Mutual restrictions on contact between the parties
- Removal of Student Respondent
- Access Restrictions

4. Interim Measures for Employees

Requests for interim protections for employees, which may impact either Party, will be implemented by the Title IX Coordinator or designee in collaboration with Human Resources and pursuant to the relevant collective bargaining agreements and University Policies as applicable.

Interim protections for employees may include, but are not limited to:

- Mutual restrictions on contact between the parties
- Removal of Employee Respondent
- Administrative Leave

5. Emergency Removal of Student Respondent

The University retains the authority to remove a respondent from University program or activity on an emergency basis. The University may remove a respondent on an emergency basis whether a grievance process is underway or not. Specifically, there must be an emergency situation "arising from" alleged conduct that could constitute sexual harassment.

An emergency removal is not limited to instances where the Complainant has reported an alleged sexual assault or rape, but could also be justified to address alleged severe, pervasive and objectively offensive verbal or online harassment. The identification of an immediate risk situation is not limited to the details of the alleged sexual harassment incident itself, but may also evaluate and respond to a respondent's related post-incident actions or behaviors.

- **The University will take the following steps in its determination of an emergency removal:**

  Safety and Risk Analysis
  The University will conduct a prompt safety and risk analysis to determine immediate risk based on the allegations of sexual harassment.

  Making a Determination
  The University will determine if an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal from the campus community.

  Evaluate the applicability of disability laws to the removal decision
  The University will provide the Respondent with notice and an opportunity to challenge the decision immediately following the removal while respecting all rights under the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act, and applicable local and state laws.

  Supportive Measures
  The University will consider the appropriateness of supportive measures in lieu of an emergency removal.

  Respondent Appeal of Emergency Removal
  The University will provide the Respondent with notice and an "immediate" opportunity to challenge the emergency removal.

6. **Administrative Leave for an Employee Respondent**
   The University retains the authority to place a non-student employee respondent on administrative leave during the Title IX Grievance Process, consistent with federal and state laws and collective bargaining agreements.

Safety and Services for Victims of Domestic/Dating Violence, Stalking, and Sexual Violence

William Paterson University is committed to supporting victims of domestic/dating violence, stalking, and/or sexual violence by providing the necessary safety and support services. Acts of retaliation (including coercion, intimidation, threats, or any other action deemed so by administrators) against any student making a complaint will not be tolerated. This will also preclude the malicious use of the Student Code of Conduct solely for the purpose of re-victimization. Student victims are entitled to reasonable accommodations and services regardless of their gender, race, ethnicity, religion, age, ability, sexual orientation, gender expression, sexual identity, etc. William Paterson University provides a variety of services on campus and has partnerships with various community-based organizations that provide services for victims. A one-stop, on-campus location for information and assistance is the Social Worker for Student Support and Resources (973.720.2578). The Social Worker for Student Support and Services provides a supportive and safe environment, offers information, explains options, and makes contact with other on- and off-campus services.

Other available services include:

- **24-Hour Hotlines:** The Passaic County Domestic and Sexual Violence Services has a 24-hour hotline (973.881.1450) which provides information about medical assistance and a full range of crisis services to victims. Other hotlines include the New Jersey Statewide Domestic Violence Hotline (800.572.7233) and the New Jersey Coalition Against Sexual Assault Hotline (800.601.7200).
- **University Police:** The University Police are available at all times at 973.720.2300 and will protect victims' safety and seek to apprehend offenders. They also provide transportation to victims who have been assaulted. Victims can request to speak with a Domestic Violence Response Team (DVRT) advocate at the University Police Department. The University Police are located on campus and are in the first building on the left when using Entry One (on Pompton Road near the Catholic Campus Ministry Building).
- **Domestic Violence Response Team (DVRT) Program:** This program is state mandated to assist law enforcement in handling cases of domestic violence so that each victim can receive the specialized information and support that they deserve. When a victim of domestic violence seeks the assistance of the University Police (or their local police departments), he/she is offered the services of a DVRT volunteer advocate. In a confidential setting, DVRT volunteer advocates will provide victims of domestic violence with immediate support at the moment of crisis and provide all available information regarding the law, safety options, and available resources.
- **Sexual Assault Response Team (SART) and Sexual Assault Nurse Examiner (SANE) Programs:** The SART/SANE programs are New Jersey state mandated and utilize a victim-centered approach to sexual assault cases. The SART/SANE program is available to victims of sexual violence. When a sexual assault victim reports, a SART Team, consisting of a police officer, a victim advocate, and a SANE nurse (who is a registered nurse with specialized training) respond to assist the victim. The victim is interviewed by the police officer, afforded counseling, advice, and social services by the victim advocate, and forensic evidence is obtained by the SANE nurse in an effective and sensitive manner. These teams are on call 24 hours a day.
- **SART/SANE designated hospitals in Passaic County include:**

  1. St. Joseph's Regional Medical Center | 973.754.2000
     703 Main Street, Paterson, NJ 07503
  2. Chilton Memorial Hospital | 973.831.5000
     97 West Parkway, Pompton Plains, NJ 07444
  3. St. Mary's Hospital | 973.365.4300
     350 Boulevard, Passaic, NJ 07055

  Note: All other hospitals are also equipped to treat sexual violence victims in their emergency rooms but access to the specialized SART team is only available at the hospitals listed above. An advocate from a local sexual violence crisis center is afforded to all victims of sexual violence at any hospital throughout the state regardless of their affiliation with SANE/SART program.
- **The Victim's Assistance and Survivor Protection Act (VASPA)**
  The Victim's Assistance and Survivor Protection Act (VASPA) provides victims of sexual violence, stalking, and cyber harassment who are not covered by domestic violence statutes the ability to seek civil protective orders against their offenders. The VASPA was built upon the Sexual Assault Survivor Protection Act (SASPA), which afforded only survivors of sexual

violence civil protection from their offenders. The expanded SASPA, now re-named VASPA, provides protection and relief to victims of sexual violence, stalking and cyber harassment victims.

For more information visit: https://www.nj.gov/oag/viva/docs/2024-0404_VIVA_VASPA.pdf

- **Comprehensive Services:** The Passaic County Domestic and Sexual Violence Services, located at 911 E. 23rd Street, Paterson, NJ 07513 is the lead state-designated domestic violence and sexual violence service provider in Passaic County. The Passaic County Domestic and Sexual Violence Services has a close relationship with William Paterson and offers hotline phone response, sheltering for victims of domestic violence and/or sexual violence, individual counseling, group counseling, court preparation, and accompaniment to hospitals, court, law enforcement agencies, or social service providers. All services provided by the Passaic County Domestic and Sexual Violence Services are free and confidential. Exceptions to that confidentiality are if a person discloses threats to harm self or others, or if there is child abuse involved. The Passaic County Domestic and Sexual Violence Services provides services in English, Spanish, and Arabic and can make provisions for more than 140 languages via use of the Language Line.
- **Medical/Psychological Support:** The William Paterson University Counseling, Health, and Wellness Center provides information and referral for students who need medical attention at 973.720.2360. A student may also contact a counselor by calling 973.720.2257. There is a counselor on call 24 hours a day in the event of an emergency. Counselors will maintain confidentiality, help explain possible options, and provide information and emotional support.
- **Restraining Order:** In domestic violence situations, a victim may wish to obtain a restraining order against the alleged perpetrator. In emergent situations and when the Superior Court is closed, a temporary restraining order (TRO) can be obtained through the William Paterson University Police Department (973.720.2300) or your local police department. During court hours, a restraining order can be obtained through Passaic County Family Court, 401 Grand St., Paterson (973.247.8600).
- **SAFE WALK/Transportation:** William Paterson University provides an escort service to any person who does not want to walk alone at night. To request this service please call 973.720.7400. Victims in danger may seek a Police Escort at 973.720.2301. Additional assistance can be requested through the Social Worker for Student Support and Services (973.720.2578).
- **Planned Parenthood in Paterson** (973.345.3883) provides confidential counseling and testing for sexually transmitted diseases, human immunodeficiency virus, and/or pregnancy.
- **Academic Schedule:** Request for change in an academic schedule due to conflicts with a member of the class can be requested from the Office of the Vice President for Student Development (973.720.2179).
- **On-Campus Housing:** Request for alternative housing options can be requested from the Office of Residence Life (973.720.2714).
- **Employment Concerns:** Request for change in an on-campus work assignment can be requested from the Social Worker for Student Support and Resources (973.720.2578).
- **Interim Suspension:** The imposition of an interim suspension on the offender can be requested by contacting the Office of Student Conduct (973.720.2742).
- **Passaic County Prosecutor's Office of Victim Witness Advocacy** provides information, advocacy, emotional support, and referrals to victims and witnesses coping with the trauma and burdens experienced in the aftermath of crime. The office (973.881.4887) strives to minimize the inconvenience to victims and witnesses during the course of criminal prosecution. These goals are achieved through the compassionate delivery of a wide range of direct services.
- **Legal Services:** For legal assistance, including assistance with immigration and visa concerns, contact Northeast New Jersey Legal Services (Paterson office: 973.523.2900).
- **Financial Aid Questions:** For financial concerns, contact the Office of Financial Aid (973.720.2202).
- **Title IX Coordinator:** Sexual harassment of students, which includes acts of sexual violence, is a form of sex discrimination prohibited by Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. §§ 1681 et seq., and its implementing regulations. Title IX mandates the University to designate a Title IX Coordinator who oversees all Title IX complaints and meets with students as needed. The Title IX Coordinator at William Paterson University is Sobia Mahmood, J.D, and she can be reached at TitleIX@wpunj.edu or 973.720.2389.

Resources for Student Respondents

Students accused of domestic/dating violence, stalking, and/or sexual violence:

- Student respondents to sexual harassment or sexual misconduct allegations will be offered support through the Counseling, Health, and Wellness Center located in Overlook South.

Student respondents of sexual harassment or sexual misconduct allegations:

- Will be treated with fairness and respect.
- The University will ensure that its investigations and disciplinary proceedings comply with due process requirements.
- May seek academic or housing accommodations. When accommodations are related to problems related to the accusation, then Respondent may seek alternative transportation or work assignments.
- May consider seeking the assistance of an advisor or an attorney to assist in preparation of the case and/or accompany him/her to any related meetings or institutional proceedings.

Sexual Assault Awareness and Prevention Programs

William Paterson University is firmly committed to providing students with information and programming to help them make healthy choices and wise decisions. To this end, we require all incoming undergraduate students to complete the following program:

- **Cultivating Awareness & Prevention of Sexual Violence (CAPSV):** This course focuses on awareness, prevention, and response related to sexual violence, including healthy and unhealthy relationships. Through real-life scenarios and highly interactive content, students will learn:
  - The difference between healthy and unhealthy relationships,
  - How to promote attitudes, beliefs, and values that prevent sexual violence,
  - Three intervention strategies,
  - How to apply the FRIES method for defining consent,
  - How to support a survivor using the ACED method, and
  - How to help make their campus a place where values around anti-violence are the social norm.

William Paterson University student-athletes and athletics staff participate in additional Sexual Violence education/training annually mandated by the NCAA. The staff members receive training on Sexual Assault Prevention through Vector Solutions. Our student-athletes receive training from the Title IX Coordinator and the Confidential Victim Advocate on Sexual Violence and Title IX Awareness.

Bystander Intervention

As a member of the William Paterson University community, you may at some point be a witness to actions that appear to be, or potentially could lead to, sexual violence, dating violence, or domestic violence. This is known as being a bystander, or in other words, an individual who is in the vicinity of an incident but is not directly involved.

Bystander intervention is when this same person intervenes and changes the outcome of the situation in some way, shape, or form. This involvement could be as simple as giving a fellow student a ride home from a party, calling University Police, or directly confronting someone who is at risk or is the aggressor.

A bystander can utilize the steps described in the acronym CARE: Create a Distraction, Ask Directly, Refer to an Authority, Enlist Others.

- **Create a Distraction**
  - Change the topic of the conversation
  - Start a group activity
- **Ask Directly**
  - Speak to the person who is at risk
  - Ask questions to find out if they are safe
  - Find their friends
- **Refer to an Authority**
  - Call a Resident Assistant
  - Call a Resident Director
  - Call University Police
- **Enlist Others**
  - Ask someone to help you in your efforts
  - There is safety in numbers
  - Ask a friend of the person at risk to assist you

Remember, your actions before, during, and after an incident could potentially alter the course of a fellow student's life in a positive way. Even the smallest act in events such as these could end the incident before it even starts. Don't just be a bystander; stand up for your fellow students, stand up for what is right.

Risk Reduction

A campus community is a microcosm of our society, and crime can never be completely eliminated. Even though our campus is safe and the University Police Department works vigilantly to assure that it remains that way, students can follow these simple tips to reduce their risk of being the victim of a violent act.

The following are basic tips for reducing the risk that you will be a victim of crime, including crimes of sexual violence:

On-Campus Safety Tips:

- Memorize or store the number for the University Police Department
- Be aware of your surroundings
- Walk in a group
- Call someone while walking alone
- Travel on well-lit paths
- Download the Rave Guardian Mobile App on your phone and open it for access to the emergency call button.
- Have your keys ready when approaching your room or car
- Stay alert
- Lock your door
- Lock your windows

Off-Campus Safety Tips:

- Attend off-campus parties with people who you trust
- Talk about watching out for each other before you get to the event
- Don't abandon someone in a strange place
- Don't leave your drink unattended
- Watch your friends drink
- If you do leave your drink behind, throw it away
- Don't drink a drink that a stranger hands you
- Only drink beverages that you know the contents of
- Know your limit
- If you feel strange, different, or too inebriated for the amount you have consumed, tell a friend
- Don't remain in a situation that you do not want to be in
- Trust your instincts

Title IX and Title IX Coordinator(s)

Title IX of the Education Amendments of 1972 prohibits sex-based discrimination in education programs and activities at educational institutions that receive federal financial assistance. Sex-based discrimination includes sexual harassment and other forms of sexual misconduct.

Title IX mandates the University to designate a Title IX Coordinator(s). The Title IX Coordinator(s) coordinates the University's compliance with Title IX and related provisions of the Clery Act (as amended by VAWA). The Title IX Coordinator(s) oversees the University's centralized response to all reports of sexual harassment to assure consistent implementation of this policy and ensure compliance with federal and state law. The Title IX Coordinator(s) and designated staff will, among other steps:

- Communicate with all members of the University community regarding applicable law and policy and provide information about how individuals may access reporting and support options;
- Review applicable University policies to ensure institutional compliance with applicable federal and state law;
- Monitor the University's administration of its applicable policies, including record keeping, adherence to timeframes, and other procedural requirements.
- Conduct and coordinate training regarding Title IX, related provisions of the Clery Act (as amended by VAWA), and sexual harassment as defined in this policy;
- Respond to any report regarding conduct that may violate this policy.

In this capacity, the Title IX Coordinator(s) shall oversee the formal grievance process of sexual harassment. For conduct that does not fall under the definition of a Title IX allegation, the University reserves the right to address the misconduct under applicable University policy and procedures.

Clery Act and the Violence Against Women Act (VAWA)

Separate and apart from Title IX, the Clery Act (Campus SAVE) and the Violence Against Women Reauthorization Act of 2013 (VAWA) ensure prompt, fair, and impartial investigation and resolution of allegations of sexual assault, stalking, dating violence, and domestic violence. The Clery Act (Campus SAVE) requires William Paterson University to annually disclose select crime statistics, along with their campus safety policies and procedures. When the Reauthorized VAWA was signed into law in 2013, it amended the Clery Act by requiring colleges to compile statistics for incidents of sexual assault, intimate partner violence, and stalking.

Additionally, the VAWA amendments to the Clery Act (Campus SAVE) require colleges to follow specific procedures when investigating reports of

such incidents. Those procedures include providing Complainants of such events with certain resource materials, providing education materials to incoming students and employees, and conducting ongoing awareness campaigns for current students and employees.

Annual Security Report ("ASR")/Crime Statistics

The University seeks to ensure the campus community is informed of all incidents that may impact their safety and security. The University issues the Annual Security Report (ASR) in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

The campus community is encouraged to report all crimes, whether actual, attempted, or suspected, and all emergency situations to University Police. Campus Security Authorities , notified of VAWA related crimes, are required to report this information to University Police within 24 hours. University Police must then report VAWA related crimes to the University Title IX Coordinator(s). The University compiles and discloses statistics of reports of the types of crimes specified in the Clery Act for the campus and immediately adjacent areas.

Timely Warning and Emergency Notifications

If the University determines that there is a severe and immediate threat to the campus community, the University Police Department may issue a timely warning to the community. Any such notification should not include any information that identifies any reporting parties. Under the Clery Act, the University is required to immediately notify the campus community upon confirmation of a significant emergency or dangerous situation occurring on the campus that involves an immediate threat to the health or safety of students or employees.

Who are Campus Security Authorities?

Campus Security Authorities are officials of an institution who have significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. Some examples of Campus Security Authorities include but are not limited to, University Police, the Office of Residence Life, the Office of Student Conduct, and the Office of Campus Activities, Service and Leadership. Campus Security Authorities are also obligated to report allegations under the Jeanne Clery Act that are made in good faith (this can include sexual violence allegations). An individual can be both a responsible employee and a campus security authority. If an individual is confused about whether he/she is a responsible employee, CSA, or both, please contact the Title IX Coordinator or his/her designee.

Sexual Assault Victim Bill of Rights

1. To have any allegation of sexual assault treated seriously; to be treated with dignity and compassion; and to be notified of existing medical, counseling, mental health, or other services available for victims of sexual assault, whether or not the crime is reported to law enforcement;
2. To be free, to the extent consistent with the New Jersey or United States Constitution, from any suggestion that victims are responsible for the commission of crimes against them or any suggestion that victims were contributorily negligent or assumed the risk of being assaulted;
3. To be free from any suggestion that victims are to report the crimes to be assured of any other guaranteed right and that victims should refrain from reporting crimes in order to avoid unwanted personal publicity;
4. When applicable, to no-cost access to the services of a sexual assault response team comprised of: a certified forensic nurse examiner, a confidential sexual violence advocate, and a law enforcement official as provided in accordance with the Attorney General's Standards for Providing Services to Victims of Sexual Assault, and the choice to opt into or out of any of the team's services;
5. To be informed of, and assisted in exercising, the right to be confidentially or anonymously tested for acquired immune deficiency syndrome (AIDS) or infection with the human immunodeficiency virus (HIV) or any other related virus identified as a probable causative agent of AIDS; and to be informed of, and assisted in exercising, any rights that may be provided by law to compel and disclose the results of testing of a sexual assault suspect for communicable diseases;
6. To have forensic medical evidence, if collected, retained for a minimum of five years, and to receive information about the status of the evidence upon request;
7. To choose whether to participate in any investigation of the assault;
8. To reasonable efforts to provide treatment and interviews in a language in which the victim is fluent and the right to be given access to appropriate assistive devices to accommodate disabilities that the victim may have, whether temporary or long term;

9. To information and assistance in accessing specialized mental health services; protection from further violence; other appropriate community or governmental services, including services provided by the Victims of Crime Compensation Office; and all other assistance available to crime victims under current law;
10. To be apprised of the availability and process by which a court may order the taking of testimony from a victim via closed circuit television in accordance with section 1 of P.L.1985, c.126 (C.2A:84A-32.4); and
11. To be apprised of the availability and process by which to seek protections through a temporary or final protective order under the "Sexual Assault Survivor Protection Act of 2015," P.L.2015, c.147 (C.2C:14-13 et seq.), if the victim believes that the victim is at risk for re-victimization or further harm by the perpetrator.

Preserving Evidence Following an Incident of Sexual Assault, Domestic Violence, or Stalking

It is important to preserve the evidence of any offense. It may be necessary proof to obtain a protection order or prosecute the offender.

1. Sexual Assault

a. Forensic evidence collection is best done within 72 hours of the assault and best collected immediately following an assault. Technological advancements have made it more likely to collect evidence after 72 hours. However, it is important to remember that the more time passes between the sexual assault and reporting it to the police, the less likely it will be to collect physical evidence that may be significant.

b. When preserving evidence of a sexual assault, you should not shower or bathe, wash your hands, use the toilet, douche, eat, drink, smoke, brush your teeth, change clothing, or wash your clothing or bedding before a medical exam. Even if you have taken these actions, you are still encouraged to have prompt medical care.

c. If you wish to make a report to the police, or have evidence collected so you can make this decision later, you may seek services by calling the police.

d. It is preferred that a police department facilitates the collection of forensic evidence. However, if you are not sure if you would like to report this incident to the police or if it has been longer than 72 hours after the assault, you may wish to gather all clothing and bedding for evidence and place them in a clean paper bag or clean sheet. Store these items at room temperature to protect the evidence.

2. Dating or Domestic Violence

a. In the case of dating violence and domestic violence, the resource you choose to report the crime to (a doctor, the police, an advocate, etc.) may recommend ways to preserve evidence, such as logging incidents, photographing injuries, seeking medical care, etc.

3. Stalking

a. Stalking is a pattern of unwanted contact. In addition to logging unwanted contact, it is recommended that you save and photograph unwanted text messages, emails, letters, and gifts and store them in a secure location.

Sexual Offender Registration

The Campus Sex Crimes Prevention Act of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at or employed by institutions of higher education. The Act requires sex offenders already required to register in a state to provide notice, under state law, to each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student.

For information regarding Megan's Law in the State of New Jersey and to search the New Jersey Sex Offender Internet Registry, visit **https://njsp.njoag.gov/nj-sex-offender-registry/.**

For information on how to register if you are a convicted sex offender, contact the William Paterson University Police Department's Detective Bureau for instructions at 973.720.2300.

Alcohol and Drug Policy

I. PURPOSE

The University recognizes that students are adults and that the opportunity to assume and exercise responsibility for their own behavior is an important aspect of their education. As William Paterson is an institution of learning, with the goal of enrichment of an individual's life, inappropriate use of alcohol and/or drugs is a primary concern. Therefore, the following policy is in effect.

II. ACCOUNTABILITY

Enforcement of various aspects of this policy fall to Student Development staff and Campus Police.

III. APPLICABILITY

All students and their guests on the William Paterson University campus, and at William Paterson University campus-sponsored events.

IV. DEFINITION(S)

Thi section is intentionally left blank.

V. BACKGROUND

William Paterson University has a long-standing practice of a comprehensive environmental approach to alcohol and other drug prevention. This policy represents the enforcement dimensions of that approach.

VI. REFERENCE(S)

This section is intentionally left blank.

VII. POLICY

1. Alcohol

A. Regulations

Persons under the legal drinking age shall neither consume nor be served alcohol. N.J.S.A.2C:33-15 and 17; New Jersey State Alcohol Beverage Act, N.J.S.A.33:1-1 et seq. The legal sanctions for violating these laws include incarceration, fines, participation in a state-sponsored alcohol education program and/or postponement or loss of driver's license.

1. It shall be unlawful for a person under the legal drinking age to:
   a. purchase alcohol, or
   b. enter any premises licensed for the retail sale of alcohol for the purpose of purchasing, or having served or delivered to them, any alcohol, or
   c. consume any alcohol on the premises licensed for the retail sale of alcohol, or
   d. have another purchase for them any alcohol.
2. It shall be unlawful for any person to:
   a. Misrepresent or misstate their age, or the age of another person, for the purpose of including any licensee, or any employee of any licensee, to sell, serve, or deliver any alcoholic beverage to a person under the legal age for purchasing alcoholic beverages, or enter any premises licensed of the retail sale of alcoholic beverages for the purpose of purchasing or to purchase alcoholic beverages for another person who does not, because of their age, have a right to purchase and consume alcoholic beverages.
   b. Under special considerations, students under the age of twenty-one (21) may be permitted to participate in an entertainment program. However, consumption of alcohol by those students is not permitted.
3. Personal consumption of alcohol for people twenty-one (21) years of age or older is permitted in the Heritage and Pioneer halls.
4. Kegs, beer balls, and multi-quart containers of alcohol are not permitted on campus at any time.
5. The organization of, and/or participating in drinking games involved in the consumption of alcohol (e.g. beer pong, flip cub, the use of funnels, etc.) is prohibited.
6. Binge drinking and/or otherwise encouraging, supporting or permitting the rapid or excessive consumption of alcohol is prohibited.
7. Coercing or encouraging another to consume alcoholic beverages against their will is prohibited.
8. The following locations are licensed for the serving of beer and wine at scheduled social functions only:
   1. University Commons Ballrooms
   2. University Commons Lounge and Terrace
   3. University Commons Second Floor Conference Rooms
   4. Any other defined licensed areas (Hobart Manor, Shea Center, Cheng Library's Paterson Room).

The sale, service and/or consumption of alcohol in locations not listed above, or not part of a scheduled social function with authorized alcohol service, is strictly prohibited. Persons under the legal drinking age shall neither consume nor be served alcohol at such events.

9. No student activities fees may be used for the purchase of alcohol. Any student group wishing to sponsor an event either on- or off-campus where alcohol is available must first be approved by the Associate Vice President for Student Development or Designee.
10. Any marketing, advertising, and promotion of alcohol on campus is prohibited. No publicity distributed or posted about special events on- or off-campus shall indicate the availability of alcohol except to indicate legal age requirements for admission.

11. Deliveries of alcohol to the campus may not be made by liquor stores or distributors unless specifically authorized. All deliveries to residence halls are prohibited.
12. Carrying or transporting open containers of alcohol is prohibited.
13. Disorderly conduct resulting from the misuse of alcohol is unacceptable and will be considered a serious violation of the Student Code of Conduct.

B. Residence Life-Specific Alcohol Policy

1. Alcoholic beverages for private consumption by those residents and their guests who are twenty-one (21) and over are allowed only in Pioneer and Heritage Halls. Individuals in possession of alcohol upon entering the apartment complex must verify their age with proper identification at the security desk.
2. Alcoholic beverages and alcohol containers of any type (empty or full) are prohibited in all other residence halls at all times. Empty bottle collections, decorations, and displays are prohibited in all residence halls and apartments. Selling, distributing, or manufacturing alcohol is also prohibited. Students who participate in or are otherwise present during activities which violate this policy are subject to disciplinary action up to and including eviction from the halls and/or expulsion from the University.
3. Residents who are found serving minors are subject to disciplinary action. Alcoholic beverages are restricted to private apartments/rooms with the door closed and are not allowed in public areas (hallways, lounges, etc.). Any students under twenty-one (21) who are found in possession or in the presence of alcohol are subject to disciplinary action.
4. The organization of and/or participating in drinking games involving the consumption of alcohol (e.g. beer pong, flip cup, the use of funnels, etc.) is prohibited. Binge drinking and/or otherwise encouraging, supporting, or permitting the rapid or excessive consumption of alcohol is prohibited. Coercing or encouraging another to consume alcoholic beverages against their will is prohibited. Disorderly conduct resulting from the misuse of alcohol is unacceptable and will be considered a serious violation of the Student Code of Conduct.
5. Similar to the rest of campus, kegs, beer balls, and multi-quart containers, empty or full, are restricted from the residence halls. Residents found in possession of the above are subject to dismissal from the residence halls.

2. Illegal or Controlled Drugs

In accordance with Federal, State, and Local Laws, the use of illegal or controlled drugs or other substances and misuse of prescription drugs are prohibited on the William Paterson University campus. Controlled substances include, but are not limited to, illegal drugs, prescription drugs, designer drugs, and other chemicals that alter the perceptions and motor abilities of an individual. Use of over-the-counter medications not in compliance with the directions accompanying the products is also prohibited. Legal sanctions for violating these laws include incarceration, fines and/or postponement or loss of driver's license.

A.Smoking

1. Smoking is prohibited on William Paterson University property. Please note that this includes the use of electronic cigarettes, vaping, and hookahs. Students who violate this policy are subject to disciplinary action.

B.Marijuana

1. While the state of New Jersey legally permits the prescription of medical marijuana, and the use of marijuana by individuals over the age of twenty-one (21) years old, the use of marijuana remains prohibited on all William Paterson University property, including off-property university-sponsored events. William Paterson University remains in compliance with Federal Statutes, which prohibit the possession, consumption, use, or distribution of any substance classified as a "Scheduled I Controlled Substance."
2. All higher education institutions that are recipients of federal funds are subject to compliance with the state and federal regulations, including but not limited to:
   a. Drug-Free Schools and Communities Act Amendment of 1989, Section 812 of the Controlled Substances Act,
   b. Drug-Free Workplace Act of 1988, and
   c. Title 21:13 of the U.S.C. 821 (Food and Drugs, Chapter 13 Drug Abuse Prevention and Control, Subchapter I Control and Enforcement, Part D Offense and Penalties, Sec. 8421 Prohibited Acts A).
3. William Paterson University places high value and respect for State and Federal regulations, and as such will remain in compliance with such regulations by legal enforcement, if deemed necessary. Both the Office of Student Conduct and Campus Police serve to enforce and educate students regarding these regulations. As a result, any student deemed in violation of the

University's Student Code of Conduct or Federal/State regulations may be subject to disciplinary action.

3. Discipline

A. Infractions and violations of rules or regulations shall be adjudicated by the Office of the Vice President of Student Development and/or their designee and possibly as criminal offenses that warrant arrest. All students who are found to have violated the Alcohol and Other Drug Policy we'll be subject to appropriate sanctions.

B. The following are examples of violations:

1. The use of false identification,
2. Drunken disorderly conduct,
3. Consumption of alcohol in unapproved locations,
4. Supplying alcohol to minors,
5. Intoxication,
6. Open containers of alcohol in non-designated areas,
7. Driving on campus while intoxicated, and/or
8. Distribution of material that promotes alcohol or alcohol consumption.

C. Students abusing over-the-counter medication shall be referred to the Counseling, Health & Wellness Center for evaluation and consultation as appropriate.

D. Students found using alcohol in violation of this policy, or illegal drugs, shall be addressed under the Student Code of Conduct. This may include referral to Counseling, Health and Wellness for consultation, evaluation, and recommendation for further referral as appropriate. The Alcohol and Other Drug Evaluation will include a number of sessions with the counselor and consist of a clinical interview, self-report measures, and follow-up feedback session(s) to provide students and the referral source with treatment recommendations. Additionally, students may receive educational and/or restorative sanctions. In certain circumstances, punitive sanctions up to and including loss of housing privileges, or loss of enrollment may occur.

E. Students detailing, distributing, selling, sharing or dispensing illegal or controlled drugs and substances shall be addressed under the Student Code of Conduct.

4. Education and Awareness

The university encourages responsible behavior through the provision of a University-approved alcohol prevention program, designed to provide alcohol education and training, and required of all entering first-year students, and transfer students with less than 12 credits. There is also a version of this course designed primarily for use with those who have been found in violation of an alcohol-related policy or offense. Intervention and treatment are also available for those who require professional, clinical treatment of alcohol and drug concerns.

William Paterson University's Drug and Alcohol Abuse Programs

- **Substance Assessment Feedback and Education**
  The growth and safety of students begins with education and awareness. Our goal is to help students increase their level of education regarding their use, incorporate harm-reduction techniques, and to aid students in making informed decisions pertaining to their use of drugs, alcohol, or other substances. Assessment, intervention, education, and treatment are available for those students who have concerns regarding alcohol and drug use, or are seeking to maintain recovery.

  Within this model we provide substance use assessments and treatment to students as either self-referrals, or referred by University administrators due to conduct/policy sanctions. An administration-based referral is intended to provide intervention for the safety of both students and the campus community.

  A Substance Assessment Feedback and Education, also known a SAFE Evaluation, offers a clinical interview and use of psychometric assessments to provide personalized feedback. Some sessions may consist of urinalysis drug testing, pending clinical need. All students are provided with personalized recommendations and treatment planning, or if clinically appropriate, an offer of weekly individual psychotherapy by the Counseling, Health and Wellness Center (CHWC) or a referral for a higher level of care.

- **Pioneer Lifeline**
  William Paterson University takes the health and safety of our students seriously. We aim to reduce any barriers to our students' access health and safety resources in the event of an alcohol or drug emergency.

  If you believe someone has overdosed, or is experiencing an alcohol or drug related emergency, immediately call 911 to be connected to campus or local police to access use of the Pioneer Lifeline.

  The Pioneer Lifeline is an emergency resource to access campus police in the event of an alcohol- or drug-related emergency or overdose. From your cell

phone call 911, or contact University Police via the Rave Guardian App.

To use the Pioneer Lifeline:

Follow these three simple steps:

- Call for help (911)
- Stay with your friend
- Talk to the authorities

Governor Chris Christie instituted the Good Samaritan Law, also known as The Overdose Prevention Act, in May 2013, in an effort to decrease the amount of overdose deaths in New Jersey. Drug overdose deaths are now the leading cause of accidental death in the United States, exceeding even motor vehicle accidents among people ages 25 to 64. This law protects individuals from being penalized for contacting emergency authorities for help if someone has overdosed on drugs even if the individual calling for help is also using drugs, or there are drugs/paraphernalia in their vicinity. The law states that the amount of drugs must be enough to be considered personal use only. The Pioneer Lifeline applies to alcohol as well as drugs, and states that campus police will provide assistance without penalty/prosecution as long as it is one other person and personal use amount.

- **Alcohol101+**
  Alcohol101+ is designed to educate students on alcohol prevention and the risks and consequences associated with high risk drinking. As you know, issues surrounding the use and abuse of alcohol are prevalent in many high schools and colleges. Whether you choose to abstain from alcohol or not, it can have a significant impact on your life and the lives of those around you.

  The program aims to help students clarify their thinking about alcohol and make healthy decisions by empowering students to make well-informed decisions. It provides simple strategies to help keep students safe, if they choose to drink. It is a confidential, personalized experience for each student.

  Alcohol101+ is a requirement of all first year students and transfer students with less than 12 credits..

- **Biennial Review of AOD Programs and Policies**
  In an effort to continually identify areas for improvement and determine our effectiveness and consistency of policy enforcement, William Paterson University completes a biennial review of policies, programs, and practices related to alcohol and other drugs.

  The biennial review provides an overview of the following information and resources, which have occurred during the past two years and biennial review period, specifically in relation to alcohol and other drugs:

  - Alcohol, tobacco, and other drug prevention
  - Enforcement
  - Treatment
  - Education
  - Support services

  The biennial review details William Paterson University's plans to maintain our internal resources, outreach, and prevention efforts within our University community, as well as our connections with the larger community outside the University, in efforts to address more recent trends and issues related to alcohol and other drugs.

  In compliance with the Drug-Free Schools and Communities Act of 1989 (DFSCA), specifically the Education Department General Administrative Regulations (EDGAR) Part 86, which requires that institutions of higher education maintain regulation requirements, annual notification, and completion of a biennial review, you may view the complete report or direct any questions to Eileen Lubeck, PsyD, Dean of Student Development, Division of Student Development, at LubeckE@wpunj.edu or 973.720.2450.

- **United for Prevention in Passaic County**
  United for Prevention in Passaic County (UPinPC) is a county-wide coalition that seeks to engage all members of the community who are concerned about the problem of substance misuse in the county. Coalition members include students, parents, mental health providers, law enforcement members, and other prominent members of the community. The coalition works toward reducing the access and availability of drugs and alcohol to promote real and effective change in the county.

  Some of the coalition's activities at William Paterson University include:

  Coalition meetings: The coalition holds four county-wide informative meetings at William Paterson University to share relevant information regarding substance abuse and recovery in Passaic County. Additionally, there are three coalition teams, the Action Team, Data Team and Communication Team, which meet on a regular basis and work toward meeting the objectives of the coalition as described in the strategic plan. The meetings are open to all and are attended by all major stakeholders in substance abuse prevention in Passaic County.

Parents Who Host Lose the Most Campaign: UPinPC works with parents using the Parents Who Host Lose the Most Campaign. United for Prevention in Passaic County works to encourage and support awareness of the Social Host Liability Laws. This is done by promoting the use of the Parents Who Host, Lose the Most Campaign in all 16 municipalities. This campaign will function to create a county-wide message to parents that underage drinking will not be tolerated. Parents will also learn that serving alcohol to minors in your home is subject to criminal prosecution. Click here to find more information on the Private Property Ordinance in your town. Passaic County Private Property Ordinance database

Project Medicine Drop: UPinPC will work to reduce the availability of prescription pills in Passaic County by collaborating with the New Jersey Division of Consumer Affairs' Project Medicine Drop program. This program allows community members to dispose of unused, unwanted, and expired medications anonymously, 7 days a week, 365 days a year at permanent drop boxes that are located within their local police departments. Passaic County currently has 15 permanent dropoff boxes situated all over the county.

Teen Summit: The Passaic County Teen Summit is held biannually, in the spring and fall, with 250 high school students representing each of the 25 high schools in the county. This conference is sponsored by the Passaic County Municipal Alliances for Prevention of Substance Abuse, United for Prevention in Passaic County, the Executive County Superintendent of Schools office, and the Lindsey Meyer Teen Institute (LMTI). LMTI provides youth with leadership training, team-building activities and action-oriented workshops aimed at teaching community-level change strategies such as public service announcements (PSA) and photovoice.

TIPS for Establishment training: This skill-based program is geared towards giving on-premise (restaurant) and off-premise (liquor stores) liquor establishments the knowledge and confidence to recognize alcohol-related problems and effectively intervene to prevent alcohol related strategies. This is an ongoing training that UPinPC will provide for the community.

For further information, please contact Sherrine Schuldt, CPS, CHES, at 973.720.3146 or email upinpc@live.com. Further information can also be found at http://www.wpunj.edu/uppc/index.html.

Residence Life Alcohol Policy

(from Residence Life Handbook 2025-2026)

Alcoholic beverages for private consumption by those residents and their guests **who are 21 and over** are allowed **only** in Pioneer, Heritage, and White Halls. Individuals in possession of alcohol upon entering the apartment complex and White Hall must verify their age with proper identification at the security desk.

Alcoholic beverages and alcohol containers of any type (empty or full) are prohibited in all other residence halls at all times. Empty bottle collections, decorations, and displays are prohibited in all residence halls and apartments.

Selling, distributing, or manufacturing alcohol is also prohibited. Students who participate in or are otherwise present during activities which violate this policy are subject to disciplinary action up to and including eviction from the halls and/or expulsion from the University.

Residents who are found serving minors are subject to disciplinary action. Alcoholic beverages are restricted to private apartments/rooms with the door closed and are not allowed in public areas (hallways, lounges, etc.). Any students under 21 who are found in possession of or in the presence of alcohol are subject to disciplinary action.

The organization of and/or participation in drinking games involving the consumption of alcohol (e.g., beer pong, flip cup, the use of funnels, etc.) is prohibited. Binge drinking and/or otherwise encouraging, supporting, or permitting the rapid or excessive consumption of alcohol is prohibited. Coercing or encouraging another to consume alcoholic beverages against their will is prohibited. Disorderly conduct resulting from the misuse of alcohol is unacceptable and will be considered a serious violation of the Student Code of Conduct.

Similar to the rest of the campus, kegs, beer balls, and multi-quart containers, empty or full, are restricted from the residence halls. Residents found in possession of the above are subject to dismissal from the residence halls.

Residence Life Drug Policy

(From Residence Life Handbook 2025-2026)

The use, possession, sale, or purchase of any type of narcotic or drug is prohibited by law, unless prescribed by a physician. Providing, merchandising, possessing, and using drugs, controlled dangerous substances, or drug paraphernalia could result in removal from the residence halls and/or expulsion from the University.

Students who participate in or are otherwise present during activities which violate this policy are subject to disciplinary action up to, and including, removal from the halls and/or expulsion from the University.

Residence Life Handbook

The Residence Life Handbook applies to all enrolled resident students. It can be found here: https://www.wpunj.edu/reslife/residence-life-handbook.html

Working Together with Campus Officials

Campus officials are trained to work with college students. They have a great deal of expertise in helping manage difficult situations, referring students to the appropriate resources, and working together to create a safe and positive educational environment. Campus officials should encourage students to ask for help when needed. Student Life professionals, University Police Officers, staff, and faculty members will offer support and point students in the right direction.

Access to Campus Facilities

University Offices are generally open from 8:30 a.m. until 4:30 p.m. Classrooms are generally open at 8:00 a.m. and remain so until 10:20 p.m. Residence halls are open only to residents and their invited guests. Notice of the Residence Hall Policy for entering these buildings is posted on site at the residence hall entrances as required by the State of New Jersey Trespassing Statutes.

Resident Student Visitation Policy

The right of a student to live in reasonable privacy takes precedence over the right of their roommate to entertain guests in the room/apartment. In the practical application of determining when guests should be invited to the room, common sense and mutual respect should prevail. The student hosting a guest is responsible for communicating and asking permission from the other residents in their shared living space before inviting a guest to campus.

Should guest visitation become a negative experience within a room/suite/apartment, Residence Life reserves the right to adjust guest visitation privileges and procedures for the members of that room/suite/apartment at any time throughout the academic year.

Resident students may have two guests signed in to the residence hall where they are assigned to live at a time. A guest is defined as a resident from another residence hall, a WP commuter student, or a person not affiliated with the University.

Resident students must meet their guests at the front desk of the residence hall and must present their WP ID card to sign in their guests.

All guests will need to leave an accepted form of ID at the desk when signed in as a guest. At the end of the visit, guests must sign out with the front desk staff when they are leaving to receive their ID card back. Failure to sign out a guest will prevent future guests from being permitted to sign in.

Acceptable forms of valid picture ID are as follows:

- State-issued picture driver's license or identification card
- Military-issued picture identification card
- High school or college identification card

Guests can be signed in and out 24 hours a day, 7 days a week unless otherwise communicated by the Residence Life staff. All guests are expected to abide by William Paterson policies and procedures. Resident students are responsible for the actions of their guests at all times, and are subject to a student conduct hearing if their guests violate University regulations. Any guests in violation of William Paterson policies and procedures may be asked to leave the campus and their ability to be future guests on campus will be reviewed.

Cohabitation Clause: A guest may not be a guest in the residence halls for more than three consecutive nights or three nights within a seven-day week (Sunday-Saturday), regardless of host or building of visitation. Evidence of cohabitation will be submitted to the Office of Student Conduct and may result in individuals being restricted from hosting guests or individuals from being permitted as a guest in the residence halls.

Minors as Guests: The above-stated visitation policy applies to all persons who are 16 years of age or older. Guests 15 years old or younger are only permitted as guests between 10:00 a.m. and 8:00 p.m. All minors as guests must be signed in, although it is understood that they may not be able to present a valid picture ID card. Minors as guests must remain with their WP resident host at all times while in the residence hall.

Maintenance of University Facilities

The observation of University facilities is conducted on a daily basis by the University Police Department, as well as the Facilities Department. Repairs and maintenance for safety and security hazards are responded to promptly, including but not limited to malfunctioning lighting, broken windows, faulty locks, and pedestrian/motor vehicle hazards.

Security Awareness Programs

The University Police, in conjunction with its Community Policing Bureau, host a Security Awareness Program each year in the University Commons. The workshop includes topics including; crime prevention, computer safety, banned substances, bear safety, what to do when stopped by a police officer, health, financial safety, fire safety, safety in the residence halls, bullying, cyberbullying, hazing, evacuation safety, hiking safety, healthy relationships, and recycling.

University Police also conduct presentations for student and faculty/staff groups. Some topics discussed include crime prevention and personal safety, date rape, drug and alcohol awareness, and fire safety. In addition to these educational presentations, pamphlets and handouts are available on vandalism, first aid, fire safety, and driving while intoxicated. If you have any questions, please contact the Community Policing Bureau at 973.720.3004.

Crime Victim/Witness Services

The University Police Department strives to treat all crime victims and witnesses with dignity and compassion, and to protect their rights as enumerated in the New Jersey Crime Victim/Witness Bill of Rights. The University Police Department provides information, services, and referrals designed to minimize the confusion and inconvenience that some people associate with the criminal justice system.

Counseling, Health, and Wellness Center

Mission

The Counseling, Health, and Wellness Center is a welcoming and accepting environment that strives to empower William Paterson University students to make informed decisions about their physical and emotional well-being in order to promote lifelong health.

Through primary health care, personal counseling, health education, prevention services, and co-curricular educational opportunities, the Center assists students in achieving success in their academic experience and life goals.

The Counseling, Health, and Wellness Center is staffed with licensed professional counselors, social workers, supervised graduate students, a nurse practitioner, registered nurses, and a consulting physician together with an excellent administrative staff.

Any student who is currently registered for classes can be seen at the Counseling, Health, and Wellness Center, including part-time and non-degree students. Health services offered include primary care, sick and injury care, women's and men's health, transgender health counseling, HIV/STD testing, and on-site lab testing. Counseling services include consultation and referral, crisis management, alcohol/drug assessment, and individual and group counseling. The Center offers educational programs and events on a series of mental health and wellness topics including, but not limited to, sexual health, alcohol and drug abuse information, stress reduction, and more.

The Counseling, Health, and Wellness Center is located in Overlook South, on the first floor. Please call ahead to make an appointment. The telephone number for medical appointments is 973.720.2360. Drop-in hours are available for health and counseling visits Monday-Friday, 9:00 a.m. - 4:00 p.m. The center provides regularly scheduled counseling appointments, as well as 24-hour/seven days a week emergency/crisis intervention for mental health emergencies. These can be accessed by calling 973.720.2257.

University Regulations and Disciplinary Procedures 2025-26

The Student Code of Conduct applies to all enrolled students and details the student conduct process which is applied whenever there is an allegation of a policy violation. It can be found here: https://www.wpunj.edu/student-conduct/student-handbook/the-student-code-of-conduct.html.

When students become members of the William Paterson University community they are expected to abide by the University's rules, regulations, and behavioral standards. These standards are reasonable and are based on the concept of responsible citizenship. The University does not attempt to regulate the lives or activities of students except to assure its ability to accomplish its educational mission and protect the health, safety, and security of members of its community.

By choosing to affiliate with William Paterson University, all student members of the University are expected to uphold the standards of this community. For the purposes of enforcing the Code, students are defined as persons who have accepted an offer of admission and who have a continuing relationship with the University, including taking courses at the University, both full-time and part-time, pursuing undergraduate, graduate, professional studies, or continuing education. Persons who withdraw after allegedly violating the Student Code remain subject to the Code and its disciplinary action until the matter has reached a conclusion regardless if they have a continuing relationship with the University. With the exclusion of traditional winter or summer breaks, any

individual who is not registered for classes at the time of a reported violation is viewed as a non-student but is still subject to Persona Non Grata status (see special circumstances).

These procedures have been developed to articulate the University's behavioral standards and to provide a format that ensures procedural fairness to all students. The disciplinary process is intended to be educational. The implementation of disciplinary procedures may vary in formality depending upon the gravity and nature of the alleged offense. In addition, the sanctions applied will fall within a range based upon the gravity of the particular offense and other situational circumstances including prior conduct history.

It is important to note that the threshold utilized for determining responsibility for alleged violations will be the preponderance of the evidence. This means that the hearing officer or hearing board will weigh all information available about an incident and ask themselves if the violation is more likely than not to have occurred. If the answer is yes (affirmative), then the student(s) and/or recognized student organization(s) will be found responsible for the policy violation.

Accommodation Statement:
Reasonable accommodations are available for participants with documented disabilities. To request disability-related accommodations that will facilitate your full participation in the student conduct process, please contact the Accessibility Resource Center at least one week in advance at 973.720.2853 (voice); or ARC@wpunj.edu (email).

Student Code of Conduct

I. Students' Rights and Responsibilities

As a state-sponsored institution, William Paterson University affirms all students' constitutionally protected freedoms as outlined in the Bill of Rights. Specifically, we observe the following thresholds:

a. Students and recognized student organizations should be free to examine and discuss all questions of interest to them and to express opinions publicly and privately. They should always be free to support causes in a manner that does not disrupt the regular and essential operations of the University. [For more information regarding this matter, please refer to the Freedom of Expression policy: https://www.wpunj.edu/policies/docs/freedom%20of%20expression%20policy.final.pdf

b. Students have the right to affiliate with recognized student organizations and engage in activities, provided those activities adhere to normal University policies and do not jeopardize the health, safety, or welfare of members of the University community.

c. It is the responsibility of all students of the University to adhere to the letter and spirit of duly enacted University policies, rules, and regulations. Students and recognized student organizations who violate said policies, rules, and regulations are likely to face disciplinary action.

d. The University shall attempt to handle disciplinary matters as quickly as possible, once aware of these incidents.

e. The University will ensure procedural fairness in all its disciplinary actions.

f. Acts of retaliation (including coercion, intimidation, threats, or any other action deemed so by administrators) against any student making a complaint will not be tolerated. This is meant to prevent the malicious use of the Student Code of Conduct against another student for the purpose of re-victimization.

II. Institutional Authority to Ensure Fulfillment of the University's Mission

The authority to discipline students for alleged violations of University policies, rules, and regulations is assigned by the President of the University to the Office of the Vice President for Student Development for implementation by the Vice President or designee. The Vice President for Student Development has assigned oversight of the student conduct process to the Dean of Students. The Director of Student Conduct, reporting to the Dean of Students, administers the student conduct process. The Director of Campus Activities, Service and Leadership or designee, reporting to the Associate Vice President for Student Development, administers the student organization conduct process.

III. Definitions

Business day: A weekday (Monday – Friday) when the University is open and operating.

Due process: An established course of conduct and procedure that provides participants in a proceeding with reasonable notice of the matter at issue, reasonable time to offer a statement or response and a reasonable opportunity to do so.

Fighting words: Face-to-face personal insults addressed or intended to a specific person, of the sort that are likely to start an immediate fight. This may include some, but is not limited to: gender, racial, or religious insults. Correspondingly this does not include all gender, racial or religiously insensitive or offensive statements, only those likely to incite an immediate fight.

Harassment: Intentionally or recklessly engaging in behaviors which are sufficiently severe, pervasive and objectively offensive so as to substantially disrupt University operations or substantially undermine another student's ability to participate in or to receive the benefits, services or opportunities offered by the University.

Preponderance of the evidence: The lowest threshold for a finding of responsibility: is a scenario more likely or more probable, more than 50/50 than not to have occurred?

Procedural fairness: A process of treating all persons in the same manner and according to the same rules.

Promotion of illegal activity – Actions, behavior and/or communication that causes others to violate Federal, state or municipal laws.

Reasonable person standard: A belief held, knowledge known or action taken or not taken by an ordinary person under similar circumstances.

Reporting Student: The student who has provided the information necessary to issuing an alleged violation.

Responding student: The student who is charged with an alleged violation under the Student Code of Conduct.

Restorative practices: A category of resolution options that offer an opportunity to learn about WPU's community expectations for minor policy violations and correct disruptive behaviors for first time violations without incurring sanctions or a conduct record.

Retaliation: Any act against any individual or group of individuals involved in the report, investigation and/or resolution of an allegation of a policy violation. Retaliation can be committed by any individual or group of individuals. Retaliatory conduct is prohibited regardless of whether it occurs on or off campus, in person, or through social media, e-mail, or other forms of communication.

Substantive disruption of the educational process: Actions, behavior and/or communication that causes obstruction and/or significant interference to the learning, research or teaching environment.

True threat: Actions, behavior and/or communication that endangers or threatens to endanger the health, safety or welfare of another person.

IV. Proscribed Conduct

A student or student organization may be accountable to both the University and civil authorities for acts that violate the law as well as the Student Code of Conduct. Except in extraordinary circumstances, disciplinary action at the University will proceed during the pending criminal proceedings and will not be subject to challenge on the grounds that pending criminal charges involving the same incident have been postponed, dismissed, or reduced. The University reserves the right to apply its own standard and procedure under this policy and to reach its own determination on violations of this code unaffected by the standard, procedure or outcome of any civil or criminal proceedings.

Violations of rules and regulations in the residence halls will be handled by the Office of Residence Life or the Office of Student Conduct. Alleged policy violations regarding student organizations will be adjudicated by the Office of Campus Activities, Service and Leadership. However, violations that could result in student suspension or expulsion will be adjudicated through the Office of Student Conduct.

Allegations of sexual misconduct involving students will be investigated and adjudicated by the Title IX Coordinator & Discrimination Officer or designee.

Disciplinary action, based on a reasonable person standard, may be taken against students and recognized student organizations for the following violations of University policies, rules, and regulations:

A. The possession, use, sale, distribution, or sharing of any controlled substance (or non-prescriptive drug or prescription not for the user) or drug paraphernalia in violation of federal, state, or municipal laws.

   Alcohol and Drug Policy: https://www.wpunj.edu/student-conduct/student-handbook/alcohol-and-drug-policy.html

B. Violation of the University's alcoholic beverage policy and any federal, state, or municipal laws associated with the possession and use of alcohol.

   Alcohol and Drug Policy: https://www.wpunj.edu/student-conduct/student-handbook/alcohol-and-drug-policy.html

C. Theft of University or personal property, including the unauthorized use of another student's property and/or valuables, the removal or transfer of University equipment or furniture from one location to another without official authorization, or possession of stolen property.

D. Any attempt to defraud the University or member of the University community.

E. Causing damage to University premises or personal property.

F. Misuse of, or tampering with, any electrical system, wiring, telephone service, fire safety equipment or other security devices, or the violation of University policy pertaining thereto.

G. Unauthorized entry into or use of any University building, space or office.

H. Violation of published rules governing residence halls and /or recognized student organizations.

I. Possession, use, or brandishing a weapon of any kind. The following items are strictly prohibited on campus: firearms of any kind including airsoft guns, BB guns, hunting rifles, paintball guns and actual guns or rifles; fireworks, incendiary devices and other combustible materials; any knife beyond that which would be utilized for food preparation or a pocket knife. Additionally, the use of any item not typically utilized as a weapon in a manner that suggests this intent.

J. Failure or refusal to abide by or comply with directives issued by representatives of the University when they are acting within the scope of their authority.

K. Abuse and/or Bodily Harm

1. Assault and/or physical abuse.
2. Threats, intimidation, harassment or verbal abuse.
3. Bullying, stalking or cyber-bullying.
4. Hazing, including organizing, engaging in, facilitating, or promoting any conduct that places or may place another person in danger of bodily harm or serious psychological distress.
   Hazing Policy: **https://www.wpunj.edu/student-conduct/hazing-scha**
   Hazing Report: **https://www.wpunj.edu/student-conduct/hazing-scha**
5. Disorderly conduct as defined by the laws of the State of New Jersey.
6. Other conduct which threatens or endangers the health or safety of any person.

L. Bias related harassment, intimidation, or bullying which includes any single or series of, gesture[s], written, verbal or physical act[s], or electronic communication[s] that is reasonably perceived as being motivated by an actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic, and that a reasonable person should have known will have the effect of:

- Physically or emotionally harming a student, damaging the student's property, or placing a student in reasonable fear of such harm, or
- Insulting or demeaning any student or group of students in such a way as to cause disruption in or interference with the orderly operation of the University, or
- Creating a hostile educational environment for the student by severely and pervasively infringing on the rights of the student and interfering with a student's education or causing physical or emotional harm to the student.

M. Intentionally or recklessly interfering with normal University business or University sponsored activities, including but not limited to: classroom environment, invited speakers, research, studying, University administration, or fire, police and/or emergency services.

N. Intentionally initiating or causing to be initiated any false report, and /or furnishing false information to the University or to a University official verbally or in writing.

O. Forgery, alteration, or unauthorized use of any University documents or instruments of identification.

P. All forms of academic dishonesty, including cheating, fabrication, facilitating academic dishonesty such as purchasing or sale of research papers, and plagiarism. (Students charged with a violation of this section of the Student Code of Conduct will be subject to the procedures outlined in the separate policy on Academic Integrity.)

Academic Integrity Policy: https://www.wpunj.edu/policies/docs/academic/academic-integrity-policy-for-students.pdf

Q. Computer misuse, including but not limited to hardware theft or fraud, duplicating copy protected software, downloading copyrighted material, unauthorized access, subverting restrictions, and plagiarizing class programs. (Specific rules governing the use of computers and computer labs on campus are developed and distributed by the Office of Instruction, Research and Technology. Violations of such rules will be construed as violations of this section of the Student Code of Conduct. Specific rules governing intellectual copyright will be addressed under the Academic Integrity Policy. Specific rules governing audio and video recordings within classrooms will be addressed under the Provost's Classroom Recording Policy.)

Academic Integrity Policy: https://www.wpunj.edu/policies/docs/academic/academic-integrity-policy-for-students.pdf

Classroom Recording Policy: https://www.wpunj.edu/policies/docs/academic/Classroom%20Recording%20Policy%20FD.pdf

IT Policies: https://www.wpunj.edu/it/policies/

R. Unwanted sexual interactions, including verbal and physical acts or threats and/or sexual exploitation.

Allegations of sexual misconduct involving students will be investigated and adjudicated by the Title IX Coordinator & Discrimination Officer or designee.

Title IX Grievance for Sexual Harassment Policy: https://www.wpunj.edu/Institutional-Equity-and-Diversity/assets/TITLE-IX-GRIEVANCE-POLICY.pdf

Title IX Grievance for Sexual Harassment Process: https://www.wpunj.edu/Institutional-Equity-and-Diversity/assets/TITLE-IX-GRIEVANCE-PROCESS.pdf

S. Violations of local, state, or federal law on University property, or off campus.

T. Abuse of the Student Conduct Process including, but not limited to falsification, distortion or misrepresentation of information before a hearing officer and/ or members of the University Hearing Board; disruption or interference of a University Hearing Board or administrative hearing; attempting to discourage an individual's proper participation in the student conduct process; attempting to influence another person to commit an abuse of the student conduct process.

U. Violation of the University's Tobacco and Smoke Free Campus Policy.

Tobacco and Smoke Free Campus Policy: https://www.wpunj.edu/smoke-free/tobacco-and-smoke-free-campus-policy.pdf

V. Invasion of Privacy

1. Making, attempting to make, transmitting, or attempting to transmit audio, video, or images of any person(s) in bathrooms, showers, bedrooms, or other premises where there is an explicit expectation of privacy with respect to nudity and/or sexual activity, without the knowledge and consent of all participants subject to such recordings or transmittals.
2. Making, attempting to make, or transmitting an audio or video recording of private, non-public conversations and/or meetings without the knowledge and consent of all participants subject to such recordings. This provision does not extend to the recording of public events or discussions, or to recordings made for law enforcement purposes.
3. Viewing or spying on a person(s) in bathrooms, showers, bedrooms, or other premises where there is an explicit expectation of privacy with respect to nudity and/or sexual activity, without the knowledge and consent of all participants.
4. Unauthorized intrusion upon a person's private property or communications.
5. Unauthorized appropriation and/or use of someone's identifying or personal data or documents.

V. Special Circumstances

Access Restriction Procedure

If a currently enrolled student commits an on-campus act that results in arrest, creates a public safety issue, or violates the Student Code of Conduct, the Office of Student Conduct reserves the right to restrict or remove that student's access to campus. This decision will be made in consultation with Campus Police regarding the level and duration of restricted access and may also involve input from Academic and Residence Life staff members. Restrictions can be revised as more information becomes available.

A student can be restricted from one or more buildings or areas of campus as well as the entire campus based on the specific circumstances of the incident. The Office of Student Conduct requires that a University Hearing Board be convened to determine the possibility of access reinstatement or separation from the institution.

Communication restrictions (referred to as No Contact Orders) can also be included in these restrictions. When No Contact Orders are issued, they will be applied to every student participant named in the incident. Communication restrictions arising out of Title IX investigations will be issued by the Title IX Coordinator & Discrimination Officer.

Involuntary Leave of Absence Policy

Those behaviors that may present a serious health or safety threat to self or to others in the community and therefore require immediate action, pending a more formal review of the specific circumstances, may require an interim suspension or involuntary leave of absence. Emergencies referred to in this policy are incidences of extremely disruptive behavior by students that occur on or off campus (for example, written or oral threats which raise concern among other members of the campus community). These incidents can also be medical and/or psychological in nature and/or pose security risks to the William Paterson University community.

https://www.wpunj.edu/policies/docs/academic/Leave-of-Absence-and-Withdrawal-policy-May-26-2022.pdf

Persona Non Grata Procedure

If a former student or an unaffiliated person commits an act that results in arrest, creates a public safety issue, or violates the Student Code of Conduct, the Office of Student Conduct reserves the right to restrict or remove that person's access to campus. This decision will be made in consultation with Campus Police regarding the level and duration of restricted access. The minimum length of restriction will be one calendar year. Violations of this restriction will result in an extension of the restriction.

Should this former student or unaffiliated person wish to apply for admission/re-admission to the University at a later date, the Office of Student Conduct will require a face to face meeting to review the incident that resulted in the restriction after the completion of the restricted period and before the admission/ re-admission process. This face to face meeting will provide an opportunity for the former student or unaffiliated person to address the incident that led to the restriction. At the conclusion of this meeting, the Director of Student Conduct or designee will release the hold or refer the case to the University Hearing Board.

VI. Due Process

Due process entitles an individual to notice and an opportunity to be heard. The University ensures that the fundamental requirements of due process in all disciplinary matters will be implemented. These requirements are:

1. Students will be notified of alleged policy violations via their William Paterson University email account within a reasonable time period, once the incident report has been received by the Office of Student Conduct.
2. Notification will be provided via the responding student's William Paterson University email address of the date, time, and place of the hearing at least five (5) business days in advance of an administrative hearing with a single hearing officer. In cases requiring the University Hearing Board to convene, the responding student will receive a minimum of seven (7) business days' notice.
3. The opportunity to present information and eye-witnesses.
4. The opportunity to choose any one person as an advisor throughout the conduct process.
5. Written notification of findings and sanctions imposed.
6. Written notification of an appeal process, if applicable.

Confidentiality and Privacy within the Student Conduct Process

All of the documents and information gathered as part of the student conduct process are confidential and can only be shared with the student(s) and designated University officials. If the student(s) involved wishes others (a parent or lawyer serving as advisor) to have access to this information, the student(s) must provide written authorization via the University FERPA (Federal Educational Rights and Privacy Act) Release Form. The FERPA Release Form can be completed or updated via the Student tab in WPConnect.

All documents and information gathered during the student organization conduct process will remain confidential. FERPA does not apply in these instances; however, there are times when campus organizations (such as Student Government Association and/or Greek Senate) may be informed of relevant conduct outcomes.

VII. Disciplinary Procedures for Student Conduct Hearings

Allegations of policy violations may be brought by any member of the University community or by the University itself. When allegations are brought against a student or recognized student organization for violation of University policies, rules or regulations, the following procedures will be in effect:

1. Alleged violations involving individual students must be formally submitted in writing (by email or via the incident report form) to the Director of Student Conduct.
2. Alleged violations related to incidents that occur in residence halls must be submitted to the Office of Residence Life.
3. Alleged violations related to recognized student organizations must be submitted to the Department of Campus Activities, Service and Leadership. Allegations that are deemed serious and/or may have a significant impact on the overall community may result in the immediate suspension of the recognized student organization and the ceasing of all activities while an investigation is conducted.
4. Any alleged violation should be filed as soon as possible after an incident takes place, preferably within five business days. It is possible that allegations arising from multiple events can be addressed with a single hearing.
5. When the allegations of a given case are deemed serious, and/or may have a significant impact on the overall campus community, the Director of Student

Conduct reserves the right to convene the University Hearing Board to address the issue. Cases that are serious enough to warrant suspension or expulsion are required to be heard by the University Hearing Board. In some cases, a student may be interim suspended from the residence halls and/or the University, pending an investigation and/or hearing for final resolution of the charges.

6. Alleged violations that are not deemed serious enough to warrant suspension or expulsion may be handled by a single administrative hearing officer, usually the Director of Student Conduct or designee.

Cases Addressed by an Administrative Hearing Officer ***(Director of Student Conduct or Designee and Graduate Resident Directors/Area Coordinators)***

Upon receipt of an allegation against a student, the student alleged to have violated the Student Code of Conduct will be sent a letter of notification to their William Paterson University email account. A student who receives an allegation of a violation is called the responding student.

Through the notification letter:

1. The responding student will be apprised of the date and time of the hearing.
2. The responding student will be informed of the specific alleged violation(s).
3. The responding student will be provided with a copy of the information that led to the alleged violation(s). If the information supporting the alleged violation(s) comes from a campus police report involving an arrest, the responding student must request the report from Campus Police. In these cases, the Office of Student Conduct has only received a copy of the arrest summons.
4. The responding student will be notified of the right to bring eyewitnesses to the hearing. An eyewitness is someone who has direct knowledge of the alleged violation(s) but was not charged with any alleged violation(s) for the incident in question.
5. The responding student will be notified of the right to bring one advisor to the hearing. The advisor may counsel the responding student on what information to present or offer advice on the inclusion of additional relevant information. The advisor is not permitted to: advocate on behalf of the student, address the hearing officer, question the eyewitnesses or request a schedule change. An advisor who interferes in the hearing process will be removed from the hearing.
6. The responding student will be informed that failure to attend the hearing without prior notification automatically waives their right to participate in the hearing process. The hearing will proceed without the input of the responding student.
7. The responding student will be informed of the process and timeline for requesting a rescheduled hearing.

Upon completion of an investigation and after all hearings have been conducted, the responding student will receive a letter via their William Paterson University email account to notify them of the outcome. If the responding student is found responsible for a violation of the Student Code of Conduct, that responding student's cumulative conduct history—as well as the sanctions assessed to other students found responsible for similar policy violations in similar cases—will be considered when determining sanctions.

The Appeal Process for Cases Addressed by an Administrative Hearing Officer ***(Director of Student Conduct or Designee and Graduate Resident Directors/Area Coordinators)***

The appeal process can only be implemented in cases where the outcome has resulted in Loss of Campus Housing. The responding student has five (5) business days from the date they are informed of the outcome to file a written appeal to the Dean of Students or designee. The written appeal must be received by 11:59 p.m. on the fifth business day citing one or more of the following grounds for appeal:

a. Sanctions that seem disproportionate to the policy violation(s).

b. Procedural error of the conduct process described in this document.

c. New information that was not known to the Hearing Officer at the time of deliberation. Please be advised that a student's failure to attend a hearing or provide information during a hearing does not constitute grounds for appeal on the basis of new information.

The Dean of Students or designee will review the appeal exclusively on these grounds and respond in writing within ten (10) business days of receipt of appeal.

Note: Appeals are not intended to be full re-hearings of the complaint. Appeals are confined to a review of the written documentation or record of the original hearing and pertinent documentation regarding the grounds for appeal.

Cases Involving Recognized Student Organizations
(Director of Campus Activities, Service and Leadership or Designee)

Upon receipt of an allegation against a recognized student organization, the student organization members alleged to have violated the Student Code of Conduct and/ or other university policies and procedures will be sent a letter of notification to their William Paterson University email account. The student organization members who receive an allegation of a violation are called the responding student organization members. The recognized student organization's on and off campus advisor(s) and/or coaches, Campus Activities, Service and Leadership staff, and Student Government Association executive officers (as appropriate) may be included in all correspondence. In addition, individual student organization members may also be referred to the Director of Student Conduct for alleged violations to the Student Code of Conduct.

Through the notification letter:

1. The responding student organization members will be contacted by the Director of Campus Activities, Service and Leadership or designee to be informed of the specific alleged violation(s).
2. The responding student organization members will be instructed to set-up an appointment at least five (5) business days from the date in which the letter is sent, with the Campus Activities, Service and Leadership staff designated to conduct the investigation of the alleged violations.
3. The designated Campus Activities, Service and Leadership staff who will be conducting the investigation may schedule individual and/or group meetings with members of the organization to gather information about the incident and/or violation.
4. After the investigation has been completed, the responding student organization members will be apprised of the date and time of the hearing by receiving written notification through their William Paterson University email. The hearing will be conducted by the Director of Campus Activities, Service and Leadership and/or designee no less than five (5) business days from receipt of the notification, unless the hearing is requested in writing to be held earlier by the student organization.
5. The responding student organization members will be provided with a copy of the information that led to the alleged violation(s). If the information supporting the alleged violation(s) comes from a campus police report involving an arrest, the responding student organization members must request the report from Campus Police. In these cases, the Office of Student Conduct and/or the Office of Campus Activities, Service and Leadership have only received a copy of the arrest summons.
6. The responding student organization members will be notified of the right to bring eyewitnesses to the hearing. An eyewitness is someone who has direct knowledge of the alleged violation(s) but was not charged with any alleged violation(s) for the incident in question.
7. The responding student organization members will be notified of the right to bring one advisor to the hearing. The advisor may counsel the responding student organization members on what information to present or offer advice on the inclusion of additional relevant information. The advisor is not permitted to: advocate on behalf of the student organization members, address the hearing officer, question the eyewitnesses or request a schedule change. An advisor who interferes in the hearing process will be removed from the hearing.
8. The responding student organization members will be informed that failure to attend the hearing without prior notification automatically waives their right to participate in the hearing process. The hearing will proceed without the input of the responding student organization members.
9. The responding student organization members will be informed of the process and timeline for requesting a rescheduled hearing.

Upon completion of an investigation and after all hearings have been conducted, the responding student organization members, Campus Activities, Service and Leadership staff, Student Organization Advisors and Student Government Association executive board members (if applicable) will receive a letter to notify them of the outcome. If the responding student organization is found responsible for a violation of the Student Code of Conduct, University and /or Campus Activities, Service and Leadership policies and procedures, that responding student organization's cumulative conduct history - as well as the sanctions assessed to other student organizations found responsible for similar policy violations in similar cases —will be considered when determining sanctions.

The Appeal Process for Cases Involving Recognized Student Organizations
(Director of Campus Activities, Service, and Leadership or Designee)

The appeal process can only be implemented in cases where the outcome has resulted in the suspension and/ or expulsion of a recognized student organization. The responding student organization members have five (5) business days from the date in which they were

informed of the outcome to file a written appeal to the Associate Vice President of Student Development or designee. The written appeal must be received by 11:59 p.m. on the fifth business day citing one or more of the following grounds for appeal:

a. Sanctions that seem disproportionate to the policy violation(s).

b. Procedural error of the conduct process described in this document.

c. New information that was not known to the Hearing Officer at the time of deliberation. Please be advised that a student organization member's failure to attend a hearing or provide information during the investigative process or at a hearing does not constitute grounds for appeal on the basis of new information.

The Associate Vice President or designee will review the appeal exclusively on these grounds and respond in writing within ten (10) business days of receipt of appeal.

Note: Appeals are not intended to be full re-hearings of the complaint. Appeals are confined to a review of the written documentation or record of the original hearing and pertinent documentation regarding the grounds for appeal.

Cases Addressed by the University Hearing Board

Upon receipt of a violation serious enough to be brought before the University Hearing Board, the Director of Student Conduct or designee will direct, in writing, the responding student or responding student organization member(s) to appear at a specified time and place to attend a pre-hearing meeting. Prior to this meeting, the responding student will receive written details of alleged violation(s) of the Student Code of Conduct. If the information supporting the alleged violation(s) comes from a campus police report involving an arrest, the responding student may also request the report from Campus Police. In these cases, the Office of Student Conduct has only received a redacted copy of the police report.

If the information supporting the alleged violation(s) comes from Campus Activities, Service, and Leadership, all members of the student organization's executive board will receive a non-redacted copy of the investigation report.

1. At the pre-hearing meeting, the responding student is informed of the opportunity to provide additional information that may be presented to the University Hearing Board for review during the hearing. This meeting also provides the responding student with an opportunity to ask any questions they may have regarding the student conduct process and possible outcomes.

   If the incident involves a reporting student, that student will also receive, in writing, a request to meet with the Director of Student Conduct or designee for a pre-hearing meeting. Please note that these meetings are individual in nature, meaning that the reporting student and responding student will have separate meetings.

2. During and after the pre-hearing meeting(s), the responding student, and the reporting student (if applicable), will be provided written notification of the following information:

   - the time, date and location of the hearing
   - specific charges against the student
   - the right to have eyewitnesses present; students must provide notice to the Director of Student Conduct, of the intention to bring an eyewitness at least 72 hours prior to the time of the hearing.
   - the right to have an advisor present
   - the right to present information
   - the name and title of the hearing officer
   - the name of the complainant to the extent consistent with University policy and the law

3. The hearing conducted by the University Hearing Board is closed except to those individuals directly involved in the alleged policy violation and campus departmental representatives deemed necessary by the Director of Student Conduct.

4. Both the reporting student and the responding student have the right to be assisted by one advisor of their choice. The advisor may assist the student in the preparation of their information; the advisor may help provide support to the student. However, the advisor is neither permitted to advocate on behalf of the student, question eyewitnesses, directly address the hearing officer or members of the University Hearing Board, nor request a schedule change. An advisor who interferes in the hearing process will be removed from the hearing.

5. The Office of Student Conduct will record and preserve the audio or Zoom file for every hearing. Recording is not permitted by any other party. All deliberations of the University Hearing Board are confidential.

6. The University Hearing Board will consist of a non-voting hearing officer and three (3) voting board members.

The University Hearing Board's Determination

The University Hearing Board's determination shall be based on the preponderance of evidence presented regarding the alleged policy violation(s). The question before the University Hearing Board will be whether it is more likely than not that the responding student violated the Student Code of Conduct. The University Hearing Board will make the final determination of whether a student is held responsible or not responsible for violating the Student Code of Conduct. The Director of Student Conduct, acting on behalf of the University Hearing Board, shall inform the responding student via William Paterson University email of the final outcome of the University Hearing Board, the sanction(s) imposed by the University Hearing Board, and the appeal process, if applicable. The Vice President of Student Development serves as the appeal officer for these cases.

The Appeal Process for Cases Addressed by the University Hearing Board

The appeal process can only be implemented in cases where the outcome has resulted in Loss of Campus Housing, Suspension or Expulsion from the University. The implementation of sanctions involving loss of campus housing or class attendance may be delayed only when the responding student files an appeal regarding loss or suspension of these privileges. These privileges may be reinstated pending the conclusion of the appeal process.

The responding student has five (5) business days from the date they were informed of the University Hearing Board's decision to file a written appeal to the Vice President of Student Development or designee. The written appeal must be received by 11:59 p.m. on the fifth business day citing one or more of the following grounds for appeal:

a. Sanctions that seem disproportionate to the policy violation(s).

b. Procedural error of the conduct process described in this document.

c. New information that was not known to the Hearing Officer at the time of deliberation. Please be advised that a student's failure to attend a hearing or provide information during a hearing does not constitute grounds for appeal on the basis of new information.

The Vice President or designee will review the appeal exclusively on these grounds and respond in writing within ten (10) business days of receipt of the appeal.

The original finding and sanction(s) will stand if the appeal is not timely or is not based on the grounds listed above, and such a finding and sanction(s) are final.

Note: Appeals are not intended to be full re-hearings of the complaint. Appeals are confined to a review of the written documentation or record of the original hearing and pertinent documentation regarding the grounds for appeal.

VIII. Sanctions for Students

William Paterson University believes that learning can occur within a variety of experiences and locations. In that spirit, sanctions are often assigned following a finding of responsibility for a policy violation, as an effort to educate students about community expectations and prevent repeated or subsequent violations. In some instances of minor violations, restorative practices may be assigned to encourage/foster the student's community engagement. Repeat violations as well as incidents involving bullying, harassment or hazing; violence or threats of violence; weapons or any endangerment involving community safety measures will not be eligible for resolution via restorative practices alone.

The following sanctions may be assigned for violations of the Student Code of Conduct. All result in written notifications being placed in the student's disciplinary file, either in the Office of Student Conduct. These sanctions may be imposed separately or in conjunction with other sanctions. **Please note that a student's cumulative conduct history, as well as the sanctions assessed to other students in similar cases, will be considered for the assignment of sanctions.**

1. ***Official Warning*** — The student receives notification from the Director of Student Conduct or designee, indicating that a violation of the Student Code of Conduct has occurred and warning that any subsequent violation may be treated more seriously.

2. ***Restorative Practices*** – The student may be offered an opportunity to learn about WPU's community expectations for minor policy violations and correct disruptive behaviors for first-time violations without incurring sanctions or a conduct record.

3. ***Educational Sanctions*** — Educational sanctions may be imposed in an effort to promote student learning about a particular topic or policy violation. For example, students may have community service projects or educational workshops assigned.

4. ***Restitution*** — The student is required to make payment to the University or to other persons, groups, or organizations for damages incurred as a result of violations of the Student Code of Conduct.

5. ***Order of No Contact*** – The student and their friends and acquaintances may be restricted from having any contact with another member of the University

community. This sanction can include but is not limited to the exclusion from any University building or property, communication restrictions involving the University member, whether on University property or not, and placing responsibility on the student and their friends and acquaintances to maintain the communication restriction regarding the designated University member.

6. ***Building Restrictions*** – The student may lose access privileges into any university building, including one or several residence halls, when the behavior exhibited inside such a location has caused a safety concern.
7. ***Campus Life Probation*** – A defined period of time whereby any registered student is given an opportunity to modify behavior or risk more severe sanctions. Any subsequent violation of the Student Code of Conduct, while on Campus Life Probation, may result in further disciplinary action.
8. ***Extracurricular Leadership Suspension*** – A student placed on Extracurricular Leadership Suspension cannot hold a leadership position for any extracurricular group, club, team or activity for a defined period of time.
9. ***Extracurricular Participation Suspension*** – A student placed on Extracurricular Participation Suspension cannot participate in any extracurricular group, club, team or activity for a defined period of time.
10. ***Administrative Relocation*** – The student can be required to relocate to a new housing assignment during or after the conclusion of the hearing process. This sanction is utilized to ensure the safety and peace of mind of the residential community at the discretion of the Director of Student Conduct or Office of Residence Life. The student is responsible for any charges that may result from relocating from one residence hall to another.
11. ***Loss of Campus Housing*** – The student may not reside in, visit, or enter any of the residence halls on campus. This includes entrances, foyers, lounges, rooms, hallways and common areas. The student is not entitled to any refund of campus housing and/or meal plan fees after the scheduled refund dates.
12. ***Suspension from the University*** — The student may not be a registered student, be present on campus, or attend University-sponsored events for any reason while suspended from the University. The minimum length of a suspension is one semester; there is no maximum. The student is not entitled to a refund of any tuition or fees after the scheduled refund dates.
13. ***Expulsion from the University*** — The student may not ever again be a registered student, be present on campus, or attend University-sponsored events. The student is not entitled to a refund of any tuition or fees after the scheduled refund dates..

If good cause exists, as determined by the Director of Student Conduct and in consultation with appropriate University officials, any and all of the above sanctions can be imposed on the student on an interim basis pending an investigation, hearing and/or final resolution of any allegations.

IX. Sanctions for Recognized Student Organizations

William Paterson University believes that learning can occur within a variety of experiences and locations. In that spirit, sanctions are often assigned following a finding of responsibility for a policy violation, as an effort to educate students about community expectations and prevent repeated or subsequent violations. In some instances of minor violations, restorative practices may be assigned to encourage/foster the student's community engagement. Repeat violations as well as incidents involving bullying, harassment or hazing; violence or threats of violence; weapons or any endangerment involving community safety measures will not be eligible for resolution via restorative practices alone.

The following sanctions may be assigned for violations of the Student Code of Conduct, University and/or Campus Activities, Service and Leadership policies and procedures. All result in written notifications being placed in the recognized student organization's disciplinary file, in the Office of Campus Activities, Service and Leadership. These sanctions may be imposed separately or in conjunction with other sanctions. **Please note that a recognized student organization's cumulative conduct history, as well as the sanctions assessed to other recognized student organizations in similar cases, will be considered for the assignment of sanctions.**

1. ***Official Warning*** — The recognized student organization receives notification from the Director of Campus Activities, Service and Leadership or designee, indicating that a violation of the Student Code of Conduct, University and/or Campus Activities, Service and Leadership policies and procedures has occurred and warning that any subsequent violation may be treated more seriously.
2. ***Restorative Practices*** – The student organization may be offered an opportunity to learn about WPU's community expectations for minor policy violations and correct disruptive behaviors for first-time violations without incurring sanctions or a conduct record.

3. ***Educational Sanctions*** — Educational sanctions may be imposed in an effort to promote student learning about a particular topic or policy violation. For example, student organizations may be required to conduct an educational program related to the policy violation and/ or perform community service.
4. ***Restitution*** — The recognized student organization is required to make payment to the University or to other persons, groups, or organizations for damages incurred as a result of violations of the Student Code of Conduct, University and/or Campus Activities, Service and Leadership policies and procedures.
5. ***Loss of Privileges*** – The recognized student organization sanction(s) may include revocation of privileges concerning the use of campus facilities for meetings and/or events, office space, etc. Sanctions may also include limiting, denying, cancelling, and/or restricting student organization activities for a single event and/or an extended period of time. The student organization is not entitled to any refund of fees that may have been incurred due to the cancellation of activities.
6. ***Campus Activity Probation*** – A defined period of time whereby any recognized student organization is given an opportunity to modify the behavior or risk more severe sanctions. Any subsequent violation of the Student Code of Conduct, University and/or Campus Activities, Service and Leadership policies and procedures while on Campus Activity Probation, may result in further disciplinary action.
7. ***Suspension***— The recognized student organization may not function on or off campus during the designated suspension period. This includes adding new members, holding meetings, organizing events on and off campus, or any other activity in the name of the student organization. The minimum length of a suspension is one semester; there is no maximum. The student organization is not entitled to any refund of fees that may have been incurred due to the cancellation of activities.
8. ***Expulsion*** — The student organization may not ever again be recognized by the university, be present on campus, or sponsor any University events. The student organization is not entitled to any refund of fees that may have been incurred due to the cancellation of activities. **Expulsion may also include the revocation of a Greek letter organization's charter at WP.**

If good cause exists, as determined by the Director of Campus Activities, Service and Leadership and in consultation with appropriate University officials, any and all of the above sanctions can be imposed on the student organization on an interim basis pending an investigation, hearing and/or final resolution of any allegations.

Additional Information

Please take note of the following:

1. There is no refund of tuition and fees after the scheduled refund dates if withdrawal from courses and/or campus residence occurs due to violations of the Student Code of Conduct. Student Organizations will be held responsible for any expenses incurred from the cancellation of an event (i.e. performer contracts, food service, security, facilities, staffing).
2. Violation of University policies or state or federal law while on campus may result in revocation of privileges concerning the use of campus facilities.
3. Students who choose not to attend the scheduled hearing are not entitled to appeal the hearing outcome based on new information, as the omission of information in the hearing does not constitute grounds for appeal.
4. Additional charges may arise through the conduct process and result in a further administrative hearing or University Hearing Board.

X. Modification of the Code of Conduct

The Student Code of Conduct may be amended when necessary. If a change is made, all students will be notified through William Paterson University email. Copies of the revised code will be available online and in the Office of Student Conduct.

January 16, 2025

Hazing Awareness & Prevention

Hazing Awareness & Prevention

On December 23, 2024, President Biden signed into law the **Stop Campus Hazing Act (SCHA)**. This law amended the **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)** to include statistics regarding hazing incidents at higher education institutions.

The following are policy statements that contain relevant information regarding hazing awareness, policy, and laws.

William Paterson University Hazing Policy

Hazing is defined as any activity expected of someone joining a group (or to maintain full status in a group) that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. In addition, hazing is illegal as defined by **The Stop Campus Hazing Act (H.R. 5646)** and the New Jersey Code of Criminal Justice Section 2C:40-3 - Hazing; Aggravated Hazing.

The full **William Paterson University Hazing Policy** contains the complete description of hazing activities. The Hazing Policy can also be found linked in the Student Code of Conduct.

William Paterson University has a **zero-tolerance policy** for hazing.

Any student, organization, or group found responsible for hazing will face **disciplinary actions**, including:

- **Suspension or expulsion**
- **Loss of university recognition for organizations**
- **Possible legal consequences under state and federal laws**

William Paterson University is committed to fostering a **safe, inclusive, and respectful** environment for all students.

Federal and New Jersey Hazing Laws

The Stop Campus Hazing Act (H.R. 5646) classifies hazing as a **criminal offense,** requiring institutions to **publicly report** incidents and enhance **prevention education**. This law aims to protect students from dangerous initiation practices and ensure **accountability** for organizations that engage in hazing activities. Federal law mandates **strict penalties** for those found guilty of hazing, including **fines, legal action, and potential jail time.**

New Jersey Anti-Hazing Law: Timothy J. Piazza's Law (2C:40-3 Hazing). In New Jersey, § 2C:40-3 defines hazing as knowingly or recklessly organizing, promoting, facilitating, or engaging in conduct, other than competitive athletic events, that places another person in danger of bodily injury during initiation activities for student or fraternal organizations. Aggravated hazing, a crime of the fourth degree, occurs if such hazing results in serious bodily injury.

Pledge's Bill of Rights (18A:3-25): The NJ Attorney General shall develop a "Pledge's Bill of Rights" which outlines acceptable and unacceptable behavior and activities in regard to the pledge or new member ("rushing") activities of college and university fraternities and sororities and other similar campus organizations. In developing the bill of rights, the Attorney General shall review the existing pledge and anti-hazing policies and procedures of public and independent institutions of higher education within the State and shall, as appropriate, incorporate those policies into the bill of rights. The Attorney General shall make the "Pledge's Bill of Rights" available to each institution of higher education within the State. L.1991,c.388,s.2; amended 1994,c.48,s.40.

Educational and Support Resources

William Paterson University provides various research-informed campus-wide prevention programs, resources, and support to help educate students, faculty, and staff on hazing prevention:

- Online modules to recognize & prevent hazing are required as part of the Greek Organization New Member Education Policy.
- Workshops & seminars on hazing awareness are offered to the WP community during National Hazing Prevention Week.
- Support for students affected by hazing is available for free at Counseling, Health and Wellness.
- Access to national hazing prevention organizations and programs:
  - **Hazing Prevention Network**
  - **Stop Hazing**
  - **Clery Center**

How to Report Hazing

If you or someone you know is experiencing hazing, report it immediately through one of the following methods:

- **Contact Campus Activities, Service and Leadership at 973.720.2518 or by email at campusactivities@wpunj.edu**
- **Submit a complaint to Student Conduct and Dispute Resolution 973.720.6250** or **Submit an Incident Report**
- **Reach out to University Police at 973.720.2300 or Submit an Anonymous Report**

All reports **will be taken seriously and investigated promptly** to ensure the safety and well-being of our students.

Accountability and Investigative Process

The Office of Campus Activities, Service and Leadership, and the Office of Student Conduct are responsible for enforcing this policy. The Office of Campus Activities, Service and Leadership, in conjunction with Campus Police as necessary, will investigate complaints regarding hazing allegations. The Office of Student Conduct will adjudicate violations via the Student Code of Conduct.

Campus Hazing Transparency Reporting

As per **The Stop Campus Hazing Act**, "the **Campus Hazing Transparency Report** summarizes findings concerning any student organization found to be in violation of the institution's standards of conduct relating to hazing, as defined by the institution." This report is updated at least "two times each year … to include, for the period beginning on the date on which the Report was last published and ending on the date on which such update is submitted, each incident involving a student organization for which a finding of responsibility is issued relating to a hazing violation…" An institution is not required to develop or update the Campus Hazing Transparency Report … until such institution has a finding of a hazing violation.

As per **NJ Rev Stat § 18A:3-27.4 (2021)**: "Each public and independent institution of higher education shall maintain a report which shall include information on all violations of the institution's anti-hazing policy and federal and State laws related to hazing that are reported to the institution. An institution shall post the initial report at a publicly accessible location on the institution's Internet website by January 15, 2022. The initial report shall include information concerning violations that have been reported to the institution for the five consecutive years prior to the effective date of this act, to the extent the institution has retained information concerning the violations. An institution shall post an updated report biannually on January 1 and August 1."

William Paterson University Campus Hazing Transparency Report

Clery Act Reportable Crimes

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act

The Clery Act requires colleges and universities to compile and publish statistics on specific crimes and offenses that transpire within the jurisdiction of the University.

The following are the definitions of these crimes, offenses, and related terminology that appear in the crime statistics report that is found within this document.

DEFINITIONS OF CRIMES

Murder/Non-Negligent Manslaughter: the willful (non-negligent) killing of one human being by another.

Negligent Manslaughter: the killing of another person through gross negligence.

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

Burglary: the unlawful entry of a structure to commit a felony or a theft.

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

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

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

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

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

DEFINITIONS OF SEX OFFENSES

Sexual Assault – (Sex Offenses): Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

A. 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. This offense includes the rape of both males and females.

B. 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.

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

D. Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.

DEFINITIONS OF HATE CRIMES

On August 14, 2008, the Clery Act was amended to include larceny/simple assault, intimidation, and destruction/damage/vandalism (except arson) as reportable categories of hate crimes. This provision made the Department of Education's campus hate crime categories identical to the crime categories collected by the Federal Bureau of Investigation under the Hate Crime Statistics Act (HCSA) since 1991. These reporting categories are only reported if motivated by bias as determined by one of the eight bias categories (race, gender, religion, sexual orientation, gender identity, ethnicity, national origin, or disability). They are not reported under the Clery Act crime statistics.

Although there are many possible categories of bias, under the Clery Act, only the following eight categories are reported:

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

2. **Religion:** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.
3. **Sexual Orientation:** A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.
4. **Gender:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.
5. **Gender Identity:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.
6. **Ethnicity:** A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.
7. **National Origin:** A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.
8. **Disability:** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

For Clery Act purposes, Hate Crimes include any of the following offenses that are motivated by bias.

- Murder and Non-negligent Manslaughter
- Sexual Assault
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Larceny-Theft
- Simple Assault
- Intimidation
- Destruction/Damage/Vandalism of Property

The first seven offenses are defined and discussed in the Criminal Offenses section earlier in this chapter. In addition to those offenses, Larceny-Theft, Simple Assault, Intimidation, and Destruction/Damage/Vandalism of Property are included in your Clery Act statistics only if they are Hate Crimes. The definitions of these offenses are:

- **Larceny-Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another
- **Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
- **Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- **Destruction/Damage/Vandalism of Property (Except Arson):** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

DEFINITION OF CRIMES DETAILED IN THE VIOLENCE AGAINST WOMEN ACT

- **Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- **Domestic Violence:** A felony or misdemeanor crime of violence committed:
  - By a current or former spouse or intimate partner 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 or intimate partner;
  - By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
  - By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

- **Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
  - Fear for the person's safety or the safety of others; or
  - Suffer substantial emotional distress.

DEFINITIONS OF LOCATIONS

To be used when compiling statistics for reporting to the Federal Government on the Clery Act and William Paterson University Safety News publication.

LOCATION	DEFINED BY THE CLERY ACT AS:
On-Campus	Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).
Non-Campus Building or Property	Any building or property owned or controlled by a student organization that is officially recognized by the institution; or Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.
On Public Property	All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus.
On-Campus Student Housing Facility	Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus, is considered an on-campus student housing facility.

Crime Reporting Statistics

IN COMPLIANCE WITH THE JEANNE CLERY ACT

COMPILED BY WILLIAM PATERSON UNIVERSITY POLICE DEPARTMENT FOR JANUARY 2023 TO DECEMBER 2025

OFFENSE	YEAR		GEOGRAPHIC LOCATION			
		Total	ON- CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY
MURDER / NON-NEGLIGENT MANSLAUGHTER	2023	0	0	0	0	0
	2024	0	0	0	0	0
	2025	0	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	2023	0	0	0	0	0
	2024	0	0	0	0	0
	2025	0	0	0	0	0
RAPE	2023	2	2	2	0	0
	2024	2	2	2	0	0
	2025	1	1	1	0	0
FONDLING	2023	1	1	0	0	0
	2024	0	0	0	0	0
	2025	0	0	0	0	0
INCEST	2023	0	0	0	0	0
	2024	0	0	0	0	0
	2025	0	0	0	0	0
STATUTORY RAPE	2023	0	0	0	0	0
	2024	0	0	0	0	0
	2025	0	0	0	0	0
ROBBERY	2023	0	0	0	0	0
	2024	0	0	0	0	0
	2025	1	1	0	0	0
AGGRAVATED ASSAULT	2023	3	3	2	0	0
	2024	1	1	1	0	0
	2025	1	1	1	0	0
BURGLARY FORCIBLE ENTRY	2023	0	0	0	0	0
	2024	1	1	1	0	0
	2025	0	0	0	0	0
BURGLARY UNLAWFUL ENTRY-NO FORCE	2023	2	2	2	0	0
	2024	1	1	1	0	0
	2025	2	2	1	0	0
MOTOR VEHICLE THEFT	2023	1	1	0	0	0
	2024	2	2	0	0	0
	2025	1	1	0	0	0
Arson	2023	0	0	0	0	0
	2024	0	0	0	0	0
	2025	0	0	0	0	0

Hazing	2023	Not Collected				
	2024	Not Collected				
	2025	0	0	0	0	0

Unfounded Crimes

2023: Zero unfounded crimes • **2024:** Zero unfounded crimes • **2025:** Zero unfounded crimes.

Hate Crime Statistics

2023: One vandalism incident characterized by religious orientation bias which occurred on campus.

2024: One intimidation incident characterized by sexual orientation bias which occurred on campus.

2025: One vandalism incident characterized by religious orientation bias which occurred on campus.

VAWA Offenses Reporting Table

OFFENSE	YEAR		GEOGRAPHIC LOCATION			
		Total	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY
DOMESTIC VIOLENCE	2023	2	2	1	0	0
	2024	2	2	2	0	0
	2025	0	0	0	0	0
DATING VIOLENCE	2023	7	7	5	0	0
	2024	7	7	4	0	0
	2025	8	7	5	0	1
STALKING	2023	5	5	1	0	0
	2024	2	2	1	0	0
	2025	2	2	0	0	0

Arrests and Disciplinary Referrals Reporting Table

OFFENSE	YEAR		GEOGRAPHIC LOCATION			
		Total	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC.	2023	3	3	1	0	0
	2024	1	1	1	0	0
	2025	2	2	1	0	0
DISCIPLINARY REFERRALS: WEAPONS: CARRYING, POSSESSING, ETC.	2023	0	0	0	0	0
	2024	1	1	0	0	0
	2025	0	0	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2023	0	0	0	0	0
	2024	0	0	0	0	0
	2025	2	0	0	0	2
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2023	39	38	31	0	1
	2024	60	60	54	0	0
	2025	70	70	67	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2023	0	0	0	0	0
	2024	0	0	0	0	0
	2025	0	0	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2023	38	38	38	0	0
	2024	31	31	30	0	0
	2025	17	16	15	0	1

Key to Crime Reporting Statistics Chart

• Some information in this report is reported by University departments with no police involvement; therefore, no police action may have been taken. • The vast majority of the Drug Law statistics consisted of marijuana violations. • For Liquor Law Violations, the regulations require all persons present at the time of the violation to be counted regardless of their involvement in the illegal activity

Copies of the Statistical Report are available online or at the University Police Department Headquarters located on University Drive adjacent to the maintenance/facilities building in the Haledon section of the campus. This information may be obtained Monday-Friday during working hours or by sending a self-addressed stamped envelope to: William Paterson University Police Department, 300 Pompton Road, Wayne, NJ 07470.

Annual Fire Safety Report on Residence Halls

Included in this report are all fire reports from 2023, 2024 and 2025.

Our Residence Halls

The residential campus at William Paterson includes the following areas: Century Hall, High Mountain East, High Mountain West, Hillside Hall, the Apartments (Heritage and Pioneer Halls), and Skyline Hall. All residence halls are non-smoking communities. All residents are required to have a meal plan, except those residing in the Apartments complex.

- **Century Hall** accommodates students mainly in double rooms, and there are also limited elective and ADA single rooms. All rooms are arranged in "suite-style," with a bathroom connecting the two separate rooms. There are currently no age restrictions for Century Hall.
- **High Mountain East** accommodates students in mostly double rooms, and there are also a limited number of ADA single accommodation room. All rooms are arranged "suite style" with a bathroom connecting the two separate rooms. **High Mountain West** accommodates students in mostly double rooms, and there are also a limited number of ADA single accommodation rooms. All rooms are arranged "suite-style" with a bathroom connecting the two separate rooms. **Hillside Hall** accommodates students in mainly double rooms, but there are also both elective and ADA single occupancy rooms available. All rooms are arranged in "suite-style," with a bathroom connecting the two separate rooms. Hillside Hall houses both new and continuing students; there are currently no age restrictions.
- The **Apartments (Heritage and Pioneer Halls)** house upper-class students and graduate students. Heritage Hall residents must be 20 years of age by the start of the fall semester date. Most furnished apartments accommodate four students sharing two bedrooms, a living room/kitchen area, and a bathroom. There are a limited number of graduate, elective, and ADA single-occupancy rooms in the apartments.
- **Skyline Hall** accommodates students in double rooms; there are no single-occupancy rooms in this building. This building features an updated suite style that has three individual doors within the suite: one to each two-person bedroom and one to the bathroom.

Student Housing Fire Safety Systems Description

William Paterson University has a total of seven student housing facilities. Each facility is equipped with fire detection systems, including smoke detectors, heat detectors, and fire alarm pull stations. Each facility also has fire sprinklers. These are supervised systems that all report to the University Police.

Mandatory Supervised Fire Drills

William Paterson University's Fire Safety Coordinator conducts mandatory evacuation drills twice yearly. These drills are supervised by the Campus Fire Safety Inspector, University Police, and University employees. Fire evacuation drills are conducted by activating each fire alarm system in the residence halls.

Residence Hall Prohibited Items

Due to general and fire safety standards, there are many items that are not permitted in the halls. The list below is not complete; please read the Residence Life Handbook in its entirety to become familiar with other prohibited items.

- Pets/animals*
- Hookahs
- Candles/Wax warmers
- Halogen lamps
- Incense/oil lamps
- Extension cords
- Neon signs
- Weapons
- Hoverboards
- Air conditioners
- Electric blankets
- Electric heaters/Space heaters
- Portable Washer/Dryer
- Live trees
- Surveillance recording devices
- Outside furniture
- Replacement fixures
- Cooking appliances**

*Service and ESA can be accommodated with documentation; please contact the Accessibility Resource Center. Students must receive written approval from both the Accessibility Resource Center and the Office of Residence Life before an animal can be brought to campus.

**Small cooking appliances are permitted in the kitchen areas of Pioneer and Heritage halls. Keurig coffeemakers and Nutri-Bullets (and other similar makes/models/brands) are permitted in all residence halls. All appliances must be UL listed and approved.

**Deep fryers and/or air fryers are not permitted in any residence hall.

Room Decorations

Residents are encouraged to create a comfortable living environment within their rooms by bringing items for decorative purposes. Fire safety standards prohibit students from hanging tapestries, flags, or other large cloth items from the ceilings, windows or walls. Only battery-powered string lights or LED lights are permitted in the residence halls. Any string lights that have an AC adapter or plug are prohibited. Due to the possibility of damage to walls, ceilings, doors, furniture, or windows, the following are prohibited: Nails, wallpaper, paneling, glue, decals, adhesive materials, painting rooms, painting murals on walls, writing on walls, hanging items from windows or ceilings. Students are encouraged to use painter's tape, 3M putty or Command strips to hang/post materials in their residence hall rooms. When moving or removing items from the walls, students need to use care and caution to avoid damaging the walls. Students are responsible for any damage to walls created by room decorations, even if the damage is unintentional.

Appliances and Furniture

The University provides all necessary furnishings for the residence halls. Due to fire safety standards, students are prohibited from bringing outside furnishings into the facilities. Any additional furniture items are subject to removal. The construction of lofts, bed-lifting mechanisms, room dividers, or bars and any alterations to residence rooms are prohibited.

Beds on cinder-blocks or milk crates are unsafe and are, therefore, prohibited. Students are permitted to use manufactured bed risers to increase the under-bed storage space. The product's maximum height is eight inches. *Please note that bed risers cannot contain electrical outlets/plugs.

A clear egress (or path) from the room door to the windows in the room is required to meet fire safety regulations. Closets must remain in an upright position, and cannot be positioned near sprinkler heads. Closet doors are not to be removed. All furniture should be used for its intended purposes only, and it may not block the doorway to the room or the room's sprinkler head.

For academic purposes, students are allowed to bring items such as a bookcase (one per resident) approximately 36" x 36" or a standard two-drawer file cabinet.

In the Apartments, a stove and refrigerator are supplied.

In all other residence halls, students are permitted to bring a refrigerator (limited to 4 cubic feet) and microwaves (limited to 1,000 watts).

Cooking appliances are prohibited for all students residing in Century Hall, High Mountain East and West, Hillside Hall, and Skyline Hall.

Smoking, Tobacco, Vape and Cannabis-Free Policy

I. PURPOSE

The purpose of this policy is to:

- Promote the health and welfare of community members and visitors by prohibiting smoking, the use of tobacco and cannabis products, including electronic delivery systems (ENDS) and vaping products, on the William Paterson campus.
- Enable nonsmokers to breathe smoke-free air, by recognizing that the need to breathe smoke-free air shall have priority over the desire to smoke.
- Encourage a healthier, more productive living learning environment for all members of the campus community.
- Explicitly prohibit cannabis in all forms across all campus spaces.

II. ACCOUNTABILITY

The Chief Wellness Officer, Office of Student Development, and Human Resources are responsible for the implementation, administration, education, and compliance of this policy.

III. APPLICABILITY

This regulation policy applies to all members of the University community, including:

- Students
- Faculty
- Staff
- Contractors
- Vendors
- Visitor and guests.

Exceptions: Tobacco and cannabis use may be permitted only for approved research purposes in a controlled laboratory setting and with appropriate University authorization.

IV. DEFINITIONS

- ***Tobacco***–All tobacco-derived products including cigarettes, cigars, cigaarillos, chewing tobacco, hookahs, electronic cigarettes, vaping devices, personal vaporizers, and similar nicotine-delivery products. FDA-approved cessation products are excluded when used for this intended purpos.
- ***Smoking***-Inhaling, exhaling, burning, carrying, vaping, or otherwise using combustible or electronic smiking devices that create smoke, aerosol, or vapor.
- ***Secondhand smoke***–Smoke or aerosol from another person's smoking or vaping device that is inhaled by others.
- ***University community***–Faculty, staff, students, contractors, volunteers, customers, and visitors.
- ***Cannabis***-All products derived from the cannabis plant, including marijuana, THC products, concentrates, edibles, and vape products.

V. POLICY

Effective January 1, 2022, the use of all tobacco products is prohibited on all property owned, operated, leased, occupied, or controlled by William Paterson University. Littering with tobacco products, vape products, or smoking-related materials is prohibited. Advertising, distribution, and sampling of tobacco products on campus are prohibited. Campus organizations may not accept money or gifts from tobacco companies.

University property includes:

- Buildings and structures
- Grounds
- Parking lots and parking structures
- Sidewalks
- Walkways and bridges
- Residence halls
- Athletic facilities
- Outdoor spaces and vehicles under University control

Consuming tobacco products through smoking, vaping, or aerosolizing is prohibited in all indoor and outdoor University locations.

Cannabis Prohibition
Cannabis possession, use or distribution is prohibited in ALL forms, including:

- Smoking
- Vaping
- Edibles
- Oils
- Concentrates
- Any other cannabis-derived product

The prohibition applies to all indoor and outdoor campus spaces and University-controlled vehicles.

Medical Marijuana
Although medical marijuana is permitted under New Jersey law, it remains prohibited on William Paterson University property due to federal compliance requirements under the Drug-Free Schools and Community Act. (See: Drug-Free Schools and Communities Act Amendments of 1989, Pub. L 101-226, codified at 20 U.S.C. § 1145g; implemented by 34 CFR Part 86.)

Underage Tobacco and Vape Possession
Individuals under the age of 21 are prohibited from possessing tobacco products, vaping devices, or nicotine delivery products.

VI. SANCTIONS FOR STUDENTS

Violation Sanction

- First Violation Official warning and online educational program
- Second Violation Counseling, Health and Wellness intervention; parental notification for cannabis violations
- Third Violation $100 fine and Campus Life Probation
- Fourth Violation $200 fine and suspension of extra-curricular leadership positions
- Fifth Violation $300 fine for commuters; loss of housing for residential students

VII. CLINICALS, INTERNSHIPS, AND PRACTICUM

Students placed in clinical, internship, practicum, or or other external educational settings must comply with both University requirements and the policies of their placement site.

VIII. EMPLOYEES, VENDORS, AND CONTRACTORS

Violations by employees, vendors, contractors, or contracted employees will be addressed in accordance with:

- University policies
- State regulations
- Collective bargaining agreements

- Progressive disciplinary practices, where applicable.

Violations involving controlled substances will be addressed under the University's Drug-Free Workplace Policy.

IX. EDUCATION AND SUPPORTIVE RESOURCES

William Paterson university is committed to providing education and supportive resources to promote a healthy, smoke-free, tobacco-free, vape-free, and cannabis-free campus environment.

Students interested in tobacco, nicotine, vaping, or cannabis cessation resources may contact the Counseling, Health and Wellness Center at **973.720.2360** for information, support services, referrals, and wellness programming.

Employees seeking assistance with tobacco or nicotine cessation may access resources through the University's **Employee Assistance Program (EAP)** and their health insurance providers.

In addition, all New Jersey residents may access free tobacco cessation information and support services through **TobaccoFreeNJ.com** and the **New Jersey Quitline at 1-866-NJ-STOPS (1.866.657.8677).**

Fire Emergency Procedures

Students are responsible for familiarizing themselves with fire exits and escape routes. Remember, do not use the elevator. Whenever a fire alarm sounds, day or night, the residence halls are to be evacuated immediately.

Upon discovering a fire:

1. Activate the nearest pull station to sound the building alarm. If the alarm fails to work, shout ”fire” several times.
2. **CALL 911**, then telephone University Police at 973.720.2300, or contact a Residence Life staff member to report the fire — details should include building, floor, area, and intensity.
3. Evacuate the building immediately. Do not attempt to fight a fire. Fire extinguishers are to be used only to clear an exit way.

Evacuation procedures:

A. Feel the closed door of your room. If it feels hot, the hallway is filled with deadly gases. **DO NOT OPEN THE DOOR** but go to your window and wait for rescue. If the door is cool, **CLOSE YOUR WINDOWS** before opening the door slowly.

B. Do not stop to dress, but take a pair of shoes, a coat, and a blanket. Upon leaving the room, leave the lights on and the door **CLOSED**. Take your key with you.

C. If you cannot leave the room:

1. Open the windows if there is smoke; if there is no smoke, leave the windows closed to prevent outside smoke from being drawn into the room.
2. Seal cracks around the door with damp towels if possible.
3. If you are trapped, attract attention by hanging an object from the window; the brighter the color the better. If outside smoke is drawn in, close the window, leaving the object hanging.

D. If smoke is severe, place a wet cloth over your nostrils, and **REMEMBER** to stay close to the ground. There is usually less smoke on the floor.

E. When you are evacuating a building:

1. Walk at a brisk pace, but **DO NOT RUN**.
2. **DO NOT USE ELEVATORS**.
3. Follow the posted specific corridor instructions as to proper exit route and assembly point.
4. Move in a single file along the wall upon which the exit is located. Once outside the building move at least 75 ft. to 100 ft. away from the building.
5. Do not re-enter the building until instructed to do so by a University official or fire warden.
6. Account for your presence; advise a warden or other responsible party that you have safely evacuated the facility.

Due to the serious nature of a fire emergency, noncompliance with evacuation procedures is subject to being documented for a student conduct violation. Do not test your smoke detector. The smoke detectors are routinely checked by trained University personnel. If your smoke detector is sounding, contact the RA on duty or notify the hall office. Do not attempt to correct any problem yourself.

Students found responsible for tampering with, or removing, smoke detectors face disciplinary action, which may result in loss of housing privileges. This includes, but is not limited to covering any smoke detector or fire safety device. In addition, students may be charged for the replacement of the detector. Students are not to tamper with the sprinkler systems in the residence halls. Please report all problems immediately to the hall office.

Fire Safety Education and Training Programs for Students, Faculty, and Staff

Fire safety training is conducted annually for resident directors, resident assistants, and building evacuation wardens by instructors from the Passaic County Fire Safety Academy and/or the Campus Fire Safety Inspector. Fire procedures are in the William Paterson University Police Department's *Student Guide for Emergencies* and the *Faculty and Staff Guide for Emergencies*. Both of these publications are available on the University Police website. Necessary improvements to the fire system at William Paterson University will be completed as needed.

Reporting a Fire

Fires on the campus of William Paterson University should be reported immediately by calling 911 and then University Police at 973.720.2300. However, if notifying the William Paterson University Police Department is not possible, please report the fire or smoke condition to any William Paterson University staff or faculty members in the area.

Residence Halls Fire Safety Equipment

Residence Hall	Sprinkler System	Fire Alarm System /Addressable
Century Hall	Yes	Yes
Heritage Hall	Yes	Yes
High Mountain East	Yes	Yes
High Mountain West	Yes	Yes
Hillside Hall	Yes	Yes
Pioneer Hall	Yes	Yes
Skyline Hall	Yes	Yes

Fire Log

William Paterson University maintains a fire log available for review at the Police Department Building. This log denotes all fires in all on-campus housing facilities including the nature of the fire, date, time, and general location.

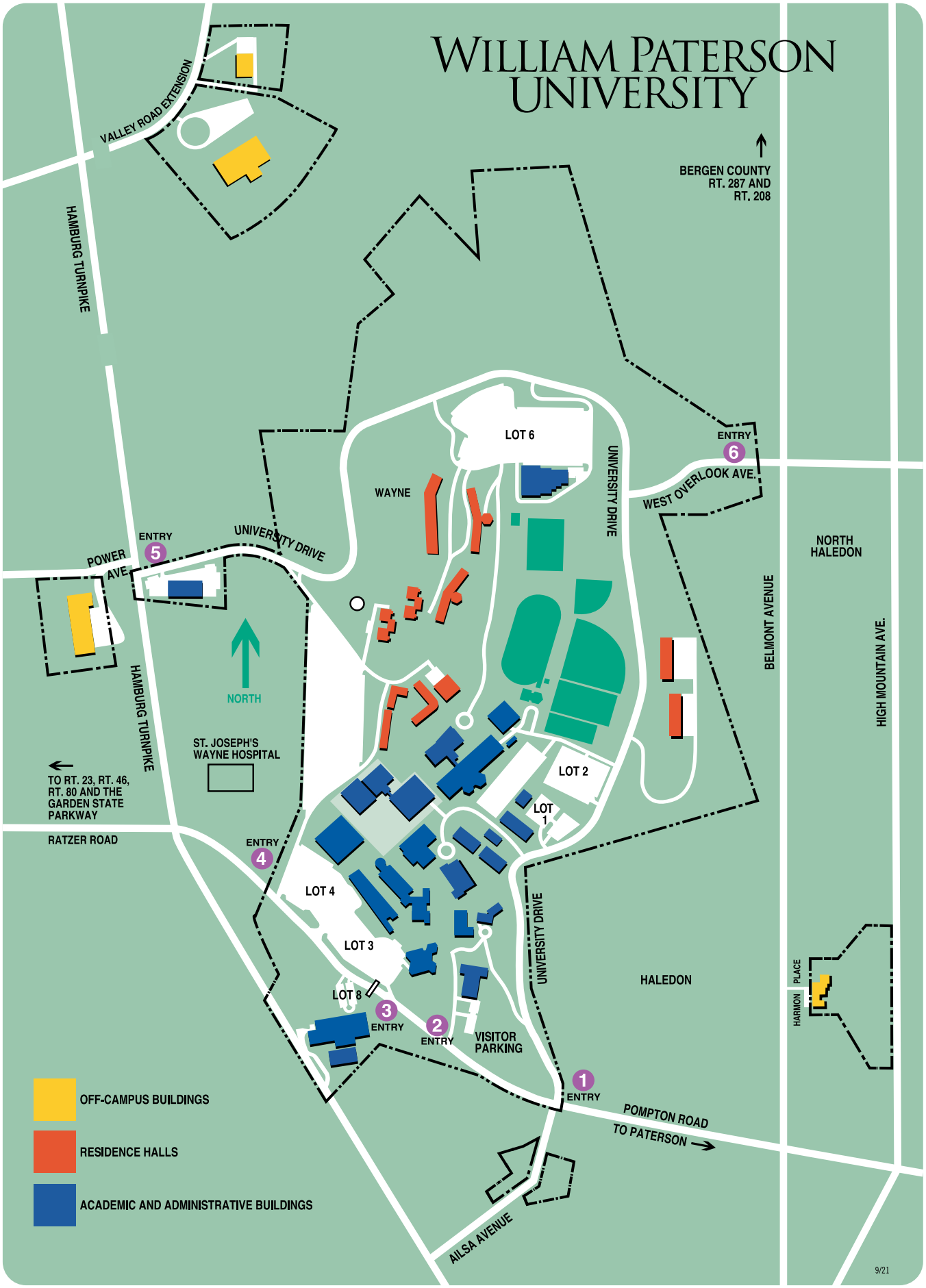
2023 Annual Fire Report on Residence Halls

Residence Halls	Fires	Fire Cause	Injuries	Deaths	Property Damage
Century Hall	0	N/A	0	0	$0.00
Heritage Hall	0	N/A	0	0	$0.00
High Mountain East	0	N/A	0	0	$0.00
High Mountain West	0	N/A	0	0	$0.00
Hillside Hall	0	N/A	0	0	$0.00
Matelson Hall	0	N/A	0	0	$0.00
Overlook South	0	N/A	0	0	$0.00
Pioneer Hall	0	N/A	0	0	$0.00
Skyline Hall	0	N/A	0	0	$0.00
White Hall	0	N/A	0	0	$0.00

2024 Annual Fire Report on Residence Halls

Residence Halls	Fires	Fire Cause	Injuries	Deaths	Property Damage
Century Hall	0	N/A	0	0	$0.00
Heritage Hall	0	N/A	0	0	$0.00
High Mountain East	0	N/A	0	0	$0.00
High Mountain West	0	N/A	0	0	$0.00
Hillside Hall	0	N/A	0	0	$0.00
Matelson Hall	0	N/A	0	0	$0.00
Overlook South	0	N/A	0	0	$0.00
Pioneer Hall	1	HVAC	0	0	$0.00
Skyline Hall	1	Dryer	0	0	$0.00
White Hall	0	N/A	0	0	$0.00

2025 Annual Fire Report on Residence Halls

Residence Halls	Fires	Fire Cause	Injuries	Deaths	Property Damage
Century Hall	0	N/A	0	0	$0.00
Heritage Hall	0	N/A	0	0	$0.00
High Mountain East	1	HVAC	0	0	$0.00
High Mountain West	0	N/A	0	0	$0.00
Hillside Hall	0	N/A	0	0	$0.00
Matelson Hall	0	N/A	0	0	$0.00
Overlook South	2	1: HVAC 2: HVAC	0	0	$0.00
Pioneer Hall	0	N/A	0	0	$0.00
Skyline Hall	0	N/A	0	0	$0.00
White Hall	0	N/A	0	0	$0.00

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