



BOSTON UNIVERSITY POLICE
SAFETY ON CAMPUS

Annual Security Report

October 2021

School of Social Work

Boston University's Annual Security Report for School of Social Work Satellite Campuses: Bedford, Cape Cod, Fall River and Worcester

REPORTING EMERGENCIES

Boston University needs you to report all criminal incidents, suspicious circumstances, and safety-related emergencies promptly and accurately.

FOR ALL EMERGENCIES

POLICE • MEDICAL

At Cape Cod Community College in West Barnstable:

Call 911

At Middlesex Community College in Bedford:

Call 911

At Bristol Community College in Fall River:

Call 911

At Holy Cross in Worcester:

Call 508-793-2222 (Department of Public Safety) or 911

Boston University Police Department:

617-353-2121

FIRE

If the emergency involves a fire, call 911.

AVAILABILITY OF ANNUAL SECURITY REPORT

Copies of this report are available by calling the Office of the Chief of Police at 617-353-5362. Copies of the report are also available at the Boston University Safety website at <http://www.bu.edu/safety/>.

In addition, you may wish to review a copy of the Annual Security Report for the college or university campus at which your Social Work classes are offered.

Cape Cod Community College's Annual Security Report is available on the Cape Cod Community College Office of Public Safety website at <https://www.capecod.edu/collegepolice/campus-security-reports/>

Middlesex Community College's Annual Security Report is available on the Middlesex Community College's website at <https://www.middlesex.mass.edu/disclosurestatements/campsecrpt.aspx>

Bristol Community College's Annual Security Report is available on the Bristol Community website at <http://www.bristolcc.edu/student-services/resources/campus-police/cleryact-information/>

College of the Holy Cross's Annual Security Report is available on the Holy Cross website at <https://www.holycross.edu/campus-life/public-safety/annual-security-and-fire-safety-reports>

MESSAGE FROM THE CHIEF OF POLICE AND EXECUTIVE DIRECTOR OF PUBLIC SAFETY

WELCOME TO BOSTON UNIVERSITY

To members of the Boston University community:

Boston University is committed to ensuring the safety of students, faculty, staff, and guests to enhance their experience within our community. This commitment to safety extends beyond the borders of our main campus in Boston, Massachusetts. More than ever, Boston University students are engaged in academic pursuits around the country and around the world. It is with our more distant community members in mind, that this report is compiled to address issues of crime prevention and personal safety.

I want to assure our community that we will not compromise on safety as we continue our pursuit for greater transparency and inclusivity. The safety and security of every member of our community remains our top priority and is described in more detail in this Annual Security and Fire Safety report.

The federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the “Clery Act”) requires that colleges and universities publish an annual report to address campus safety-related policies and procedures as well as campus crime. If there are on-campus student residences, we also include fire safety and fire statistics. This annual security report focuses on the policies, procedures and statistics applicable to the School of Social Work Satellite Campuses in Bedford, Cape Cod Fall River and Worcester.

I urge you to read the information presented in this report and to take a moment to think about your personal safety.

- Know how to contact the local police at your BU site and store that information in your mobile phone.
- Sign up for and pay attention to any emergency alert service that may be offered at your BU site.
- Report any crime or safety concerns you may have to local police and administrators at your site.
- Finally, look out for your fellow students' welfare and remember that we all share a responsibility for creating and maintaining a safe and secure environment for every member of our community.

Chief Kelly A. Nee
Boston University Police Department

THE BOSTON UNIVERSITY POLICE DEPARTMENT

The Boston University Police Department's mission is to assure the safety and security of all persons and property on the Boston University campuses.

The Boston University Police Department (BUPD) responds to and investigates crimes, maintains order and safety, and enforces Massachusetts laws and University regulations in and around the Boston University Charles River, Fenway and Medical Campuses. The department is committed to community-based policing. The BUPD is a full-time, professional law enforcement agency that also provides a wide variety of public services—including emergency medical assistance—to the Boston University community. Patrols are conducted throughout the campus area 24 hours a day.

Boston University employs more than 50 state-certified police officers. All new officers complete the same five-month police academy training required of municipal officers in the Commonwealth of Massachusetts. Each officer must also complete at least 40 hours of additional classroom training a year, and must demonstrate safety and proficiency with issued equipment, such as firearms, twice each year. Additionally, all officers receive tactical training in the event they must respond to a potentially violent individual or situation. Officers also take specialized training courses offered by the International Association of Chiefs of Police and other professional organizations.

All Boston University police officers are empowered by the Commonwealth of Massachusetts to enforce criminal laws and to make arrests, not only on the campus grounds but also in the areas surrounding the University. They also hold appointments as Deputy Sheriffs of Suffolk County, Middlesex County, and Norfolk County. The prosecution of all criminal offenses is conducted by the prosecuting attorneys of the relevant jurisdiction and typically are addressed in Brookline District Court, Boston Municipal Court, or Suffolk Superior Court.

Our work has received formal recognition from the Boston Police Commissioner and from the Suffolk County District Attorney's office. The department is widely recognized as one of the best-trained and professional law enforcement agencies in Massachusetts. Members of the BUPD attend community meetings of the many residence associations to provide residents with up-to-date crime prevention information and to hear their concerns about crime and safety issues. The Boston University Police Department is among the few university police departments certified by the Massachusetts Police Accreditation Commission.

Boston University's Charles River Campus is located at the intersection of three cities (Boston, Brookline, and Cambridge) within three different counties (Suffolk, Norfolk, and Middlesex). The Boston University Police Department works closely with other local law enforcement agencies, including the Boston Police Department, Brookline Police Department, Cambridge Police Department, MBTA Transit Police Department, county sheriffs, the Massachusetts State Police, and security departments of other area universities, as appropriate. The department has radio communications interoperability through the Boston Area Police Emergency Radio Network (BAPERN) and has access to law enforcement databases as a member agency of the Massachusetts Department of Criminal Justice Information Services. The Boston University Police Department also works with local law enforcement authorities at its Study Abroad locations, satellite campuses and other locations outside of Boston as appropriate. The University does not have written agreements with those various law enforcement agencies.

Through coordination with local law enforcement agencies, any reported criminal activity engaged in by students at off-campus locations, including non-campus locations of student organizations officially recognized by the University, including those with non-campus housing facilities, is monitored and recorded. This information is provided to the Dean of Students for possible disciplinary action.

The Chief of Police and Executive Director of Public Safety for Boston University reports directly to the Vice President for Campus Planning and Operations.



Facebook—<http://www.facebook.com/BostonUPolice>

Twitter [@BUPOLICE](https://twitter.com/BUPOLICE)

Instagram [@BUPOLICE](https://www.instagram.com/BUPOLICE)

If you have a complaint about our police service, we wish to address and resolve it quickly and fairly. Please contact the Patrol Supervisor on duty at 617-353-2110 or contact the Chief of Police at 617-353-5362.

Although the Boston University Police Department is located on the University's Boston campuses, the Department also assists students, faculty and staff who study and work at the University's satellite campuses in matters concerning safety, law enforcement and crime reporting. BUPD encourages individuals participating in the School of Social Work's satellite campuses to call the local police department, by dialing 9-1-1, to report a crime, BUPD welcomes any member of the University community to contact the Department for any reason, regardless of the location where the individual is studying or working.

BUPD serves as a public safety resource for you. However, it is important for you to familiarize yourself with the public safety resources that are local to the location where you are taking classes. Each of the locations has different safety resources and procedures.

BOSTON UNIVERSITY SCHOOL OF SOCIAL WORK

For the latest updates and information on BU's response to COVID-19, visit Back2BU at www.bu.edu/back2bu/

WEST BARNSTABLE / CAPE COD COMMUNITY COLLEGE CAMPUS LAW ENFORCEMENT

1-774-330-4349 or Ext. 4349 on any campus phone

Cape Cod Community College works to ensure a safe environment for students, faculty, staff and visitors. College Police are commissioned in accordance with the provisions of Massachusetts General Laws Chapter 22C § 63 and have law enforcement authority, including the authority to make arrests in and upon all property owned, occupied, or used by the College. Police Officers are graduates of a Police Academy conducted or sanctioned by the Massachusetts State Police, the Massachusetts Criminal Justice Training Council, or have met other requirements established by the Colonel of the Massachusetts State Police and as such have arrest powers. College Police are formally trained to respond to calls for service which may include crimes and emergencies. College Police patrol by foot, radio motor patrol, or on bicycles year round. All College Police are certified in basic first aid, CPR and AED and must attend yearly in-service training to maintain credentials.

College CCCC Police receive training in customer service and professionalism, emergency response, Active-Shooter Single Engagement Response, Instructor Course ALICE Training, Train the Trainer Stop The Bleed, Bicycle Certification training, patrol techniques, sexual violence response, gender based misconduct/Title IX awareness, ethics, crime prevention, access control, lock-down controls, nonviolent crisis intervention, mental health de-escalation techniques, methods in addressing student alcohol/smoking use, and general college policies and procedures.

By mutual agreement with state and federal agencies, the College Police Department maintains a Criminal Justice Information Services terminal which provides the department personnel with access to the National Crime Information Computer System as well as the Criminal History Systems Board for the Commonwealth of Massachusetts. These computer databases are used to strengthen public safety by providing access to criminal history data, nationwide police records and driver/vehicle identification information as well as other local, state and federal law enforcement information. There is no written M.O.U. between College Police and local Police or Massachusetts State Police however; jurisdiction is shared with local law enforcement. Local Police and the Massachusetts State police have concurrent jurisdiction on all campuses and upon all properties owned or controlled by the College.

Contract Security Guards CCCC has contracted with Madison Security Group, Inc. (MSG), an outside contractor to provide public safety services only on the West Barnstable Campus property. MSG patrols the West Barnstable Campus from Midnight until 8:00am, Monday through Fridays, and weekends or when deemed appropriate and/or necessary. State or local law enforcement may be notified of any situation where state law may have been violated or where additional resources are needed. MSG conducts patrol on foot inspecting buildings both interior and exterior on a regular basis. MSG duties are to observe, report and diffuse situations. MSG will contact Barnstable Police Department when a situation arises requiring police powers

The College Police Department is located on the ground floor of the Grossman Commons Building in room CG-6, opposite the cafeteria.

College Police at the West Barnstable Campus is staffed 365 days per year, twenty-four (24) hours per day/seven (7) days per week. College Police is the primary responder to all incidents on the West Barnstable Campus. College Police maintains a professional relationship with Barnstable Police Department and the Massachusetts State Police who provide back-up service to the West Barnstable Campus. Barnstable Police Department and Massachusetts State Police also provide investigator support for major crimes on campus. No formal M.O.U. exists for the response or investigation of crimes.

The College Police Department, through a written agreement with the Massachusetts Department of Criminal Justice Information Systems, maintains access to a police data base. The computer database is used for accessing criminal history data, nationwide police records, driver/vehicle identification information, sex offender information, and other state and federal law enforcement information. College Police does have access to the Department of Criminal Justice Information System (DCJIS) which enables College Police to have 24/7 monitoring of important information as required by DCJIS.

West Barnstable, Main Campus

- Emergency Phone-dial "4349" from any internal phone or "911" or (774) 330-4349 from a cell phone or outside line.
- Non-emergencies-dial "4349" from any internal phone or (774) 330-4349 from a cell phone or outside line.
- Barnstable Police Department- dial 911
- West Barnstable Fire Department/EMT-dial 911
- Chief of Police-dial 4866 or (774) 330-4866

POLICY ADDRESSING INTERAGENCY COOPERATION

The CCCC Police Department maintains an excellent relationship with its local police departments at our Plymouth Aviation and Hyannis Center campuses and non-campus which we share crime prevention strategies and local crime information. There is no written memorandum of understanding between Plymouth PD, Barnstable PD, Bridgewater State University Police, Oak Bluffs, and Massachusetts State Police and the College for the investigation of criminal offenses. The local police also help to maintain a safer campus by providing extra coverage for special events that attract large crowds. CCCC Police regularly confer with the local police departments, participates in public meetings, and is represented at com- Annual Security Report | 9 munity and government safety and school meetings which assists in controlling potential criminal activity in and around College property. CCCC Police monitor Barnstable Police radios and have the ability to communicate in emergencies.

Interagency Contact Information by Location

- West Barnstable Campus:
 - Barnstable Police Department: (508) 775-0387
 - Massachusetts State Police: (508) 398-2323

Personal Safety Escorts

The College Police and Public Safety Department provides safety escorts for students and employees upon request 7 days a week on the Main Campus. The CCCC College Police and Public Safety Department encourages the use of the "buddy system" for personal safety on and off campus.

College Police officers patrol the campus parking lots regularly during each shift. Officers can also escort students and employees to and from campus buildings and parking lots after dark. To request an escort, call College Police at 1-774-330-4349 or ext. 4349 on campus phone.

BEDFORD / MIDDLESEX COMMUNITY COLLEGE CAMPUS LAW ENFORCEMENT

781-589-0234 (Public Safety)

The Middlesex Community College Public Safety officers enhance the safety and security of the MCC campus, its community members, visitors and guests. Public Safety Officers are authorized to enforce the rules and regulations of Middlesex Community College in the following ways:

- Dispersing activities not permitted under campus guidelines, i.e., improper use of facilities, harassment, and trespass.
- Issuance of parking tickets.

- Verbal warnings to cease unauthorized activity.
- Escorting violators from the campus facilities.

Public Safety officers do not operate with police powers and do not carry weapons

Relationship with State and Local Police

Because MCC is a state-owned property, enforcement authority rests with the state police. MCC Department of Public Affairs and Public Safety Officers routinely work with state police and/or local police in investigation of criminal activity occurring on the campus property. Public Safety Officers call in the state or local police in cases of criminal activity such as assault, automobile accidents, theft, violation of restraining orders, etc.

In most instances, restraining orders are delivered to:

- The Director of Public Safety
- The Dean of Students (any restraining orders involving students)

The College collaborates with the Lowell and Bedford Police Departments to ensure safety on our campuses. In order to provide easier access to police and for timely responses to incidents, MCC has established a position on each campus for a Campus Resource Officer. These Campus Resource Officers are Bedford and Lowell Police officers and have full authority on the MCC campuses. On their respective campuses, these officers patrol the campus, assist with criminal and emergency incidents, establish relationships with students, faculty and staff, and assist with creation and maintenance of preventative safety and security protocols, conduct trainings for the campus community and act as a liaison to the police department.

FALL RIVER / BRISTOL COMMUNITY COLLEGE CAMPUS LAW ENFORCEMENT

774-357-3911 (Emergency) or ext. 3911 from a campus phone

774-357-2218 (Business) or ext. 2218 from a campus phone

The Boston University School of Social Work program in Fall River is held at Bristol Community College.

Bristol Community College Police Department is located on the first floor of the Hudnall Administration Building, room D-110 on the Main Campus. The Department is a full service Police Department providing safety, security, parking and traffic services to the entire campus community throughout the year. The Department operates Monday - Friday, 7:00 AM – 11:00 PM; Saturday, 7:00 AM – 3:00 PM. During all other times and on holidays the main campus is staffed by contract security officers from Securitas, Inc. Securitas officers also staff the Attleboro, New Bedford and Taunton campuses while each campus is open. These security officers do not have arrest powers nor do they have any law enforcement or investigative authority on any land and buildings owned or leased by the College. The College Police Department is currently staffed by a Chief of Police, a Deputy Chief of Police, one Sergeant, six Campus Police Officers, three Dispatchers and two Switchboard Operators. The primary mission of the department is to provide a safe and secure environment for the College community. The department embraces a professional approach to law enforcement, emphasizing customer service, community policing, and impartial enforcement of all laws, policies and regulations. Bristol Community College Campus Police Officers receive their police authority from Chapter 22C of Massachusetts General Laws, Section 63 and are sworn Special State Police Officers. Officers have full arrest powers on ALL land and buildings owned or leased by the College. Campus police officers are charged with the enforcement of all state and local laws as well as any College regulations and policies on Bristol Community College property. Campus Police Officers receive basic and in-service training at the Massachusetts State Police Academy and/or the Municipal Police Training Committee. They also receive specialized training from various police agencies throughout the state and country.

Statement of Policy for Addressing Crime Prevention Programs

The College encourages ALL community members to take advantage of the below described specialized programs designed to inform students and employees about the prevention of crimes. Though not an all-inclusive list, the following are some programs and projects that we offer:

- **Emergency Call Boxes** - There are 10 emergency call boxes located at strategic locations on campus. Follow posted direction on phones to obtain the necessary assistance.

- **Safety Escorts** - The Police Department will provide safety escorts on campus to any student, faculty or staff upon request. Escorts may be requested by calling the College Police at (774) 357-2218.
- **RAD Program (774-357-2218)** - The Rape Aggression Defense System is a free program of realistic, self-defense tactics and techniques. The RAD System is a comprehensive course for women that begin with awareness, prevention, risk reduction and avoidance, while progressing to the basics of hands-on defense training.
- **3911** emergency telephone service is available to provide immediate access to emergency personnel. If you are on campus and need emergency assistance dial 3911.
- **Anonymous Tip Line** – Call (774) 357-3223, or fill out the online Anonymous Tip Line form at <http://www.bristolcc.edu/about/campuspolice/anonymoustipline/> to report any criminal activity.
- **“Text-A-Tip”** – By texting “BCCTIP”...followed by your message...to 67283, you can communicate safety or security concerns directly to campus police.
- **Emergency Response Guides** are located in every classroom on campus. This is an instructional guide in case of an emergency such as fire, bomb threat, active shooter/violent intruder, etc.

WORCESTER/ HOLY CROSS DEPARTMENT OF PUBLIC SAFETY

The College of the Holy Cross is committed to providing a safe and secure community, where students, faculty and staff may experience academic, professional and personal success.

To achieve this goal, the Department of Public Safety provides a comprehensive program of police, security, crime prevention, fire safety, emergency medical, parking, transportation and related public safety services to help ensure the College community is a safe and pleasant place to live, work and learn. The Department of Public Safety works collaboratively with students, staff and faculty in the development of crime prevention, security assessment, response and education. This collaboration is the foundation of maintaining an environment which encourages mutual respect, caring and safety for the campus community.

Role, Authority and Training The officers of the Holy Cross Department of Public Safety, other than the traffic enforcement officer, are all armed Sworn Police Officers in accordance with the provisions of M.G.L.c. 22C §63 and have full law enforcement authority in and upon all property owned, controlled, occupied or used by the College.

Department of Public Safety officers receive recruit training at the Massachusetts State Police Academy or Municipal Police Academies before they are commissioned as Department of Public Safety Officers. Annually, all officers receive of in-service training in First Aid, CPR, Firearms, All Hazard Training, Hate Crimes, Stalking and Dating and Domestic Violence and legal updates. Officers also receive specialized training in investigations, crime prevention and instructor certification in Rape Aggression Defense (RAD) training, ALICE training and other specialized areas. Officers also receive Clery and Title IX training

The Department of Public Safety police officers enter all reports of all crime incidents reported to the department in an automated case management software program called ReportExec. Once an officer enters the report, a Department of Public Safety administrator reviews the report to ensure it is appropriately classified in the correct crime category. The Department of Public Safety periodically examines the data to ensure that all crimes that have been reported are recorded in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting (UCR) Handbook and the FBI National Incident Based Reporting System (NIBRS) Handbook (sex offenses only).

Working relationship with local, state agencies The Department of Public Safety maintains a close working relationship with the Worcester Police Department, the West Boylston Police Department, the Massachusetts State Police, the Worcester County District Attorney's office and federal law enforcement agencies.

Escort Programs The Department of Public Safety provides an on-going personal safety escort service for persons walking on campus and from campus, to a principal place of residence within a reasonable distance of the campus, during all hours when personal safety is a concern.

BOSTON UNIVERSITY SAFETY AND SUPPORT NETWORK

In addition to its Police Department and Medical Campus Public Safety Department, Boston University has established a comprehensive safety and security program with the following components:

University Websites

For information about campus safety, including an online version of this report, as well as important information about sexual misconduct, alcohol, drugs and hazing, consult the University's safety website at www.bu.edu/safety.

University Security Council

The administrators of the University Security Council and senior members of the BUPD meet weekly during the academic year and regularly during the summer to coordinate the many security programs operating at Boston University. Information on current incidents is reviewed and recommendations for security improvements are discussed.

Crisis Management Team

When any emergency, tragedy, or other unusual event occurs that will affect the campus community, this group meets as necessary to make assessments and respond to the community's needs. Crisis Management Team representatives may vary depending on the situation and come from all areas of the University's administration.

Safety & Security

Boston University Police Department 32 Harry Agganis Way

617-353-2110; bupolice@bu.edu

617-353-2121 (emergencies only) 617-353-6516 (anonymous tip line) 617-353-5387 (TTY)

www.bu.edu/police

Anonymous tips may be texted to 847411. Type BU <space> and then the message. Standard text messaging rates apply. The message is anonymous and the sender may opt out at any time by texting "stop" to 847411.

The Boston University Police Department is a full-time, professional law enforcement agency that also provides a wide variety of public services, including alarms, emergency medical assistance, investigating suspicious circumstances, and responding to and investigating criminal matters. Patrols are conducted throughout the Boston University area 24 hours a day and span an area that includes over 132 acres of University-owned property and surrounding streets. Emergency response time is generally under three minutes to any location on campus.

Campus Security Authorities

The University has designated certain individuals as campus security authorities (CSAs), which includes individuals who have significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. CSAs are mandated to report crimes to BUPD. The University regularly identifies those individuals who fit the definition of CSA and provides training to assist them in fulfilling this important role. Please visit our CSA website at www.bu.edu/safety/files/2015/07/CSA_REPORTING_FORM.pdf to access the CSA training presentation. BUPD officers are also available to present the training to groups.

If you have any questions about CSA training, please contact the Boston University Police at 617-353-5362 or bupolice@bu.edu. CSA reporting forms are available at www.bu.edu/safety/files/2019/02/CSA_REPORT_FORM.pdf. Confidential reporting forms for counselors and clergy are available at www.bu.edu/safety/assault.

The CSAs for the Cape Cod site are:

Deb Berglin, Director of Cape Cod Program dberglin@bu.edu

Work: 617-353-3766

Mena daSilva-Clark, Assistant Dean menad@bu.edu

Work: 617-353-3766

The CSAs for the Bedford site are:

Susan Brostrup-Jensen, Acting Director of BU-North Program sabj@bu.edu
Work: 617-356-5771

Mena daSilva-Clark, Assistant Dean menad@bu.edu
Work: 617-353-3766

The CSAs for the Fall River site are:

Diane Casey Crowley, Director of Fall River Program crowleyd@bu.edu
Work: 617-358-2466

Mena daSilva-Clark, Assistant Dean menad@bu.edu
Work: 617-353-3766

The CSAs for the Worcester site are:

Susan Brostrup-Jensen, Director of Worcester Program sabj@bu.edu
Work: 617-356-5771

Mena daSilva-Clark, Assistant Dean menad@bu.edu
Work: 617-353-3766

Environmental Health & Safety

704 Commonwealth Avenue
617-353-4094; oehs@bu.edu
617-353-7233 (emergency line)
www.bu.edu/ehs

Environmental Health & Safety oversees the following health and safety programs: fire safety, laboratory safety, hazardous material management, and compliance with environmental rules and regulations. Information concerning the University's Fire Safety Program is available at www.bu.edu/firesafety.

BOSTON UNIVERSITY HEALTH AND WELL-BEING RESOURCES

Student Health Services

881 Commonwealth Avenue, First Floor
617-353-3575
617-353-3569 (urgent mental health-related needs)
www.bu.edu/shs

Student Health Services is designed to help meet BU students' health care needs while at Boston University. SHS provides primary care, sports medicine, and counseling services by appointment and on an emergency basis. SHS also provides wellness and prevention services that address alcohol, drugs, sexual health, and healthy relationships. SHS provides resources for faculty, staff, and students to help students who may be in distress at www.bu.edu/shs/behavioral/helpinfo.

Sexual Assault Response & Prevention Center

930 Commonwealth Avenue
617-353-7277; sarp@bu.edu www.bu.edu/sarp

The Sexual Assault Response & Prevention Center provides rapid, confidential, compassionate, supportive, and free-of-charge advocacy and assistance to BU students who have experienced a traumatic incident, including but not limited to sexual assault, physical assault, interpersonal violence, and other crimes.

Chaplains

Marsh Chapel—735 Commonwealth Avenue

617-353-3560

www.bu.edu/chapel

University chaplains from a variety of religious traditions are available to all students, regardless of religious affiliation. Appointments can be scheduled, or students can visit the chapel office on weekdays between 9 a.m. and 10 p.m. University chaplains provide confidential assistance to BU students.

The Albert & Jessie Danielsen Institute

185 Bay State Road

617-353-3047

www.bu.edu/danielsen

The mission of the Danielsen Institute is to alleviate suffering and to promote healing, growth, and change in the persons, communities, and institutions that we serve. The institute seeks to accomplish this mission through service, training, teaching, and research that emphasizes depth psychotherapy and is informed by spiritual, religious, and existential perspectives.

The Center for Anxiety & Related Disorders

900 Commonwealth Avenue, Second Floor

617-353-9610

www.bu.edu/card

The Center for Anxiety & Related Disorders (CARD) is an internationally known clinical and research center dedicated to advancing knowledge and providing care for anxiety, mood, eating, sleep, and related disorders.

University Service Center

881 Commonwealth Avenue, Lower Level

617-358-1818;

usc@bu.edu www.bu.edu/usc

The University Service Center is charged with the resolution of problems that are complex, highly sensitive, or that cross administrative and academic lines—including matters of safety and security. Staff members have broad discretion in identifying issues and resolving problems for students, families, and employees.

Behavioral Medicine

881 Commonwealth Avenue, First Floor

617-353-3569

www.bu.edu/shs/behavioral

Behavioral Medicine offers a range of mental health services to students, including assessment and diagnosis; brief treatment, including therapy and psychiatry for a variety of mental health issues; 24/7 on-call service for mental health emergencies; referral to community resources for longer-term care; phone consultation for students, parents and BU faculty and staff; and outreach and prevention programming.

Behavioral Medicine for Medical Campus Students

Behavioral medicine services for students are available on the medical campus. The clinic is located in the Solomon Carter Fuller Mental Health Building, 85 E. Newton St., Suite 816. It is staffed Mondays 9 a.m. - 6 p.m. and Wednesdays 9 a.m.-5 p.m., by clinicians not affiliated with the Medical Campus. In addition, the facilities on the Charles River Campus, including Student Health Services, the Center for Anxiety & Related Disorders and the Danielsen Institute, are available to medical students. Alternatively, individuals within the Student Affairs office may provide confidential referrals.

Faculty & Staff Assistance Office

BU Faculty & Staff Assistance Office has two locations: Charles River Campus
888 Commonwealth Ave., Suite 309
617-353-5381

Medical Campus

Dr. S. C. Fuller Mental Health Center
85 E. Newton Street, 10th Floor, M-1007
617-353-5381

The BU Faculty & Staff Assistance Office offers free, confidential consultation and counseling to Boston University employees who may be experiencing difficulties that affect their personal lives or work. We can help BU faculty and staff and their families on the Charles River, Fenway and Medical Campuses with a range of issues, including stress, depression, relationship and family concerns, sexual misconduct, harassment, interpersonal violence, and abuse.

OTHER BOSTON UNIVERSITY RESOURCES

Dean of Students

George Sherman Union
775 Commonwealth Avenue, Third Floor
617-353-4126; dos@bu.edu www.bu.edu/dos

The Dean of Students office is a service-oriented department operating on behalf of students. If you are a student and have any concern that you think should be addressed, contact this office. The Dean of Students is vested with principal responsibility for implementing and administering the Code of Student Responsibilities (www.bu.edu/dos/policies/student-responsibilities) and for overseeing student judicial proceedings. The Dean of Students also sponsors a safety program, “Be Safe @ BU.” For additional information, including valuable safety tips, visit the website at www.bu.edu/dos/resources/be-safe.

Disability and Access Services

25 Buick Street
617-353-3658; access@bu.edu
617-353-7790 (TTY/V)
www.bu.edu/disability

Students with disabilities who live on campus may contact Disability and Access Services for assistance in arranging for special fire alarm annunciators, door buzzers, evacuation plans, and TTY services. University “blue-light” emergency call boxes are accessible to persons in wheelchairs.

Equal Opportunity

888 Commonwealth Avenue, Suite 303
617-353-9286; krandall@bu.edu www.bu.edu/eoo

The Equal Opportunity Office is designated to receive and investigate complaints of sexual harassment and other types of discrimination. Kim Randall, the University’s Title IX Coordinator, is Executive Director of the Equal Opportunity Office. Every school and college and many administrative offices have designated Deputy Title IX coordinators. Contact information is available at <http://www.bu.edu/safety/sexual-misconduct/title-ix-bu-policies/sexual-misconducttitle-ix-policy/title-ix-team/>.

REPORTING CRIMES OR OTHER EMERGENCIES

Boston University students, staff, and faculty are urged to report all crimes and emergency situations as promptly as possible, whether they occur on or off campus. Prompt reporting will help address emergency situations and provide appropriate notice to the University community, where appropriate. The emergency information is also printed on the back of all Terrier ID cards. The Boston University Police Department responds to all emergencies on campus, including

reports of crime, medical emergencies, suspicious activities, fires, or other hazards. If you believe an emergency situation exists, call the Boston University Police emergency number: 617-353-2121. If the emergency involves a fire, call 911 first and then the BUPD number above.

In addition, students may seek assistance from the Dean of Students office (dos@bu.edu; 617-353-4126), or the University Service Center (usc@bu.edu; 617-358-1818).

The BUPD depends on members of the community to report suspicious behavior and emergencies. Please report any suspicious activity so that BUPD officers may investigate.

Boston University encourages all members of the community to report all crimes, including when the victim of the crime elects not to report or is unable to report the crime directly.

Members of the Boston University community and the public at large may provide anonymous tips to the Boston University Police. Anonymous tips may be sent by text to 847411. Type BU <space> and then the message. Standard text messaging rates apply. The message is anonymous and the sender may opt out at any time by texting "stop" to 847411. In addition, anonymous tips may be submitted by calling 617-353-6516 or filling out an online form at www.citizenobserver.com/cov6/app/webTipForm.html?id=3762.

Boston University's mobile application "BU Mobile" (available for download from iTunes) contains an "Emergency" section that permits you to call BUPD, Student Health Services, the Sexual Assault Response & Prevention Center, or the Escort Security Service with one touch.

Reporting Crimes of Other Emergencies to Local Law Enforcement, Campus Police or Safety

Because the School of Social Work programs occur at satellite locations, away from Boston University's main campus, the University has provided below information regarding how Cape Cod Community College, Middlesex Community College, Bristol Community College and the College of the Holy Cross encourage members of their communities to report crimes and other emergencies because, in certain circumstances, it is more practicable to report in accordance with those local procedures.

West Barnstable/ Cape Cod Community College

Cape Cod Community College's College Police and Public Safety Department encourages accurate and prompt reporting of crimes and incidents. **Call 1-774-330-4349 or ext. 4349** from any **campus phone** to reach College Police. An officer will respond to your call, take a report and, if necessary, notify an outside police agency for further investigation assistance.

When reporting an emergency, please be prepared to:

- Identify yourself;
- Give the location that you are calling from;
- State the nature of the incident / emergency of your call.

Depending on the call, police personnel may ask you to stay on the line. To report a crime that occurs at an off-campus location, please contact the appropriate police department or other emergency departments.

College Telephone Numbers

- MAIN CAMPUS EMERGENCY Dial 911
- MAIN CAMPUS PHONE NETWORK Dial 4349
- NON-EMERGENCY LINE 1-774-330-4349
- Barnstable Police Department: (508) 775-0387
- Massachusetts State Police: (508) 398-2323

Bedford / Middlesex Community College

Middlesex Community College students, faculty, staff, guests and visitors are encouraged to report all crimes and public safety related incidents to the MCC Public Safety or Campus Resource Officer in a timely manner. Public Safety and the Public Safety Officers, based on their role, are mandated to report crimes and emergency incidents. Both the Lowell and Bedford campus maintain 24-hour coverage and are continually patrolled. Public Safety officers can be approached at any time.

Campus, Medical or Campus Safety Emergency

Dial 911 immediately

When calling for an emergency or non-emergency incident, be prepared to:

- Clearly identify yourself
- State where you are calling from
- State briefly the nature of your call

Non-Emergency Incidents

For Non-life threatening emergencies:

- Dial **ext. 6224** from on-campus phones
- Public Safety, Bedford: **781-589-0234**
- Public Safety, Lowell: 781-589-1384

MCC strongly recommends that community members pre-program their cell phones with the MCC Public Safety phone numbers as well as local police agency's non-emergency phone numbers.

Confidential Reporting Process and Exceptions

Middlesex Community College encourages and supports all member of the community to report crimes that happen on campus to Public Safety. Any community member who is the victim or witness to a crime is encouraged to promptly report the incident to Public Safety. Due to the sensitive nature of certain types of crimes, community members may report crimes for investigation or report crimes on a voluntary basis for inclusion in the Annual Safety and Security Report or victims may choose to confidentially report any form of sexual harassment, sexual assault, domestic violence, dating violence, stalking, and/or retaliation as well as other forms of sexual violence and gender-based harassment to community support resources, which are not required to share information with the College.

Fall River / Bristol Community College

Community members, students, faculty, staff, and guests are encouraged to report accurately and timely all crimes and public safety related incidents to the Bristol Community College Police Department and to any appropriate local police agencies in a timely manner; including when the victim elects to, or is unable to, make such a report.

To report a crime or an emergency from an on-campus phone, call the Police Department at extension 3911 or, from outside the College phone system at (774) 357-3911. When using a cell phone, please remember that 911 will not reach the dispatchers at Bristol Community College Police Department. Bristol Community College Police Department's emergency phone number is extension 3911, or from outside the College phone system dial (774) 357-3911. Please take the time to program the following Campus Police phone numbers into your cell phone for quick access:

- Campus Police **Emergency** number: 774.357.3911
- Campus Police Main number: 774.357.2218
- Campus Police Anonymous Tip Line number: 774.357.3223
- Text-A-Tip: Text "BCCTIP" + your message to 67283

Dispatchers are available at all times during regular business hours to answer your call.

In response to a call, the Police Department will take the required action, either by dispatching an officer to the caller's

location or asking the caller to report to the Police Department to file an incident report. Police Department incident reports may be forwarded to the Office of Student Affairs for review by the Senior Student Affairs Officer or designee for potential disciplinary action.

Police Department officers respond to all requests for service and are the investigating authority for all crimes on campus with the exception of unattended deaths and homicides. According to M.G.L. Chapter 38, Section 4, "The District Attorney or his law enforcement representative shall direct and control the investigation of the death and shall coordinate the investigation with the office of the chief Medical examiner and the Police Department within whose jurisdiction the death occurred."

As an added security measure, 10 emergency phones are located at strategic points on campus. These outdoor phones can be easily identified by their blue poles with "EMERGENCY" stenciled on the side of the pole and topped with a blue light. When the red emergency button is pushed, the caller is in immediate contact with the Police Department.

In addition to providing voice contact with a police dispatcher, emergency phone use also enables a dispatcher to pinpoint the caller's location. When calling for either emergency or non-emergency service, be prepared to:

- Clearly identify yourself;
- State your location;
- State briefly the nature of your call.

If possible, stay on the line unless otherwise advised by the dispatcher. If assistance is required from off-campus, the dispatcher will summon the appropriate police, fire and/or medical service.

Crimes should be reported to the Bristol Community College Police Department for the purpose of assessing the incident for the issuance of a Timely Warning Notice and for including the incident in the annual statistical disclosure.

To report a crime that occurs at an off-campus location, contact the appropriate local police department in a timely manner; including when the victim elects to, or is unable to, make such a report. In the case of an emergency it is always best to dial 911 and follow the procedures outlined above. For the purpose of reporting a crime to a local police agency, we include the business number for those agencies that have jurisdiction in cities/towns where a Bristol Community College campus is located. These contacts, as well as other Bristol Community College Police Department contacts, are listed below. Bristol Community College Police Department staff will assist students with notification of local police agencies if requested.

Generally, members of the local law enforcement agencies will respond to a campus incident only if called by this department. However, local law enforcement agencies have the authority to investigate all criminal activity which occurs within their jurisdiction, to include college property. This authority is promulgated by state statute and provisions of the Home Rule Charter of the individual cities and towns.

A local law enforcement agency responding to an emergency situation, or if called directly by a complainant, is not required to first notify a campus official. However in general, as a matter of courtesy, they will notify our operations center of their response. In such situations a campus police officer shall be dispatched to document all such calls.

Off-Campus Resources for reporting a crime:

This publication contains information about on- and off-campus resources and is made available to all Bristol Community College community members. The information regarding "resources" is not provided to infer that those resources are "crime reporting entities" for Bristol Community College. Crimes should be reported to the Bristol Community College Police Department to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate.

Department	Number
Fall River Police Department 685 Pleasant St. Fall River, MA 02721	(508) 676-8511
New Bedford Police Department 871 Rockdale Ave. New Bedford, MA 02740	(508) 910-6300
Attleboro Police Department	(508) 222-1212

12 Union St. Attleboro, MA 02703	
Taunton Police Department 23 Summer St. Taunton, MA 02780	(508) 824-7522
Massachusetts State Police 265 Faunce Corner Rd. Dartmouth, MA 02747	(508) 993-8373
Bristol County Sheriff's Department 400 Faunce Corner Rd. Dartmouth, MA 02747	(508) 995-1311

Worcester/ Holy Cross

The College strongly encourages individuals to promptly and accurately report crimes, suspicious activities, emergencies, and dangerous situations occurring on or near campus to the Department of Public Safety at 508-793-2222 from a cell phone or 2222 from any campus phone or the Worcester Police at 911. If the emergency is at the Joyce Contemplative Center in West Boylston, MA, reporting persons should call 911.

While the Department of Public Safety investigates crimes that occur on College property, Public Safety will assist individuals with contacting the Worcester Police to make reports if the individual requests or requires assistance for any crimes that occur outside of the College property. The College also encourages prompt and accurate reporting of crimes to the Department of Public Safety or local police when a victim of a crime elects to, or is unable to, make such a report. Working together, community members and the Department of Public Safety can reduce crime.

Reports can be made by calling the numbers listed below at any time. Reports may also be made to Department of Public Safety officers patrolling on foot, bicycle or in clearly marked vehicles. Individuals may also make a report via mail or email but will be contacted so that an officer can speak with the individual.

To bridge language differences, the Department of Public Safety uses an interpretation service called LanguageLine Solutions. Through the LanguageLine's skilled and certified interpreters who speak over 240 different languages, including video communication for American Sign Language, the officers with DPS can communicate with nearly anyone seeking police assistance.

Department of Public Safety

Emergency: 508-793-2222 (ext. 2222 from a campus phone)

Non-emergency: 508-793-2224

3 City View St.

Worcester Police Department

Emergency: 911

Non-emergency: 508-799-8606

9-11 Lincoln Square

Worcester, MA 01608

West Boylston Police Department

Emergency: 911

Non-emergency: 508-835-3233

39 Worcester Street

West Boylston, MA 01583

Confidentiality of matters reported to the Department of Public Safety

An individual may report a crime to the Department of Public Safety in matters in which the reporting party does not wish to

pursue either judicial or disciplinary action. Please note that the Department of Public Safety cannot ensure that an allegation will remain confidential, however, because there are instances in which the Department is obligated to notify College personnel, such as the Title IX Coordinator and others, of incidents that may implicate the College's Sexual Misconduct Policy or incidents may indicate a pattern of crime with regard to particular location, method, or assailant, or in order to alert the campus community to potential danger. The College has listed confidential resources in its Annual Security Report and its Sexual Misconduct Policy for individuals who would like to speak with someone on a confidential basis.

Individuals may anonymously report an incident of sexual misconduct, including violence (sexual assault, dating violence and stalking) by going to the College of the Holy Cross Sexual Respect and Title IX webpage <https://www.holycross.edu/sexual-respect-and-title-ix>. All such reports are included in the annual disclosure of crime statistics. In addition, anonymous reports assist the College in evaluating whether a Timely Warning should be issued and in collecting valuable information about incidents of sexual violence that are not ultimately reported to the police. Those who are required to report crimes may not use this anonymous online reporting form to fulfill their reporting obligation.

Any publically available record keeping, including Clery Act reporting and disclosures, will not contain personally identifying information of victims. Additionally, confidential resources at the College, acting in their professional capacity are not CSAs, and the Clery Act specifically exempts them from the responsibility to report to the Department of Public Safety criminal behavior disclosed to them.

College chaplains, counselors and medical personnel will inform individuals of their ability to provide a confidential report of an incident to the College for inclusion of the crime statistic in the Annual Security & Fire Safety Report.

BOSTON UNIVERSITY SAFETY-RELATED AWARENESS PROGRAMS AND OTHER SERVICES

Please also refer to Appendix A, which contains information about Boston University programming and initiatives intended to increase the University community's knowledge and to prevent violence and promote safety, including bystander intervention awareness and other prevention programs intended to prevent dating violence, domestic violence, sexual assault and stalking.

Certain of these activities have been modified, such as being offered virtually, or have been canceled due to COVID-19 restrictions. Please confirm the details of the program with the department offering the program.

University Orientation

During the summer and fall, members of the Police Department and the Dean of Students office (Judicial Affairs) deliver safety and security presentations to parents and incoming undergraduate students. These sessions provide information on crime prevention, our various security programs, and what resources are available to all members of the University community. Expectations for student behavior under the Code of Student Responsibilities are clearly defined, with examples provided.

New Employee Orientation

The Boston University Police Department and Human Resources provide crime prevention and safety materials to new employees at the University's orientation program.

Town Hall Meetings

Held periodically, town hall meetings give students an opportunity to meet with the Chief of Police & Executive Director of Public Safety and the Dean of Students to discuss safety and security on campus. Town hall meetings are announced on the Police Department website at www.bu.edu/police.

Campus Safety Walks.

Once a semester, the Dean of Students Office, Boston University Police Department, Facilities Management & Operations and Student Government conduct a walk of the Charles River campus covering any campus safety issues or concerns raised by the Student Government.

Safety Week

BUPD sponsors Safety Week each fall semester. Held at the George Sherman Union, Safety Week includes Rape Aggression Defense (RAD) demonstrations, computer and bicycle registration, and provides information and resources about a number of other safety issues, including alcohol.

Awareness Programs and Classes

The Boston University Police Department offers the Rape Aggression Defense (RAD) program for members of the University community who wish to physically protect themselves against unarmed physical violence. The 16-hour or the 20-hour course is taught by certified BUPD RAD instructors. The goal of the BUPD RAD program is to provide an easily accessible program of education and awareness for the Boston University community. The program trains participants in basic self-defense and offers them viable options when confronted with various threats of violence. Information about this program is available at www.bu.edu/police/services/RAD.

Group Meetings

Members of the Boston University Police Department are available to meet with students and meet regularly with student groups, including fraternities and sororities, to discuss safety issues. Contact BUPD at 617-353-2110 to ask a member of BUPD to attend one of your group meetings.

Informational and Educational Materials

The Boston University Police Department provides helpful tips about safety and crime prevention, including tips for safety in the dorms and suggestions for steps to take if you are the victim of a crime. That information is available online at www.bu.edu/police/news.

Emergency “Blue-Light” Telephones

Emergency telephones have been installed in many Charles River, Fenway and Medical Campus areas. In the event of an emergency, simply press the red button to connect directly to the Boston University Police dispatcher. For a map of available “blue-light” telephones on the Charles River Campus and the Medical Campus, visit www.bu.edu/maps and click “Emergency Call Boxes.”

Scarlet Safe Walk / Street Team

Charles River and Fenway Campuses: 617-353-4877 www.bu.edu/police/crime-prevention/safewalk/

Medical Campus: 617-358-4444.

Domestic and Dating Violence and Stalking Prevention

The Boston University Police Department provides a full range of services addressing domestic and dating violence and stalking issues, including obtaining restraining orders, safety planning, and criminal prosecution.

Please also refer to Appendix A, which contains information about University programming and initiatives intended to increase the University community's knowledge and to prevent violence and promote safety, including bystander intervention awareness and other prevention programs intended to prevent dating violence, domestic violence, sexual assault and stalking.

The University complies with applicable law in recognizing lawfully issued restraining orders, including orders for protection, no-contact orders or other similar lawful orders.

Massachusetts law provides for Abuse Prevention Orders (Massachusetts General Law chapter 209A) and Harassment Prevention Orders (Massachusetts General Law chapter 258E).

Bicycle and Pedestrian Safety

The University maintains a dedicated website addressing bike safety on campus and outlining laws and regulations for bikers, drivers, and pedestrians on campus and in the city. Parking & Transportation Services, Sustainability, and the BUPD work together to run campus events promoting bike safety throughout the year. Bike Safety also administers an online bicycle registration program to support, promote, and increase awareness about this important transportation option. Registration is open to all members of the Boston University community. Since 2010, BU Bike Safety, a partnership between Parking & Transportation Services and Judicial Affairs, has made bicycle helmets and front and rear bike lights available, free of charge, to all members of the Boston University community. In addition, BU Bike Safety provides cycling tips, awareness pamphlets and Safe Routes commuting options to BU faculty, staff and students. We also strongly suggest you secure your bicycle with the best lock you can afford. More information about bike safety is available at www.bu.edu/police/crime-prevention/bikers/.

Active Threat Training

Boston University Police Department provides a comprehensive safety presentation focused on best practices for surviving an active threat situation.

BOSTON UNIVERSITY CRIME PREVENTION AND SAFETY ADVICE

The Five Most Important Things You Can Do to Avoid Being a Victim of a Crime Are:

1. Lock your room door when you are asleep or out of the room, even for a few minutes.
2. Do not leave personal property unattended anywhere.
3. Always be aware of your surroundings, whether on or off campus.
4. Report suspicious persons to the campus or local police department. Do not assume they are okay; trust your instinct.

5. Be clearheaded—no drugs, no alcohol.

Safety on the Street

- Always be alert to your surroundings.
- At night, walk in well lit, heavily traveled areas.
- Use the Escort Security Service or walk with a friend.
- Avoid alleyways and deserted parking lots.
- Never expose cash or expensive items.
- Hold pocketbooks and purses under your arm.
- Be cautious of strangers who approach you and ask for the time or for directions.
- Do not stop if a car pulls up beside you. Get away from the car.
- Use common sense; do not jaywalk.
- Use pedestrian walk lights and crosswalks.
- Never hitchhike.
- Be careful of scam artists. Never accept cash or checks from, or provide check cashing services to, anybody you do not know.

Safety on Public Transportation

- When possible, travel with a companion.
- If you're the only passenger in a subway car or bus, sit as close to the operator as possible.
- In a deserted subway station, stand near the attendant's booth.
- At night, be particularly careful of oncoming traffic while getting off a bus or trolley.

Theft Prevention

Be particularly careful of your personal property when in public places such as dining rooms or libraries.

- Never leave your laptop, pocketbook, or backpack unattended, even for a minute.
- If you must leave your property behind, ask a trusted friend to watch it.
- Never allow yourself to be lured away from your property by a stranger.

Fraud Prevention Tips

1. **Spot imposters.** Scammers often pretend to be someone you trust, like a government official, a family member, a charity, or a company you do business with. Don't send money or give out personal information in response to an unexpected request — whether it comes as a text, a phone call, or an email.
2. **Do online searches.** Type a company or product name into your favorite search engine with words like "review," "complaint" or "scam." Or search for a phrase that describes your situation, like "IRS call." You can even search for phone numbers to see if other people have reported them as scams.
3. **Don't believe your caller ID.** Technology makes it easy for scammers to fake caller ID information, so the name and number you see aren't always real. If someone calls asking for money or personal information, hang up. If you think the caller might be telling the truth, call back to a number you know is genuine.
4. **Don't pay upfront for a promise.** Someone might ask you to pay in advance for things like debt relief, credit and loan offers, mortgage assistance, or a job. They might even say you've won a prize, but first you have to pay taxes or fees. If you do, they will probably take the money and disappear.
5. **Consider how you pay.** Credit cards have significant fraud protection built in, but some payment methods don't. Wiring money through services like Western Union or MoneyGram is risky because it's nearly impossible to get your money back. **That's also true for reloadable cards (like MoneyPak or Reloadit) and gift cards (like iTunes or Google Play). Government offices and honest companies won't require you to use these payment methods.**
6. **Talk to someone.** Before you give up your money or personal information, talk to someone you trust. Con artists want you to make decisions in a hurry. They might even threaten you. Slow down, check out the story, do an online search, consult an expert — or just tell a friend.
7. **Hang up on robocalls.** If you answer the phone and hear a recorded sales pitch, hang up and report it to the FTC. These calls are illegal, and often the products are bogus. Don't press 1 to speak to a person or to be taken off the list. That could lead to more calls.
8. **Be skeptical about free trial offers.** Some companies use free trials to sign you up for products and bill you every month until you cancel. Before you agree to a free trial, research the company and read the cancellation policy. And always review your monthly statements for charges you don't recognize.

9. **Don't deposit a check and wire money back.** By law, banks must make funds from deposited checks available within days, but uncovering a fake check can take weeks. If a check you deposit turns out to be a fake, you're responsible for repaying the bank.

Sign up for free scam alerts from the FTC at [gov/scams](https://gov.scams). Get the latest tips and advice about scams sent right to your inbox.

Preparing the Annual Disclosure of Crime Statistics

BUPD in conjunction with Judicial Affairs, local law enforcement agencies and other campuses' public safety departments, prepares this report to comply fully with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. Statistics are compiled in accordance with the Uniform Crime Reporting System of the Department of Justice and the Federal Bureau of Investigation. Campus crime, arrest and referral statistics include those reported to BUPD, designated campus officials, local law enforcement agencies and other campuses' public safety departments. The University encourages every member of the community to report a crime promptly to BUPD, local law enforcement or campus security authorities.

EMERGENCY NOTIFICATIONS, TIMELY WARNINGS, AND EMERGENCY PREPAREDNESS

Emergency Notification

Boston University has established the (BU Alert notification system for the purpose of communicating with the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.

For more information about BU Alert, visit <http://www.bu.edu/emd/emergency-management/bu-alert-faqs/>.

Boston University **strongly recommends** that all students, faculty and staff sign up for BU ALERT notifications.

Students are required to enroll in BU Alert as a prerequisite for enrollment. They may update their BU Alert contact information by visiting the Student Link (www.bu.edu/studentlink) and clicking the "Personal" tab to update "Address and Phone." Questions concerning enrollment in the BU Alert program may be addressed to the Admissions Office (617-353- 2300).

Faculty and staff are automatically enrolled in BU Alert and may elect to un-enroll their telephone number from the program. They may update their BU Alert contact information by visiting the BUworks Central Portal (www.bu.edu/buworkscentral) and clicking on the "Employee Self-Service" tab, and then selecting "Personal Information" to update "BU Alert Information."

The Chief of the Boston University Police Department or a member of the command staff, including Deputy Chief, Captain, Lieutenant or Sergeant is responsible for confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of the University. Upon confirmation they will determine the appropriate segment(s) of the BU community to notify, determine the content of the message, and initiate the notification system. In all cases, Boston University Police Control Center is responsible for initiating the BU Alert system and sending the message. The BU Alert system has the ability to send messages to university email accounts, text messages to a mobile phone and make a voice call to an enrolled phone number. The message will contain a brief description of the emergency and actions to take to remain safe.

For incidents that affect only Boston University Medical Campus (BUMC), the Medical Campus Director of the Department of Public Safety Deputy Chief or designee will determine whether there is a significant emergency that requires notification to BUMC, the content of the message and the segment(s) of the BUMC community to be notified.

In the interest of safety for the members of our community, the University will initiate the BU Alert system without delay unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

The Public Relations office shall be responsible for dissemination of information to the larger community, including via the University's website (www.bu.edu) and BU Today (www.bu.edu/today).

In those situations in which the University determines that it would not be appropriate for the Boston University Police Department to determine the content of the message and transmit the notification, the head of the University department with the most relevant expertise related to the immediate threat to the health or safety of the community will, in consultation with the University's Marketing and Communications Department, as applicable, determine the content of the message and transmit the notification through the appropriate notification channels, which may include postings on websites or email messages. For example, in connection with a health emergency, such as a global pandemic, the Director of Student Health Services and/or the Director of Occupational Health would determine whether the situation poses an immediate threat to the health or safety of the Boston University community, they will determine the appropriate segment(s) of the BU community to notify, determine the content of the message, and initiate the notification.

Timely Warning

A timely warning will be issued when a Clery crime that has occurred within the University's Clery geography is reported to BUPD and is considered to represent—in the judgment of the Chief of Police and Executive Director of Public Safety or her designee—an ongoing or continuing threat to the campus community. Timely warnings will include information that promotes safety and that will aid in the prevention of similar crimes. Timely warnings will include a brief description of the incident; the date, time and location of the incident; and precautions the community should take in response to the incident.

The warning will be issued through the BU Alert system. Notice may be sent via text message, voice mail, or email. Notice may also be posted on the BU home page, BU web pages, and scrolled on the University's cable television system.

Emergency notifications and timely warnings will withhold as confidential the names and other identifying information of victims.

Emergency Response and Evacuation Procedures

Boston University has established emergency response and evacuation procedures to ensure that it is prepared for emergency situations. For more information, visit Emergency Response Planning at www.bu.edu/emd/. That website provides the detailed emergency response plans for a number of emergencies, including severe weather, emergency closings, and instructions for evacuations and sheltering in place. It also outlines the responsibilities of the Emergency Response Team in the event of an emergency. Boston University has been designated as a Storm Ready Community from the National Weather Service (<http://www.weather.gov/stormready/>).

Boston University participates in tabletop and other training drills annually, including drills to respond to active shooter situations. Additional information about how to respond in an active shooter situation is available at <https://www.bu.edu/police/emergency-info/active-shooter/>.

The Boston University Police Department and Boston University Medical Campus Public Safety Department are the first responders for all emergencies, including police, and medical emergencies. In the event of a fire, call 911 first, and then call BUPD or the BUMC Public Safety Department. BUPD responds to all calls for service and addresses any hazardous situation it encounters during patrol operations or that is reported.

The Office of Emergency Management (OEM), in collaboration with multiple university departments, is responsible for the maintenance, review, and revision of the University's Emergency Response Plan and corresponding Risk Annexes. Throughout the year, OEM will conduct tabletop exercises to test the university's emergency response plans and annexes to ensure departments' roles and responsibilities are reflective of what they will do during an incident.

OEM, in collaboration with Boston University Police Department, coordinates a test of the University's emergency notification system on at least an annual basis. This test may be announced or unannounced and will be documented, with a description of the test, the date, time and whether the test was announced or unannounced.

In addition, the Environmental Health & Safety Department coordinates regular tests of the evacuation procedures on at least an annual basis. These tests may be announced or unannounced, and each will be documented with a description of the exercise, the date, time, and whether the test was announced or unannounced.

TIMELY WARNING, EMERGENCY NOTIFICATION, AND EMERGENCY PREPAREDNESS PROTOCOLS AT THE SATELLITE CAMPUS LOCATIONS

Boston University recognizes that in certain occasions, the campus on which you are taking your Boston University courses may be in a better position to alert members of that community, including you, about emergency situations occurring in that area. As a result, Boston University has included below information regarding the practices at Cape Cod Community College, Middlesex Community College, Bristol Community College and the College of the Holy Cross with respect to issuing timely warnings, emergency notifications and other emergency preparedness protocols.

West Barnstable/ Cape Cod Community College (CCCC)

Please note that Boston University has worked with Cape Cod Community College regarding receiving notifications from the College. Currently, Debra Berglin (dberglin@bu.edu), Program Director and Mena daSilva-Clark (menad@bu.edu), Assistant Dean, receive emergency notifications directly from Cape Cod Community College and she or they will, as appropriate, forward the content of such message(s) to individuals associated with the Social Work program in Cape Cod, via email and/or text message.

Each year, through various outlets, members of Cape Cod Community College are notified that safety and security are everyone's responsibility, and they should notify the Campus Police and Public Safety Department of any situation or incident on campus that involves a significant emergency or dangerous situation which may involve an immediate or on-going threat to the health and safety of students and / or employees on campus.

Emergency preparedness is a team effort led by the Chief of College Police and Public Safety. Emergency Preparedness Teams consist of the College Emergency Response Team. College police and College administrators are responsible for developing emergency response plans and policy for implementation. The College Emergency Response Team is responsible for reviewing the plans and policies, and for decision-making / assistance during an emergency event relative to managing the emergency event and business continuity. The College Emergency Response Team consists of building coordinators who are responsible for assisting in the development and execution of building emergency plans that conform to all hazard situations that would include evacuation, relocation, and lock-down / shelter-in-place. The building coordinators assign building staff as floor and area coordinators who will assist in execution of the plan. All of these individuals work together to ensure the building plan is appropriately coordinated and can be immediately activated should the need arise.

Testing of emergency and notification equipment occurs several times a year, in addition to fire alarm testing, which is conducted throughout the calendar year. Tabletop and full evacuation drills are conducting during the academic calendar. The testing of equipment and procedures is necessary to provide proper planning in preparation for man-made and natural disasters. Procedures are formally reviewed annually and updated at any time as necessary.

Emergency Incident Confirmation Policy Main Campus

The College Police and Department of Public Safety will expeditiously respond to emergencies, gather all available information and conduct necessary investigations in order to determine appropriate response and resources, who is affected, and who needs to be notified. Emergency situations may range from medical emergencies, crimes in progress, fire emergencies, hazardous materials emergencies and weather emergencies. If sufficient information is not provided to make a clear determination of the circumstances and required response, the College Police and Public Safety Department will respond, within their capabilities and training, to the location of the emergency to further assess appropriate response.

The College Police and Public Safety Department staff will utilize the assistance of other departments as necessary in responding and assessing the situation, including but not limited to CCCC facilities, maintenance and other staff members. College Police and Public Safety Department staff will collaborate and coordinate responses with local and state emergency response agencies when applicable.

Alarms and notification systems

CCCC has implemented a multi-layered communication system to expedite communication during an emergency. Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus, CCCC will initiate appropriate communication system(s) to alert the appropriate segment or segments of the campus community. As such, CCCC will without delay, and taking into account the safety of the community, determine the content of the notification and initiate the appropriate notification system(s) unless the notification will, in the professional judgment of the responsible authorities, compromise the efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

An order to evacuate and/or other emergency notification(s) may be received via one or more of the following: an audible alarm signal, visible alarms, Mass Notification System (RAVE), campus email, phone call back, or Face to Face communication.

In the event of an evacuation or other emergency notification, all faculty, students, and staff, and the public must immediately follow the instructions of emergency personnel and Emergency Response (evacuation) Team members by exiting the building or area and responding to the emergency as instructed.

Audible and Visual Alarms

All campuses and non-campus properties maintain an audible fire alarm system. The alarm signal is a unique emission from the horns placed throughout the College and flashes a red emergency light. Fire alarm pull boxes are located in the halls throughout each building. Each space in the College contains a sign labeled "FIRE EXIT," which identifies primary and secondary routes. The primary exit should be used where feasible. The secondary exit should be used when the primary exit is obstructed or otherwise unavailable or unsafe to use.

Any recognized problems with the system are addressed expeditiously in coordination with CCCC facilities, Hyannis Center landlord, Bridgewater State University, and Martha's Vineyard Regional High School department of facilities, as applicable.

Protocol for response to campus crime or emergencies

Under the *Clery Act*, the College is required to immediately notify the campus community upon "confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus."

In the event of a campus disaster, responses will be in accordance with a protocol outlined in the Cape Cod Community College Emergency Operations Plan. College Police and Public Safety officers will coordinate with local and/or state emergency responders, as necessary and appropriate, to the situation and location of the incident.

Emergency response and evacuation procedures

The following evacuation procedures are in place for Cape Cod Community College buildings, and properties. These procedures are to be followed when a fire alarm sounds. All occupants must exit the building when a fire alarm sounds, regardless of whether it is a fire drill, false activation, or actual fire. Any persons physically unable to exit the building should immediately contact the Cape Cod Community College Police and Public Safety Department by dialing (774)330-4349, or ext. 4349 from any campus phone.

Use the exits available in your building. DO NOT USE ELEVATORS. It is very important to be aware of ALL possible exit locations in the building you are occupying in the event that one or more of the fire exits are unsafe.

If you are or become aware of someone that is unable to travel down a stairwell, please immediately contact the College Police and Public Safety Department. Once notified, Public Safety will dispatch personnel equipped with an EVAC Chair.

Immediate emergency response and evacuation procedures

In the event of an incident that poses an immediate threat to members of the CCCC community, the College has systems in place to communicate information quickly to everyone concerned. The College can use network emails, emergency text messages sent to a cell phone or PDA (sign up at <https://www.getrave.com/login/capecod>) and emergency broadcast messages on phones in classrooms and conference rooms. The College will post updates during

a critical incident on the College's website. Members of the larger community interested in receiving information about emergencies on campus should sign up for the emergency text message system and visit the College website for updates.

The College publicizes emergency response and evacuation procedures on an annual basis in a manner designed to reach students and staff through the College catalog, College Police and Public Safety Department website and the CCCC website.

The College tests its emergency response and evacuation procedures on an annual basis. The emergency notification system is tested at the beginning of the fall, spring and summer terms.

Immediate notification

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

The College Police and Public Safety Department will inform the College, or appropriate portion of the community, if the problem is limited to a particular building or segment of the population, of any threat. The department will, without delay and taking into account the safety of the community, determine the content of the notice and initiate the notification system, unless issuing a notification will, in the professional judgment of the first responders (including, but not limited to: CCCC Department of Public Safety, the Massachusetts State Police, the Barnstable Police Department, and the West Barnstable Fire & Rescue Department), compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

Contacting Students on Campus

If there is an emergency that requires notification of a student, please call the College Police and Public Safety Department at 1-774-340-4349 or ext. 4349 from any campus phone. Staffers will locate the student if they agree the situation requires immediate action.

Statement of policy addressing timely warnings

The Cape Cod Community College Police and Public Safety Department is responsible for issuing timely warnings—Campus Safety Alerts—which is in compliance with the *Clery Act*. In the event that a critical incident either on or nearby the campus occurs, these alerts are issued to keep the campus community informed about the involved safety matters. The decision to issue a Safety Alert is decided on an incident by incident basis with an emphasis on the facts surrounding the incident, continuing threat to the campus community, and the possible risk of compromising law enforcement efforts. Safety Alerts are issued for specific crime classifications, such as, but not limited to, Aggravated Assault and Sex Offenses. The identity of the victim of such a crime will not be disseminated in a safety alert message. Safety Alerts may also be issued as deemed necessary to maintain safety on the College campus. The Safety Alerts are distributed to the College community via College email and Emergency SMS Text Messages.

Cape Cod Community College is mindful of the importance of timely and effective communications to students, faculty and staff during a time of crisis. The Cape Cod Community College emergency notification network is a comprehensive communications solution that allows the College to quickly disseminate urgent messages through multiple communication mediums including, but not limited to, voice messages to cell phones, text messages to cell phones, home phone, email messages and emergency phones in classrooms.

You must have your phone number registered on RAVE to receive emergency messages. All students, faculty and staff members are strongly encouraged to sign up to receive these notices by visiting <https://www.getrave.com/login/capecod>.

Members of the College Police and Public Safety Department will work directly with the College Director of Strategic Communications to determine what information will be issued. Timely warnings will provide information about the nature of the incident, suggested precautions people should take, and if additional information will be forthcoming when available. Occasionally, Timely Warnings will ask members of the community for their help in gathering information

about an incident or identifying those responsible. You can contact the College Police and Public Safety Department at 1-774-330-4349 or ext. 4349 from any campus phone.

In the event the College Director of Strategic Communications is unavailable, the following members of the College's Critical Incident Team and Public Safety have been trained and are responsible for sending Timely Notifications: Vice President for Finance and Operations, Vice President for Academic and Student Affairs, and Chief of College Police and Public Safety.

In order to disseminate emergency information to the larger community, the College Director of Communications will post information to the College's social media platforms, on the Cape Cod Community College website, and will send information via email.

The College encourages accurate and prompt reporting of all crimes and incident to the College Police and Public Safety Department by calling 1-774-330-4349 or ext. 4349 on any campus phone.

The College Police Department is located on the first floor in the Grossman Commons Building, West Barnstable Campus, room C-G6, opposite the Cafeteria. College Police at the West Barnstable Campus is staffed 365 days per year, twenty-four (24) hours per day/seven (7) days per week. College Police is the primary responder to all incidents on the West Barnstable Campus. College Police maintains a professional relationship with Barnstable Police Department and the Massachusetts State Police who provide back-up service to the West Barnstable Campus. Barnstable Police Department and Massachusetts State Police also provide investigator support for major crimes on campus. No formal M.O.U. exists for the response or investigation of crimes.

Bedford/Middlesex Community College

Please note that Boston University has worked with Middlesex Community College regarding BU students, faculty and staff receiving notifications from Middlesex Community College. Currently, Assistant Dean Mena daSilva-Clark (menad@bu.edu) and Susan Brostrup-Jensen (sabj@bu.edu) Acting Bedford Director, receive emergency notifications directly from Middlesex Community College and she or they will, as appropriate, forward the content of such message to individuals associated with the Social Work program in Bedford, via email and/or text message.

What is an Emergency?

An emergency is an unforeseen event or condition requiring prompt action. Emergencies at Middlesex Community College can be generally classified as medical emergencies, fire/fire alarm emergencies, and public safety emergencies & environmental emergencies. Emergency conditions either affect an individual, a small group or the entire College. In the case of an emergency that affects the entire College, an evacuation may be necessary.

In the event of a **Campus, Medical or Campus Safety Emergency:**

Dial 911 immediately

When calling for an emergency or non-emergency incident, be prepared to:

- Clearly identify yourself
- State where you are calling from
- State briefly the nature of your call

Campus Evacuation

There are many reasons a campus may have to be evacuated. The most common reason for evacuation is due to fire alarm activation. Other reasons for evacuating a campus include, but are not limited to a bomb threat, environmental condition or a physical threat. When you are asked to evacuate the facility by Public Safety personnel, law enforcement or the fire alarm sounds:

1. Collect all personal belongings including book bags, jackets, brief cases, etc. Why? Because you can't count on returning to the building and in the case of a bomb threat such items would be considered suspicious and handled as a possible "device".
2. Immediately leave the building following any verbal instructions and follow the evacuation route posted adjacent

to the primary classroom exit door.

3. Faculty should assign someone to provide assistance in assuring students with disabilities are directed to the evacuation point. Disability Support Services provides each student with whom they work directions on what to do in the event of an emergency. In addition, Disability Support Services provides Public Safety with a listing of students who may require assistance with evacuation each semester.
4. Faculty should turn off all gas and electrical appliances. The lights should be left on, the corridor door closed and left unlocked.
5. Upon exiting the building move well away from the building. This will prevent a "log jam" of people at the entranceway and allow the fire department swift access.
6. Re-entry: The College Public Safety personnel shall notify you when it is safe to return to the building.

We recommend that faculty review the evacuation procedure with their class at the beginning of each semester. Students should also take time to review the evacuation route posted next to the primary classroom exit door.

Faculty and staff are asked to inform the Public Safety officer or Fire Personnel of any students, faculty or staff who may need assistance with evacuation and the location in which they are waiting. Under no circumstances are the elevators to be used when a fire alarm is sounding.

Emergency Drills, Testing and Evacuation Procedures

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of an emergency. At Middlesex Community College, evacuation drills are used as a way to educate and train students, faculty and staff. During the drill, students, faculty and staff 'practice' drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. In addition to education, the process also provides MCC with the opportunity to test the operation of fire alarm system components.

The Executive Director of Public Affairs, the Department of Public Safety and the Environmental Health & Safety Officer coordinate evacuation drills. In all buildings, emergency exits signs are provided to give guidance on the direction people should travel when exiting each building for a short-term building evacuation. In academic buildings, evacuation maps are posted on the wall next to the classroom doors and in administrative buildings, the evacuation maps are located along the corridors. MCC does not tell individuals in advance about the designated locations for long-term evacuations because those decisions are affected by the time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. Staff on the scene will communicate information to individuals regarding the developing situation or any evacuation status changes.

MCC conducts announced and unannounced drills and exercises each year and conducts follow-through activities designed for assessment and evaluation of emergency plans and capabilities.

Timely Warnings

The Middlesex Community College Emergency Alert system is intended to give students, faculty and staff timely notifications of incidents that may present an immediate threat to the campus community and to heighten safety awareness. The alerts can also be used to assist law enforcement agencies with widespread communications to our campus community with valuable and timely information to assist them with the management of an operation.

The safety of our students, staff and faculty is paramount to Middlesex Community College. The college has created a three-tier, Emergency Management Team consisting of more than 100 administrators to oversee all operations on campus, both during a crisis as well as in the planning and preparedness stages.

The Emergency Management Team shall be responsible for the activation of a Middlesex Community College Emergency Alert when an incident is reported to the team, Public Safety, a Campus Resource Officer and/or Campus Security Authority and rises to the level of a required widespread communication. The Emergency Management Team, is chaired by the Executive Director of Public Affairs. The Emergency Management Team, which includes the Executive Director of Public Affairs, a Clery Compliance Authority and Public Safety, shall determine if there is a significant emergency or dangerous situation, determine the appropriate community members that should receive the notification, determine the content of the notification and initiate the notification system.

Every effort will be made to distribute the alert in a timely manner; however each release is subject to the availability of accurate information concerning the incident and if releasing information will compromise efforts to assist a victim or to

contain, respond to or otherwise mitigate the emergency. Alerts are distributed to faculty, students and staff through a variety of sources, including text messaging, phone calls, social media, or email.

Participation in the Emergency Alert system is “opt out” meaning each community member is automatically in the system. Community members can elect to opt-out of the alert system, however that is not recommended. If the individual, elects not to share his/her cell phone information through the system, that individual will not receive electronic communications that are distributed through the automated Emergency Alert system. Other manners of communication, such as oral communications from Security and Emergency Management Team personnel and audible instructions on the intercom system will also be used when necessary.

Middlesex Community College tests the Emergency Alert System annually, which may be announced or unannounced and may be limited to a small portion of the staff. Community members are encouraged to read these procedures in advance so they are prepared.

For questions related to emergency responses, evacuation procedures and timely warnings, please contact the Executive Director of Public Affairs, Patrick Cook at cookp@middlesex.mass.edu, 978-656-3134, Cowan Center 5th Floor, 33 Kearney Sq., Lowell, MA or the Director of Public Safety, Daniel Martin at martind@middlesex.mass.edu, 781-280-3751, Cataldo Building, room 211, 591 Springs Road, Bedford, MA.

Active Threat Guidelines

Middlesex Community College strongly encourage members and visitors of the MCC campus community to review these guidelines in the event of an emergency. An active threat refers to any incident, which creates an immediate risk or presents an imminent danger to the campus community such as a shooter, armed intruder or hostage situation. Please take the time now to review these guidelines, as it will help increase your ability to respond in the event of an emergency. If you are interested in training on this topic for your office, class or group, contact Director of Public Safety Dan Martin at martind@middlesex.mass.edu or 781-280-3751.

The A.L.I.C.E. Program - A.L.I.C.E. is a school safety program created in the year 2000 to offer additional options to students and staff in dealing with an armed intruder situation.

ALERT as many people as possible and notify authorities. Call 911!

LOCKDOWN or shelter in place by locking down and barricading all entry points.

INFORM listen for and give real-time updates by any communication and technology means possible.

COUNTER the attacker as a last resort by movement, noise, distraction (throw chairs, books, shoes, etc.) and attempt to incapacitate the attacker. Commit to your actions!

EVACUATE or get out and put distance between yourself and the attacker!

Safety Tips:

- Try to stay calm and gather information.
- Switch your phone to silent or vibrate until the threat is over.
- Use your knowledge and training to help others.
- Obey all law enforcement commands. You may be asked to keep your hands in the air or may be handcuffed until the situation is assessed.
- When entering a new space, always be sure to locate all exits, including emergency exits.
- Take drills seriously. Look for alternative ways to exit buildings, not the ones you use daily.
- If you are not at MCC when a campus emergency takes place, stay away. Look for all instructions via the emergency text messaging system or the College's website.

Fall River / Bristol Community College

Please note that Boston University has worked with Bristol Community College regarding BU students, faculty and staff receiving notifications from Bristol Community College. Currently, Diane Casey Crowley (crowleyd@bu.edu) and Assistant Dean Mena daSilva-Clark (menad@bu.edu) receive emergency notifications directly from Bristol Community College and s/he or they will, as appropriate, forward the content of such message to individuals associated with the Social Work program in Fall River, via email and/or text message.

Statement of Policy Addressing Issuing Timely Warnings

Crime alerts will be distributed as soon as pertinent information is available, in a manner that withholds the names of the victims as confidential, and with the goal of aiding in the prevention of similar occurrences. The Bristol Community College Police Department is responsible for issuing Crime Alerts in compliance with the Clery Act. In an effort to provide timely notice to the Bristol Community College community, and in the event of a crime which poses a serious or continuing threat to members of the Bristol Community College community, a Crime Alert is sent by blast email or text message to all students and employees on campus. The alerts are generally written by the Chief of Police or a designee and they are approved and distributed to the community by the College's Office of Marketing & Communications. Crime Alerts shall contain as much descriptive information about the alleged perpetrator(s) as is available (gender, race, approximate age, eye color, hair color, facial hair, body type, clothing description, scars/tattoos, etc.)

This e-mail or text message indicates that a Crime Alert has been issued.

Crime Alerts are usually distributed for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications: Murder/Non-negligent manslaughter; Manslaughter by negligence; Sex Offences (rape, statutory rape, fondling, incest.); Robbery; Aggravated Assault; Burglary; Motor Vehicle Theft; Arson; Hate Crimes (A Hate Crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. The Clery Act requires institutions to issue a Crime Alert for hate crimes associated with any of the above-mentioned crimes and offenses of larceny-theft, simple assault, intimidation, destruction of or vandalism of a buildings or property.

Incidents of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case and whether there is a continuing danger to the campus community. For example, if an assault occurs between two students who have a disagreement, there may be no on-going threat to other Bristol Community College community members and a Crime Alert would not be distributed. In cases involving a sexual offense, they are often reported long after the incident occurred, thus there is no ability to distribute a "timely" warning notice to the community. Sex offenses will be considered on a case-by-case basis depending on when and where the incident occurred, when it was reported, and the amount of information known by the Bristol Community College Police Department. Cases involving property crimes will be assessed on a case-by-case basis and alerts will typically be sent if there is a discernible pattern of crime. The Bristol Community College Police Chief or designee reviews all reports to determine if there is an on-going threat to the community and if the distribution of a Crime Alert is warranted. Crime Alerts may also be issued for other crime classifications such as repeated acts of vandalism, simple assault, larceny theft, and intimidation that are not bias-motivated---but still pose a serious or continuing threat to students and employees.

In addition to these Crime Alerts, Bristol Community College has been able to issue campus-wide alerts via text messaging, e-mail, cell phones, office telephones and computers and face-to-face communication to the campus community in the event of an imminent or ongoing threat to the community. Bristol Community College campus-wide alerts are disseminated with the goal of notifying as many people as possible, as rapidly as possible (i.e., active threats, bomb threats, or a dangerous chemical spill, etc.). These alerts are sent to individuals who subscribe to Bristol Community College campus-wide alerts.

All students, faculty and staff are encouraged to sign up to receive these notices by texting keyword "**BCCAlert**" to **67283**. Further information about the BCCAlert service can be found at: <http://www.bristolcc.edu/student-services/resources/campus-police/bccalert/>.

Individuals with disabilities are encouraged to contact the Office of Disability Services at (774) 357-2955 for assistance in subscribing to BCCAlert.

Statement of Police Regarding Immediate Emergency Response and Evacuation Procedures

The campus community will be immediately notified once the College Police Department is able to confirm (through communication with internal resources such as Facilities, Health Services, and/or on duty officers or local outside agencies such as Board of Health, National Weather Service, Police, Fire or EMS) a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees, and visitors on any of the College campuses.

Once confirmed, the Chief of Police or the on duty police supervisor will then determine the appropriate segment or segments of the campus community to receive a notification, depending on which segment(s) will likely be affected by the impending event. For example, the event may be a chemical spill in a particular building necessitating the evacuation of that building but not the entire campus. If it is determined the emergency could affect a very large segment of the campus, the entire community will be notified using the BCC Alert System.

Once the appropriate locations are determined the Chief of Police or the on duty police supervisor will then determine how much information the notification should contain. The content of the notification will take into account the actual situation, as in some cases the content may differ; such as in the case of an approaching tornado it may be best for some take shelter in a basement area and others to stay off campus.

Campus communication systems consist of broadcast email, emergency text messaging (BCCAlert), an outdoor warning system (with roof top siren), and the fire alarm system. Some or all of these methods of communication may be activated in the event of an immediate threat to the campus community. The on-duty police dispatcher or designee will broadcast the message through broadcast e-mail and emergency text messages to the campus community. Depending on the level of the emergency, College Police will utilize the roof top loudspeaker siren system to broadcast a message. The broadcast messages will contain information directing the campus community to follow specific instructions and take particular action as necessary. Fire alarms may be used in an immediate emergency to evacuate the building only at the direction of Campus Police.

All classrooms and offices have evacuation maps posted on the wall. Please become familiar with the evacuation routes and move at least 500 feet from the building when the need to evacuate is necessary.

As soon as Bristol Community College Police have confirmed that a significant emergency or dangerous situation exists, the College will:

- Take into account the safety of the campus community
- Determine what information to release about the situation
- Begin the notification process

The only reason the College would not immediately issue a notification for a confirmed emergency or dangerous situation is if doing so will compromise efforts to:

- Assist a victim
- Contain the emergency
- Respond to the emergency

• Otherwise mitigate the emergency. An example of not compromising efforts to mitigate the emergency maybe at the request of local law enforcement or fire department officials.

Notification to the College Community about an Immediate Threat

An “**immediate threat**” is a significant emergency or dangerous situation on campus that imminently threatens the health or safety of students or employees. Some examples of an immediate threat are an active fire in a college building, an approaching tornado or hurricane, a gas leak, a bomb threat, an armed intruder, a nearby chemical spill, etc.

The College has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of an immediate threat to the campus community. Bristol Community College will immediately notify the campus community upon confirmation of an emergency or dangerous situation. Campus Police are usually the first alerted of an emergency or dangerous situation. The Campus Police would then utilize the fire alarm and outdoor warning systems to alert the campus community, followed by network emails and emergency text messages.

These methods of communication include BCCAlert, a system that provides emergency communications and other important information via text message, cellular phone and email (students, faculty and staff can register for this service by testing “BCCAlert” to 67283); network emails, phone trees, face-to-face communications, bulletins posted on building entrances and exits, the fire alarm system, and outdoor sirens and PA system. In the event a situation requires the

activation of the College's emergency notification system, updates are available on the Bristol Community College website, <https://www.bristolcc.edu/>

The content of a notification is established from gathering or receiving information from such sources as local and state agencies, the National Weather Service, utility companies, surveillance technology, eye-witnesses, etc.

College Notification systems are administered by the following responsible authorities:

The Bristol Community College Police Department receives information from various offices/departments on campus, such as Environmental Health and Safety (EHS) and Facilities. If Bristol Community College Police Department, EHS or Facilities (in conjunction with other College administrators, local first responders and/or the National Weather Service) confirms that there is an immediate threat to the health or safety of some or all members of the College community, they will collaborate to determine the content of the message and will use some, or all, of the systems described in the table above to communicate the threat to the College community or to the appropriate segment of the community (if the threat is limited to a particular building or segment of the population). The College will determine the content of the notification and initiate the notification system unless issuing a notification will, in the judgment of emergency personnel responding to the scene, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. The college will alert the segment of the population determined to be at risk. For example, in the case of a gas leak, individuals in the building that has the leak would be notified. The entire campus community will be notified when there is at least the potential that a very large segment of the community will be affected by a situation or when a situation threatens the operation of the campus as a whole. There will be a continuing assessment of the situation, and additional segments of the campus community may be notified if a situation warrants such action. The Marketing & Communications Department will communicate information to the local media for the purpose of disseminating any emergency information to the larger community.

To report an emergency on campus call Campus Police Emergency Line at ext. 3911 (774.357.3911).

The College annually reviews the emergency response and evacuation procedures to provide updates and ensure that the College continues to move forward and strengthen emergency response programs, policies and procedures.

Procedure for Testing Emergency Response and Evacuation Procedures

A crisis can erupt at any time and in any form. A fire, explosion, medical epidemic, water leak, power outage, hurricane, or bomb threat – the possibilities are infinite and unpredictable. Nonetheless, planning for the unpredictable does help.

The College conducts numerous Emergency Response Exercises each year, such as table top exercises, field exercises, and tests of the emergency notification systems on campus. These exercises include fire drills, "shelter-in-place", and/or "active threat" drills. The community is notified in advance of the scheduled date of a field exercise, but not the specific time of day. Emergency Response Exercises are planned and coordinated by the Campus Police - Emergency Preparedness Division. Campus Police maintains records of these exercises. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution. The Bristol Community College Police Department officers and supervisors have received training in Incident Command and Responding to Critical Incidents on Campus. The Incident Command System (ICS) is utilized when responding to critical incidents. When a serious incident occurs that causes an immediate threat to campus, the first responders to the scene are usually the Bristol Community College Police Department, Environmental Health and Safety (EH&S) and local fire department who typically respond and work together to manage, mitigate, and recover from incidents. Depending on the nature of the incident, other College departments and other local or federal agencies could also be involved in responding to the incident.

General information about the emergency response and evacuation procedures for Bristol Community College is publicized each year as part of the institution's Clery Act compliance effort and that information is available on the Bristol Community College Police Department website at:

<http://www.bristolcc.edu/student-services/resources/campus-police/emergency-preparedness-procedures/evacuation-procedures/>.

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

Evacuation drills are coordinated by the Bristol Community College Police Department each year for academic, research and business buildings on campus. Thus, the emergency response and evacuation procedures are tested at least twice each year. Students, faculty and staff learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each building for a short-term building evacuation. EH&S does not tell

individuals in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, the location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. EH&S and staff on the scene will communicate information to individuals regarding the developing situation or any evacuation status changes.

Information about Evacuation and Lockdown & Shelter-In-Place procedures is available to students, faculty and staff at: <http://www.bristolcc.edu/student-services/resources/campus-police/emergency-preparedness-procedures/emergency-notification/>

Bristol Community College Police Department conducts announced drills and exercises each year and conducts follow through activities designed for assessment and evaluation of emergency plans and capabilities. Bristol Community College will publish a summary of its emergency response and evacuation procedures in conjunction with at least one drill or exercise each calendar year.

Bristol Community College Police Department performs Active Threat Drills. An active threat refers to any incident which creates an immediate threat or presents an imminent danger to the campus community such as a shooter or hostage situation. Although encountering an active threat on campus remains remote, we encourage members of the campus community to review the guidelines in the event of an emergency.

The College conducts table-top and real time exercises as to test emergency preparedness, Business Continuity and Disaster Recovery Plans.

Shelter-in-Place Procedures

What it means to “Shelter-in-Place”:

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

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

How You Will Know to “Shelter-in-Place”: A shelter-in-place notification may come from several sources, including Bristol Community College Police Department, EH&S, other College employees, the federal or local government, or other authorities utilizing the College’s emergency communications tools.

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

1. If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
2. Locate a room to shelter inside. It should be: - An interior room; - Above ground level; and - Without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
3. Shut and lock all windows (tighter seal) and close exterior doors.
4. Turn off air conditioners, heaters, and fans.
5. Close vents to ventilation systems as you are able. (College staff will turn off the ventilation as quickly as possible.)
6. Wait for an “All Clear”, or other instruction from authorities.

Active Threat Guidelines

Although encountering an active threat on campus remains remote, we encourage members of the campus community to review these guidelines in the event of an emergency. An active threat refers to any incident which creates an immediate threat or presents an imminent danger to the campus community such as a shooter or a hostage situation. Taking the time now to review these guidelines increases your ability to respond in the event of an emergency.

If you can evacuate the building ... RUN

1. Try to stay calm and determine the location of the threat.
2. Call 3911 as soon as possible, although escaping is your priority.
3. If a safe exit is available, take it as quickly as possible.
4. Continue running until you are well cleared from the location of the threat. Find a safe location and call 911 to tell the police of your location.

If the only exit is through a window, consider the consequences of the fall:

- How high are you from the ground?
- Can you land in shrubs or grass to decrease the potential for serious injury?
- Can you make an improvised rope out of clothing, belts or other items?

If you cannot evacuate the building ... HIDE

1. Try to stay calm and determine the location of the threat.
2. Take shelter in the nearest office, classroom, closet or another area that can be secured. Barricade the door using desks, bookshelves, or other heavy objects. If the door opens outward, attach one end of a belt to the door handle and the other end to a heavy object.
3. If the door has a window, cover it.
4. Look for other possible escape routes, such as windows, other doors.
5. Call 911 and tell them what is happening. Speak quietly and then set your cell phone to vibrate or silent.
6. Stay low to the ground and remain as quiet as possible. Page 16 CAMPUS POLICE – EMERGENCY 3911
7. Once in a secure location, do not open the door for anyone. Do not approach police officers as they attempt to locate and neutralize the threat. The police officers will return to assist you once the threat has been neutralized.
8. When College Police arrive, obey all commands. You may be asked to keep your hands in the air; you may even be handcuffed until the police assess the situation. These steps are taken for safety reasons.

If an active threat is in your presence ... FIGHT

If you are in a crowded room and the threat is shooting, “play dead” or quietly crawl to safety. If you are with a group, as an action of last resort, you might choose to take the offense:

1. If the shooter is entering the room, position yourself in a location that allows for an element of surprise.
2. Throw anything available at the threat. Aim for the face to distract him/her.
3. Attack as a group, swarming around the threat.
4. Grab the threat’s arms, legs or head and take him/her to the ground. Use body weight to secure him/her.
5. “Fight dirty” – kick, bite, gouge eyes.
6. Have somebody in the group call 911.
7. When College Police arrive, obey all commands. You may be asked to keep your hands in the air; you may even be handcuffed until the police assess the situation. These steps are taken for safety reasons.

If you have incapacitated the threat ...

1. Make sure the suspect is secured (body weight, belts, etc.)
2. Move any weapons away from the threat.

3. Do not hold a weapon.
4. Call 911 and advise law enforcement that the threat/shooter is down.
5. Provide your location and stay on the line if possible.
6. When College Police arrive, obey all commands. You may be asked to keep your hands in the air; you may even be handcuffed until the police assess the situation. These steps are taken for safety reasons.

Worcester/ Holy Cross

Please note that Boston University has worked with the College of the Holy Cross regarding BU students, faculty and staff receiving notifications from Holy Cross. Currently, Director Susan Brostrup-Jensen (sabj@bu.edu) and Assistant Dean Mena daSilva-Clark (menad@bu.edu) receive emergency notifications directly from the College of the Holy Cross and she/he or they will, as appropriate, forward the content of such message to individuals associated with the Social Work program in Worcester, via email and/or text message.

Timely Warnings - Crime Alerts and other Notifications or Advisories

To keep the campus community informed, the College will issue alerts for Clery Act crimes (which include, but not limited to, murder, arson, aggravated assault, robbery, burglary, motor vehicle theft, sexual assaults, and hate crimes) occurring on campus, other College-controlled property and/or public property immediately adjacent to campus) that are reported to the Department of Public Safety or other College campus security authorities or are reported to the College by local police agencies, and are determined by the College to represent a serious or continuing threat to students, employees and our campus community. The College will issue Timely Warnings through email notifications.

The purpose of a Timely Warning is to notify the campus community of the incident and to provide information that may enable community members to protect themselves from similar incidents. The College will issue a Timely Warning whenever the following criteria are met:

- i. A Clery crime is committed in the College's Clery geography;
- ii. The perpetrator has not been apprehended; and
- iii. There is substantial and on-going risk to the physical safety of other members of the campus community because of this crime

Timely Warnings will not include the names of victims.

Additionally, the College may, in some circumstances, issue Crime Alerts via email when there is a pattern of crimes against persons or property that may not be categorized as Clery Act crimes.

The Director of Public Safety and/or the Director of Title IX Initiatives, or their designees, will make the determination in consultation with other offices, if a Timely Warning is required. The Director of Public Safety, or his or her designee, is responsible for issuing the Timely Warning.

For incidents involving crimes that occur off campus and not in the College's Clery geography, the College may issue an advisory to the College community if the crime occurred in a location used and frequented by students and employees.

The College also has the ability to send notifications to any campus community members and parents or guardians of students of the College who registers an email address with the Department of Public Safety through the STAR system. These messages are a very effective way to send important information to the campus community and can assist members of the community to make informed choices about safety.

Emergency Response and Evacuation Procedures

Emergency Management Plan

The Holy Cross Emergency Management Plan addresses the College's response to emergencies by taking an all-

hazards approach. The Emergency Response Team (collectively, “ERT”) including but not limited to designated representatives from the departments of Public Safety, Finance and Administration, Student Affairs, Facilities, and Athletics, have primary responsibility for maintaining the plan.

Training, Drills and Exercises

No less than once a year, the ERT will plan and conduct or cause to be planned and conducted a simulated emergency exercise, including, but not limited to, drills to test a single procedural operation (e.g. initiating an emergency alert text) and an exercise involving a test of coordination of efforts. Tests and exercises may be announced or unannounced. Debrief activities to review the test and/or exercise, assessment of the emergency plan and capabilities with measurable goals and the College’s emergency response and evacuation procedures will be conducted. The ERT is responsible for documenting each test, including the exercise, the date, time and whether it was announced or unannounced.

In conjunction with at least one emergency exercise each year, the College will notify the community of the exercise and remind the community of the information included in the College’s publicly available information regarding emergency response and evacuation procedures by email. More information is available on the Department of Public Safety Emergency Notification website. <https://www.holycross.edu/campus-life/publicsafety/emergency-notifications>

Procedures for Reporting Emergencies

The College’s procedures for reporting emergencies are described above under “Reporting of Crimes and Emergencies.” Holy Cross may receive initial warning of an emergency or pending disaster from a number of sources, including 911 calls; students, faculty, staff or visitors; the National Weather Service (NWS); local, state or federal emergency officials or the media. When an emergency or disaster appears imminent, Holy Cross emergency personnel will notify the Department of Public Safety, the Public Information Officer and the ERT.

Emergency Response

In the event of an emergency, the ERT group will convene to assess the situation and determine the appropriate response. The ERT will convene with other members of Leadership and Support Teams and other representatives to provide support and a coordinated response across the College.

Additional personnel, including members of the Emergency Response Team, Emergency Personnel (as defined in the College’s Emergency Personnel Policy), employees of Student Health Services and volunteers, may also be called upon during an emergency.

Further, the ERT may rely upon local resources and emergency responders, including but not limited to Worcester Emergency Management, Worcester Police Department, Worcester Fire Departments and Worcester Public Works. The ERT may also seek assistance from neighboring institutions of higher education.

Emergency Communications Systems

General Information and Clery Requirements

To provide the campus community with information necessary to make informed decisions about their health and safety, the College will issue emergency notifications upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. The College will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

In evaluating whether a significant emergency or dangerous situation exists, the College will rely upon information received by first responders, including but not limited to Public Safety, Facilities or the relevant College department that witnessed the event. Generally, in an event that implicates campus safety, Public Safety will evaluate whether an emergency exists. When there is an issue with campus facilities, the College will rely upon Facilities’ staff to determine the status of an incident. ERT will be available and will communicate about issues in a timely manner via text message. If necessary, the College will rely upon external agencies to inform decision making regarding the status of and appropriate action in the event of an emergency.

Upon the determination that a significant emergency or dangerous exists, the College will send an emergency communication to the segment of the population that is affected. This will generally include the whole campus. In determining the content of the message, the College will rely upon (1) template messages written in advance; and/or (2) new messages written in real time, as relevant to the circumstances and with input of the Public Information Officer, and other departments as appropriate.

Rave Alert

Rave Alert is an emergency notification system which allows the sender to transmit alerts via text or sms message, email and phone call simultaneously. Students and employee contact information on file with the College is automatically uploaded into the RAVE Alert system.

The Director of Public Safety and his or her designees have the primary authority and responsibility for the maintenance, management and use of the emergency communication systems. In the event of an emergency, the designated Department of Safety personnel may send alerts through RAVE and the audible campus alert system as well as the Chief Facilities Officer, the Associate Director of Information Technology and the Information Security Officer or their designees or a member of the Emergency Response Team.

Email

The College may also use its email system to send notifications and updates. The following individuals are authorized to send campus- wide emergency emails: Director of Public Safety, Vice President for Communications, Director of Marketing and Communications, and Director of Human Resources or their designees.

Website

The College's official website has the capacity to display an emergency banner. The Director of Marketing and Communications or designees is responsible for determining when information can be posted and the specific content to be provided. In the event of an emergency, the Director of Marketing and Communication (and/or designees) will direct appropriate staff to make the requested communications.

Holy Cross Emergency Management Website

The College maintains a webpage reserved solely for emergency notifications, hosted at <https://www.holycross.edu/emergency-management>. The Director of Marketing and Communications and designees has the authority for determining when information can be posted and the specific content to be provided.

Social Media

The College maintains official social media accounts that may be used in the event of an emergency.

- The College's official Facebook page is <https://www.facebook.com/collegeoftheholycross/>.
- The College's official Twitter page is https://twitter.com/holy_cross.

The Director of Marketing and Communications (or designees) is responsible for maintaining these pages, creating appropriate content and its distribution.

Periodic Testing

The Emergency Response Team will facilitate testing on our emergency communications systems twice a year, using all systems of emergency management. These events will be scheduled and communicated with Holy Cross campus students, faculty and 10 staff to minimize disruption. Public Safety will maintain a log of this testing to include a description of the exercise, the date and time of the test, and a statement of whether it was announced or unannounced.

DISSEMINATION OF INFORMATION CONCERNING CRIMES AND SAFETY

Boston University Websites

Boston University's safety website is available at <http://www.bu.edu/safety>. In addition, the Dean of Students maintains the **BeSafe@BU** website at <http://www.bu.edu/dos/resources/be-safe>.

Open Police and Fire Log Laws

Massachusetts law requires all police agencies in the state to maintain open police logs, and federal law requires open logs be maintained by colleges and universities. The public has a right of access to summary information regarding reported incidents. The identification of victims of sexual assault, or attempted sexual assault, is prohibited by law. The Boston University police and fire logs are available at the police station at 32 Harry Agganis Way. The Medical Campus Public Safety police and fire logs are available at 750 Harrison Avenue, Robinson Building #508, Entrance: 72 East Concord Street.

We recognize that you may be interested in the crime logs for the site where you take School of Social Work classes. As a result, we have provided the locations of the crime logs at those sites.

West Barnstable / Cape Cod Community College

Cape Cod Community College maintains a crime log at the CCCC College Police Office or in the Administration Building at the Office for the VP of Finance and Administration.

Bedford / Middlesex Community College

The Middlesex Community College Public Safety Officers maintain a daily log of activity on the Lowell and Bedford campuses. The public daily log is available for viewing during regular College office hours. Copies are available within two business days of a written request. The Public Safety Officers maintain crime statistics to aid in the publication of this report.

Fall River / Bristol Community College

The Bristol Community College Police Department Crime Log is available at the College Police Department located at 777 Elsbree Street, Fall River, MA; or online.

Worcester/ College of the Holy Cross

The Public Safety Department maintains a Public Safety Daily log which is available at the Public Safety office temporarily located at 3 City View Street.

Campus News Services

The Boston University Police Department regularly provides up-to-date crime incident information to all University news services, including BU Today (www.bu.edu/today).

Commonwealth of Massachusetts Crime Statistics

The Commonwealth of Massachusetts maintains a website containing crime statistics, including details regarding crimes occurring in certain jurisdictions in the state, including on college and university campuses (<https://masscrime.chs.state.ma.us/tops/>)

Boston University Police Website

www.bu.edu/police

The department's website provides current campus crime statistics, crime information bulletins, and information about the University's police services. In addition, the department sends email announcements to the University community concerning emergencies and reports of criminal activity that may be of interest to the community. Members of the University community and their families are encouraged to follow the department on Twitter and Facebook for updates.

www.facebook.com/BostonUPolice

@BUPolice

@BUPOLICE

Campus Sex Offender Reporting

www.bu.edu/police/sensitive/sex-offender

Federal law requires states to ask every sex offender registered under “Megan’s Law” if they are or will be enrolled at or employed by a college or university. State governments will then provide that information to the school’s police department or a local police department with jurisdiction for the campus.

Students and employees may obtain any information provided by any state under this law at the Boston University Police Department, 32 Harry Agganis Way, during business hours, or at www.bu.edu/police.

In addition, the Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a state may be obtained. The Executive Office of Public Safety for the Commonwealth of Massachusetts provides a searchable database of Massachusetts-area level-3 sex offenders, available at www.mass.gov/eopss/agencies/sorb/

West Barnstable/ Cape Cod Community College

How to Inquire

Information concerning level 2 and level 3 offenders is available as follows:

- Contact the Commonwealth of Massachusetts Sex Offender Registry Board (S.O.R.B.), via mail at P.O. Box 4547, Salem, MA 01970, or via phone at (978)740-6400 or (800) 93 (MEGAN) (Massachusetts only).
- Contact the local police department in the city or town where the sex offender currently resides, if known, or where the sex offender attends school.
- On-line on the S.O.R.B. website at www.mass.gov/sorb (Level 3 information).
- Contact the CCCC College Police and Public Safety Department, 2240 Iyannough Road, West Barnstable, MA or by phone 1-774-330-4349 or ext. 4349 at any college phone.

The College Police and Public Safety Department maintains a list of students, employees and volunteers who have registered with the College as sex offenders. Registered sex offenders are required to notify the College of their status by contacting the Chief of College Police and Public Safety at 1-774-330-4349 or ext. 4349 at any campus phone, or the Vice President of Academic and Student Affairs at 508-362-2131 Ext. 4305. The Chief or his/her designee and/or the Executive Vice President meet with each identified level 2 or level 3 sex offender. Each case is reviewed individually to ensure compliance with the state and local registration laws/procedures. Level 2 and Level 3 offender information is available upon written request through the College Police and Public Safety Department. Level 1 information is maintained on file and is available to law enforcement personnel only. Level 1 information is maintained on file and is available to law enforcement personnel only.

Additionally, the Student Services Office conducts Criminal Offender Records Information (CORI) checks on all students prior to placement in an internship, practicum, clinical experience or other activity where they may interact with vulnerable populations. CORI information that indicates that a student is a registered sex offender is shared with the College Police and Public Safety Department.

Bedford/ Middlesex Community College

Community Notification of Level 3 Sex Offender Information

The Director of Public Safety or his/her designee shall post level 3 offender notices within 2 days of receiving information from the Sex Offender Registry Board, regardless of when a meeting to inform the offender occurs. The notice locations include, but are not limited to, a bulletin board on Main Street of the Campus Center on the Bedford campus, a bulletin board in the Lobby of the Cowan Center on the Lowell Campus, the Libraries on both campuses, the Fitness Center, and a centrally located bulletin board in each building on both campuses, both administrative and academic.

Finally Classified Offender’s Obligation to Notify the College

Current Students who are enrolled and receive their final classification or a change in classification as a Level 2 or

Level 3 sex offender during their period of enrollment must immediately notify the Director of Public Safety, Daniel Martin, at 781-280-3751 to arrange a meeting with the Dean of Students, Director of Human Resources and the Director of Public Safety or their designees.

Potential Students must notify the Director of Public Safety, Daniel Martin, at 781-280-3751 to arrange a meeting when they intend to enroll at the College or enroll in classes; however, this meeting must take place prior to the start of classes. The meeting is with the Dean of Students, Director of Human Resources and the Director of Public Safety or their designees.

Current Students who receive their final classification or a change in classification as a Level 2 or Level 3 sex offender during their period of enrollment must immediately notify the Director of Public Safety, Daniel Martin, at 781-280-3751 to arrange a meeting with the Dean of Students and the Director of Public Safety or their designees.

Current Employees who receive their final classification or a change in classification as a Level 2 or Level 3 sex offender during their period of employment must immediately notify the Director of Public Safety, Daniel Martin, at 781-280-3751 to arrange a meeting with the Director of Human Resources and the Director of Public Safety or their designees.

Potential Employees must notify the Director of Public Safety, Daniel Martin, at 781-280-3751 to arrange a meeting when they are offered employment at the College; however, this meeting must take place prior to the start of employment. The meeting is with the Director of Human Resources and the Director of Public Safety or their designees.

College Officials' Meeting with Level 2 or Level 3 Sex Offender The sex offender will be advised of the following:

- Inform the offender of the College's knowledge of his/her final classification.
- Outline the College's obligation to provide public access to Level 2 & 3 sex offender information through its Department of Public Safety.
- Any restrictions that will be imposed on the sex offender.
- If the offender is classified at Level 3, he/she is further informed of the College's policy of posting notice at each campus.
- If the offender is classified at Level 3, provide the offender with a copy of the community notification the College intends to post.
- If the offender is classified at Level 3, the functional areas of the College which will be provided with the public notification that will be posted.
- If the offender is classified at Level 3, that the community notification will take place within two days of receipt regardless of when the meeting occurs.

Failure to follow the College SORI policy, specifically the "Finally Classified Offender's Obligation to Notify the College" may result in withdrawal from classes, restriction from College facilities, revocation of employment and/or notification to the Massachusetts Sex Offender Registry Board and/or local police.

Public Access to Level 2 & 3 Sex Offender Information

The College will advise students and employees how to access sex offender information through appropriate College publications that include, but are not limited to, the Student Handbook, Academic Catalog, Faculty Handbook and the College Portal.

The Department of Public Safety will be responsible for maintaining a Level 2 and Level 3 Sex Offender Binder on each campus. The sex offender information binders at the Public Safety offices shall be available for public inspection and copies of Level 2 and 3 notices may be provided upon appropriate written request.

The Director of Public Safety or his/her designee will not respond to a request for Level 2 or 3 sex offender information unless the request is presented in writing utilizing the College's "Sex Offender Information Request Form". The form is available online at the College Portal and in hard copy at the Public Safety offices. The Director of Public Safety or his/her designee will maintain a log and record of all inquiries including copies of all the written requests for sex offender information.

Upon receiving a written request for information, the Director of Public Safety or his/her designee will inform individuals seeking public information on sex offenders to contact their local police department or the Board to obtain a more in-depth listing of sex offender information.

Upon receiving a written request for information, the Director of Public Safety or his/her designee will also inform individuals seeking public information on sex offenders that use of sex offender information to engage in illegal discrimination or harassment of an offender shall be punishable by not more than two and one-half years in the house of correction or by a fine of not more than \$1,000 or by both such fine and imprisonment.

Fall River/ Bristol Community College

Members of Bristol Community College community may request information about sex offenders in Massachusetts at the Massachusetts Sex Offender Registry Board, telephone (978) 740-6400 or <http://www.state.ma.us/sorb>.

Worcester/ College of the Holy Cross

Members of the College community may request information about sex offenders in Massachusetts at the Massachusetts Sex Offenders Registry Board, at 978-740-6400 or <https://www.mass.gov/orgs/sex-offender-registry-board>, the Worcester Police Department 508-799-8606 or the West Boylston Police Department at 508-835-3233.

Boston University Emergency Management Website

www.bu.edu/emd/

Boston University provides information about existing emergencies on its Emergency Management website.

Environmental Health & Safety

www.bu.edu/ehs

Environmental Health & Safety's (EHS) mission is to provide a safe environment for students, faculty, staff, and others visiting our facilities. EHS maintains the University's Fire Log, which is available for inspection at 704 Commonwealth Avenue, Second Floor, and also compiles the annual Fire Safety Report.

ACCESS TO FACILITIES/ SECURITY AND MAINTENANCE

West Barnstable/ Cape Cod

During business hours, the College will be open to students, parents, employees, contractors, guests, and invitees...

During non-business hours, access to all College facilities is by key, if issued, by admittance via the College Police and Public Safety Department, or by the landlord in the case of satellite campuses. In the case of periods of closing, the College will admit only those with prior permission. Emergencies may necessitate changes or alterations to any to any posted schedules.

Some facilities, such as the Fitness Center, Tilden Arts Center, Library and child care building, as well as satellite campuses, may have individual hours which may vary at different times of the year. In these cases, the facilities will be secured according to schedules developed by the department or administration responsible for the facility.

CCCC students and staff are provided an opportunity to obtain identification cards at scheduled times during the school year. The College strongly encourages faculty, staff, and students to carry their CCCC ID card with them at all times.

Campus Security/Key Program

Safety and security are a priority at CCCC. As such, CCCC maintains a key tracking system. Issuance of keycards and keys is obtained via written pre-authorization on an as needed basis and requires multiple signatures. Keys are tracked and issued by the Campus Facilities Department.

Main Campus

College Police and Public Safety Officers provide regular patrols and are available for safety escorts upon request. The buildings and rooms are locked and unlocked according to a published schedule for Cape Cod Community College. Outdoor lighting is left on in the parking lots and walkways at night until 12:00AM (midnight), whenever activities are scheduled on campus.

After-Hours Access

Cape Cod Community College is committed to the safety and security of all faculty, staff, students, and visitors who work, study, and utilize our College. The practice of the College is to lock building access for all doors, both internal and external at night and when the College is closed. Having Public Safety provide access for a faculty or staff member when the building is otherwise closed ensures awareness of the individual's presence by our College Police and Public Safety Department. Faculty and staff may access their offices after hours by contacting the College Police and Public Safety Department to meet at the doors and allow entry. The faculty or staff member should be prepared to show a valid College identification to gain access. When a faculty or staff member leaves their office and building after hours, he or she should notify Public Safety.

College Closings

When the administration decides to close the campus due to severe weather or other emergency conditions the College Communications Department updates the College website, records the announcement on the College hotline (508-375-4070), sends an alert via the RAVE system, and notifies local radio and TV stations to run closing announcements. The quickest and most reliable source of information is via text message. Sign up for text messaging at <https://www.getrave.com/login/capecod>.

If relying on public announcements via radio or television listen for the specific mention of the College since it may not close when county public schools close. If public schools close for inclement weather or emergencies, all College classes held at public school locations are cancelled. When the College closes, all classes at off-campus sites are cancelled.

School Dude Reporting System

CCCC maintains a software system called "School Dude" which is available to all faculty and staff to report issues on campus, including, but not limited to, facilities issues such as, lighting, overgrown shrubbery, door locks, alarms, etc. The College Police and Public Safety Officers address non-emergency concerns through this system. Issues that are not directly related to the CCCC facilities department (i.e. in the case of satellite campuses) are addressed via phone or email notifications directly to the landlord or appropriate facilities department for that location. The College Police and Public Safety Department maintains an emergency contact list for all locations for emergency notification and response purposes.

Security and Maintenance Measures

CCCC will periodically examine grounds keeping practices from a security perspective and will assess pathways and plant growth and debris that may materially detract from security. Indoor and outdoor lighting will be monitored and defective or burned-out lights will be replaced as soon as possible after being reported. Lost or found keys and keycards should be reported to Campus Police and Public Safety Department as soon as possible by calling (1-774-330-4349 or ext. 4349 on a campus phone).

Bedford/ Middlesex Community College

Security of and Access to Campus Facilities

Campus grounds are open to the public for non-organized activities, including but not limited to, walking, bicycling, etc. Visitors are expected to use facilities safely and properly. Those found violating normal safety practices or acting discourteously will be asked to leave. Community events are scheduled through the Campus Manager's Office on either campus. Public Safety Officers are provided with a schedule of organized events and will investigate unscheduled activity taking place.

Access to Buildings during Off-hours

Unauthorized persons are not allowed into campus buildings off-hours without prior permission or unless accompanied by an authorized person. College staff or students needing access to buildings during off-hours are required to arrange with the Campus Manager's Office and/or the Director of Public Safety. They will provide Public Safety with an

authorized Access List.

Campus buildings are open Monday-Thursday, 7am - 10pm, Friday, 7am - 5pm, and Saturday 8am - 1pm when classes are in session. Buildings remain secured on holidays, Sundays, and during nonscheduled class periods unless special arrangements are made to the contrary by contacting the Campus Manager's Office. This may change due to [COVID protocols](#).

Maintenance

Middlesex Community College employees provide for janitorial services. The supervisor of the janitorial crew has keys to campus buildings in order to provide access for employees during their work shift, 10pm - 7am. During this time period, other employees or students are generally not on campus. A college employee accompanies mechanical contractors and mechanical trade workers when it is necessary for them to be on campus during other than normal working hours.

Fall River/ Bristol Community College

Statement of Policy for Addressing Security and Access

Most campus buildings and facilities are accessible to members of the campus community, guests, and visitors during normal hours of business, Monday through Friday, and for limited designated hours on Saturdays and Sundays. Facilities are maintained, and their security monitored, in the interest of students, staff, and faculty. Many cultural and other social events are held in College facilities. Other facilities such as the bookstore, libraries, and cafeterias are also open to the public.

Access to academic and administrative facilities on campus is generally limited to students, employees, and visitors for the purposes of study, work, teaching, and to conduct other College business. Each academic building has established its hours based on the needs of specific academic departments and the hours may vary at different times of the year. Access to some of these buildings is also controlled by card access after normal business hours, and all of these buildings have varied levels of access. Most academic and administrative buildings do not have a Bristol Community College Police Department officer assigned to them. However, College Police provide random patrols of all facilities during normal business hours.

Maintenance of Campus Facilities

The Facilities Department maintains all the College building grounds with a special concern for safety and security. Personnel conduct inspections to identify lighting deficiencies and make recommendations for repairs to security/safety equipment such as broken locks, windows and fire safety equipment.

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions and endeavors to provide the necessary levels of safety to the campus. College police and contract security officers patrol the campus by vehicle and on foot and report all non-functioning lights, roadway depressions and other unsafe physical conditions to Facilities Management for correction through use of a computerized work order system. In addition to patrols, over 100 surveillance cameras monitor and record key areas such as exterior grounds and parking lots and interior hallways and common areas of buildings. Bristol Community College Police Department encourages members of the College community to report safety and equipment problems to Facilities / EH&S (Environmental Health and Safety). Emergencies may necessitate changes or alterations to any posted schedules. Areas that appear to be problematic will have security surveys conducted by Bristol Community College Police Department.

Provided is a brief description of the campus facilities.

Main Campus

The main campus of Bristol Community College is located at 777 Elsbree St, Fall River, MA. The campus consists of 12 parking lots, outdoor basketball and tennis courts, and 11 buildings including an Administrative Building, Child Care Center, Classroom and Lab Buildings, Library and Student Center Building. The campus is open 7:00 am - 10:00 pm Monday through Friday; 7:00 am – 6:00 pm on Saturday. The main telephone number is (774) 357-2811. Bristol Community College does not have residential facilities (student housing).

Worcester/ College of the Holy Cross

Security of and Access to Holy Cross Facilities

Most campus facilities, other than student residence halls, are accessible to members of the campus community, their guests, and visitors during the day, at night and on weekends depending on scheduled events and time of the year.

Access to Residence Facilities

All exterior doors to student residence halls and most residential corridors are locked 24 hours a day. An electronic computerized card access system monitors all exterior doors and the corridor doors to the residential areas.

Access to the halls is by the Holy Cross Crusader One Cards, which are issued by the Department of Public Safety. The cards are programmed to allow access into the residence halls. Students are encouraged to report all missing and lost cards as soon as possible to the Department of Public Safety. All reported missing and lost cards are immediately removed from the card access system and replacement cards are issued.

All overnight guests of students must be registered in STAR (the College's Student Record system). They must register their motor vehicle with the Department of Public Safety.

Maintenance and Security of Campus Facilities

The College maintains a very strong commitment to campus safety and security. The College reviews all employee injuries, reports of hazards and makes recommendations to the College Administration for corrective action. Members of the Department of Public Safety and the Department of Facilities regularly observe the College grounds, exterior lighting, parking lots and access to all buildings and reports concerns through the Department of Facilities.

The Department of Public Safety, Facilities, and the Student Government Association conduct a periodic check of campus lighting. Public Safety Officers are required to identify and report any possible safety hazards and lighting problems during their regular patrols and report their findings to the appropriate authorities. On-call Facilities personnel may be contacted to respond to any maintenance emergency. Contact can be made through the Department of Public Safety by calling 508-793-2224, anytime day or night.

The campus buildings and grounds are patrolled 24 hours a day by Public Safety officers in vehicles, bicycles and on foot. All buildings are secured in the evenings and opened for special events or activities.

FIRE SAFETY – BOSTON UNIVERSITY

If you see smoke or fire, immediately activate the nearest fire alarm system. Call 911 once you have safely evacuated, and then call BUPD at 617-353-2121 or Medical Campus Public Safety at 617-358-4444.

Fire safety is the responsibility of all those within the Boston University community. Environmental Health & Safety develops fire safety programs and works closely with Residence Life to train Resident Assistants and students about fire safety. Boston University is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities.

A fire log is maintained at the Boston University Police Department that includes the nature, date, time, and general location of each fire.

Even in the event that a fire appears to be extinguished, please call 911 first and then notify Boston University Police at 617-353-2110 and Environmental Health & Safety at 617-353-4094.

When calling, please provide as much information as possible about the location, date, time, and cause of the fire. Additional information on fires and fire safety programs is available at www.bu.edu/ehs/ehs-topics/fire-safety/.

BOSTON UNIVERSITY'S ALCOHOL AND DRUG POLICIES AND DISCLOSURES

Policy on Illegal Drugs and Alcohol

Boston University's campuses and activities are not sanctuaries from federal, state, and local laws. Boston University prohibits the unlawful use, possession, sale, distribution, or manufacture of controlled substances or alcohol on University property or as part of University activities. Boston University's alcoholic beverage policy is consistent with the laws of the Commonwealth of Massachusetts.

However, the University's standards of personal conduct substantially exceed the minimum expectations of civil law and custom. Students found in violation of the University alcohol policy or engaging in misconduct related to the abuse of alcohol, whether on or off campus, will be subject to disciplinary action under the Code of Student Responsibilities and may also be subject to prosecution. Boston University enforces the state alcohol laws. The legal drinking age in Massachusetts is twenty-one.

Boston University neither permits nor condones the possession, use, or sale of illegal drugs and narcotics. Violators are subject to University disciplinary procedures, as well as to criminal prosecution under state and federal laws. Dealing in narcotics or illegal drugs anywhere on campus will result in expulsion from the residence system and further disciplinary action by the University. Conviction for drug-related offenses in any jurisdiction may affect a student's eligibility for federal, state, or University financial aid.

The University falls within federal and state Drug-Free School Zone laws. Violations of drug and liquor laws are reported under the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, and under Massachusetts law.

Standards of Conduct

The unlawful possession, use, or distribution of illegal drugs or alcohol by any student or employee on University property or in conjunction with any University activity is prohibited.

Disciplinary Sanctions

The University will impose disciplinary sanctions on students and employees who violate University standards of conduct. In addition, students or employees who violate public law are subject to criminal prosecution. Conviction may result in fines, imprisonment, and revocation or loss of eligibility to receive federal funding (such as grants and financial assistance) and other privileges.

University-imposed discipline may include sanctions up to and including expulsion of a student or termination of employment, in addition to referral for criminal prosecution. Disciplinary sanctions may include required participation in a treatment, counseling, or other approved rehabilitation program.

BOSTON UNIVERSITY SANCTIONS

As further clarification of our approach to dealing with illegal use or possession of alcohol, it is useful to understand the typical sanctions in cases where students do not seek medical assistance. The disciplinary sanctions typically imposed for underage alcohol possession and use violations, together with the education and counseling programs that are usually required, are as follows:

Violations Not in University Residence Halls

Following are the sanctions and education and counseling programs typically imposed for underage alcohol possession and use violations that do not take place in University residence halls. If other unacceptable behavior—such as fighting, sexual assault, or property damage—occurs in conjunction with the alcohol violation, additional sanctions may be imposed for that behavior. Second violations are uncommon and third violations are rare. Sanctions for a third violation will include, among other things, suspension from the University.

First Incident:

- Disciplinary Sanction: Probation and \$100 fine
 - Education/Counseling: an online self-assessment and education on alcohol use
- Second Incident:
- Disciplinary Sanction: Deferred suspension
 - Education/Counseling: Alcohol education class

Financial Assistance

By federal law, students convicted of drug offenses committed while receiving Title IV federal financial aid may be ineligible for federal financial aid for one or more years from the date of conviction. For additional information, visit the Financial Assistance website at www.bu.edu/finaid/eligibility/convictions.

Resources

Boston University requires every incoming first-year student to take AlcoholEdu for College, an online, non-judgmental, evidence-based alcohol prevention course.

Boston University requires every incoming first-year and transfer student to take AlcoholEdu for College, an online, non-judgmental, evidence-based alcohol prevention course. The following resources are available for substance use concerns among BU students: [Wellness & Prevention Services](#) offers online education classes for alcohol and cannabis, Brief Alcohol Screening and Intervention for College Students (BASICS) for mandated students, anonymous and personalized online feedback tools for alcohol, cannabis, or prescription drug use, and a Collegiate Recovery Program. [Behavioral Medicine](#) offers a range of mental health services for issues such as substance use, including assessment, diagnosis, therapy, and psychiatry.

Faculty and staff may contact the Faculty & Staff Assistance office (www.bu.edu/fsao; 617-353-5381) for referrals.

BU STATEMENT ON DRUG- AND ALCOHOL-RELATED MEDICAL EMERGENCIES AND JUDICIAL SANCTIONS

The illegal use or abuse of alcohol or drugs can be hazardous to students' health and safety as well as an impediment to academic and personal success. The University is, above all else, concerned for the safety and well-being of all members of our community; therefore, the University addresses all reported violations of the University's alcohol and drug policies, including notifying the parents of undergraduate students of alcohol- and drug-related incidents, if necessary.

At Boston University, student health and safety are paramount. The University recognizes that alcohol or drug consumption may create medical or safety emergencies in which the potential for University disciplinary action may deter students from seeking assistance for themselves or others. In these situations, we strongly encourage students to act with their own and others' health and safety as the primary concern.

When the University learns of a student's illegal possession or use of alcohol or drugs as a result of that student's seeking medical assistance for him or herself, or another person, that student ordinarily will not be subject to University disciplinary sanctions for possession or use of that substance so long as the student completes all education and counseling programs recommended by the University. We are committed to the use of education and treatment approaches because, in our experience, education and/or treatment for individuals who receive emergency medical attention may reduce the likelihood of future occurrences.

When there is a question of sexual abuse or assault in a situation involving alcohol or drugs, the student who was sexually abused or assaulted is not subject to discipline under the University's alcohol and drug policies.

STATE AND FEDERAL LAWS AND SANCTIONS CONCERNING DRUGS AND ALCOHOL

In addition to disciplinary sanctions imposed by the University, all students, faculty, and staff should be aware that federal, state, and some local laws treat illegal use, possession, sale, distribution, or manufacture of drugs or alcohol as serious crimes. Conviction can lead to imprisonment, fines, and assigned community service. Courts do not lift prison sentences in order to allow convicted persons to attend college or continue their jobs. Felony and certain other convictions can prevent you from entering many fields of employment or professions and may have to be listed on applications for employment or admission to graduate or professional schools.

Many cities and towns in Massachusetts, including Boston, have local ordinances and regulations which prohibit public consumption of alcoholic beverages or consumption of alcoholic beverages on private property without the owner's consent. The Department of Conservation and Recreation also prohibits public consumption of alcohol in its parks. Similar laws and regulations apply in most other states and in many localities.

Massachusetts laws punish sale or delivery of alcoholic beverages to persons under 21 with a fine of up to \$2,000 and six months imprisonment, or both. Misrepresenting one's age or falsifying an identification to obtain alcoholic beverages is punishable by a fine of \$300. First conviction of driving under the influence of alcohol has a penalty of a \$500–\$5,000 fine, one-year revocation of driver's license, up to two-and-a-half years in prison, and mandatory alcohol rehabilitation.

Alcohol Overdose – Immunity from Prosecution in Massachusetts. In Massachusetts, individuals who are under 21 years of age shall not be charged or prosecuted for certain alcohol related offenses such as purchasing or possessing alcohol if they seek, in good faith, medical assistance for themselves or someone else experiencing an alcohol related incapacitation; or if they are themselves subject of such a good faith request for medical assistance.

Massachusetts has criminal penalties for use of controlled substances, or drugs, with penalties varying with the type of drug. In general, use of narcotic and addictive drugs, and drugs with high potential for abuse, have heavier penalties.

Possession of drugs is illegal without valid authorization. While penalties for possession are generally not as great as for manufacture and distribution of drugs, possession of a relatively large quantity may be considered distribution. Under both state and federal laws, penalties for possession, manufacture, and distribution are much greater for second and subsequent convictions. Many laws dictate mandatory prison terms and the full minimum term must be served.

Anyone in the presence of heroin at a private party or in a dormitory suite risks a serious drug conviction. Sale and possession of "drug paraphernalia" is illegal in Massachusetts. Under federal laws and some state laws, participation in drug-related criminal activity can result in seizure or forfeiture of personal property and other assets utilized in conjunction with or stemming from the proceeds of the illegal activity. In addition, conviction of a drug-related offense may entail civil fines and denial or revocation of certain licenses and benefits.

Drug Overdose – Immunity from Prosecution in Massachusetts. In Massachusetts, individuals shall not be charged or prosecuted for possession of a controlled substance if they seek, in good faith, medical assistance for themselves or someone else experiencing a drug-related overdose; or if they are themselves subject of such a good faith request for medical assistance for a drug-related overdose if the evidence for the charge of possession of a controlled substance was gained as a result of the overdose and the need for medical assistance.

Persons convicted of drug possession under state or federal law are ineligible for federal student grants and loans or for participation in federally sponsored research grants or contracts for up to one year after the first conviction, and up to five years after the second; the penalty for distributing drugs is loss of benefits for five years after the first conviction, 10 years after the second, and permanently after the third.¹

Under federal law, distribution of drugs to a person under age 21 is punishable by twice the normal penalty, i.e., a mandatory one-year prison term; a third conviction is punishable by mandatory life imprisonment. These penalties apply to distribution of drugs in or within 1,000 feet of a college or school. Federal law sets greatly heightened prison sentences for manufacture and distribution of drugs if death or serious injury results from use of the substance.

Federal Drug Laws and Penalties

The possession, use, or distribution of illegal drugs is prohibited by federal law. There are strict penalties for drug convictions, including mandatory prison terms for many offenses. The following information, although not complete, is an overview of federal penalties for first convictions. All penalties are doubled for any subsequent drug conviction.

Denial of Federal Benefits 21 U.S.C. 862

A federal drug conviction may result in the loss of federal benefits, including school loans, grants, scholarships, contracts, and licenses. Federal drug trafficking convictions may result in denial of federal benefits for up to five years for a first conviction. Federal drug convictions for possession may result in denial of federal benefits for up to one year for a first conviction and up to five years for subsequent convictions.

Forfeiture of Personal Property and Real Estate 21 U.S.C. 853

Any person convicted of a federal drug offense punishable by more than one year in prison shall forfeit to the United States any personal or real property related to the violation, including houses, cars, and other personal belongings. A

warrant of seizure is issued and property is seized at the time an individual is arrested on charges that may result in forfeiture.

Federal Drug Trafficking Penalties 21 U.S.C. 841

Penalties for federal drug trafficking convictions vary according to the quantity of the controlled substance involved in the transaction. The list below is a sample of the range and severity of federal penalties imposed for first convictions. Penalties for subsequent convictions are twice as severe. If death or serious bodily injury results from the use of a controlled substance which has been illegally distributed, the person convicted on federal charges of distributing the substance faces a mandatory life sentence and fines ranging up to \$8 million. Persons convicted on federal charges of drug trafficking within 1,000 feet of a university (21 U.S.C. 845a) face penalties of prison terms and fines which are twice as high as the regular penalties for the offense, with a mandatory prison sentence of at least one year.

¹ In accordance with the requirements of the Drug-Free Workplace Act of 1988, as a condition of employment, any employee who is engaged in the performance of work under a federal grant or contract must notify the University if he or she is convicted of violating any criminal drug statute for activities done in the workplace not later than 10 days after conviction; students who receive Pell and certain other federal grants are subject to similar conditions and must report any conviction of a drug-related offense to the U.S. Department of Education within 10 days of the conviction if the offense occurred during the period covered by the grant.

Federal Drug Possession Penalties

Persons convicted on federal charges of possessing any controlled substance face penalties of up to one year in prison and a mandatory fine of no less than \$1,000 up to a maximum of \$100,000. Second convictions are punishable by not less than 15 days but not more than two years in prison and a minimum fine of \$2,500. Subsequent convictions are punishable by not less than 90 days but not more than three years in prison and a minimum fine of \$5,000.

Illegal Drugs and Alcohol

Marijuana Laws in Massachusetts

Effective December 15, 2016, Massachusetts passed “The Regulation and Taxation of Marijuana Act.” Contrary to popular belief, marijuana has not been legalized for all purposes in Massachusetts.

It is illegal for any person to possess any amount of marijuana on Boston University property. In addition, it remains illegal for anyone to possess, use or consume marijuana on the grounds of a public or private K-12 school. There is no exception for medical marijuana.

Off-campus possession - 21 years or older. Massachusetts legalized possession of certain amounts of marijuana for a person 21 years of age or older. Any person 21 years of age or older in possession of more than 1 ounce of marijuana faces civil fines and / or criminal penalties, which may include arrest. Exception: In your “primary residence”, you may legally possess up to ten ounces of marijuana. Landlords have the right to restrict the smoking of marijuana in properties they own.

No person under the age of 21 may possess marijuana in public or in private in Massachusetts. The penalties range from civil fines and / or criminal penalties, which may include arrest. Persons 18 years and younger face civil fines and mandatory drug education classes. There is an exception for valid medical marijuana registration cardholders.

Selling Marijuana. It remains illegal for any person to sell marijuana without a valid license from the Massachusetts Department of Public Health or the Cannabis Control Commission. Selling any amount of marijuana or possessing marijuana with the intent to distribute it are criminal offenses that may result in fines and jail time.

Giving Away Marijuana - “Gifting.” A person 21 years or older may “gift” another person 21 years or older up to 1 ounce or less of marijuana. Gifting more than 1 ounce is a criminal offense. Gifting persons under 21 years is also a criminal offense.

Cultivation of Marijuana Plants. Massachusetts law allows for a person 21 years or older to cultivate up to 6 marijuana plants in their “primary residence,” with a maximum of 12 plants in a home where more than 1 person 21 years or older resides. Landlords have the right to forbid cultivation of marijuana in properties they own.

Manufacture of Marijuana Concentrate is Illegal. The manufacture of marijuana concentrate is illegal and can result in the forfeiture of property or in criminal penalties if manufactured for sale or intended sale.

Local city or town laws may prohibit possession or consumption of marijuana. Cities and Towns may regulate or prohibit the possession or consumption in a public building and may prohibit the smoking of marijuana in public places or where smoking tobacco is prohibited.

Federal Trafficking Penalties for Schedules I, II, III, IV, and V (except Marijuana)

Schedule	Substance/Quantity	Penalty	Substance/Quantity	Penalty
II	Cocaine 500-4999 grams mixture	First Offense: Not less than 5 yrs. and not more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine of not more than \$5 million if an individual, \$25 million if not an individual. Second Offense: Not less than 10 yrs. and not more than life. If death or serious bodily injury, life imprisonment. Fine of not more than \$8 million if an individual, \$50 million if not an individual.	Cocaine 5 kilograms or more mixture	First Offense: Not less than 10 yrs. and not more than life. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine of not more than \$10 million if an individual, \$50 million if not an individual. Second Offense: Not less than 20 yrs. and not more than life. If death or serious bodily injury, life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual. 2 or More Prior Offenses: Life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.
II	Cocaine Base 28-279 grams mixture		Cocaine Base 280 grams or more mixture	
IV	Fentanyl 40-399 grams mixture		Fentanyl 400 grams or more mixture	
I	Fentanyl Analogue 10-99 grams mixture		Fentanyl Analogue 100 grams or more mixture	
I	Heroin 100-999 grams mixture		Heroin 1 kilogram or more mixture	
I	LSD 1-9 grams mixture		LSD 10 grams or more mixture	
II	Methamphetamine 5-49 grams pure or 50-499 grams mixture		Methamphetamine 50 grams or more pure or 500 grams or more mixture	
II	PCP 10-99 grams pure or 100-999 grams mixture		PCP 100 grams or more pure or 1 kilogram or more mixture	

Substance/Quantity	Penalty
Any Amount Of Other Schedule I & II Substances	First Offense: Not more than 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than Life. Fine \$1 million if an individual, \$5 million if not an individual. Second Offense: Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if not an individual.
Any Drug Product Containing Gamma Hydroxybutyric Acid	
Flunitrazepam (Schedule IV) 1 Gram	
Any Amount Of Other Schedule III Drugs	First Offense: Not more than 10 yrs. If death or serious bodily injury, not more than 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual. Second Offense: Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1 million if an individual, \$5 million if not an individual.
Any Amount Of All Other Schedule IV Drugs (other than one gram or more of Flunitrazepam)	First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual. Second Offense: Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if other than an individual.
Any Amount Of All Schedule V Drugs	First Offense: Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual. Second Offense: Not more than 4 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.

Federal Trafficking Penalties for Marijuana, Hashish and Hashish Oil, Schedule I Substances	
<p>Marijuana 1,000 kilograms or more marijuana mixture or 1,000 or more marijuana plants</p>	<p>First Offense: Not less than 10 yrs. or more than life. If death or serious bodily injury, not less than 20 yrs., or more than life. Fine not more than \$10 million if an individual, \$50 million if other than an individual.</p> <p>Second Offense: Not less than 20 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$20 million if an individual, \$75 million if other than an individual.</p>
<p>Marijuana 100 to 999 kilograms marijuana mixture or 100 to 999 marijuana plants</p>	<p>First Offense: Not less than 5 yrs. or more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine not more than \$5 million if an individual, \$25 million if other than an individual.</p> <p>Second Offense: Not less than 10 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$8 million if an individual, \$50million if other than an individual.</p>
<p>Marijuana 50 to 99 kilograms marijuana mixture, 50 to 99 marijuana plants</p>	<p>First Offense: Not more than 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine \$1 million if an individual, \$5 million if other than an individual.</p> <p>Second Offense: Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if other than an individual.</p>
<p>Hashish More than 10 kilograms</p>	
<p>Hashish Oil More than 1 kilogram</p>	
<p>Marijuana less than 50 kilograms marijuana (but does not include 50 or more marijuana plants regardless of weight)</p> <p>1 to 49 marijuana plants</p> <p>Hashish 10 kilograms or less</p> <p>Hashish Oil 1 kilogram or less</p>	<p>First Offense: Not more than 5 yrs. Fine not more than \$250,000, \$1 million if other than an individual.</p> <p>Second Offense: Not more than 10 yrs. Fine \$500,000 if an individual, \$2 million if other than individual.</p>

Description of Health Risks

Serious health and personal risks are associated with the use of illegal drugs and abuse of alcohol. They may include temporary or permanent physical or mental impairment, injury, or death. Use and abuse of such substances may also give rise to conduct which causes injury, death, or damage to the user/abuser or to the person or property of others, resulting in criminal or civil prosecution and liability. Use and abuse of such substances may also lead to unsafe and/or nonconsensual sex, unwanted pregnancy, and may cause defects, injury, or death in unborn children. Consequences also include temporary or permanent loss of educational or employment opportunities.

Drugs and the Body Narcotics (Heroin):

- Initial euphoria followed by drowsiness and nausea
- Constricted pupils, watery eyes, dazed look
- Overdose may produce slow, shallow breathing, clammy skin, loss of appetite and weight, and possible death
- Depressants (Barbiturates, Tranquilizers):
- Relaxed muscles, calmness, drowsiness
- Confusion, disorientation, slurred speech
- Overdose may produce shallow breathing, clammy skin, weak and rapid pulse, coma, and possible death
- Stimulants (Cocaine, Methamphetamine):
- Increased heart and respiratory rate, elevated blood pressure, decreased appetite
- Blurred vision, dizziness, insomnia, anxiety
- High doses can cause physical collapse, irregular heartbeat, stroke, and possible death
- Hallucinogens (LSD, PCP, Mushrooms):
- Illusions and hallucinations
- Confusion, panic, anxiety, depression, and poor perception of time and distance
- Respiratory failure, death due to careless behavior
- Cannabis (Marijuana, Hashish):
- Increased heart rate, bloodshot eyes, dry mouth and throat, and increased appetite
- Interferes with memory, speech, coordination, and perception of time
- Increases risk of lung cancer, weakened immune system, and affects reproductive system
- Alcohol and the Body
- Impairment of brain function, judgment, alertness, coordination, and reflexes
- Attitude and/or behavioral changes, such as uncharacteristic hostility, or increased risk taking, such as driving recklessly
- Alcohol taken with other drugs can intensify the effects of the drug, alter the desired effect of the drug, cause nausea, sweating, severe headaches, and convulsions
- Addiction or chemical dependency
- Memory blackouts
- Uncharacteristic family, school, work, or legal problems
- Health problems such as cirrhosis of the liver
- If used during pregnancy, birth defects and mental retardation in users' unborn children may occur

FIREARMS AND OTHER WEAPONS

The possession of weapons of any kind, including replicas, is strictly prohibited on campus. This includes, but is not limited to: firearms, all chemical sprays, knives, and martial arts weapons (for example, nunchaku). The University will impose disciplinary sanctions on students and employees who violate University regulations and standards of conduct regarding weapons. Violations of weapons laws are reported under federal and state law.

Carrying an illegal weapon is a felony punishable by up to five years in state prison. Students or employees who violate public law are subject to criminal prosecution and University sanctions. A conviction for unlawfully carrying a firearm without a license in Massachusetts mandates a one-year jail sentence.

Even if one has a valid firearm license, carrying a firearm on a college or university campus in Massachusetts is a crime (with the exception of full-time police officers).

SEXUAL MISCONDUCT

On August 14, 2020, the University implemented a new [Sexual Misconduct Policy](#). The changes were required by new Title IX regulations published in late May by the United States Department of Education (DOE), the federal department charged with oversight and enforcement of Title IX, a federal statute that prohibits discrimination on the basis of sex in any federally funded education program or activity. The new regulations mandate how colleges and universities investigate and adjudicate sexual misconduct cases under Title IX, and requires all colleges and universities to amend their Title IX policies and procedures to reflect those changes by no later than August 14, 2020.

In order to ensure that BU remains a safe and welcoming place for living, learning, and working, the University will continue to adjudicate sexual misconduct complaints that fall outside the narrow scope of the new Title IX regulations. For misconduct that is covered by Title IX, the University's procedures have been updated to comply with the new regulations.

This Sexual Misconduct Policy, which is included below, is effective August 14, 2020, and replaces the [University's Sexual Misconduct/ Title IX Policy](#) in its entirety. The new Sexual Misconduct Policy and its three corresponding Complaint Procedures apply to conduct that occurs after August 14, 2020. Complaints filed on or before August 13, 2020 will be handled under the University's [Sexual Misconduct / Title IX Policy](#) and the two corresponding Complaint Procedures, the [/2016/09/Faculty-Staff-Procedures-Sexual-Misconduct-Title-IX-Policy-up-to-8.13.20.pdf](#) Procedures for the Resolution of Sexual Misconduct Complaints Against Faculty, Staff, Affiliates, and Non-Affiliates and the [Procedures for the Resolution of Sexual Misconduct Complaints Against Students](#).

Executive Summary

This policy affirms Boston University's (BU's) strong commitment to fostering an environment free from sexual misconduct. Sexual misconduct may take many forms, such as sexual assault (including rape), sexual harassment, dating and domestic violence, and stalking.

Federal and state laws affect how BU defines and addresses sexual misconduct, and the process may seem complex and daunting. This policy contains an extensive list of resources in Sections V and XII to assist the BU community in understanding both this policy and the applicable procedures.

This policy classifies sexual misconduct into two categories: (i) sexual misconduct that is covered by Title IX, a federal law (defined in Section III.A); and (ii) sexual misconduct generally (defined in Section III.B). **If conduct falls under both categories, Title IX and its procedures govern.** The distinction between sexual misconduct governed by Title IX and other sexual misconduct is relevant because the procedures for resolving complaints differ in important ways whether Title IX applies or not.

This Policy is effective August 14, 2020, and applies to conduct that occurs on or after August 14, 2020.

Conduct that occurred on or before August 13, 2020, will be addressed under the University's Title IX/Sexual Misconduct Policy and its two accompanying sets of procedures.

The University has included below its comprehensive Sexual Misconduct Policy, which includes information regarding what to do if you have experienced a sexual assault, information regarding resources, as well as the procedures available to file a complaint. I

This policy is organized as follows:

Table of Contents

- I. Introduction
- II. Scope of the Policy and Procedures
- III. Prohibited Conduct: Definitions and Examples
- IV. Other Important Concepts and Definitions
- V. Campus and Community Resources
- VI. Reporting Sexual Misconduct
- VII. Other Information Related to Reporting Sexual Misconduct
- VIII. Title IX Review/ Sexual Misconduct Review
- IX. Prevention and Education
- X. Training
- XI. Resources and Support
- XII. Confidentiality Protections and Reporting Obligations

I. INTRODUCTION.

A. Statement of University Values.

Boston University is committed to fostering an environment that is free from all forms of sexual misconduct, including sexual assault and sexual harassment. In support of that commitment, BU takes steps to increase awareness of such misconduct, eliminate its occurrence on campus, provide support for survivors, diligently investigate all reports of sexual misconduct, and deal fairly and firmly with offenders. Creating a safe campus environment and a culture of respect is the shared responsibility of all members of the BU community, individually and collectively.

B. Notice of Non-Discrimination

Boston University is committed to establishing and maintaining an environment free of all forms of discrimination and harassment for all members of the University community. The University prohibits discrimination against any person on the basis of race, color, religion, sex, age, national origin, physical or mental ability, sexual orientation, gender identity or expression, genetic information, military service, or because of marital, parental, veteran status, or any other protected class.

The University does not discriminate on the basis of sex in its educational, extracurricular, athletic, or other programs, or in the context of employment. Sexual misconduct, including sexual harassment as defined in this Policy, is a form of sex discrimination prohibited by Title IX of the Education Amendments of 1972, a federal law that provides:

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.

C. Compliance with Anti-Discrimination Laws

The University complies with all state and federal discrimination laws, including Title IX of the Higher Education Amendments of 1972, the federal law that prohibits discrimination on the basis of sex in education programs and activities; Title VII, the federal law that prohibits unlawful discrimination in employment, including that based on sex; and Mass. Gen. Laws chapters 151B and 151C, the state laws that prohibit unlawful discrimination in employment and education, including that based on sex, respectively.

The Boston University Sexual Misconduct and Title IX Policy ("Policy") is intended to ensure a safe and non-discriminatory educational and work environment, free from all forms of sex-based discrimination and harassment.

D. Coordination with Boston University's Non-Discrimination Policy

Boston University recognizes that discrimination and harassment related to a person's sex can occur in

connection with misconduct related to a person's sexual orientation, gender identity, gender expression, race, color, ethnicity, national origin, religion, age, disability, or other protected class. Targeting a person on the basis of these characteristics is a violation of state and federal law and University policy. Under these circumstances, the University will endeavor to coordinate the investigation and resolution of sexual misconduct complaints with the investigation and resolution of complaints of discrimination or harassment based on other protected classes.

II. Scope of the Policy and Procedures.

This Policy is intended to provide the Boston University community with a clearly articulated set of behavioral standards, definitions of prohibited conduct, and key concepts. The Policy applies to all community members, including students, faculty, staff, affiliates, visitors, applicants for admission or employment, and independent contractors. Vendors and others who conduct business with the University or on BU property are also expected to comply with this Policy. The Policy applies regardless of a person's gender, gender identity, gender expression, sexual orientation, age, race, nationality, class status, religion, or other protected status.

This Policy addresses sexual harassment as defined under Title IX, or other sexual misconduct prohibited by federal or state laws. It sets forth the University's definitions of and approaches to addressing sexual harassment and other sexual misconduct. Separate definitions and procedures are provided for addressing conduct falling under Title IX ("Title IX Sexual Misconduct") and conduct falling under other laws or this Policy prohibiting discrimination and harassment based on sex ("Non-Title IX Sexual Misconduct").

This Policy covers Title IX Sexual Misconduct, as defined below, against a person in the United States, occurring within the context of a University education program or activity. An "education program or activity" includes locations, events, or circumstances over which the University exercises substantial control over both the respondent and the context in which the sexual harassment occurs, and also includes any building owned or controlled by a student organization that is officially recognized by Boston University. In order to bring a complaint under Title IX, the complaining party must be participating in, or attempting to participate in, the recipient's education program or activity at the time of filing a formal complaint.

This Policy also covers Non-Title IX Sexual Misconduct occurring both on-campus and off-campus, if the conduct was in connection with a University or University-recognized education program or activity, or if the conduct may have the effect of creating a hostile learning, working, or living environment for a member of the BU community.

Summary of Policy Sections

Sections III and IV define prohibited conduct and include scenarios illustrating Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct, and provide additional definitions of important concepts such as consent, incapacitation, and force. Section V identifies on- and off-campus resources for all members of the BU community, including information about where to access resources in a confidential manner.

Sections VI and VII describe how a member of the University community can report Title IX Sexual Misconduct or Non-Title IX Sexual Misconduct and describes available supportive measures. Section VIII explains the role of the Title IX Coordinator and Deputy Title IX Coordinators, and describes the procedures used to review allegations of Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct. Sections IX and X outline the University's prevention, education, and training efforts.

Because Boston University recognizes that sexual assault, harassment, discrimination and other forms of sexual misconduct can have a profound impact on a person's personal, academic, and work life. Sections XI and XII include a list of on-campus resources available to those affected by sexual misconduct and the extent to which such resources have reporting obligations or may maintain the confidentiality of a report of sexual misconduct. Students who are uncertain of their options or simply need help should call the Sexual Assault Response & Prevention Center ("SARP") at (617) 353-7277. Faculty and staff may

contact the Faculty & Staff Assistance Office (“FSAO”) at (617) 353-5381 for assistance. These services are free of charge to members of the BU community.

Summary of Sexual Misconduct Procedures

The University has three distinct processes to address Sexual Misconduct. Which process is used depends on the nature of the misconduct that is alleged (Title IX and Non-Title IX Sexual Misconduct) and the status of the person against whom the complaint is asserted (University student, faculty, staff, affiliate, or non-affiliate).

- For complaints involving Title IX Sexual Misconduct against a University student, faculty, staff, affiliate or non-affiliate, the following procedures are used: **Procedures for the Resolution of Title IX Sexual Misconduct Complaints Against Students, Faculty, Staff, Affiliates, and Non-Affiliates** [<https://www.bu.edu/policies/procedures-for-the-resolution-of-title-ix-sexual-misconduct-complaints-against-students-faculty-staff-affiliates-and-non-affiliates/>]
- For complaints involving Non-Title IX Sexual Misconduct against a University student, the following procedures are used: **Procedures for the Resolution of Non-Title IX Sexual Misconduct Complaints Against Students** [<https://www.bu.edu/policies/resolution-of-sexual-misconduct-complaints-against-students/>]
- For complaints involving Non-Title IX Sexual Misconduct against a University faculty or staff member, or affiliate or non-affiliate, the following procedures are used: **Procedures for the Resolution of Non-Title IX Sexual Misconduct Complaints Against Faculty, Staff, Affiliates, and Non-Affiliates** [<https://www.bu.edu/policies/procedures-faculty-staff-affiliates-non-affiliates-sexual-misconduct/>]

All of the University’s Sexual Misconduct Procedures provide at a minimum the following rights and process to the parties:

- The parties will receive copies of the Sexual Misconduct Policy and Procedures applicable to their case, which will include information about available supportive measures and the process for submission and consideration of evidence that may be used during a hearing or disciplinary proceeding.
- The parties may be accompanied by and may consult with an advisor or support person of their choice, who may be an advocate or counsel, or a confidential resource advisor throughout the proceedings, although the availability of an advisor may not significantly delay any meeting. The University will have reasonable measures to provide for the involvement of the advisor, which will be applied equally.
- The Respondent will receive notice of an allegation of sexual misconduct that will include the date, time, and location, if known of the alleged incident, including a specific statement of policies allegedly violated.
- The complaint resolution process, including the investigation and any hearing and disciplinary proceedings, will be impartial and conducted by an individual who does not have a conflict of interest or bias and who will have not less than annual training on the University’s Sexual Misconduct Policy and Procedures.
- The Respondent is presumed not responsible for the alleged conduct until a determination regarding responsibility has been made by a preponderance of the evidence at the conclusion of the applicable complaint resolution process.
- The parties will have equal opportunities to inspect and review evidence obtained in an investigation that is directly related to the allegations.
- The parties have an equal opportunity to present evidence and witnesses on their behalf during a hearing or proceeding, and each party will be provided with timely and equal access to relevant

evidence that will be used during any disciplinary process conducted under the Sexual Misconduct Policy and Procedures.

- There may be restrictions on evidence considered by the fact finder, including evidence regarding the prior sexual history or character evidence.
- The parties may not personally and directly question each other during an investigation or any complaint resolution process conducted under the Sexual Misconduct Policy and Procedures.
- The parties will receive written notice of the results of a hearing or disciplinary proceeding not later than 7 business days after a final determination of a complaint (not including time for an appeal) unless good cause for additional time is shown, and the parties will be informed of any appeals process.
- If the opportunity is made available to appeal a determination based on a perceived procedural error, previously unavailable evidence that could significantly impact the outcome of the case, or a sanction that is disproportionate to the findings, both parties will be permitted to appeal decisions regarding responsibility or sanctions.
- The University will not disclose the identity of the parties, except as necessary to carry out disciplinary proceedings under its Sexual Misconduct Policy and Procedures or as permitted under state or federal law.

Disciplinary Process for Violations of University Sexual Misconduct Procedures

The University applies different disciplinary processes for violations of its Sexual Misconduct Policy. Which disciplinary process is applied depends on the nature of the misconduct that is alleged (Title IX or Non-Title IX Sexual Misconduct) and the status of the person against whom the complaint is asserted (University student, faculty, staff, affiliate, or non-affiliate).

- Section XII(D) of the [Title IX Sexual Misconduct Procedures](#) describes in detail the disciplinary processes applied for Title IX Sexual Misconduct Policy violations by a University student, faculty, staff, affiliate or non-affiliate.
- Section XII(B)(2) of the [Non-Title Sexual Misconduct Procedures applicable to University students](#) describes in detail the disciplinary processes applied for Non-Title IX Sexual Misconduct violations by a University student.
- Section X of the [Non-Title IX Sexual Misconduct Procedures applicable to University faculty, staff, affiliates, and non-affiliates](#) describes in detail the disciplinary processes applied for Non-Title IX Sexual Misconduct violations by a University faculty or staff member, or affiliate or non-affiliate.

In general, the disciplinary processes mentioned above will involve the following:

Where a faculty or staff member is found to have violated the University's Sexual Misconduct Policy, the applicable dean of a school or college or vice president of an administrative unit will determine sanctions and remedies in consultation with appropriate University administrators. Disciplinary sanctions involving the suspension or termination of faculty members will be conducted pursuant to the procedures outlined in the Faculty Handbook. Disciplinary sanctions imposed against staff members will be handled in accordance with the Non-Represented Employees Handbook or applicable collective bargaining agreement.

Where a student is found to have violated the University's Sexual Misconduct Policy, the Dean of Students will determine sanctions and remedies.

For violations of the Sexual Misconduct Policy for faculty and staff, disciplinary sanctions may include (but are not limited to) the following:

- Counseling or other forms of corrective action
- Educational programs
- Demotion
- Administrative leave of absence (without pay)
- Suspension
- Termination

For violation of the Sexual Misconduct Policy by University students, disciplinary sanctions may include (but are not limited to) the following:

- Warning
- Educational programs
- Disciplinary probation
- Denial or deferral of degree
- Suspension
- Expulsion
- Limitations on ability to participate in University program or activities

III. PROHIBITED CONDUCT AND DEFINITIONS

This section describes prohibited sexual misconduct and definitions under Title IX (Title IX Sexual Misconduct), this Policy, or other laws or regulations (Non-Title IX Sexual Misconduct).

The Title IX regulations issued by the United States Office for Civil Rights provide definitions of specific conduct prohibited under Title IX. The University's commitment to eradicating sexual misconduct extends to other conduct that does not fall within those definitions.

A. Title IX Sexual Misconduct

Title IX Sexual Misconduct is conduct on the basis of sex against a person in the United States, occurring within the context of an education program or activity, which satisfies one or more of the following definitions:

1. **Quid Pro Quo Sexual Harassment** – A University employee conditions the provision of an aid, benefit, or service of the University on a person's participation in unwelcome sexual conduct.
2. **Sexual Harassment** - Unwelcome conduct that a reasonable person would determine to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the University's education program or activity.
3. **Sexual Assault** – Any sexual act directed against another person, without that person's consent (including instances where the victim is incapable of giving consent), and includes each of the following:
 - a. *Forcible Rape* – (i) sexual intercourse, or (ii) oral or anal sexual intercourse, or (iii) use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, either (A) forcibly and/or against that person's will, or (B) against the person's will in instances where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity;
 - b. *Fondling* – touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will or not forcibly or not against the person's will in instances where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

- c. *Incest* – nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- d. *Statutory Rape* – nonforcible 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; and where the existence of such a relationship shall be determined based on a consideration of (a) the length of the relationship, (b) the type of relationship, and (c) the frequency of interaction between the persons involved in the relationship.

5. **Domestic Violence** – Felony or misdemeanor crimes 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 receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

6. **Stalking** – Engaging in a course of conduct directed at a specific person that would cause a reasonable person to (a) fear for his, her or their safety or the safety of others; or (b) suffer substantial emotional distress.

B. Non-Title IX Sexual Misconduct

"Non-Title IX Sexual Misconduct" is a broad, non-legal term that encompasses a wide range of behaviors that are prohibited by this Policy or federal and state law, including but not limited to, sexual harassment, sexual assault, rape, acquaintance rape, stalking, and relationship violence (including dating and domestic violence). Non-Title IX Sexual Misconduct includes conduct occurring both on-campus and off-campus, if the conduct was in connection with a University or University-recognized education program or activity, or if the conduct may have the effect of creating a hostile environment for a member of the BU community.

It is a violation of University Policy and/or applicable law to commit or to attempt to commit any of the acts listed below.

1. Sexual Assault -- Actual or attempted sexual contact with another person without that person's consent that includes, but is not limited to:

- Intentional touching of another person's intimate parts without that person's consent; or
- Other intentional sexual contact with another person without that person's consent; or
- Coercing, forcing, or attempting to coerce or force a person to touch another person's intimate parts without that person's consent; or
- Rape, which is penetration, no matter how slight, of (1) the vagina or anus of a person by any body part of another person or by an object, or (2) the mouth of a person by a sex organ of another person, without that person's consent.

See Section III for the definitions of consent, incapacitation, and force.

2. Sexual Harassment -- Unwelcome conduct of a sexual nature that has the effect of creating a hostile or stressful living, learning, or working environment, or whenever toleration of such conduct or rejection of it is the basis for an academic or employment decision affecting an individual. Conduct is considered "unwelcome" if the person did not request or invite it and considered the conduct to be undesirable or offensive.

Sexual harassment includes any conduct or incident that is sufficiently serious that it is likely to limit or deny a student's ability to participate in or benefit from the University's educational program or activity or a faculty or staff member's ability to work, which may include a single incident of sexual assault or other serious sexual misconduct.

Sexual harassment includes any conduct or incident that is sufficiently serious that it is likely to limit or deny a student's ability to participate in or benefit from the University's educational programs or a faculty or staff member's ability to work, which may include a single incident of sexual assault or other serious sexual misconduct.

Examples of sexual harassment. Sexual harassment can take many forms, and can:

- Occur between equals, such as student to student, faculty member to faculty member, staff to staff, or visitor/contracted employee to staff.
- Occur between persons of unequal power status, such as supervisor to subordinate, faculty member to student, coach to student-athlete, student leader to first-year student. Although sexual harassment often occurs in the context of an exploitation of power by the person with the greater power, a person who appears to have less power in a relationship can also commit sexual harassment (such as a student harassing a faculty member).
- Be committed by an acquaintance, a stranger, or someone with whom the complainant has or had a personal, intimate, or sexual relationship.
- Occur by or against a person of any sex, gender identity or expression, or sexual orientation.

The following non-exhaustive list includes examples of behavior that could be considered sexual harassment:

- Unwelcome sexual innuendo, propositions, sexual attention, or suggestive comments and gestures.
- Unwelcome physical contact of a sexual nature, such as touching, hugging, kissing, patting, or pinching, that is uninvited and unwanted or unwelcome by the other person.
- Humor and jokes about sex or gender-specific traits; sexual slurs or derogatory language directed at another person's sexuality or gender.
- Insults and threats based on sex or gender; and other oral, written, or electronic communications of a sexual nature that a person communicates and that are unwelcome.
- Written graffiti or the display or distribution of sexually explicit drawings, pictures, or written materials; sexually charged name-calling; sexual rumors or ratings of sexual activity/performance; the circulation, display, or creation of emails or websites of a sexual nature. (For more information on misconduct using the University's computing facilities, please see the [Conditions of Use and Policy on Computing Ethics.](#))
- Non-academic display or circulation of written materials or pictures degrading to a person(s) or gender group.
- Unwelcome attention, such as repeated inappropriate flirting, inappropriate or repetitive compliments about clothing or physical attributes, staring, or making sexually oriented gestures.
- Change of academic or employment responsibilities (increase in difficulty or decrease of responsibility) based on sex, gender identity or expression, or sexual orientation.
- Use of a position of power or authority to: (i) threaten or punish, either directly or by implication, for refusing to tolerate harassment, for refusing to submit to sexual activity, or for reporting harassment; or (ii) promise rewards in return for sexual favors.
- Acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex-stereotyping.

Hostile Environment

A hostile environment exists when sexual or sex-based harassment is sufficiently serious to deny or limit a student's ability to participate in or benefit from the University's programs or activities or has the effect of unreasonably interfering with an employee's work performance or altering the terms and conditions of the employee's employment. A hostile environment can be created by anyone involved in a University program or activity (e.g., administrators, faculty members, students, and campus visitors).

In determining whether sex-based harassment has created a hostile environment, the University considers the

conduct in question from both a subjective and objective perspective. It will be necessary, but not enough, that the conduct was unwelcome to the student who was harassed. The University will also need to find that a reasonable person in the student's position would have perceived the conduct as undesirable or offensive in order for that conduct to create or contribute to a hostile environment.

To determine whether a hostile environment exists for a student or employee, the University will consider a variety of factors related to the severity, persistence, or pervasiveness of the sex-based harassment, including: (1) the type, frequency, and duration of the conduct; (2) the identity and relationships of persons involved; (3) the number of individuals involved; (4) the location of the conduct and the context in which it occurred; and (5) the degree to which the conduct affected the student's education or the employee's employment.

The more severe the sex-based harassment, the less need there is to show a repetitive series of incidents to find a hostile environment. Indeed, a single instance of sexual assault may be sufficient to create a hostile environment. Likewise, a series of incidents may be sufficient even if the sex-based harassment is not particularly severe.

- 3. Sexual Exploitation** -- occurs when a person takes sexual advantage of another person for the benefit of anyone other than that person without that person's consent.

Examples of behavior that could rise to the level of sexual exploitation include:

- a. Prostituting another person;
- b. Recording images (e.g., video, photograph) or audio of another person's sexual activity, intimate body parts, or nakedness without that person's consent;
- c. Distributing images (e.g., video, photograph) or audio of another person's sexual activity, intimate body parts, or nakedness, if the individual distributing the images or audio knows or should have known that the person depicted in the images or audio did not consent to such disclosure and objects to such disclosure; and,
- d. Viewing another person's sexual activity, intimate body parts, or nakedness in a place where that person would have a reasonable expectation of privacy, without that person's consent, and for the purpose of arousing or gratifying sexual desire.

- 4. Stalking** -- a course of conduct involving more than one instance of inappropriate and unwanted attention, harassment, threatening or intimidating physical or verbal contact, or any other course of conduct directed at a person that could be reasonably regarded as likely to alarm or place that person in fear of harm or injury, including physical, emotional, or psychological harm. This includes the use of technology to pursue, harass, threaten, intimidate, or otherwise make unwelcome contact with another person. Stalking may involve people who are known to one another or have an intimate or sexual relationship, or may involve people not known to one another.

Stalking is prohibited by Massachusetts law. Stalking can also constitute a violation of this Policy when the conduct involves a Boston University student or employee and is gender-based.

1. Examples of Stalking.

The following persistent, unwanted, and repeated harassing conduct may constitute stalking:

- Every time Natalie went to class, Ben, another student, would sit next to her. Ben kept trying to talk to Natalie even though she told him she was not interested in him. Ben then started showing up everywhere that Natalie went — in the lobby of her residence hall, in the George Sherman Union, and at her work-study job. Ben was persistent and threatened to “make” Natalie go out with him. If Ben continues to pursue this conduct, his action may constitute stalking in violation of this Policy.
- David dated Ellen, a graduate student, a couple of times but eventually stopped seeing her. Then Ellen began sending David several emails a day, messaging him on Instagram, and sending text

messages to his cell phone. David changed his email address and cell phone number, but somehow Ellen discovered his new address and cell phone number and began sending even more emails and texts. David really wants Ellen to stop contacting him, but he is not sure what to do. Ellen's conduct toward David may constitute stalking in violation of this Policy.

5. Relationship Violence (Dating and Domestic) -- abuse, violence, or intentionally controlling behavior between partners or former partners involving one or more of the following elements: (i) battering that causes bodily injury; (ii) purposely or knowingly causing reasonable apprehension of bodily injury; (iii) emotional abuse creating apprehension of bodily injury or property damage; (iv) repeated telephonic, electronic, or other forms of communication — anonymously or directly — made with the intent to intimidate, terrify, harass, or threaten. Relationship violence can occur in all type of relationships (e.g., heterosexual, same sex, or any other type of relationship). Relationship violence may constitute a violation of this Policy when it involves a Boston University student, faculty or staff member, and the conduct is gender-based.

1. Examples of Relationship Violence.

- Tracey's boyfriend Mark yelled at her today because she was late meeting him for lunch. Mark grabbed Tracey's arm and pulled her out of the dining hall. Tracey was embarrassed. Later Mark said he was so sorry for humiliating her. Tracey says things are okay now, but she wonders when it will happen again.
- Zach and James have been dating for a month. Zach, a student, has always been jealous, but now he becomes angry when he does not know where James is. He tells James that he will kill him if he ever cheats on him. Zach also told James that he would kill himself if James ever left him. The other day, Zach slapped James when he was mad at him. James is becoming more and more afraid of Zach, but he feels trapped and does not know what to do.

6. Retaliation.

As described below, it is a violation of Massachusetts and federal law, including Title IX, and a violation of this Policy to retaliate against a person for making a report or complaint of Title IX Sexual Misconduct or Non-Title IX Sexual Misconduct or for participating in or declining to participate in an investigation or grievance procedure related to such a report or complaint.

Neither the University nor any person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or this Policy, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under Title IX or this Policy.

Per se retaliation: retaliation under Title IX, this Policy, or applicable law includes intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX.

Per se retaliation exception: It does not constitute retaliation under Title IX or this policy to charge an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a Title IX grievance proceeding, provided, however, that a determination regarding responsibility, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

1. Examples of Retaliation.

- Katie reported to the Dean of Students that she felt her ex-boyfriend, Nate, was harassing her on the basis of her sex. The Office of Judicial Affairs (OJA) conducted an investigation and held Nate

responsible for the behavior reported. Nate was suspended for one semester. A week after the disciplinary decision was issued, Nate's friends excluded Katie from the invitation list of a unique educational conference because she had "ratted out" Nate to the Dean.

- Rachel accused Danielle of stalking. Rachel told Judicial Affairs that she had four witnesses, including Katrina who was Danielle's roommate. Danielle found out that Katrina was a witness in the investigation and had provided information supportive of Rachel. Danielle confronted Katrina in the GSU and told her that because Katrina didn't support Danielle during the investigation, they were no longer friends and Danielle would no longer lend Katrina her car.

IV. OTHER IMPORTANT CONCEPTS AND DEFINITIONS.

These concepts and definitions are applicable to cases involving Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct.

A. Consent.

Consent must be informed and voluntary, and can be withdrawn at any time. Consent can be given by words or actions as long as those words or actions create mutually understandable permission regarding the scope of sexual activity. There is no consent when there is force, expressed or implied, or when coercion, intimidation, threats, or duress is used. Whether a person has taken advantage of a position of influence over another person may be a factor in determining consent.

Silence or absence of resistance does not imply consent. Past consent to sexual activity with another person does not imply ongoing future consent with that person or consent to that same sexual activity with another person.

If a person is mentally or physically incapacitated or impaired so that he or she cannot understand the fact, nature, or extent of the sexual situation, there is no consent; this includes impairment or incapacitation due to alcohol or drug consumption that meets this standard, or being asleep or unconscious.

Effect of drugs and alcohol on consent:

Individuals should be aware of, and carefully consider, the potential consequences of the use of alcohol or drugs. Alcohol and other drugs can lower inhibitions and create an atmosphere of confusion over whether consent is freely and affirmatively given. If there is a question about whether someone consented to sexual activity after consuming drugs or alcohol, the University will examine the issue from the perspective of a reasonable person. Specifically, the University will consider whether the respondent reasonably should have known about the impact of alcohol and other drugs on the complainant's ability to give consent.

B. Incapacitation.

Incapacitation is the inability, temporarily or permanently, to give consent, because the person is mentally and/or physically helpless due to drug or alcohol consumption, either voluntarily or involuntarily, or the person is unconscious, asleep, or otherwise unaware that the sexual activity is occurring. Some signs of incapacitation may include, but are not limited to, lack of control over physical movements (e.g. stumbling, falling down), lack of awareness of circumstances or surroundings, the inability to speak or communicate orally, or the inability to communicate for any reason.

It is a violation of this Policy and Massachusetts law to engage in sexual activity with a person who is incapacitated, regardless of whether the person appeared to be a willing participant. It is especially important, therefore, that anyone engaging in sexual activity be aware of the other person's level of intoxication.

C. Force.

The use of force to cause someone to engage in sexual activity is, by definition, non-consensual contact, and is prohibited. Force may include words, conduct, or appearance. Force includes causing another's intoxication or impairment through the use of drugs or alcohol. Under this Policy, force includes the use of any of the following:

1. Physical Force, Violence, or a Weapon.

Example: Steve and Melissa return to his room after a party. They consensually begin kissing and touching each other. Steve wants to have sex, but Melissa tells him that she does not want to go that far. When Melissa tries to get off the bed and leave the room, Steve holds her down and they have sex. Steve's use of force renders the sexual intercourse non-consensual and violates this Policy.

2. Threats.

Example: Josh and Lucas meet at a party. Josh confides in Lucas that he has recently "come out" to a few close friends, but most people do not know he is gay. Josh worries how people will react if they knew. As the evening progresses, Lucas and Josh start kissing. Lucas wants to have sex, but Josh tells him he is not ready for that. Lucas threatens to "out" Josh on Instagram and Twitter if he does not have sex with him. Out of fear for his reputation, Josh submits to Lucas even though he really does not want to. Any sexual activity that then occurs is forced sexual contact and violates this Policy.

3. Intimidation and Implied Threats.

Example: Dylan is a popular senior and the captain of a sports team on campus. He has brought Grace, who is a first year female athlete at school, to a fraternity party. Grace would not have been able to get into the party if it was not for Dylan's influence. Later in the evening, Grace wants to leave, but Dylan blocks her way with his body. He is significantly bigger than she is and she cannot get around him. Dylan starts to kiss and touch Grace, but she tells him to stop. Dylan tells Grace he can make sure she gets into all the big parties on campus this year which would help her relationship with her new teammates (implying he could turn the team against her). Grace does not want to be with Dylan, but she is worried about the impact he could have on her social and athletic life if she refuses. If Grace submits to Dylan out of his implied threats and abuse of his status, it may constitute forced sexual contact in violation of this Policy.

4. Coercion.

Coercion is to force one to act based on fear of harm to self or others. Means of coercion may include, but are not limited to, pressure, threats, or emotional intimidation.

Example: Hannah's parents both died recently and she has been having a hard time focusing this semester. Owen, a friend of Hannah's, comes to her room to watch a movie with her. When Hannah starts crying and becomes upset, Owen hugs and comforts her. Eventually Hannah and Owen start kissing and touching one another. Hannah wants to stop, but Owen tells her "you've made me so hot, how can you stop now?" When Hannah tells Owen she wants to be alone, Owen tells Hannah that it isn't cool to leave him like this, especially when he came over to help her. Hannah is confused and emotionally vulnerable. Owen implies that Hannah "owes him sex" after all he has done to support her. Owen continues to pressure Hannah until she eventually submits to his advances. Owen's conduct constitutes coercion in that he pressured Hannah into additional sexual contact that was not freely chosen, in violation of this Policy.

D. Miscellaneous Definitions.

- Complainant: The person making the allegations of sexual misconduct.
- Respondent: The person against whom a complaint of sexual misconduct has been made.
- Reporter: A person who has information that sexual misconduct may have been committed by a University student or a participant in a University Program and who initiates a complaint.

V. CAMPUS AND COMMUNITY RESOURCES.

As outlined here and in the “Resources and Support” section at the end of this Policy, a variety of support and counseling resources are available to students and employees of the Boston University community affected by Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct. Contact information for the resources described here is available in Section X.

A. Emergency / Immediate Assistance.

The University encourages all community members affected by Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct to seek immediate assistance. Doing so promptly may be important to ensure the person’s physical safety or to obtain medical care or other support.

It may be helpful to preserve evidence, which can assist the University and/or law enforcement in proving that the alleged criminal offense occurred or may be helpful in obtaining a protective order. Confidential assistance is available to BU students free of charge 24 hours a day, 7 days a week (by phone at 617-353-SARP). For emergency assistance, community members should call the BU Police Department at 617-353-2121.

Students or employees who wish to obtain information or notify law enforcement are encouraged to contact the Boston University Police Department (BUPD). BUPD will assist or provide information to members of the University community about how to obtain a court-issued protective order. BUPD will also provide information on law enforcement investigations, and civil or criminal processes available to students and employees.

BUPD, the University Title IX Coordinator or their designee will advise students and employees on how to obtain a lawful court-issued protective order or an institution-issued no-contact directive or a No Trespass Order against an alleged perpetrator of the sexual misconduct. The institution’s process for investigating sexual misconduct complaints and external civil and criminal processes may run concurrently.

Members of the University community who have obtained a court issued protective order are encouraged to inform BUPD of that order at the earliest possible time, by contacting BUPD directly.

B. Privacy & Confidentiality.

Boston University values the privacy of its students or employees. BU wants all students or employees to seek the assistance they need without fear that the information they provide will be shared more broadly than they would like. Federal and state laws, however, impose reporting obligations on certain University employees that require them to disclose information from a report of Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct with those University employees responsible for responding to such a report. However, there are individuals at Boston University who are not subject to these reporting requirements, with whom students, faculty, and staff can speak in complete confidence. The table in Section XI summarizes the confidentiality protections and reporting obligations of various BU employees and offices.

Even when University employees have an obligation to report to others, which means their office is described as “non-confidential” under this Policy, they will protect and respect an individual’s privacy to the greatest extent possible and share information only on a need-to-know basis. Any of the staff listed as Resources will be able to explain their respective reporting obligations in more detail.

C. Confidential Campus Resources and Support.

The University encourages all members of the BU community to report any incident of Title IX Sexual

Misconduct and Non-Title IX Sexual Misconduct. The University recognizes, however, that not every person will choose to make a formal report with the University or with local law enforcement. For those who are not prepared to make a report or pursue a complaint, the University provides confidential advocacy, crisis and pastoral counseling, and medical services on campus. Conversations with these individuals are confidential (except as described in Section XI). They can explain options for obtaining additional support from the University and off-campus resources. They can also arrange for medical care and accompany complainants, or arrange for someone to accompany complainants, to seek such care. Complainants may use these resources to talk to someone about an incident of Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct in a confidential manner whether or not they decide to make an official report or to participate in the University complaint resolution process or the criminal justice system. Conferring with these resources will not trigger an investigation by the University or law enforcement. However, these offices are familiar with the University's complaint resolution processes, can explain what to expect, and can provide support while University or criminal processes are pending.

D. Non-Confidential Campus Resources.

In addition to the confidential resources discussed above, all members of the BU community have access to a variety of individuals who are trained to support those affected by Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct and to coordinate with the Title IX Coordinator consistent with the University's commitment to a safe and healthy campus environment. While not bound by confidentiality, these resources will nevertheless maintain the privacy of a person's information within the limited circle of those involved in the Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct investigation and resolution process.

1. Title IX Coordinators.

The Title IX Coordinator is responsible for overseeing the University's response to Title IX reports and complaints, and identifying and addressing any patterns or systemic problems revealed by such reports and complaints. The Title IX Coordinator's contact information is in Section X.

2. Deputy Title IX Coordinators Deputy Title IX Coordinators are individuals located in academic departments, and some administrative departments, who are trained to assist students and employees in their departments with complaints or concerns about sexual misconduct, and direct them to the resources they need. They report all complaints and concerns to the Title IX Coordinator, and work closely with the Title IX Coordinator in promptly responding to a person's concerns. The Deputy Coordinators can help with supportive measures that a complainant or respondent may need during the investigation of a complaint. Contact information for the Deputy Title IX Coordinators is in Section X.

3. Boston University Police Department.

Complainants may report Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct to the Boston University Police Department ("BUPD"), the Boston Police Department, the Brookline Police Department, and/or the local law enforcement agency or District Attorney's office where the misconduct occurred. The University complaint resolution procedures and the criminal justice system work independently from one another and neither BUPD nor other law enforcement officials determine whether a violation of this Policy has occurred. Confidential resources, the Dean of Students Office, the Office of Judicial Affairs, and BUPD can explain how to report sexual assault and other forms of sexual misconduct to law enforcement. Although confidential resources or BUPD personnel may accompany any student requesting support to the appropriate Police Department or District Attorney's Office, they are not able to provide legal advice on these matters.

E. Off-Campus Resources.

Students or employees may also access resources located in the local community. The organizations and agencies listed in Section X can provide crisis intervention services, counseling, medical attention, and legal assistance. All members of the BU community are encouraged to utilize the resources that are

the best suited to their needs, whether on or off campus. In general, off-campus resources can provide assistance to those who wish to make a report to the University, but will not notify the University without the consent of the complainant.

VI.REPORTING SEXUAL MISCONDUCT.

Boston University encourages all students or employees to report incidents of Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct as promptly as possible so that the University can respond effectively. Students may report Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct to the Dean of Students, the Office of Judicial Affairs ("OJA"), the Title IX Coordinator, or a Deputy Title IX Coordinator, or BUPD. Faculty and staff may report incidents to the Title IX Coordinator, a Deputy Title IX Coordinator, a supervisor, a Dean, or a department head. All such reports of will be disclosed to the Title IX Coordinator.

The University recognizes that student complainants may be most comfortable disclosing Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct to a University employee they know well, such as a faculty member, coach, or resident adviser ("RA"). Students are welcome to speak with them, but should understand that if they disclose an incident of Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct to these individuals, they are required to inform the Title IX Coordinator about the incident. However, employees whose positions legally require confidentiality (e.g., counseling staff and clergy and others who are considered confidential resources in Section XI) are not required to make a disclosure to the Title IX Coordinator.

Similarly, faculty and staff members may be most comfortable disclosing Title IX Sexual Misconduct or Non-Title IX Sexual Misconduct to a trusted supervisor or manager. Faculty and staff should keep in mind that supervisors and managers must share this information with the Title IX Coordinator.

Before an individual discloses an incident of Title IX Sexual Misconduct Non-Title IX Sexual Misconduct, University faculty and staff will try to ensure that the individual understands their reporting obligations — and, if the individual wishes to maintain confidentiality, direct them to confidential resources. Section X identifies the confidential resources available to students, faculty, and staff who do not wish to file a complaint or trigger an investigation, or who would like to better understand their options.

A. Reports to a Non-Confidential Resource: Requests for Confidentiality.

The University has designated the Title IX Coordinator and a small number of other University administrators to evaluate requests for confidentiality and oversee the University's response to reports of Title IX Sexual Misconduct or Non-Title IX Sexual Misconduct where the complainant has disclosed an incident of Title IX Sexual Misconduct or Non-Title IX Sexual Misconduct to an employee who must report the incident and also requested that his or her identity not be disclosed or that no action be taken.

In the case of Sexual Misconduct complaints, the Title IX Coordinator, in consultation with a small number of key University administrators, will weigh the request against the University's obligation to provide a safe, non-discriminatory environment for all students, including the complainant. When weighing a request that no investigation be pursued or the complainant's identity not be disclosed, the Title IX Coordinator and the appropriate University administrators will consider a range of factors, including whether:

- The respondent is likely to commit additional acts of sexual or other violence, such as:
 - There have been other sexual misconduct complaints about the same respondent;
 - The respondent has a history of arrests or records from a prior school indicating a history of violence;
 - The respondent threatened further sexual misconduct or other violence against the complainant or others;
- The sexual misconduct was committed by multiple respondents.
- The sexual misconduct was perpetrated with a weapon;
- The complainant is a minor;

- The respondent is a Boston University employee;
- The University possesses other means to investigate the sexual misconduct (e.g., security cameras or personnel, physical evidence);
- The complainant's report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular person or group.

The presence of one or more of these factors could lead the University to investigate and, if appropriate, pursue conduct action against the respondent. If none of these factors are present, the University will likely respect the complainant's request.

If the University honors a request for confidentiality or decision not to participate in an investigation, the University's ability to meaningfully investigate the incident or pursue conduct action against the respondent(s) may be limited.

In some cases the University may not be able to honor a confidentiality request in order to adhere to its obligation to provide a safe, non-discriminatory environment for the BU community. If the Title IX Coordinator determines that the University cannot maintain a complainant's confidentiality, the Title IX Coordinator will inform the complainant prior to starting an investigation.

B. Supportive Measures.

Boston University provides a range of supportive measures for complainants and respondents for both prior to and after the filing of formal complaint, or when no formal complaint is filed.

Requests for supportive measures can be made by or on behalf of the complainant or respondent to the University Title IX Coordinator or a Deputy Title IX Coordinators. Students may also seek assistance from the Dean of Students Office. The Title IX Coordinator will work with the appropriate office(s) to ensure that any appropriate supportive measures are promptly provided. For more information about supportive measures and support, see *Student Procedures*, Section VII, and *Faculty and Staff Procedures*, Section V.

Upon the receipt of a report of Title IX Sexual Misconduct or Non-Title IX Sexual Misconduct, and until any investigation into the report has been completed, the University will provide reasonable supportive measures to restore or preserve equal access to provide a safe educational and work environment and to prevent additional acts of Title IX Sexual Misconduct or Non-Title IX Sexual Misconduct, even when there is no specific request for protective action.

The University may impose measures that can be tailored to the parties involved to achieve the goals of this Policy. In addition, the University will maintain as confidential any accommodations or protective measures provided to the extent that maintaining such confidentiality would not impair the ability of the University to provide the accommodations or protective measures, for example disclosing to a respondent and BUPD the name of the complainant in order to comply with a no-contact order.

The University may remove a respondent from campus on an emergency basis after an individualized safety and risk review. In cases involving Title IX Sexual Misconduct, it may do so only if it determines that there is an immediate threat to the physical health or safety of a student or other person arising from the allegations that justifies removal. In such cases, the respondent will be provided with notice and an opportunity to challenge the decision immediately following the removal.

An individual's failure to comply with restrictions imposed by supportive measures is a violation of this Policy and a basis for disciplinary action.

Outside the University, a complainant may also be entitled to obtain remedies under applicable law, such as a judicial restraining order. The University can assist in contacting law enforcement or legal service

organizations to learn about these remedies.

C. Protections for Students Who Report Sexual Misconduct (“Amnesty”).

Boston University encourages the reporting of all concerns regarding sexual misconduct. In some instances, students may be hesitant to report Title IX Sexual Misconduct or Non-Title IX Sexual Misconduct because they fear they may be charged with other policy violations, such as underage alcohol consumption or violation of the University’s drug policy. Because BU’s primary interest is in protecting the well-being of its community and remedying Title IX Sexual Misconduct, a person who reports such misconduct, either as a complainant or a third party witness, will not be subject to disciplinary sanction for a violation of the University’s [Code of Student Responsibilities](#) to the incident unless the report was not made in good faith or the violation was egregious.

The University recognizes alcohol or drugs may impact consent. Therefore, a student’s personal consumption of alcohol or drugs at or near the time of the incident, provided that any such violations did not and do not place the health or safety of any other person at risk. However, the use of alcohol or drugs does not excuse conduct prohibited under this Policy and a person who has been incapacitated through the use of alcohol and drugs (or by any other means) cannot give effective consent to sexual activity. The University may initiate an educational discussion or pursue other educational remedies regarding alcohol or other drugs.

VII. OTHER INFORMATION RELATED TO REPORTING SEXUAL MISCONDUCT

A. Time for Reporting.

Although all members of the Boston University community are encouraged to report Title IX Sexual Misconduct or Non-Title IX Sexual Misconduct immediately in order to maximize the University’s ability to respond promptly and equitably, the University does not limit the time frame for reporting. However, the University’s ability to investigate and respond effectively may be reduced with the passage of time.

B. Anonymous Reports and Reports from Third Parties.

Any person may make an anonymous report concerning an act of Title IX Sexual Misconduct or Non-Title IX Sexual Misconduct. A person may report the incident without disclosing his/her/their name, identifying the respondent, or requesting any action. Depending on the level of information available about the incident and the people involved, however, the University’s ability to respond to an anonymous report may be limited. Anonymous reports may be made by submitting the [Incident Report Form](#) to the University Title IX Coordinator or one of the Deputy Title IX Coordinators.

A complainant who wishes to file a formal complaint cannot remain anonymous or prevent their identity from being disclosed to the respondent. Where a complainant wishes to remain anonymous, or does not want to participate in the investigation process, the University Title IX Coordinator may determine that it is necessary to initiate an investigation and adjudication process with the information provided but without the involvement of the complainant in order to protect the educational community or to ensure that the University is not being deliberately indifferent to sexual misconduct of which it has actual knowledge.

In cases in which the report was made anonymously or by a third party (such as a friend, roommate, adviser, or faculty member), this Policy will apply in the same manner as if the complainant had made the initial report. A Title IX Coordinator or member of the OJA staff will make every effort to meet with the complainant to discuss available options and on-campus and off-campus resources.

C. Reporting of Crime and Disciplinary Statistics.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (“Clery Act”) is a federal law that requires the University to record and report certain information about campus safety, including the number of incidents of certain crimes on or near campus, some of which constitute sexual

misconduct under this Policy. As described in the chart in Section XI, many BU employees who receive reports of sexual misconduct are required by the Clery Act to notify BUPD about such incidents for statistical reporting purposes, without the inclusion of personally identifiable information, as defined by Violence Against Women Act. These notifications may include the classification and location of the reported crimes, but do not identify the parties involved.

The Clery Act also requires the University to issue a “timely warning” when it receives a report of certain crimes that pose a serious or continuing threat to the University community. This warning will not contain any biographical or other identifying information regarding the victim of the crime. Immediately threatening circumstances include, but are not limited to, recently reported incidents of sexual misconduct that include the use of force, a weapon, or other circumstances that represent a serious and ongoing threat to BU students, faculty, administrators, staff, or visitors.

D. Public Awareness Events.

The University supports public awareness events that further campus-wide education and prevention efforts. A survivor’s public disclosure of incidents of sexual misconduct at these events will not be considered a report to the University for the purpose of triggering an investigation of a particular incident. In addition, the University may, from time-to-time, conduct climate surveys to gauge the BU communities’ attitudes about sexual misconduct and awareness of campus resources. These voluntary surveys will contribute to the University’s understanding of the campus climate and student safety at BU. The disclosure of incidents of sexual misconduct in responses to survey questions will not be considered a report to the University for the purpose of triggering an investigation of a particular incident.

E. Filing a Criminal Complaint and Coordination with Law Enforcement.

Boston University encourages complainants to pursue criminal action for incidents of sexual misconduct that may also be crimes under Massachusetts law. In general, the University, through the Chief of the BUPD, will notify the Boston, Brookline or other police department of allegations of sexual violence. Boston, Brookline, and other local police departments are also likely to inform BUPD of sexual misconduct that is reported by Boston University students, faculty or staff or that took place on Boston University property. When BUPD learns of sexual misconduct from an outside police department, it will notify the Title IX Coordinator. The University will also assist a complainant in making a criminal report and will cooperate with law enforcement agencies if a complainant decides to pursue the criminal process to the extent permitted by law. However, a complainant may also choose not to pursue criminal action, and under most circumstances, the Boston, Brookline or other local police department will not force a complainant to pursue criminal charges if he, she or they is not willing to do so.

VIII. TITLE IX / SEXUAL MISCONDUCT REVIEW.

A. Role of the Title IX Coordinator.

The Title IX Coordinator oversees the University’s centralized review, investigation, and resolution procedures for reports of sexual harassment or other sexual misconduct and coordinates the University’s compliance with Title IX. The Title IX Coordinator is supported by a team of University administrators who serve as Deputy Title IX Coordinators. Each Deputy Title IX Coordinator is knowledgeable and trained in state and federal laws that apply to matters of sexual misconduct, as well as this Policy and the complaint resolution procedures. A complete list of the Deputy Title IX Coordinators <http://www.bu.edu/safety/sexual-misconduct/title-ix-bu-policies/sexual-misconducttitle-ix-policy/title-ix-team/>

The Title IX and/or Deputy Title IX Coordinators can be contacted by telephone, email, or in person during regular office hours. They can provide information related to campus and community resources and describe the options available to address concerns related to sexual misconduct.

The duties and responsibilities of the Title IX Coordinator include training, education, climate assessments,

and the oversight of procedures that are designed to promptly and equitably end sexual misconduct, prevent its recurrence, and address its effect on persons and the University community as a whole. The Title IX Coordinator, with the assistance of Deputy Title IX Coordinators as appropriate, will:

- Receive and review all reports of Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct;
- Oversee the investigation and resolution of all reports of sexual harassment or other sexual misconduct;
- Ensure prompt and equitable resolutions that comply with all requirements and timeframes specified in the University's complaint procedures;
- Collaborate with other University officials in conducting climate checks to track and monitor sexual harassment or other sexual misconduct allegations on campus; and,
- Coordinate all training, education, and prevention efforts.

The Title IX Coordinator and the Deputy Title IX Coordinators will meet with any person, including a complainant, respondent, or third party, to discuss supportive measures, resources, and procedural options for on-campus and off-campus reporting. Any student, faculty, or staff member who has concerns about sexual misconduct, including sexual assault, discrimination, or harassment, is encouraged to seek the assistance of the University's Title IX Coordinator or any of the Deputy Title IX Coordinators.

B. Procedures for Responding to Title IX Sexual Misconduct and Non-Title Sexual Misconduct.

The Title IX Coordinator oversees the response to and assessment of reports of Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct through the University's sexual misconduct investigation and resolution procedures. The procedure used will be determined by the status of the respondent and the nature of the complaint:

- Complaints of Title IX Sexual Misconduct against student, faculty, staff or other respondents will be resolved by the [Procedures for the Resolution of Title IX Sexual Misconduct Complaints against Students, Faculty, Staff, Affiliates and Non-Affiliates](#).
- Complaints of Non-Title IX Sexual Misconduct against undergraduate, graduate and professional student respondents will be resolved under the [Procedures for the Resolution of Non-Title IX Sexual Misconduct Complaints against Students](#).
- Complaints of Non-Title IX Sexual Misconduct against faculty and staff respondents, affiliates and non-affiliates, will be resolved under the [Procedures for the Resolution of Sexual Misconduct Complaints against Faculty, Staff, Affiliates, and Non-Affiliates](#).

Each process is guided by the same principles of fairness and respect for all parties. Resources are available for both students and employees, whether as complainants or respondents, to provide guidance throughout the investigation and resolution of a complaint.

IX. PREVENTION AND EDUCATION

Boston University expects all community members to take reasonable and prudent actions to prevent or stop an act of sexual misconduct. Taking action may include direct intervention, calling law enforcement, or seeking assistance from a person in authority. Members of the BU community who intervene to prevent or stop sexual misconduct will be supported by the University and protected from retaliation. Read more about [SARP's education, awareness, and training program](#).

X. TRAINING

In connection with its obligations under Title IX and applicable law, Boston University is committed to ensuring appropriate training for its Title IX Coordinator, Deputy Title IX Coordinators, advisors, hearing officers, decision-makers, all persons who facilitate an informal resolution process, law enforcement personnel, "responsible employees," victim advocates, and others involved in responding to,

investigating, or adjudicating sexual misconduct.

In addition, the University has developed an on-line training program for faculty, staff, and students to assist them in recognizing Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct, teach them how to respond to reports of such misconduct, and ensure that they are aware of available on and off campus resources. Training materials will be made publicly available on the University's website.

XI. RESOURCES AND SUPPORT.

The contact information for the resources listed here was confirmed at the time of the Policy's publication in August 2020. Up-to-date contact information can always be found on the University's website at www.bu.edu/safety.

CONFIDENTIAL ON-CAMPUS CRISIS INTERVENTION, SUPPORT, ADVOCACY AND HEALTH RESOURCES

STUDENT RESOURCES

Sexual Assault Response & Prevention Center ("SARP") (for student complainants)

SARP provides counseling and advocacy to students who have experienced trauma

www.bu.edu/sarp

930 Commonwealth Ave.

24-hour hotline: 617-353-SARP (7277)

By email: sarp@bu.edu

Center for Psychiatric Rehabilitation (For student respondents)

The Center for Psychiatric Rehabilitation is dedicated to improving the lives of persons who have psychiatric disabilities. The Center specializes in wellness, recovery, support, and advocacy for individuals alleged to have caused harm.

940 Commonwealth Avenue West

617-353-3549

By email: psyrehab@bu.edu

Student Health Services/Behavioral Medicine

SHS is an integrated health center that leaves a lasting impression on the health and wellness of students. SHS promotes wellness, preserves health, and enables achievement for BU students.

www.bu.edu/shs

881W Commonwealth Ave., 1st Floor Medical Department

617-353-3575

Behavioral Medicine

Behavioral Medicine offers a range of mental health services to keep the BU community healthy by providing assessment, diagnosis and therapy, and psychiatry for a variety of mental health issues.

24-hour hotline: 617-353-3569

EMPLOYEE RESOURCES

Faculty & Staff Assistance Office (for employees)

FSAO provides free and confidential support, problem-solving, or coaching to address work and personal challenges for BU employees or their families.

www.bu.edu/fsao Charles River Campus

888 Commonwealth Avenue, Suite 309

617-353-5381

Medical Campus

Dr. Solomon Carter Fuller Mental Health Ctr. 85 East Newton St., 818B
617-353-5381
By email: fsao@bu.edu

Community Resources (students and employees)

Confidential Resource Providers

Confidential Resource Providers will share information on reporting options and the effects of each option, counseling services available on campus and through local, community-based rape crisis or domestic violence centers, medical and health services available on and off-campus. They will also provide a summary of available supportive measures related to academic and residence life, and employment, explain BU'S disciplinary process or the legal process carried out through local law enforcement agencies, notify the reporting party of their rights and BU's responsibilities in obtaining a criminal protection order (209A/258E), BU No Contact Directive, BU No Trespass Order.

Denita Johnson, 264 Bay State Rd, 617-353-1634, denita@bu.edu
Sonia Mee, 264 Bay State Rd, 617-353-2245, smee@bu.edu
881W Commonwealth Ave., 1st Floor

Office of the Ombuds

The Office of the Ombuds is an independent, impartial, informal problem-solving resource serving faculty, staff, and students on the Charles River and Medical Campus.

www.bu.edu/ombuds/

Charles River Campus
930 Commonwealth Avenue, 1st Floor
617-358-5960
Medical Campus
Dr. Solomon Carter Fuller Mental Health Ctr.
85 East Newton St., Suite 818
617-358-7645

University Chaplains

University Chaplains can provide spiritual counseling. Each of the University Chaplains comes from a particular religious tradition but is available to members of the community from any tradition.

www.bu.edu/chapel/staff/chaplains/ Charles

River Campus
735 Commonwealth Ave.
617-353-3560

NON-CONFIDENTIAL CAMPUS RESOURCES

Community Resources (students and employees)

University Title IX Coordinator

The Title IX Coordinator is responsible for overseeing the University's response to Title IX reports and complaints as well as identifying and addressing any patterns or systemic problems revealed by such reports and complaints. The Title IX Coordinator manages the formal and informal resolution process and can inform students or employees of their rights and reporting options, as well as provide on-campus and community-based resources.

888 Commonwealth Ave. Suite 303
617-353-9286

By email: titleix@bu.edu

Deputy Title IX Coordinators and their contact information

BU has designated more than 50 professional staff members as Title IX Deputies. They are strategically placed throughout BU to serve as a local resource to students or employees. Deputies are trained in responding to disclosures of sexual misconduct and can provide the following information: reporting options and the effects of each option, counseling services available on campus and through local, community-based rape crisis or domestic violence centers, medical and health services available on and off-campus, available school or work-based supportive measures related to academic and residence life, and employment, explain BU's disciplinary process and explain that the legal process is carried out through local law enforcement agencies, the right to obtain a lawful protection order, and a BU No Contact Directive and No Trespass Order.

Boston University Police Department

BUPD is a full time, professional law enforcement agency that provides a wide variety of public services, including emergency medical assistance. They can receive Sexual Misconduct reports, explain reporting options, conduct criminal investigation, assist students or employees obtain supportive measures, parties in obtaining a protective orders under state or federal law. They can enforce protective orders or No Trespass Orders.

32 Harry Agganis Way

In an emergency: 617-353-2121

Detective Unit: 617-353-3436

www.bu.edu/police/

Dean of Students Office (Students)

The Dean of Students Office and Division of Student Affairs comprises compassionate and experienced professionals who are focused on sustaining a community where all students can thrive and reach their full potential as individuals and as scholars.

George Sherman Union, 2nd Floor 775

Commonwealth Ave.

www.bu.edu/dos/about-us/contact-us/

617-353-4126

Office of Judicial Affairs (Students)

Judicial Affairs adjudicates judicial conduct cases and is the primary administrator of the Code of Student Responsibilities. The Code is a body of principles consisting of the University's expectations of its students, provisions for sanctioning rule violations, and due process mechanisms. It presupposes that students will obey all local, state, and federal laws; comply with all University policies and procedures; and respect the rights of all individuals. Judicial Affairs also investigates potential violations of the Sexual Misconduct Policy by students.

25 Buick Street, Suite 150

617-358-0700

Equal Opportunity Office (Faculty & Staff)

The Equal Opportunity Office works to promote and realize the University's commitment to equal opportunity and affirmative action. They strive to ensure that equal opportunity is a reality at Boston University, that our faculty, staff, and students can work and study in an environment free of unlawful harassment and discrimination, and that the University meets its obligations under federal and state laws. The Equal Opportunity Office investigates potential violations of the Sexual Misconduct Policy by employees.

www.bu.edu/eoo

888 Commonwealth Avenue, Suite 303

617-353-9286

By email: eoo@bu.edu

Human Resources (Faculty & Staff)

Human Resources can assist in students or employees by explaining how to file a report, obtain supportive measures, and explain on and off campus resources.

Charles River Campus
25 Buick Street, 2nd Floor
617-353-2380

Medical Campus
609 Albany Street, 1st Floor
617-353-2380

STUDENT RESOURCES

University Service Center

The University Service Center ("USC") is a place to visit or call when you have a problem or concern and aren't sure where to go. USC helps students obtain academic leniency and supportive measures such as extensions or course changes.

881 Commonwealth Avenue
617-358-1818

By email: usc@bu.edu

Student Financial Assistance

The Student Financial Assistance can help students with financial concerns.

881 Commonwealth Avenue
617-353-2965

By email: finaid@bu.edu

Website: <http://www.bu.edu/finaid/contact-us/>

OFF-CAMPUS COUNSELING, ADVOCACY, AND LEGAL RESOURCES, including assistance with or referrals for visa and immigration matters

Boston Area Rape Crisis Center ("BARCC")

BARCC provides information, education, counseling services for students or employees. BARCC provides education and advocacy for social change to prevent sexual violence.

www.barcc.org

617-492-8306
800-841-8371

Victim Rights Law Center ("VRLC")

VRLC provides legal and advocacy services.

www.victimrights.org/

115 Broad Street, 3rd Floor
Boston, MA 02110
617-399-6720, x19 f

Fenway Health Violence Recovery Program

Free counseling and advocacy, specializing in services to the LGBTQIA+ community.

www.fenwayhealth.org/

Ansin Building
1340 Boylston Street
Boston, MA 02215

617-927-6250; 800-834-3242

After 5:00pm or on the weekends, call 877-785-2020

[SafeLink MA Statewide Domestic Violence Hotline \(Casa Myrna\)](#)

SafeLink is Massachusetts' statewide 24/7 toll-free domestic violence hotline and a resource for anyone affected by domestic or dating violence. SafeLink provides referrals and advocate services.

1-877-785-2020

[The National Domestic Violence Hotline](#)

The National Domestic Violence Hotline provides information, assists with safety planning and referrals for counseling or legal services.

1-800-799-7233
PO Box 90249
Austin, TX 78709

[The National Sexual Violence Hotline \(RAINN\)](#)

RAINN provides information, local referrals, and advocacy services.
1-800-656-4673

[Pathways to Safety](#) (for Americans abroad)

Pathways offers specialized safety planning, advocacy, and long-term case management for American overseas victims living with an abuser or after the relationship has ended. Case managers have the tools and knowledge to assist survivors abroad and/or after returning to the U.S.

International Toll-Free: 833-SAFE-833
crisis@pathwaystosafety.org

Off-Campus Law Enforcement Resources

Boston Police Department

Law enforcement through the City of Boston or the Commonwealth of Massachusetts can help students or employees file criminal complaints, refer to resources, conduct criminal investigations, assist in obtaining protective orders.

Boston Police Department Sexual Assault Unit

www.cityofboston.gov/police/divisions/sau_home.asp

Boston Police Department

911 or 617-343-4400

Boston Police Sexual Assault Unit

617-343-4400

Brookline Police Department

911

Brookline Police Detective Bureau

617-730-2244

Massachusetts State Police

The Massachusetts State Police serves as the statewide law enforcement agency and maintains investigative, tactical, and support units throughout the Commonwealth.

508-820-2300
70 Worcester Road, Framingham, MA 01702

OFF-CAMPUS MEDICAL / HEALTH CARE RESOURCES

A medical provider can provide emergency and/or follow-up medical services as appropriate, and a person can discuss any related health care concerns in a confidential medical setting. The medical examination has two primary goals: (i) to diagnose and treat the full extent of any injury or physical effect (sexually transmitted infection or pregnancy) and (ii) to properly collect and preserve evidence. There is a limited window of time within which to preserve physical and other forms of evidence (usually within 5 days or 120 hours of the sexual assault). Taking the step to gather evidence immediately does not commit a person to any course of action. To locate a SANE nurse, visit the Boston Region Designated Hospitals

website at: <https://www.mass.gov/service-details/adultadolescent-sane-services>

Beth Israel Deaconess Medical Center Emergency Department

1 Deaconess Road
Boston, MA
617-754-2323

Note: Beth Israel Deaconess, along with Boston Medical Center and Brigham & Women's Hospital are SANE designated hospitals that have specially trained Sexual Assault Nurse Examiners ("SANE") on call. SARP can provide information on SANE, assist in coordinating a SANE visit and accompany a student to the hospital for the exam.

GOVERNMENT RESOURCES

The resources listed here may provide additional assistance for those who would like to file an external complaint of sexual misconduct or students with inquiries regarding the application of Title IX and its implementing regulations.

U.S. Department of Education, Office for Civil Rights

<http://www.ed.gov/ocr>

Region I – Boston Office
5 Post Office Square, 8th Floor Boston, MA 02109-3921
617-289-0111

U.S. Department of Justice, Office on Violence Against Women

www.ovw.usdoj.gov/ovw

U.S. Department of Justice
Office on Violence Against Women
145 N Street, NE, Suite 10W.121
Washington, DC 20530
Phone: 202-307-6026
Fax: (202) 305-2589
TTY: (202) 307-2277

**White House Task Force, Protecting Students from Sexual Assault,
U.S. Department of Justice**

<https://www.justice.gov/ovw/protecting-students-sexual-assault>

U.S. Citizenship and Immigration Services

www.uscis.gov/about-us/find-a-uscis-office/field-offices

Boston Field Office
John F. Kennedy Federal Bldg. 15 New Sudbury St.
Room E-160 Boston, MA 02203
800-375-5283

Massachusetts Commission Against Discrimination ("MCAD")

www.mass.gov/mcad/

1 Ashburton Place, Sixth Floor Boston, MA 02108
617-994-6000

XII. CONFIDENTIALITY PROTECTIONS & REPORTING OBLIGATIONS.

As a reminder, confidential resources will not share information with anyone. Non-confidential resources are also required to respect the parties' privacy to the greatest extent possible. They will disclose identifying information to others only on a need-to-know basis.

Office/Personnel	Status	Reporting Obligation
University Chaplains (Clergy)	Confidential	None, if they are operating in their capacity as clergy. If acting in another capacity, see section on other University personnel below.
Behavioral Medicine	Confidential	Behavioral Medicine will report incidents without any identifying information to the Title IX Coordinator to help the University understand the existence and extent of the problem (Title IX). If the incident is a crime on or near campus, Behavioral Medicine will report it without any identifying information to BUPD for inclusion in the annual security report and for issuance of any required timely warning (Clery Act).
Sexual Assault Response and Prevention Center ("SARP")	Confidential	SARP will report incidents without any identifying information to the Title IX Coordinator to help the University understand the existence and extent of the problem (Title IX). If the incident is a crime on or near campus, SARP may report it without any identifying information to BUPD for inclusion in the annual security report and for issuance of any required timely warning (Clery Act) if the complainant consents to the report.
Student Health Services ("SHS")	Confidential	SHS will report incidents without any identifying information to the Title IX Coordinator to help the University understand the existence and extent of the problem (Title IX). If the incident is a crime on or near campus, SHS will report it without any identifying information to BUPD for inclusion in the annual security report and for issuance of any required timely warning (Clery Act). If there is reasonable cause to suspect that a minor has been sexually assaulted, SHS will notify law enforcement (Massachusetts Law).
Faculty & Staff Assistance Office ("FSAO")	Confidential	FSAO will report incidents without any identifying information to the Title IX Coordinator to help the University understand the existence and extent of the problem (Title IX). If the incident is a crime on or near campus, FSAO will report it without any identifying information to BUPD for inclusion in the annual security report and for issuance of any required timely warning (Clery Act).

University Ombuds	Confidential	The Ombuds may provide anonymous (de-identified) information to the Title IX Coordinator in an effort to address emerging problems or to prevent recurrence, including information on general trends or patterns of concern (Title IX).
Title IX Coordinator	Not Confidential	<p>Unless a complainant requests otherwise and the request is granted, the Title IX Coordinator will supervise the investigation and response to reported incidents of sexual misconduct (Title IX).</p> <p>If the incident is a crime on or near campus, the Title IX Coordinator will report it without any identifying information to BUPD for inclusion in the annual security report and for issuance of any required timely warning (Clery Act).</p> <p>The Title IX Coordinator will share information with University Personnel who need to know it in order to carry out University policies and procedures.</p>
Deputy Title IX Coordinators	Not Confidential	Unless a complainant requests otherwise and the request is granted, the Deputy Title IX Coordinators will assist the Title IX Coordinator in the investigation and response to reported incidents of Title IX Sexual Misconduct and Non-Title Sexual Misconduct, as appropriate (Title IX).

Dean of Students Office ("Dean")	Not Confidential	<p>Unless a complainant requests otherwise and the request is granted, the Dean's designee (the Office of Judicial Affairs) will investigate and respond to reported incidents of sexual misconduct (Title IX).</p> <p>If the incident is a crime on or near campus, the Dean will report it without any identifying information to BUPD for inclusion in the annual security report and for issuance of any required timely warning (Clery Act).</p> <p>The Dean will share information with University Personnel who need to know it in order to carry out University policies and procedures.</p>
Office of Judicial Affairs ("OJA")	Not Confidential	<p>Unless a complainant requests otherwise and the request is granted, OJA will investigate and respond to reported incidents of sexual misconduct (Title IX).</p> <p>If the incident is a crime on or near campus, OJA will report it without any identifying information to BUPD for inclusion in the annual security report and for issuance of any required timely warning (Clery Act).</p> <p>OJA will share information with University Personnel who need to know it in order to carry out University policies and procedures.</p>

<p>Equal Opportunity Office ("EOO")</p>	<p>Not Confidential</p>	<p>Unless a complainant requests otherwise and the request is granted, EOO will investigate and respond to reported incidents of sexual misconduct (Title IX).</p> <p>If the incident is a crime on or near campus, EOO will report it without any identifying information to BUPD for inclusion in the annual security report and for issuance of any required timely warning (Clery Act).</p> <p>EOO will share information with University Personnel who need to know it in order to carry out University policies and procedures.</p>
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Boston University Police Department ("BUPD")	Not Confidential	<p>BUPD will report to the Title IX Coordinator all information received about Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct incidents so the University can investigate and respond (Title IX.)</p> <p>If the incident is a crime, BUPD will include it in a crime log and the annual security report without identifying the victim (Clery Act).</p> <p>If the incident is a crime and poses a serious or continuing threat, BUPD will issue a timely warning or emergency notification (Clery Act).</p> <p>If there is reasonable cause to suspect that a minor has been sexually abused, BUPD will notify University leadership (MA Law on Protection of Minors).</p> <p>BUPD will share information with University personnel who need to know it in order to carry out University policies and procedures.</p>
Other University Personnel	Not Confidential	<p>Will report to the Title IX Coordinator all information received about Title IX and Non-Title IX Sexual Misconduct incidents so the University can investigate and respond (Title IX.)</p> <p>If the incident is a crime, a "campus security authority" will report it without any identifying information to BUPD for inclusion in the annual security report and for issuance of any required timely warning (Clery Act).</p> <p>If there is reasonable cause to suspect that a minor has been sexually abused, other University personnel will notify University leadership (MA Law on Protection of Minors).</p> <p>Other University personnel will share information with University personnel who need to know it in order to carry out University policies and procedures.</p>
Confidential Resource Providers	Confidential	<p>Confidential Resource Providers (CRPs) are trained in awareness and in responding to trauma. CRPs can provide information to members of the community regarding: Reporting options and the effects of each option; counseling services available on campus and through local, community-based rape crisis or domestic violence centers; medical and health services available on and off-campus; available school or work based supportive measures related to academic and residence life, and employment; explain BU's disciplinary process and the legal process; notify the reporting party of their rights and BU's responsibilities in obtaining a criminal protection order (209A/258E); and BU No Contact Directive, BU No Trespass Order, and other lawful orders from law enforcement or BU. CRPs may accompany or participate in any meeting as an advisor or support person to any hearing or disciplinary proceeding at the request of the reporting party or the responding party.</p>

Additional Resources Regarding This Policy

History

This Sexual Misconduct Policy is effective August 14, 2020, and replaces the University's [Sexual Misconduct/Title IX Policy](#) in its entirety. The new Sexual Misconduct Policy and its three corresponding Complaint Procedures apply to conduct that occurs on or after August 14, 2020. Complaints filed on or before August 13, 2020 will be handled under the University's Sexual Misconduct/Title IX Policy and the two corresponding Complaint Procedures.

Policy and Procedures Related to this Policy - *Applying to conduct that occurs on or after August 14, 2020*

- **POLICY**

[Sexual Misconduct Policy](#), Available at: <http://www.bu.edu/policies/sexual-misconduct-title-ix-hr/>.

- **PROCEDURES**

[Procedures for the Resolution of Non-Title IX Sexual Misconduct Complaints Against Students](#)
Available at: <http://www.bu.edu/policies/resolution-of-sexual-misconduct-complaints-against-students/>.

[Procedures for the Resolution of Non-Title IX Sexual Misconduct Complaints Against Faculty, Staff, Affiliates, and Non-Affiliates](#),
Available at: <http://www.bu.edu/policies/procedures-faculty-staff-affiliates-non-affiliates-sexual-misconduct/>.

[Procedures for the Resolution of Title IX Sexual Misconduct Complaints Against Students, Faculty, Staff, Affiliates, and Non-Affiliates](#),
Available at: <http://www.bu.edu/policies/procedures-for-the-resolution-of-title-ix-sexual-misconduct-complaints-against-students-faculty-staff-affiliates-and-non-affiliates/>.

Policy and Procedures For Past Conduct - *Applying to conduct occurring on or before August 13, 2020*

- **POLICY**

- [Sexual Misconduct/Title IX Policy](#), Available at: <http://www.bu.edu/policies/files/2016/09/Sexual-Misconduct-Title-IX-Policy-conduct-up-to-8.13.20-FINAL.pdf>.

- **PROCEDURES**

- [Procedures for the Resolution of Sexual Misconduct Complaints Against Faculty, Staff, Affiliates, and Non-Affiliates](#) "Faculty Procedures", Available at: <http://www.bu.edu/policies/files/2016/09/Faculty-Staff-Procedures-Sexual-Misconduct-Title-IX-Policy-up-to-8.13.20.pdf>. Note that this link might need to be copied and pasted into the browser in order to access the PDF file.
- [Procedures for the Resolution of Sexual Misconduct Complaints against Students](#) "Student Procedures", Available at: <http://www.bu.edu/policies/files/2016/09/Student-Procedures-Sexual-Misconduct-Title-IX-Policy-up-to-8.13.20.pdf>. Note that this link might need to be copied and pasted into the browser in order to access the PDF file.

Related BU Websites

- Sexual Misconduct Page on Safety Website - *site includes [Title IX Information](#) and [Title IX Coordinator and Deputy Coordinators Contact Information](#)*
- [Equal Opportunity Office](#)
- [Sexual Misconduct Page on Safety Website](#)
- [Title IX Information](#)
- [Title IX Coordinator and Deputy Coordinators Contact Information](#)
- [Equal Opportunity Office](#)
- [Office of Judicial Affairs](#)
- [Dean of Students Office](#)
- [Office of the Provost](#)
- [Human Resources](#)
- Sexual Assault Response & Prevention Center - [SARP](#)
- Faculty & Staff Assistance Office - [FSAO](#)

Please refer to **Appendix A** which contains information about University programming and initiatives intended to increase the University community's knowledge and to prevent violence and promote safety, including bystander intervention awareness and other prevention programs intended to prevent dating violence, domestic violence, sexual assault and stalking.

Procedures for the Resolution of Non-Title IX Sexual Misconduct Complaints Against Students

*Note: These **Procedures for the Resolution of Non-Title IX Sexual Misconduct Complaints Against Students** are effective on August 14, 2020. The new [Sexual Misconduct Policy](#) and its three corresponding Complaint Procedures (including this Procedure) apply to conduct that occurs on or after August 14, 2020. Conduct occurring on or before August 13, 2020 will be handled under the University's Sexual Misconduct/Title IX Policy and the two corresponding Complaint Procedures. The procedures to address conduct occurring on or after August 14, 2020 are currently being revised to comply with the Massachusetts **Campus Sexual Violence Act**. These procedures will include the following requirements and rights for both Respondents and Complainants:*

- The parties will receive copies of the Sexual Misconduct Policy and Procedures applicable to their case, which will include information about available supportive measures and the process for submission and consideration of evidence that may be used during a hearing or disciplinary proceeding.
- The parties may be accompanied by and may consult with an advisor or support person of their choice throughout the proceedings, although the availability of an advisor may not significantly delay any meeting. The University will have reasonable measures to provide for the involvement of the advisor, which will be applied equally.
- The Respondent will receive notice of an allegation of sexual misconduct that will include the date, time, and location, if known of the alleged incident, including a specific statement of policies allegedly violated.
- The complaint resolution process, including the investigation and any hearing and disciplinary proceedings, will be impartial and conducted by an individual who does not have a conflict of interest or bias and who will have not less than annual training on the University's Sexual Misconduct Policy and Procedures.
- The Respondent is presumed not responsible for the alleged conduct until a determination regarding responsibility has been made by a preponderance of the evidence at the conclusion of the applicable complaint resolution process.
- The parties will have equal opportunities to inspect and review evidence obtained in an investigation that is directly related to the allegations.
- The parties have an equal opportunity to present evidence and witnesses on their behalf during

a hearing or proceeding, and each party will be provided with timely and equal access to relevant evidence that will be used during any disciplinary process conducted under the Sexual Misconduct Policy and Procedures.

- There may be restrictions on evidence considered by the fact finder, including evidence regarding the prior sexual history or character evidence.
- The parties may not personally and directly question each other during an investigation or any complaint resolution process conducted under the Sexual Misconduct Policy and Procedures.
- The parties will receive written notice of the results of a hearing or disciplinary proceeding not later than 7 business days after a final determination of a complaint (not including time for an appeal) unless good cause for additional time is shown, and the parties will be informed of any appeals process.
- If the opportunity is made available to appeal a determination based on a perceived procedural error, previously unavailable evidence that could significantly impact the outcome of the case, or a sanction that is disproportionate to the findings, both parties will be permitted to appeal decisions regarding responsibility or sanctions.
- The University will not disclose the identity of the parties, except as necessary to carry out disciplinary proceedings under its Sexual Misconduct Policy and Procedures or as permitted under state or federal law.

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I. APPLICABILITY AND SCOPE

These Procedures will be used to investigate and resolve all complaints of sexual misconduct against Boston University students (undergraduate, graduate, full-time, and part-time) if the alleged conduct does not fall within the scope of Title IX Sexual Misconduct under the University's [Sexual Misconduct Policy](#).

Complaints of Title IX Sexual Misconduct against Boston University students, faculty, staff, affiliates, and non-affiliates will be investigated and resolved using the Title IX Sexual Misconduct Procedures, if the alleged conduct falls within the scope of Title IX Sexual Misconduct under the University's [Sexual Misconduct Policy](#)

Complaints of sexual misconduct against Boston University faculty, staff, affiliates, and non-affiliates that do not fall within the scope of Title IX Sexual Misconduct under the University's [Sexual Misconduct Policy](#) will be investigated and resolved using the [Procedures for the Resolution of Non-Title IX Sexual Misconduct Complaints against Faculty, Staff, Affiliates, and Non-Affiliates](#).

II. RIGHTS OF THE COMPLAINANT AND RESPONDENT

Boston University's Procedures for the investigation, adjudication, and resolution of sexual misconduct complaints brought against students are designed to be accessible, prompt, equitable, and impartial. Throughout this process, both the complainant and respondent have the following rights:

- To be treated with respect, dignity, and sensitivity.
- To receive appropriate support from the University.
- Privacy to the extent possible, consistent with applicable law and University policy.
- Information about the University's [Sexual Misconduct Policy](#).
- The presence of an Adviser throughout the process.
- To participate or to decline to participate in the investigation or complaint resolution process. However, a decision not to participate in the process either in whole or in part will not prevent the University from proceeding with the information available.
- A prompt and thorough investigation of the allegations.
- Adequate time to review documents in the Office of Judicial Affairs following the investigation.
- To appeal the decision made or any sanctions imposed by the Dean of Students to a Hearing Panel of the University Board on Student Conduct.
- To challenge a Hearing Panel member(s) for a possible conflict of interest.
- To refrain from making self-incriminating statements.
- To appeal the decision by made the Hearing Panel of the University Board on Student Conduct to the University Provost.
- Notification, in writing, of the case resolution, including the outcome of any appeals, and the final determination.
- For the complainant, to report the incident to law enforcement (including the Boston University Police or with the police department in the jurisdiction in which the sexual misconduct occurred) at any time.

Boston University will disclose information about its investigation and resolution of sexual misconduct complaints only to those who need to know the information in order to carry out their duties and responsibilities. It will inform all University personnel participating in an investigation, proceeding, or hearing that they are expected to maintain the privacy of the process. This does not prohibit either a complainant or respondent from obtaining the assistance of family members, counselors, therapists, clergy, doctors, attorneys, or other resources.

III. PRELIMINARY MATTERS

A. Timing of Complaints.

If the respondent is a current Boston University student (undergraduate or graduate, full-time or part-time), there is no time limit for filing a complaint to initiate these Procedures. However, students are strongly encouraged to report sexual misconduct in a timely manner to maximize the University's ability to gather evidence, and conduct a thorough, impartial, and reliable investigation. If the respondent is a second semester senior (or in the final semester of a graduate program), the University may withhold that student's Boston University degree pending conclusion of the complaint resolution procedures.

B. Effect of Criminal Proceedings.

The filing and processing of a complaint of sexual misconduct is separate from and independent of any criminal investigation or proceeding. Boston University will not wait for the conclusion of any criminal investigation or proceedings to begin its own investigation although the University may delay temporarily the fact-finding component of the investigation while the police are gathering evidence. Neither law enforcement's determination as to whether or not to prosecute a respondent nor the outcome of any criminal prosecution is determinative of whether sexual misconduct occurred under the University's [Sexual Misconduct Policy](#).

C. Effect of a Pending Complaint on the Respondent.

If the respondent is a current BU student, no notation will be placed on the respondent's transcript of a complaint or pending disciplinary action prior to the conclusion of the complaint resolution process. If the respondent withdraws from Boston University while a sexual misconduct complaint is pending, the respondent's transcript will reflect a withdrawal and a notation of pending disciplinary action subject to modification to reflect the outcome of the disciplinary action.

D. Amnesty.

A student who files a sexual misconduct complaint, or who serves as a third party witness during the complaint resolution process, will not be subject to disciplinary action by the University for his or her own personal consumption of alcohol or other drugs at or near the time of the alleged sexual misconduct, provided that such violations did not and do not place the health or safety of any other person at risk. However, the use of alcohol or drugs does not excuse sexual misconduct and a person who has been incapacitated through the use of alcohol and drugs (or by any other means) cannot give effective consent to sexual activity. The University may initiate an educational discussion or pursue other educational remedies regarding alcohol or other drugs.

E. Adviser.

The complainant and respondent may each choose and be accompanied to any meeting or hearing related to these Procedures by an Adviser, who may provide support during such meeting or hearing. During meetings and interviews, the Adviser may quietly confer or pass notes with the party in a non-disruptive manner. The Adviser may not intervene in a meeting or interview, or address the Investigator. Consistent with the University's obligation to promptly resolve sexual misconduct complaints, the University reserves the right to proceed with any meeting or interview, regardless of the availability of the party's selected Adviser.

F. Declining to Participate.

A complainant and/or respondent may decline to participate in the investigative or complaint resolution process. The University may continue the process without the complainant's and/or respondent's participation. In most cases, a refusal to participate in the investigative process will preclude a complainant or respondent from appealing any determination. The Dean of Students will make this determination.

G. Time Frame for Complaint Resolution.

The University will seek to resolve every report of sexual misconduct within ninety (90) calendar days after the filing of a complaint, including appeals. Time frames may vary depending on the complexity of a case, the availability of witnesses, and at certain times of the academic year (for example, during breaks, study periods or final exams). The University may extend any time frame for good cause, with a written explanation to the complainant and respondent.

H. Prohibition on Retaliation.

It is illegal and a violation of the University's [Sexual Misconduct Policy](#) to retaliate against a person for filing a complaint of sexual misconduct or for cooperating in a sexual misconduct investigation. Any person who retaliates against a person for reporting sexual misconduct, filing a sexual misconduct complaint, or participating in a sexual misconduct investigation is subject to disciplinary action up to and including expulsion from the University.

I. Notice.

The Office of Judicial Affairs ("OJA") will give the complainant and respondent, respectively, a written explanation of their rights and options, and any available accommodations, as soon as possible after a complaint is reported. OJA and the Dean of Students Office will also ensure that both the complainant

and respondent are updated throughout the investigative process, including with timely notice of meetings where either the complainant's or the respondent's presence may be required.

IV. INITIATING A COMPLAINT.

A. Individual.

Any person who believes he or she has experienced sexual misconduct as defined in the University's [Sexual Misconduct Policy](#), may file a complaint against the Boston University student responsible for that conduct (the person filing a complaint is referred to as a "complainant"). A person who has information that sexual misconduct may have been committed by a University student or a participant in a University Program may also file a complaint (the person with such information is referred to as a "reporter"). A complainant or reporter may include any member of the Boston University community, including students, faculty, administrators, and staff members, visitors, applicants for employment or admission, participants in a BU program or activity, or a non-affiliate with knowledge of an incident of sexual misconduct.

B. Administrative.

In extraordinary cases, such as situations that threaten the safety of members of the BU community, the University may initiate a complaint through the Dean of Students Office against a Boston University student. As set forth in the [Sexual Misconduct Policy](#), reports of sexual misconduct undergo a Title IX Review to determine the appropriate response and make an initial determination as to whether the conduct alleged in the complaint may violate Title IX.

V. HOW TO FILE A COMPLAINT.

A complainant or reporter may submit an [Incident Report Form](#) to the Title IX Coordinator, the Dean of Students Office, the Office of Judicial Affairs ("OJA"), or one of the University's Deputy Title IX Coordinators. Although the Incident Report Form should contain sufficient information to permit the respondent to understand and respond adequately to the charges being brought, it may not reflect every detail related to the allegations in the complaint, as additional information may be discovered during the investigation.

A complainant may also call or meet with the Title IX Coordinator, Dean of Students Office, OJA, or a Deputy Title IX Coordinator to initiate a complaint.

University Title IX Coordinator
888 Commonwealth Avenue, Suite 303, Boston, MA 02115
(617) 353-9286

titleix@bu.edu

Deputy Title IX Coordinators Contact information available at <http://www.bu.edu/safety/sexual-misconduct/title-ix-bu-policies/>. Dean of Students Office

George Sherman Union, Fl. 2
775 Commonwealth Avenue, Boston, MA 02115
(617) 353-4126

dos@bu.edu

Office of Judicial Affairs
25 Buick Street, 1st Floor, Boston, MA 02115
(617) 358-0700

VI. INFORMATION FOR COMPLAINANTS.

After receiving a report of sexual misconduct, OJA will notify the complainant of the option to have an Adviser accompany him or her to any meeting or interview related to the complaint resolution process. OJA will also:

- Provide the complainant with information regarding the Rights of the Complainant and Respondent.
- Explain the prohibition against retaliation.
- Explain the process for investigating and resolving a sexual misconduct complaint (including the available appeal procedures).
- Instruct the complainant not to destroy any potentially relevant documentation in any format.
- Give the complainant a copy of the relevant policies.
- Explain the availability of interim measures.

VII. SUPPORTIVE MEASURES.

Upon the filing of a sexual misconduct complaint, the Title IX Coordinator, the Dean of Students, OJA, or a Title IX Coordinator will review the allegations and determine the necessity and scope of any supportive measures to prevent further acts of harassment, misconduct, or retaliation and to provide a safe educational and work environment.

The range of supportive measures may include, but not be limited to:

- Moving the complainant's or respondent's residence.
- Adjusting the complainant's or respondent's work schedule, assignment, or location for University employment. Changing the complainant's academic schedule, allowing the complainant to take an incomplete in one or more courses, allowing the complainant to drop (or retake) a course without penalty, or attend class via web conference.
- Changing the complainant's transportation arrangements or providing an escort to ensure safe movement between classes and other activities.
- Allowing the complainant to withdraw from or retake a class without penalty, or extending deadlines for examinations or other assignments.
- Reassigning the complainant or the respondent to another section, if the complainant and respondent are enrolled in the same lecture, discussion class, academic team, or project group.
- Providing access to tutoring or other academic support.
- Issuing an administrative "stay-away" (no contact) order.
- Interim suspension of the respondent.

The University will maintain as confidential any accommodations or supportive measures provided to the complainant and respondent to the extent that maintaining such confidentiality would not impair the ability of the University to provide the accommodations or supportive measures.

An individual's failure to comply with restrictions imposed by interim measures is a violation of University Policy and a basis for disciplinary action, up to and including expulsion from the University.

VIII. WITHDRAWAL OF A COMPLAINT.

Prior to the conclusion of a sexual misconduct investigation, the complainant may withdraw his or her complaint. Withdrawal of the complaint will ordinarily end the complaint investigation and resolution process. However, the University reserves the right to proceed with the complaint, even after the complainant withdraws it, in order to protect the interests and safety of the BU community.

IX. COMPLAINANT REQUESTS FOR CONFIDENTIALITY.

If the complainant is willing to participate in the review and investigation process, OJA will proceed as described in the Investigation section below.

If the complainant requests confidentiality or asks that the report of sexual misconduct not be pursued, the University will, generally before taking any further investigative steps, evaluate the complainant's

request in the manner set forth in Section V.B of the Sexual Misconduct Policy. The evaluation will be conducted by the Title IX Coordinator in consultation with a small number of University administrators as deemed necessary and appropriate under the circumstances.

Even absent a request for confidentiality, every reasonable effort will be made to protect the privacy of all parties during the investigation. Boston University will disclose information about its investigation and resolution of sexual misconduct complaints only to those who need to know the information in order to carry out their duties and responsibilities. It will inform all University personnel participating in an investigation, proceeding, or hearing that they are expected to maintain the privacy of the process. This does not prohibit either a complainant or respondent from obtaining the assistance of family members, counselors, therapists, clergy, doctors, attorneys, or other resources.

X. RESPONDING TO A COMPLAINT.

A. Notification of Respondent.

The person alleged to have committed sexual misconduct is called the respondent. Unless the complainant requests and is granted confidentiality, the respondent will be notified in writing that a complaint alleging sexual misconduct has been filed against him or her. The respondent will be advised that he or she may have an Adviser accompany him or her to any meeting or interview related to the investigation and complaint resolution process.

B. Information for Respondent.

Within seven (7) calendar days of receiving notice of the complaint, the respondent must arrange to meet with OJA. At that meeting, OJA will:

- Provide the respondent with information regarding the Rights of the Complainant and Respondent.
- Provide the respondent with a copy of the complaint.
- Explain the prohibition against retaliation.
- Discuss the nature of the complaint.
- Explain the rights and responsibilities of the complainant and respondent. Explain the process for investigating and resolving the complaint (including the available appeal procedures).
- Instruct the respondent not to destroy any potentially relevant documentation in any format.
- Give the respondent a copy of the relevant policies.
- Provide the respondent with a list of on-campus and off-campus support resources.

If the respondent fails to meet or cooperate with the OJA Investigator, the investigation and resolution of the complaint will proceed without input from the respondent. If interim measures have been imposed, OJA will explain the scope of those measures and the respondent's duty to comply with the interim measures.

C. Acceptance of Responsibility.

After reviewing the complaint and meeting with OJA and the Dean of Students, the respondent may choose to end the complaint resolution process by accepting responsibility for the conduct alleged in the complaint. If the respondent accepts responsibility for the conduct alleged in the complaint, the Dean of Students will determine an appropriate sanction for the respondent. If the respondent disputes the allegations of the complaint, the matter will proceed to an investigation.

At any point in the process, the respondent may accept responsibility for the conduct alleged in the complaint. In such cases, the Dean of Students may impose sanctions for violations of the [Sexual Misconduct Policy](#).

XI. INVESTIGATION OF A COMPLAINT.

A. Investigators.

The Office of Judicial Affairs will designate two Investigators specifically trained in sexual misconduct investigations to conduct a prompt, thorough, and fair investigation.

B. Investigation Process.

The investigation will include one or more interviews with the complainant, the respondent, and any witnesses. The investigation will include the gathering of physical, documentary, or other relevant and available evidence, including law enforcement reports. As part of the investigation, the University will provide an opportunity for all parties to present written statements, identify witnesses, and submit other evidence. The Dean of Students Office may require student-witnesses to cooperate with the investigation regardless of the parties' selection of witnesses.

C. Standard of Proof.

In resolving complaints pursuant to the [Sexual Misconduct Policy](#), the University will use a "preponderance of the evidence," standard, which is whether the evidence gathered and information provided during the investigation supports a finding that it is more likely than not that the respondent violated the [Sexual Misconduct Policy](#).

D. Investigation Finding.

At the conclusion of the investigation, the Investigators will prepare a report (the "Investigative Report") summarizing and analyzing the relevant facts determined through the investigation, with reference to any supporting documentation or statements. Before the Investigative Report is finalized, the complainant and respondent will be given the opportunity to review their own statements and, may also be provided with a written summary of other information collected during the investigation.

A complainant or respondent must submit any comments about their own statement, or on any investigation summary that might be provided, to the Investigators within five (5) calendar days after the statement or summary was provided.

Following the receipt of any comments submitted, or after the 5-day comment period has lapsed without comment, the Investigators will address any identified factual inaccuracies or misunderstandings, as appropriate. The final Investigative Report will provide a summary of the Investigators' impressions, including context for the evidence and a recommendation, but will not make a final determination as to whether a violation of the [Sexual Misconduct Policy](#) occurred, reserving that decision (and any sanctions) for the Dean of Students. The parties will be provided with a copy of the final Investigative Report simultaneously.

XII. RESOLUTION OF A COMPLAINT.

A. Informal Resolution.

A complainant and a respondent may choose to resolve a complaint through an informal. Informal resolution may include conflict mediation or a restorative conference with a University community member. However, informal resolution may only be used:

1. Prior to a decision by Dean of Students being issued;
2. When the Dean of Students determines this is a suitable option for resolving the complaint, and both the complainant and respondent agree to use the process;
3. When the complaint does not involve sexual assault, as defined in Section II.A of the [Sexual Misconduct Policy](#).

Either the complainant or respondent may choose to end the informal resolution process at any time and commence or resume the formal complaint resolution process.

Because the outcome of informal resolution process is mutually developed and agreed upon by the parties, an appeal of the process and its result is not permitted. If the parties are unable to agree on a voluntary resolution, the matter will be referred by the Dean of Students for investigation by the Office of Judicial Affairs.

B. Dean of Students Determination of Responsibility under the University's Sexual Misconduct Policy.

On behalf of the University, the Dean of Students shall have jurisdiction in cases of alleged misconduct by Boston University students and shall determine if a student has violated the [Sexual Misconduct Policy](#). The Office of Judicial Affairs will provide the Dean of Students with a copy of the Investigative Report within seven (7) calendar days of its completion. Within fourteen (14) calendar days after receiving the Investigative Report, the Dean of Students will make a determination as to whether the respondent(s) violated the [Sexual Misconduct Policy](#), and impose a sanction if a violation has been found.

1. Determination & Notice of the Outcome.

The Dean of Students may, in his or her discretion, provide the complainant and the respondent with an opportunity to meet, accompanied by the party's Adviser. If the Dean of Students meets with one party, he or she will offer the other party the chance to meet.

The Dean of Students will provide the complainant and respondent with simultaneous, written notice of the outcome of the University's resolution of the sexual misconduct complaint (the "Letter of Determination"), the sanction, if any, that has been imposed on the respondent, and any additional steps that the University has taken to eliminate the hostile environment (if the Dean found one exists) and prevent any recurrence of any sexual misconduct. The Letter of Determination will include a description of the right to appeal for both the complainant and the respondent.

2. Sanctions for Violations of the Sexual Misconduct Policy.

If the respondent is found responsible for violating the [Sexual Misconduct Policy](#), the Dean of Students will impose a sanction designed to eliminate the misconduct, prevent its recurrence, and remedy its effects, while supporting the University's educational mission and Title IX obligations. Sanctions may also serve to promote safety or deter students from similar future behavior.

The following, individually or in combination, are potential sanctions for violations of the University's [Sexual Misconduct Policy](#). Where appropriate, the statement of the sanction includes the duration, any conditions to be observed during that period, and the conditions for termination of the sanction.

Major Sanctions.

- Expulsion from the University or a program of the University.
- Suspension from the University or a program of the University for a specific period of time.
- Deferred suspension from the University or a program of the University.
- Denial of graduation, diploma, or degree.
- Deferral of graduation, diploma, or degree for a specific period of time.
- Revocation or withdrawal of diploma or degree previously credited, awarded, or conferred. Other Available Sanctions.
- Expulsion from a University residence.
- Suspension from a University residence for a specific period of time.
- Deferred residence expulsion (with or without relocation to a different residence location).
- Disciplinary probation. Disciplinary probation may involve counseling with faculty or administrative staff; restriction of student privileges; prohibitions against participation in University activities or events, including athletic or non-athletic activities; and prohibitions against holding office or

- participating in student organizations or residence, school, or college organizations or activities.
- Residence probation. Residence probation may involve periodic meetings with a member of the residence staff and/or restriction of specific residence privileges.
- Disciplinary reprimand or warning.
- Restitution. The student will reimburse the University and/or other appropriate party for damage to or loss of property or for costs or expenses incurred by the University or other party. Restitution will be made at full cost of replacement or repair, and other expenses.

Note: If the respondent is a graduate student who also serves as a teaching assistant, sanctioning decisions related to the respondent's teaching responsibilities will be made by the appropriate academic Dean.

Remedies for Complainants.

As part of the sanctioning process, the Dean of Students, or designee, may require that existing supportive remedies stay in place for a prescribed period of time. In consultations with the Title IX Coordinator and the Director of SARP, the Dean of Students may also impose new supportive measures or administrative actions such as stay-away orders, housing placement, or academic accommodations based upon the investigation and resolution of the case.

XIII. APPEAL TO THE UNIVERSITY BOARD ON STUDENT CONDUCT.

A. Grounds for Appeal.

The complainant and respondent each have the right to appeal the Dean of Students' determination to the University Board on Student Conduct ("UBSC"). The complainant and respondent will be notified of this right and the procedures for appeal in writing. The Dean's determination will be presumed to have been reached reasonably and appropriately, by a preponderance of the evidence. Therefore, a party may appeal the Dean's determination only on the following grounds:

1. Insufficient evidence to support OJA's findings.
2. The sanction imposed is disproportionate to the violation of the [Sexual Misconduct Policy](#).
3. The discovery of new, relevant evidence, that was unavailable to the appealing party during the investigation that could reasonably affect the outcome of the case.
4. Prejudicial bias on the part of an OJA Investigator.

To appeal to a Hearing Panel of the UBSC, the appealing party must submit a written appeal petition to the Dean of Students within ten (10) calendar days of the date of receipt of the Letter of Determination. The Dean of Students may accept a late submission under extenuating circumstances.

The Dean of Students will provide the non-appealing party with a copy of the appeal petition. The non-appealing party will have ten (10) days from receipt of the appeal petition to file a response to the appeal petition. The response must be in writing and submitted to the Dean of Students. The Dean of Students will forward the response to the petition to the appealing party upon receipt.

B. Content of Appeal Petition and Response.

The appeal petition must specify the grounds for the appeal, along with the supporting rationale, including a response to the Investigative Report, if any. The appeal may also include, or make reference to, other relevant information such as the identity of new witnesses who were not reasonably discoverable during the investigation or other evidence that was not considered during OJA's investigation. Any response to the appeal petition must address the issue raised in the appeal.

Each party will have the opportunity to review any written submissions of the other party prior to the Hearing.

C. University Board on Student Conduct.

The membership of the UBSC will be as follows: one-third of the members will be members of the faculty appointed by the Provost. The Provost will make his or her designation from a list of 15 nominations made by the Faculty Council. One-third of the members will be students (undergraduate and graduate) selected by the Dean of Students. One-third of the members will be appointed by the Vice President for Enrollment & Student Affairs and may include students, faculty, or members of the administrative staff of the University. Temporary imbalances in the composition of the Board caused by the absence or withdrawal from the UBSC of any member(s) will not affect the validity of actions taken by a Hearing Panel of the UBSC.

Membership on the UBSC shall be for a term of two years except that the term for student members shall be one year. Members appointed to fill a vacancy on the Board shall serve for the duration of the term. If, during the summer or during any other period, sufficient members of the UBSC are not available to create a Hearing Panel, the Office of the Provost, at the request of the Dean of Students, may designate individuals to serve as interim members of the UBSC for the purpose of serving on a Hearing Panel. A member of the Dean of Students' staff will sit in ex officio, and will be responsible for the administrative functions of the UBSC, but will not participate in any Hearing. Each Hearing Panel will consist of three or five members of the UBSC. At least one member of each Hearing Panel will be a student and at least one member will be a member of the faculty.

1. Training.

All UBSC members must participate in training. In addition, each year, returning UBSC members must receive refresher training. In addition to training on how the adjudicatory process works, the training will include specific instruction about how to approach students about sensitive issues that may arise in the context of sexual misconduct.

2. Hearing Panel Selection / Conflict Checking.

The Dean of Students will appoint a Hearing Panel of three or five members and will appoint one of these members as the Panel Chair. The Hearing Panel will not include any person who has participated in any effort to resolve the same complaint. The Hearing Panel members will receive the names of the complainant, the respondent, and all witnesses, and must withdraw from the proceedings if their relationship to a party or witness, or other circumstances leads them to believe that they cannot judge the matter fairly.

The Dean of Students will send a notice to the complainant and respondent, providing the names of the Hearing Panel members and informing them of their right to object to the participation of a Hearing Panel member. The objection must be in writing to the Dean of Students and received within two (2) calendar days of the date of the notice, and must state the party's reasons for believing the Hearing Panel member is incapable of fairly judging the matter.

The Dean of Students will decide whether an objection is justified, and that decision is final. When necessary, the Dean of Students will select a replacement Hearing Panel member. Parties will have an opportunity to object to any Panel member selected as a replacement.

D. Hearing Procedures.

1. Timing and Notice.

The Dean of Students will notify the complainant and the respondent of the time and location of the Hearing and will endeavor to convene a Hearing Panel within fourteen calendar (14) days of the written appeal petition. The parties are expected to cooperate in the scheduling of the Hearing.

2. Pre-Hearing Procedures.

a. Pre-Hearing Review.

Prior to the Hearing, the Hearing Panel members will review all the written materials provided to them by the Dean of Students, including OJA's Investigative Report, the Dean of Students' Letter of Determination, the appeal petition and response (if any), and any other documents or evidence submitted by the parties. Based on the appeal petition and response, the Hearing Panel, in its sole discretion, will determine whether third party witnesses will be called at the Hearing and will provide the names of those witnesses to the Dean of Students, who will arrange for those witnesses to appear. The Hearing Panel may also ask to see underlying materials that were relied upon by OJA in its Investigative Report. In the absence of good cause as determined by the Chair in his or her sole discretion, parties may not introduce witnesses, documents, or other evidence at the Hearing that were not included in or referred to by the appeal petition or any response.

b. Pre-Hearing Meeting.

Prior to the Hearing date, the Dean of Students will schedule individual meetings with the complainant and the respondent and their respective Advisers. At the meeting, the Dean of Students will review the Hearing Panel procedures. In addition, the Dean of Students will provide the complainant and the respondent with a copy of the list of witnesses, and copies of documents or other evidence that the Hearing Panel may consider at the Hearing. The University reserves the right, through the Chair, to add witnesses to the witness lists with reasonable notice prior to the Hearing.

c. Attendance at Hearing.

If the complainant or the respondent fails to appear at the scheduled Hearing, the Chair may postpone the proceedings or direct that the Hearing proceed and determine the appeal on the basis of the available information, provided the absent party was duly notified of the scheduled Hearing date, as outlined above.

3. Conduct of Hearing.

The Chair will preside at the Hearing and may make such rulings as he or she deems necessary for the orderly conduct of the Hearing. No one other than the Hearing Panel members, the complainant and respondent, their respective Advisers, witnesses (when called), and necessary University personnel may be present in the Hearing room or rooms during the proceeding. The Dean of Students Office will work with other University personnel so that any student whose presence is required may participate in the Hearing.

In general, Hearings will proceed as follows:

- Complainant opening statement;
- Respondent opening statement;
- Questions to the complainant by the Hearing Panel;
- Questions to the respondent by the Hearing Panel;
- Witness testimony (if any) and questioning by the Hearing Panel;
- Questions to the Investigators by the Hearing Panel (if any);
- Closing statement by complainant; and
- Closing statement by respondent.

The Hearing Panel will not consider the romantic or sexual history of either the complainant or respondent, except for testimony offered by one or the other about the complainant's and respondent's shared sexual history that the Hearing Panel deems relevant. If such information is offered by the complainant or respondent, the other has the right to respond. The existence of a prior consensual dating or sexual relationship between the complainant and respondent by itself does not support an inference of

consent to sexual contact.

The Hearing Panel may set reasonable time limits for any part of the Hearing. In cases where either the complainant or respondent opts not to participate in the Hearing, the Hearing Panel may still hear from the other.

The Hearing will not follow a courtroom model, and the rules of evidence and civil or criminal procedure do not apply. The Chair has the sole discretion to commence, recess, and reconvene the Hearing, and may suspend the Hearing at any time. The Chair will make any procedural decisions during the Hearing that he or she deems necessary to safeguard the integrity and fairness of the Hearing and to avoid undue delay. The Chair will determine the admissibility, relevance, and materiality of the testimony and information offered and may exclude any testimony or evidence that he or she determines to be cumulative or irrelevant. The Hearing Panel may take notice of facts or information within the knowledge of the University community or based on University records.

Upon timely request by the complainant or respondent, the Chair may accommodate concerns for the personal safety, well-being, and/or fears of confrontation of the complainant or respondent during the Hearing by providing separate facilities, by using a visual screen, and/or by permitting participation by telephone, videophone, closed circuit television, video conferencing, videotape, audiotape, written statement or other means, where and as determined in the sole discretion of the Chair to be appropriate.

a. Audio Recording.

The Dean of Students will arrange for the hearing to be audio recorded, and may arrange for the preparation of any transcript of the recording that he or she deems appropriate. The complainant and respondent will have the right to access a copy of the recording without cost, or to obtain a copy of the recording at his or her expense. The Hearing Panel's post-Hearing deliberations will not be recorded. Personal cell phones and recording devices may not be used in the Hearing room(s) to record the Hearing unless approved by the Chair in advance.

b. Preponderance of the Evidence Standard of Review.

All decisions by the Hearing Panel will be made by majority vote and must be supported by a preponderance of evidence.

c. Opening Statements and Questioning by the Parties.

The complainant and respondent will each have the opportunity to present an opening statement. Only the Chair and the Hearing Panel members are permitted question the individual parties and witnesses (if any). However, the complainant and the respondent may ask the Chair to pose additional questions or inquire further into specific matters by submitting these requests to the Chair in writing or orally, at the discretion of the Chair. The Chair may disallow or reframe any questions that are redundant, irrelevant, or disruptive. If, prior to the conclusion of the Hearing, the Hearing Panel determines that unresolved issues exist that would be clarified by the presentation of additional evidence, the Chair may suspend the Hearing and reconvene it in a timely manner to receive such additional information. A suspension of the Hearing may not be based on the proposed introduction of documents or other evidence that could have been presented prior to the Hearing.

d. Respondent Testimony.

The respondent shall have the right not to answer questions during the Hearing; however, the exercise of that right shall not preclude the Hearing Panel from proceeding and evaluating the appeal on the basis of the Investigative Report, Letter of Determination, and other available information.

e. Privacy of the Hearing.

To comply with Title IX and FERPA, and to provide an orderly process for the presentation and consideration of relevant information without undue intimidation or pressure, the Hearing is not open to the public. Accordingly, documents prepared in anticipation of the Hearing (including the Investigative Report, the Letter of Determination, the appeal petition and response, documents, testimony, or other information introduced at the Hearing, and any recording or transcripts of the Hearing) may not be disclosed outside of the Hearing procedures, except as may be required or authorized by law.

4. Hearing Panel Decision.

After completion of the Hearing, all persons other than the members of the Hearing Panel will be asked to leave the Hearing room. The Hearing Panel will then deliberate privately. The members of the Hearing Panel are the sole arbiters of the weight of the evidence and the credibility of the witnesses. The specification or description of a violation of the [Sexual Misconduct Policy](#) or the sanction imposed may be modified by the Hearing Panel to conform to the evidence, provided that the modification does not deprive the respondent of his or her right to respond to particular charges.

The Hearing Panel shall consider the merits of an appeal petition only on the basis of the four grounds for appeal set forth in Section XIII.A and supporting information provided in the written appeal petition, any response to the appeal petition, the record of the original decision, and any testimony elicited at the Hearing. Any decision of the Hearing Panel shall be made by majority vote. The vote itself will not be communicated to the parties.

The Hearing Panel may:

1. Affirm, modify, or reverse the Dean of Students' determination.
2. Affirm or modify (either to increase or decrease) the sanctions imposed.
3. Remand the matter to OJA for further investigation. This shall ordinarily be done in the case of new and relevant information, for an assessment of the weight and effect of the new information and a determination after consideration the new facts.

5. Communication of the Hearing Panel's Decision.

Within seven (7) calendar days from the conclusion of the Hearing Panel's deliberations (or such longer time as the Chair may for good cause determine), the Chair will simultaneously communicate the Hearing Panel's decision on the appeal petition to the complainant, the respondent, and the Dean of Students, and will do so in writing.

6. Maintenance of Records.

The Hearing audio recording, together with the documents, information and other evidence presented at the Hearing, will serve as the record of the hearing proceedings and will be maintained by the Dean of Students as part of the respondent's disciplinary record.

The disciplinary files of students who have been suspended or expelled from the University are maintained in the Dean of Students Office for at least seven (7) years after the students' departure from the University.

XIV. APPEALS TO THE UNIVERSITY PROVOST.

A. Procedure for Appeal.

The complainant and the respondent each have the right to appeal the Hearing Panel's decision to the University Provost. An appeal to the University Provost must be in writing and received by the Provost within ten (10) calendar days of receipt of the Hearing Panel's decision. The only grounds for appeal to the Provost are:

1. Procedural irregularity that affected the outcome of the Hearing.
2. The sanction is disproportionate to the violation of the [Sexual Misconduct Policy](#).
3. The discovery of new, relevant evidence that was unavailable to the appealing party prior to the Hearing Panel that could reasonably affect the outcome of the case.
4. Prejudicial bias on the part of the Hearing Panel.

The Provost will provide a copy of the appeal petition to the other party. If the non-appealing party chooses to respond to the appeal, he or she must do so in writing to the Provost within ten (10) calendar days after receiving the appeal petition.

Upon receipt of a timely appeal petition, the Dean of Students will forward to the Provost the relevant record of the matter. The University Provost will limit his or her review of Hearing Panel decisions to a review of the record of the original Hearing (including the audio recording), supporting documents, and statements made by one or both parties in the appeal petition.

The Provost will review the record and the statements submitted. The decision of the Provost will be in writing, with copies provided to the complainant, respondent, and the Dean of Students, and will be communicated within fourteen (14) calendar days after receiving the appeal petition or any response.

B. Impact of an Appeal Petition on Imposed Sanctions

The filing of an appeal petition will not operate to stay the effect of sanctions imposed. However, the appeal petition may seek a stay or modification of the sanctions pending the Provost's decision on the appeal. The Dean of Students or the University Provost, in his or her discretion, may suspend, stay, or modify sanctions imposed, subject to such conditions as either may deem appropriate.

C. Provost's Decision on Appeal.

The University Provost may:

1. Affirm, modify, or reverse the Hearing Panel's decision.
2. Affirm or modify (either to increase or decrease) the sanctions imposed.
3. Remand the matter to the UBSC for a new Hearing. This shall normally be done when there is a procedural irregularity that could be corrected in a rehearing.

If the Provost remands the matter, he or she will specify whether the sanctions are to be maintained, modified, suspended, or reversed pending completion of the matter on remand.

Any act authorized by this procedure to be performed by the Provost may also be done by an authorized designee of the Provost.

The decision of the Provost will be final.

XV. DISCIPLINARY RECORDS, WITHDRAWAL, AND READMISSION.

A. Disciplinary Records.

A sanction of expulsion or suspension from the University or a program of the University will be entered on the student's permanent record unless this provision is waived by the Dean of Students and the Provost concurs.

The University Registrar will be informed of all sanctions involving suspension or expulsion from the University or from a program of the University, and no student will be permitted to re-enroll in the University following such sanction unless he or she presents evidence to the Registrar of satisfaction of the sanction and of appropriate permission for re-enrollment.

B. Withdrawal and Readmission.

If a student voluntarily withdraws from the University or a program of the University while charges against him or her are pending, or as part of a negotiated settlement of such charges, this fact will be communicated to the University Registrar and the student will not be permitted to re-enroll unless he or she presents evidence that appropriate permission for re-enrollment has been obtained. Such permission shall be granted solely at the discretion of the Dean of Students or the Provost. If the student withdrew while charges against him or her were pending, permission for readmission will be granted only after the charges have been resolved.

If permission to re-enroll is not granted, the student may petition the Provost for permission, setting forth in his or her petition the relevant facts and the basis upon which the petition is made. The decision of the Provost will be final.

Failure of a student to comply with a sanction or condition imposed or to obtain permission for re-enrollment in accordance with the above requirements may be a basis for denial of re-enrollment.

FACULTY/STAFF NON-TITLE IX SEXUAL MISCONDUCT PROCEDURES

Procedures for the Resolution of Non-Title IX Sexual Misconduct Complaints Against Faculty, Staff, Affiliates and Non-Affiliates

*Note: These **Procedures for the Resolution of Non-Title IX Sexual Misconduct Complaints Against Faculty, Staff, Affiliates, and Non-Affiliates** are effective on August 1, 2021. The new **Sexual Misconduct Policy** and its three corresponding Complaint Procedures (including this Procedure) apply to conduct that occurs on or after August 14, 2020. Conduct occurring on or before August 13, 2020 will be handled under the University's Sexual Misconduct/Title IX Policy and the two corresponding Complaint Procedures. The procedures to address conduct occurring on or after August 14, 2020 are currently being revised to comply with the Massachusetts Campus Sexual Violence Act. These procedures will include the following requirements and rights for both Respondents and Complainants:*

- *The parties will receive copies of the Sexual Misconduct Policy and Procedures applicable to their case, which will include information about available supportive measures and the process for submission and consideration of evidence that may be used during a hearing or disciplinary proceeding.*
- *The parties may be accompanied by and may consult with an advisor or support person of their choice throughout the proceedings, although the availability of an advisor may not significantly delay any meeting. The University will have reasonable measures to provide for the involvement of the advisor, which will be applied equally.*
- *The Respondent will receive notice of an allegation of sexual misconduct that will include the date, time, and location, if known of the alleged incident, including a specific statement of policies allegedly violated.*
- *The complaint resolution process, including the investigation and any hearing and disciplinary proceedings, will be impartial and conducted by an individual who does not have a conflict of interest or bias and who will have not less than annual training on the University's Sexual Misconduct Policy and Procedures.*
- *The Respondent is presumed not responsible for the alleged conduct until a determination regarding responsibility has been made by a preponderance of the evidence at the conclusion of the applicable complaint resolution process.*
- *The parties will have equal opportunities to inspect and review evidence obtained in an investigation that is directly related to the allegations.*

- *The parties have an equal opportunity to present evidence and witnesses on their behalf during a hearing or proceeding, and each party will be provided with timely and equal access to relevant evidence that will be used during any disciplinary process conducted under the Sexual Misconduct Policy and Procedures.*
- *There may be restrictions on evidence considered by the fact finder, including evidence regarding the prior sexual history or character evidence.*
- *The parties may not personally and directly question each other during an investigation or any complaint resolution process conducted under the Sexual Misconduct Policy and Procedures.*
- *The parties will receive written notice of the results of a hearing or disciplinary proceeding not later than 7 business days after a final determination of a complaint (not including time for an appeal) unless good cause for additional time is shown, and the parties will be informed of any appeals process.*
- *If the opportunity is made available to appeal a determination based on a perceived procedural error, previously unavailable evidence that could significantly impact the outcome of the case, or a sanction that is disproportionate to the findings, both parties will be permitted to appeal decisions regarding responsibility or sanctions.*
- *The University will not disclose the identity of the parties, except as necessary to carry out disciplinary proceedings under its Sexual Misconduct Policy and Procedures or as permitted under state or federal law.*

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I. APPLICABILITY & SCOPE.

These Procedures will be used to investigate and resolve all other complaints of sexual misconduct against Boston University faculty and staff members, affiliates, and non-affiliates, as appropriate, if the alleged conduct does not fall within the scope of Title IX Sexual Misconduct under the University's [Sexual Misconduct Policy](#). For purposes of the University's [Sexual Misconduct Policy](#) and these Procedures, an "affiliate" includes, but is not limited to, visiting scholars and post-doctoral fellows who are not otherwise classified as Boston University faculty, staff, or students.

Complaints of Title IX Sexual Misconduct against Boston University students, faculty, staff, affiliates and non-affiliates will be investigated and resolved using the Title IX Sexual Misconduct, if the alleged conduct falls within the scope of Title IX Sexual Misconduct under the University's [Sexual Misconduct Policy](#).

All other complaints of sexual misconduct against Boston University students that do not fall within the scope of Title IX Sexual Misconduct under the University's [Sexual Misconduct Policy](#) will be investigated and resolved using the [Procedures for the Resolution of Non-Title IX Sexual Misconduct Complaints against Students](#).

All other complaints of discrimination or harassment against faculty and staff members, including but not limited to those based on race, color, creed, religion, ethnic origin, age, sex, disability, and sexual orientation, will be resolved using the University's [Complaint Procedures in Cases of Alleged Unlawful Discrimination and Harassment](#).

II. RIGHTS OF THE COMPLAINANT AND RESPONDENT.

These Procedures for the investigation, adjudication, and resolution of sexual misconduct (including non-Title IX sexual harassment) complaints brought against faculty, staff, affiliates and non-affiliates are designed to be accessible, prompt, fair, and impartial. Throughout this process, both the complainant and respondent have the following rights:

- To be treated with respect, dignity, and sensitivity.
- To receive appropriate support from the University.
- Privacy to the extent possible, consistent with applicable law and University policy.
- Information about the University's [Sexual Misconduct Policy](#).
- A prompt and thorough investigation of the allegations.
- Notification, in writing, of the case resolution, including the outcome of any appeals.
- To report the incident to law enforcement (including the Boston University Police or the police department in the jurisdiction in which the sexual misconduct occurred) at any time.

III. PRELIMINARY MATTERS.

A. Effect of Criminal Proceedings.

The filing and processing of a complaint of sexual misconduct is separate from and independent of any criminal investigation or proceeding. Boston University will not wait for the conclusion of any criminal investigation or proceedings to begin its own investigation, although the University may delay temporarily the fact-finding component of the investigation while the police are gathering evidence. Neither law enforcement's decision whether to prosecute a respondent nor the outcome of a criminal prosecution is determinative of whether sexual misconduct occurred under the University's [Sexual Misconduct Policy](#).

B. Adviser.

The complainant and respondent may each choose and be accompanied to any meeting or hearing related to these Procedures by an Adviser, who may provide support during such meeting or hearing. During meetings and interviews, the Adviser may quietly confer or pass notes with the party in a non-disruptive manner. The Adviser may not intervene in a meeting or interview, or address the Investigator. Consistent with the University's obligation to promptly resolve sexual misconduct complaints, the University reserves the right to proceed with any meeting or interview, regardless of the availability of the party's selected Adviser.

C. Declining to Participate.

A complainant may decline to participate in the investigative or complaint resolution process. The University may continue the process without the complainant's participation.

D. Time Frame for Complaint Resolution.

The University will seek to resolve every report of sexual misconduct within ninety calendar days after the filing of a complaint, including appeals. Time frames may vary depending on the complexity of a case and the availability of witnesses, and at certain times of the academic year (for example, during breaks, study periods or final exams). The University may extend any time frame for good cause, with a written explanation to the complainant and respondent.

E. Prohibition on Retaliation.

It is illegal and a violation of the University's [Sexual Misconduct Policy](#) to retaliate against a person for filing a complaint of sexual misconduct or for cooperating in a sexual misconduct investigation. Any person who retaliates against a person for reporting sexual misconduct, filing a sexual misconduct complaint, or

participating in a sexual misconduct investigation is subject to disciplinary action up to and including termination by the University.

F. Notice.

The Title IX Coordinator, or designee, will give the complainant and respondent, respectively, an explanation of their rights and options, and as appropriate, any available supportive measures, as soon as possible after a complaint is reported. The Equal Opportunity Office will also ensure that both the complainant and respondent are updated throughout the investigative process, including with timely notice of meetings where either the complainant's or the respondent's presence may be required. The complainant and respondent will be simultaneously provided with written notice of the results of any investigation including whether there has been a violation of the University's [Sexual Misconduct Policy](#). The Title IX Coordinator or designee will also inform the complainant of any sanctions imposed on the respondent that directly relate to the complainant, and any other steps the University has taken to prevent recurrence of the misconduct.

IV. INITIATING A COMPLAINT.

Any person who believes he or she has experienced sexual misconduct, as defined in the University's [Sexual Misconduct Policy](#), may file a complaint against the Boston University faculty or staff member, affiliate, or non-affiliate responsible for that conduct (the person filing a complaint is referred to as a "complainant"). A person who has information that a University faculty or staff member, affiliate, or non-affiliate may have committed sexual misconduct may also file a complaint (the person filing the complaint is referred to as a "reporter"). A complainant or reporter may include any member of the Boston University community, including students, faculty, administrators, staff members, visitors, applicants for employment or admission, participants in a BU program or activity, or a non-affiliate with knowledge of an incident of sexual misconduct.

V. SUPPORTIVE MEASURES.

Upon the filing of a sexual misconduct complaint, the Title IX Coordinator will review the allegations and determine the necessity and scope of any supportive measures to prevent further acts of harassment, misconduct, or retaliation and to provide a safe educational and work environment. The range of supportive measures may include, but not be limited to:

- Adjusting the complainant's or respondent's work schedule, assignment, or location for University employment.
- Changing the complainant's academic schedule, allowing the complainant to take an incomplete in one or more courses, allowing the complainant to drop (or retake) a course without penalty, or attend class via web conference.
- Providing an escort to ensure safe movement between classes, work sites, and other activities.
- Allowing the complainant to withdraw from or retake a class without penalty, or extending deadlines for examinations or other assignments.
- Providing access to tutoring or other academic support.
- Putting the respondent on paid administrative leave until the conclusion of the investigation.
- Issuing an administrative No Contact Directive.

The University will maintain as confidential any accommodations or supportive measures provided to the complainant and respondent to the extent that maintaining such confidentiality would not impair the ability of the University to provide the accommodations or supportive measures.

An individual's failure to comply with restrictions imposed by supportive measures is a violation of University Policy and a basis for disciplinary action, up to and including termination of employment.

VI. HOW TO FILE A COMPLAINT.

A complainant or reporter may submit a paper (hard copy) or electronic [Incident Report Form](#) to the Title IX Coordinator, one of the Deputy Title IX Coordinators, Human Resources, or the Equal Opportunity Office. Although the [Incident Report Form](#) should be as specific as possible regarding the conduct that precipitated the complaint, it need not reflect every detail related to the allegations in the complaint, as additional information may be discovered during the investigation.

A complainant may also call or meet with the Title IX Coordinator, a Deputy Title IX Coordinator, Human Resources, or the Equal Opportunity Office to initiate a complaint.

University Title IX Coordinator
888 Commonwealth Avenue, Suite 303, Boston, MA 02115
(617) 353-9286
titleix@bu.edu

Deputy Title IX Coordinators
Contact information available at <http://www.bu.edu/safety/sexual-misconduct/title-ix-bu-policies/>.

Human Resources Charles River Campus
25 Buick Street, Boston, MA 02115
(617) 353-4044
Medical Campus
801 Massachusetts Avenue, Suite 400, Boston, MA 02118
(617) 638-4610

Equal Opportunity Office
888 Commonwealth Avenue, Suite 303, Boston, MA 02115
(617) 353-9286
eogen@bu.edu

VII. INVESTIGATION OF A COMPLAINT.

A. Investigator.

The Title IX Coordinator will designate an Investigator (ordinarily a member of the University's Equal Opportunity Office) specifically trained in sexual misconduct investigations to conduct a prompt, thorough, and fair investigation of any sexual misconduct complaint against a University faculty or staff member, affiliate, or a non-affiliate.

B. Investigation Process.

The investigation may involve one or more meetings with the complainant and respondent, interviewing witnesses, reviewing other relevant evidence, requesting written statements from the parties, informing the respondent of the allegations and/or providing to that person a copy of the complainant's statement. Before any adverse determination is made, the respondent will be informed as to the nature of the complaint, and will have the opportunity to respond. The respondent will also be advised of the University's strict prohibition against retaliation.

C. Standard of Proof.

In resolving complaints pursuant to the [Sexual Misconduct Policy](#), the University will use a "preponderance of the evidence" standard, which is whether the evidence gathered and information provided during the investigation supports a finding that it is more likely than not that the respondent violated the [Sexual Misconduct Policy](#).

D. Investigation Finding.

At the conclusion of the investigation, the Investigator will prepare a report (the “Investigative Report”) summarizing and analyzing the relevant facts determined through the investigation, with reference to any supporting documentation or statements.

The final Investigative Report will provide a summary of the Investigator’s findings and determinations, including context for the evidence, and will make a determination as to whether the respondent’s conduct violated the [Sexual Misconduct Policy](#). The Investigative Report will then be provided to the Dean of the respondent’s School or College (if a faculty member), the Provost (if the complaint contains allegations against a Dean), or relevant Vice President or Dean (if a staff member).

After review of the Investigative Report, the Dean (with the approval of the Provost), Provost, or relevant Vice President will, if a violation of the [Sexual Misconduct Policy](#) has been found, make a final determination as to the appropriate disciplinary sanction for the respondent’s violation of the [Sexual Misconduct Policy](#). Prior to any disciplinary action, the respondent shall be afforded an appeal, as described in Section IX, below.

E. Preservation of Records.

A confidential record of all complaints, including their disposition, will be maintained by the Title IX Coordinator and the Equal Opportunity Office.

VIII. REQUESTS FOR CONFIDENTIALITY AND PRIVACY.

Every reasonable effort will be made to protect the privacy of all parties during the investigation, consistent with and subject to the University’s obligation to investigate and resolve the complaint. Complainants who prefer to discuss an incident of sexual misconduct confidentially such that an investigation will not be initiated should contact one of the confidential resources listed in Section X of the Sexual Misconduct Policy.

If the complainant reports an incident of sexual misconduct to any other campus resource and requests confidentiality or asks that the report of sexual misconduct not be pursued, the University will, generally before taking any further investigative steps, evaluate the complainant’s request in the manner set forth in Section V.B of the Sexual Misconduct Policy. The evaluation will be conducted by the Title IX Coordinator in consultation with a small number of University administrators as deemed necessary and appropriate under the circumstances.

Even absent a request for confidentiality, every reasonable effort will be made to protect the privacy of all parties during the investigation. Boston University will disclose information about its investigation and resolution of sexual misconduct complaints only to those who need to know the information in order to carry out their duties and responsibilities. It will inform all University personnel participating in an investigation, proceeding, or hearing that they are expected to maintain the privacy of the process. This does not prohibit either a complainant or respondent from obtaining the assistance of family members, counselors, therapists, clergy, doctors, attorneys, or other resources.

IX. APPEAL.

The respondent has the right to appeal the investigative determination and the sanction imposed by the respondent’s Dean, Provost, or relevant Vice President.

The University’s determination as to whether the respondent’s conduct violated the [Sexual Misconduct Policy](#) will be presumed to have been reached reasonably and appropriately, by a preponderance of the evidence. Therefore, an appeal is available only on the following grounds:

1. Insufficient evidence to support the Investigator’s findings.

2. The disciplinary sanction imposed is disproportionate to the violation of the [Sexual Misconduct Policy](#).
3. The discovery of new, relevant evidence, that was unavailable to the appealing party during the investigation that could reasonably affect the outcome of the case.
4. Prejudicial bias on the part of the Investigator.

Any appeal must be in writing and should be filed with the Title IX Coordinator within ten (10) calendar days of the date of receipt of the Dean, Provost, or relevant Vice President's final decision. The Title IX Coordinator may accept a late submission under extenuating circumstances.

In the case of complaints against staff members and non-affiliates, the Title IX Coordinator will direct the appeal to the appropriate officer of the University for review and disposition. In the case of complaints against faculty, the Title IX Coordinator will consult with the University Provost to determine the appropriate officer of the University to whom the appeal should be directed.

The decision of the University officer charged with hearing the appeal will be final, subject to Section X, below.

X. IMPOSITION OF SANCTIONS.

A. Suspension or Termination of Faculty.

Any disciplinary sanction that involves the suspension or termination of a faculty member will be conducted pursuant to the procedures outlined in the [Faculty Handbook](#).

B. Disciplinary Actions against Staff.

Disciplinary sanctions involving staff will be consistent with any applicable collective bargaining agreement and University policies.

TITLE IX SEXUAL MISCONDUCT PROCEDURES

Procedures for the Resolution of Title IX Sexual Misconduct Complaints Against Students, Faculty, Staff, Affiliates and Non-Affiliates

*Note: These **Procedures for the Resolution of Title IX Sexual Misconduct Complaints Against Students, Faculty, Staff, Affiliates, and Non-Affiliates** are effective on August 1, 2021. The new **Sexual Misconduct Policy** and its three corresponding Complaint Procedures (including this Procedure) apply to conduct that occurs on or after August 14, 2020. Conduct occurring on or before August 13, 2020 will be handled under the University's Sexual Misconduct/Title IX Policy and the two corresponding Complaint Procedures. The procedures to address conduct occurring on or after August 14, 2020 are currently being revised to comply with the Massachusetts Campus Sexual Violence Act. These procedures will include the following requirements and rights for both Respondents and Complainants:*

- *The parties will receive copies of the Sexual Misconduct Policy and Procedures applicable to their case, which will include information about available supportive measures and the process for submission and consideration of evidence that may be used during a hearing or disciplinary proceeding.*
- *The parties may be accompanied by and may consult with an advisor or support person of their choice throughout the proceedings, although the availability of an advisor may not significantly delay any meeting. The University will have reasonable measures to provide for the involvement of the advisor, which will be applied equally.*

- *The Respondent will receive notice of an allegation of sexual misconduct that will include the date, time, and location, if known of the alleged incident, including a specific statement of policies allegedly violated.*
- *The complaint resolution process, including the investigation and any hearing and disciplinary proceedings, will be impartial and conducted by an individual who does not have a conflict of interest or bias and who will have not less than annual training on the University's Sexual Misconduct Policy and Procedures.*
- *The Respondent is presumed not responsible for the alleged conduct until a determination regarding responsibility has been made by a preponderance of the evidence at the conclusion of the applicable complaint resolution process.*
- *The parties will have equal opportunities to inspect and review evidence obtained in an investigation that is directly related to the allegations.*
- *The parties have an equal opportunity to present evidence and witnesses on their behalf during a hearing or proceeding, and each party will be provided with timely and equal access to relevant evidence that will be used during any disciplinary process conducted under the Sexual Misconduct Policy and Procedures.*
- *There may be restrictions on evidence considered by the fact finder, including evidence regarding the prior sexual history or character evidence.*
- *The parties may not personally and directly question each other during an investigation or any complaint resolution process conducted under the Sexual Misconduct Policy and Procedures.*
- *The parties will receive written notice of the results of a hearing or disciplinary proceeding not later than 7 business days after a final determination of a complaint (not including time for an appeal) unless good cause for additional time is shown, and the parties will be informed of any appeals process.*
- *If the opportunity is made available to appeal a determination based on a perceived procedural error, previously unavailable evidence that could significantly impact the outcome of the case, or a sanction that is disproportionate to the findings, both parties will be permitted to appeal decisions regarding responsibility or sanctions.*
- *The University will not disclose the identity of the parties, except as necessary to carry out disciplinary proceedings under its Sexual Misconduct Policy and Procedures or as permitted under state or federal law.*

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I. Overview and Applicability

These Procedures are used to investigate, adjudicate, and resolve allegations of Title IX Sexual Misconduct, as defined in the Sexual Misconduct Policy, brought against Boston University students (undergraduate, graduate, full-time, and part-time), employees (faculty and staff), and affiliates (together, the “BU Community”). These Procedures may be used to resolve allegations of Title IX Sexual Misconduct against non-affiliates.

These Procedures apply only to complaints of Title IX Sexual Misconduct, defined in the Sexual Misconduct Policy, which occurs on or after August 14, 2020. They differ in some important ways from the procedures that are used when other allegations of Sexual Misconduct, also defined in the Sexual Misconduct Policy, are made. Those allegations are resolved using the Procedures for the Resolution of Non-Title IX Sexual Misconduct Against Students, and Procedures for the Resolution of Non-Title IX Sexual Misconduct Against Faculty, Staff, Affiliates, and Non-Affiliates.

II. Definitions

Advisor

A person selected by a party to be present at and provide support to the party during any meeting or hearing related to these Procedures. An Advisor may be the same or a different person than the Hearing Advisor utilized by a party during the hearing stage of the Formal Resolution Process.

Complaint

A report, in writing, of Title IX Sexual Misconduct submitted by a complainant to the Title IX Coordinator, the Dean of Students, the Office of Judicial Affairs (OJA), the Equal Opportunity Office (EOO), or a Deputy Title IX Coordinator. A “Complaint” may be submitted by submitting an [Incident Report Form](#) located at [bu.edu/eoo](#).

Complaint Resolution Process

The University’s process of reviewing, investigating, adjudicating (including appeals), and resolving allegations of Title IX Sexual Misconduct. This complaint resolution process includes several steps and resolution options that are explained in detail in these Procedures.

Complainant

Any person who has reported being or is alleged to be the victim of conduct that would constitute Title Sexual Misconduct and, at the time of filing a Complaint or Formal Complaint, is participating or attempting to participate in a University program or activity.

A Complainant may include any member of the Boston University community, including students, faculty, administrators, and staff members, visitors, applicants for employment or admission, or other participant in a University education program or activity.

Education Program or Activity

Locations, events, or circumstances over which the University exercises substantial control over both the respondent and the context in which the Title IX Sexual Misconduct occurs, and also includes any building owned or controlled by a student organization that is officially recognized by Boston University.

Final Investigative Report

The report created by an investigator during the Formal Resolution Process that summarizes the relevant evidence.

Formal Complaint

A document filed by a complainant with a signature or other indication that the complainant is the person filing the formal complaint, or signed by the Title IX Coordinator, alleging Title IX Sexual Misconduct against a respondent

about conduct within the University's education program or activity and requesting initiation of the Procedures to investigate the allegation of Title IX Sexual Misconduct.

Formal Resolution Process

Resolution of a Formal Complaint alleging Title IX Sexual Misconduct through a process described in Section XII, which includes an investigation, hearing, and appeal.

Hearing Advisor

An Advisor who attends the hearing during the Formal Resolution Process and asks questions of the parties and witnesses during the hearing. A Hearing Advisor may be the same or a different person than the Advisor utilized by a party during other stages of the complaint resolution process.

Informal Resolution Process

Resolution of a Formal Complaint alleging Title IX Sexual Misconduct through a process described in Section XI, which requires the consent of both the complainant and respondent.

Respondent

Any person who has been reported to have engaged in conduct that would constitute Title IX Sexual Misconduct. A Respondent may include any member of the Boston University community, as well as people who do not have an affiliation with Boston University.

Supportive Measures

Measures taken by the University upon notice of a sexual misconduct report, or Formal Complaint alleging Title IX Sexual Misconduct to restore or preserve equal access for a complainant or respondent to the University's education and work environments.

Third-Party Report

Report by a third party (not the Complainant or Respondent) of conduct that would constitute Title IX Sexual Misconduct to the Title IX Coordinator, Dean of Students, OJA, EOO, or a Deputy Title IX Coordinator.

Third-Party Reporter

Any person who files a Third-Party Report. A Third-Party Reporter may include any member of the Boston University community, including students, faculty, administrators, and staff members, visitors, applicants for employment or admission, participants in a BU program or activity, or a non-affiliate with knowledge of an incident of Title IX Sexual Misconduct.

III. RIGHTS OF THE COMPLAINANT AND RESPONDENT DURING THE COMPLAINT RESOLUTION PROCESS

The Title IX Sexual Misconduct complaint resolution process is designed to be accessible, prompt, equitable, and impartial. Throughout this process, both the Complainant and Respondent have the following rights:

- To be treated with respect, dignity, and sensitivity.
- To receive appropriate support from the University.
- To receive information about the University's Sexual Misconduct Policy.
- To receive information about available supportive measures.
- The presence of an advisor throughout the process.
- To receive notice of allegations of Title IX Sexual Misconduct and information about the University's complaint resolution process.

- With the agreement of the complainant and respondent, to use an informal resolution process instead of a full investigation except in cases involving allegations of Title IX Sexual Misconduct by an employee of a student.
- To participate or to decline to participate in the investigation or complaint resolution process. A decision not to participate in the process either in whole or in part will not prevent the University from proceeding with the information available, but it may impede the University's ability to investigate and resolve complaints.
- A reasonably prompt and thorough complaint resolution process, including appeals.
- The assurance that personnel involved in the complaint resolution process will not have a conflict of interest or bias, and will have appropriate training on all aspects of the Title IX Sexual Misconduct Procedures and relevant definitions.
- To inspect, review, and respond to evidence during the investigation and prior to completion of the investigative report.
- To receive an objective evaluation of all relevant evidence and the assurance that credibility determinations are not based on a person's status as a complainant, respondent, or witness.
- The presumption that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the complaint resolution process.
- The assurance that the burdens of proof and gathering evidence sufficient to reach a determination regarding responsibility rests on the University and not the parties.
- To a live hearing involving the presentation of witnesses and evidence, and questioning by advisors of all parties and witnesses.
- To appeal the decision made or any sanctions imposed to the University's Provost or Vice-President of Human Resources.
- To refrain from making self-incriminating statements.
- Notification, in writing, of the case resolution, including the outcome of any appeals, and the final determination.

For the Complainant, to report the incident to law enforcement (including the Boston University Police or the police department in the jurisdiction in which the sexual misconduct occurred) at any time.

In addition, the University will provide privacy to the extent possible, consistent with applicable law and University policy, during the complaint resolution process. Specifically, the University will disclose information about its investigation and resolution of Title IX Sexual Misconduct complaints only to those who need to know the information in order to carry out their duties and responsibilities. It will inform all University personnel participating in an investigation, proceeding, or hearing that they are expected to maintain the privacy of the process.

Neither the Complainant nor the Respondent are prohibited from discussing the allegations under investigation, gathering and presenting relevant evidence, or obtaining the assistance of advisors, family members, counselors, therapists, clergy, doctors, attorneys, or other resources, both prior to and during the complaint resolution process (only advisors are permitted to attend the hearing).

IV. PRELIMINARY MATTERS

A. Timing of Complaints.

The Complainant must be participating in or attempting to participate in an education program or activity of the University at the time the complaint is made in order to initiate a Formal Complaint under these Procedures. Timely reports of Title IX Sexual Misconduct are strongly encouraged to maximize the University's ability to gather evidence, and conduct a thorough, impartial, and reliable investigation. If the Respondent is in the final semester of their program, the University may withhold that student's Boston University degree pending conclusion of the complaint resolution process.

B. Effect of Criminal Proceedings.

The filing and processing of a complaint of Title IX Sexual Misconduct under these Procedures is separate from and independent of any criminal investigation or proceeding. Boston University will not wait for the conclusion of any criminal investigation or proceedings to begin its own investigation although the University may delay temporarily the fact-finding component of the investigation while the police are gathering evidence. Neither law enforcement's determination as to whether or not to prosecute a Respondent nor the outcome of any criminal prosecution is determinative of whether Title IX Sexual Misconduct occurred under the University's [Sexual Misconduct Policy](#).

C. Effect of a Pending Complaint on the Respondent.

If the Respondent is a current BU student, no notation will be placed on the Respondent's transcript of a complaint or pending disciplinary action prior to the conclusion of the complaint resolution process. However, if the Respondent withdraws from Boston University while a Title IX Sexual Misconduct complaint is pending, the Respondent's transcript will reflect a withdrawal and a notation of pending disciplinary action subject to modification to reflect the outcome of the disciplinary action.

If the Respondent is a current BU employee, no notation of an ongoing Title IX Sexual Misconduct complaint will be placed in the employee's personnel file prior to the conclusion of the complaint resolution process and any applicable appeals or further internal proceedings arising out of the complaint resolution process. However, if the employee resigns from their position at Boston University prior to the conclusion of the complaint resolution process, the employee's personnel file will reflect their resignation and a notation of a pending complaint resolution process, subject to modification to reflect the outcome of the complaint resolution process if there is an outcome.

D. Protections for Student Parties, Third Party Reporters, and Witnesses ("Amnesty").

An individual who files a Complaint or Formal Complaint of Title IX Sexual Misconduct, or who serves as a third party witness during the complaint resolution process, will not be subject to disciplinary action by the University for his or her own personal consumption of alcohol or other drugs at or near the time of the alleged sexual misconduct, provided that such violations did not and do not place the health or safety of any other person at risk. However, the use of alcohol or drugs does not excuse sexual misconduct and a person who has been incapacitated through the use of alcohol and drugs (or by any other means) cannot give effective consent to sexual activity. The University may initiate an educational discussion or pursue other educational remedies regarding alcohol or other drugs.

E. Advisors

1. Right to Choose Advisor. The Complainant and Respondent have the right to choose an Advisor and/or Hearing Advisor to be present at and provide support to the party during any meeting or hearing related to these Procedures.
2. Role of Advisor During Meetings and Interviews. The Advisor may not speak or ask questions on behalf of a party, otherwise participate in, or in any manner delay, disrupt, or interfere with meetings, interviews, or other events prior to the hearing.
3. Role of Hearing Advisor During Live Hearing. During the hearing phase of the Formal Resolution Process described below in Section XII the parties are not permitted to question each other or the witnesses. Each party is required to have a Hearing Advisor during the hearing who will question the other party and witnesses at the hearing. Other than at a live hearing for the sole purpose of questioning the parties, a Hearing Advisor may not speak on behalf of a party or otherwise participate in, or in any manner delay, disrupt, or interfere with the hearing.
4. Appointment of Advisor During Hearing. If a party does not have a Hearing Advisor to serve on their behalf during the hearing, the party should immediately contact the Hearing Facilitator assigned to the matter at titleix@bu.edu at least 2 days in advance to discuss the appointment of a Hearing Advisor by the University to conduct the questioning at the hearing on behalf of that party. The University reserves the right to provide a party with a different Hearing Advisor to ask questions of the other party and witnesses on behalf of that party if the party's selected Hearing Advisor does not comply with the rules described in this section.

F. Declining to Participate.

A Complainant and/or Respondent may decline to participate in the complaint resolution process. Based on the circumstances, the University may continue the complaint resolution process without the Complainant's and/or Respondent's participation, but doing so may impact the availability of evidence and the University's ability to proceed fairly and effectively.

G. Anonymous Reports and Complaints.

Anonymous reports of Title IX Sexual Misconduct will be investigated by the Title IX Coordinator or their designee, to the extent possible, to assess the underlying allegations and to determine if supportive measures can be provided. However, anonymous reports usually limit the University's ability to investigate, respond and provide remedies, depending on the information that is provided.

If a Complainant initiates the Formal Resolution Process under these Procedures, the University is obligated to notify the Respondent of the Complainant's identity. In cases where the Complainant wishes to remain anonymous, but the Title IX Coordinator determines that it is necessary to file a Formal Complaint to initiate the complaint resolution process, the University is obligated to disclose details about the allegations to the Respondent, including the Complainant's identity if known.

H. Time Frame for Complaint Resolution.

The University will seek to resolve every complaint of Title IX Sexual Misconduct within 90 calendar days after the filing of a Formal Complaint, including appeals. Time frames may be extended for appropriate reasons, including but not limited to the complexity of a case; the availability of the parties, a party's advisor, or witnesses; concurrent law enforcement activity; the need for language assistance or accommodation of disabilities; or at certain times of the academic year (for example, during breaks, study periods or final exams).

In the case of significant delay, the University will provide a written explanation to the parties, including an estimate of the anticipated additional time that will be needed as a result of the delay.

I. Prohibition on Retaliation.

It is illegal and a violation of the University's [Sexual Misconduct Policy](#) to retaliate against a person for filing a complaint of Title IX Sexual Misconduct or for cooperating in a Title IX Sexual Misconduct complaint resolution process. Any person who retaliates against a person for reporting, filing a complaint of, participating in the investigation or adjudication of allegations of Title IX Sexual Misconduct is subject to disciplinary action up to and including expulsion from the University or termination of employment at the University.

J. Notice.

The University's Title IX Coordinator, or designee, will give the Complainant and Respondent, respectively, a written explanation of their rights and options, and any available supportive measures, as soon as possible after a complaint is reported. EOO or OJA, as applicable, will also ensure that both the Complainant and Respondent are updated throughout the investigative process, including with timely notice of meetings where either the Complainant's or the Respondent's presence may be required.

K. Training.

The University will ensure that Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process under these Procedures will receive training in at least the following general areas:

- the definition of Title IX Sexual Misconduct as provided in the Sexual Misconduct Policy;
- the scope of the University's education programs and activities, as defined in the Sexual Misconduct Policy;
- how to conduct an investigation and the University's Formal Resolution process, including hearings and appeals, and its Informal Resolution Process, as described in these Procedures; and
- how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias.

Hearing Panel members will also receive specialized training on the technology that the University will use at the hearings in the complaint resolution process and issues of relevance of questions and particular types of evidence, such as the Complainant's prior sexual behavior.

Investigators will undergo specialized training on issues of relevance to assist them in their preparation of an investigative report that fairly summarizes relevant evidence.

The University's training materials do not rely on sex stereotypes and promote impartial investigations and adjudication of Formal Complaints. The training materials are available on the University's website here: www.bu.edu/eoo/training/

L. Disability Accommodations.

Any party may request reasonable accommodations for a disability at any point prior to or during the complaint resolution process. No disability accommodation will be affirmatively provided that has not been specifically requested by the party, even if the party is receiving accommodations from the University for other programs or activities.

V. WHO MAY FILE A REPORT, COMPLAINT, OR FORMAL COMPLAINT OF TITLE IX SEXUAL MISCONDUCT

The Title IX Sexual Misconduct complaint resolution process may be initiated by the Complainant, the Title IX Coordinator, or a Third-Party Reporter, upon the filing of a Third-Party Report, Complaint, or Formal Complaint.

While the University will promptly review all Third-Party Reports, Complaints, and Formal Complaints of Title IX Sexual Misconduct to determine the appropriate response, a Formal Complaint must be submitted to the University to initiate an investigation of an alleged policy violation and for the allegations to be resolved through the Informal and Formal Resolution Processes described below in Section XI and Section XII. A Formal Complaint may be filed by a Complainant or the Title IX Coordinator, as explained below.

A. Formal Complaints Initiated by Complainant.

Complainant may file a complaint or Formal Complaint against any person they believe responsible for that conduct.

B. Complaints Initiated by Title IX Coordinator.

In extraordinary cases, the Title IX Coordinator may, upon receiving a Complaint or Third-Party Report of misconduct that threatens the safety of members of the University community, initiate the complaint resolution process by filing a Formal Complaint. As set forth in the [Sexual Misconduct Policy](#), reports of Sexual Misconduct and Title IX Sexual Misconduct, undergo a Title IX Review to determine the appropriate response.

VI. HOW TO FILE A REPORT, COMPLAINT, OR FORMAL COMPLAINT OF TITLE IX SEXUAL MISCONDUCT

A. Filing A Third-Party Report or Complaint of Title IX Sexual Misconduct

To file a Third-Party Report or Complaint of Title IX Sexual Misconduct, a Complainant or Third-Party reporter may submit a paper (hard copy) or electronic Incident Report Form to the Dean of Students Office, OJA, EOO, the Title IX Coordinator, Human Resources Office, or one of the University's Deputy Title IX Coordinators. Upon receipt of an [Incident Report Form](#), the Title IX Coordinator, or their designee, will contact the person who filed the Report Form to determine the appropriate next steps, as described below.

A person who wishes to file a Third-Party Report or Complaint of Title IX Sexual Misconduct may also call or meet with the Dean of Students Office, Human Resources Office, OJA, EOO, the Title IX Coordinator, or a Deputy Title IX Coordinator to discuss filing a Formal Complaint. Upon receipt of an [Incident Report Form](#), the Title IX Coordinator, or their designee, will contact the person who filed the [Incident Report Form](#) to determine the appropriate next steps, as described below.

B. Filing a Formal Complaint

In order to file a Formal Complaint, a Complainant must submit an [Incident Report](#) Form to the Title IX Coordinator or their designee. This Form is available through the Title IX Coordinator, Dean of Students Office, OJA, or EOO. The Form must include the Complainant's signature or other indicator that the person filing the Form is the Complainant.

As explained above, in extraordinary circumstances, the Title IX Coordinator may sign a Formal Complaint to initiate the Formal Resolution Process. The Title IX Coordinator need not submit a Title IX [Incident Report Form](#) to do so.

Any Formal Complaint must contain sufficient information to permit the Respondent to understand and respond adequately to the charges being brought, it need not reflect every detail related to the allegations, as additional information may be discovered during the investigation.

University Title IX Team

[University Title IX Coordinator](#)

888 Commonwealth Ave., Suite 303
617-353-9286

[Deputy Title IX Coordinators](#)

[Dean of Students Office](#)

George Sherman Union, Second Floor
775 Commonwealth Avenue, Boston, MA 02115
617-353-4126

[Office of Judicial Affairs](#)
25 Buick Street, First Floor
617-358-0700

[Equal Opportunity Office](#)
888 Commonwealth Ave., Suite 303
617-353-9286

[Human Resources](#)
Charles River Campus – 25 Buick Street (617-353-2380)
Medical Campus – 801 Massachusetts Avenue, Suite 400 (617-353-2380)

C. University Officials With Authority.

The University has determined that the following administrators are officials with authority to address and correct Title IX Sexual Misconduct. A University Official with Authority is a person who has the authority to institute corrective measures on the University's behalf, charges the University with actual knowledge of possible Title IX Sexual Misconduct, and triggers the University's obligation to respond to a Third-Party Report, Complaint, or Formal Complaint.

In addition to the Title IX Team members listed above, these Officials with Authority listed below may also accept a Third-Party Report, Complaint, or Formal Complaints on behalf of the University:

- Provost
- Deans of Schools/Colleges
- Vice Presidents and Senior Vice Presidents

VII. AVAILABLE PROCESSES, INITIAL REVIEW, AND DISMISSAL OF FORMAL COMPLAINTS

A. Available Options and Processes.

Upon filing a report or complaint of alleged Title IX Sexual Misconduct, the following options are available to a Complainant:

- Supportive Measures (see Section VIII below). Supportive Measures are available regardless of whether a Formal Complaint is filed.
- Informal Resolution Process (see Section XI below). A Complainant must file a Formal Complaint to initiate the Informal Resolution Process.
- Formal Resolution Process (see Section XII below). The Formal Resolution Process is used to determine whether or not a Respondent engaged in Title IX Sexual Misconduct in violation of the University's Sexual Misconduct Policy and has three stages – investigation, hearing, and appeal. A Complainant must file a Formal Complaint to initiate the Formal Resolution Process.

B. Initial Assessment of Third Party Report or Complaint.

After receiving a Third Party Report or Complaint of alleged Title IX Sexual Misconduct, the Title IX Coordinator or their designee will contact the Complainant and do the following:

- Explain the availability of Supportive Measures, described below in Section VIII

- Describe the resolution processes available to the Complainant, including Supportive Measures, filing a Formal Complaint, Informal Resolution, and the Formal Resolution Process;
- Assist the Complainant in determining which process they prefer; and
- Explain to the Complainant the process for filing a Formal Complaint.

If the Complainant does not wish to submit a Formal Complaint after a report or complaint is filed, the Title IX Coordinator will determine whether to initiate a Formal Complaint if the allegations identify misconduct that threatens the safety of members of the University community.

A Complainant may also elect to pursue a Formal Complaint at a later date.

C. Assessment & Dismissal of Formal Complaints by Title IX Coordinator.

If the Complainant files a Formal Complaint, the Title IX Coordinator will determine whether the alleged misconduct constitutes Title IX Sexual Misconduct and, if so, may proceed to the Informal Resolution Process or Formal Resolution Process. Dismissal of a Formal Complaint by the University at any stage of the complaint resolution procedures is appropriate under the circumstances described below. The University will provide prompt written notice to the parties of a dismissal of a Formal Complaint at any stage, which will include the reasons for the dismissal.

If the Title IX Coordinator determines that some of the allegations in a Formal Complaint, if substantiated, may constitute Title IX Sexual Misconduct and other allegations may constitute Non-Title IX Sexual Misconduct, all of the allegations in the Formal Complaint may be resolved through these Procedures or, at the discretion of the Title IX Coordinator, those allegations that do not constitute Title IX Sexual Misconduct may be referred out of the process set forth in these Procedures and handled through the applicable [Procedures for the Resolution of Complaints of Non-Title IX Sexual Misconduct Against Students](#) or [Complaint Procedures for the Resolution of Complaints of Non-Title IX Sexual Misconduct Against Faculty, Staff, Affiliates, or Non-Affiliates](#).

1. Mandatory Dismissal

The University must dismiss a Formal Complaint (or any parts of the Formal Complaint) at the assessment stage or at any point prior to or during the investigation and hearing if:

- The alleged misconduct, even if proved, would not constitute Title IX Sexual Misconduct as defined in the Sexual Misconduct Policy;
- The alleged misconduct did not occur in the University's education program or activity;
- The alleged misconduct did not occur against a person in the United States; or,
- The Complainant is not participating in or attempting to participate in an education program or activity at the school at the time the Formal Complaint was filed.

Formal Complaints, or parts thereof, that are dismissed for any of the reasons listed above may also be referred by the Title IX Coordinator to the Procedures available for resolution of Non-Title IX Sexual Misconduct through the [Complaint Procedures for the Resolution of Complaints of Non-Title IX Sexual Misconduct Against Students](#), [Complaint Procedures for the Resolution of Complaints of Non-Title IX Sexual Misconduct Against Faculty, Staff, Affiliates, or Non-Affiliates](#), or other applicable University processes.

2. Discretionary Dismissal

The University may dismiss a Formal Complaint (or any parts of the Formal Complaint) at any point prior to or during the investigation and hearing if:

- The Complainant notifies the Title IX Coordinator in writing that the Complainant would like to withdraw the Formal Complaint (or any part(s) of the complaint);
- The Respondent is no longer enrolled in or employed by the University; or
- Specific circumstances prevent the University from gathering evidence sufficient to reach a determination as to the Formal Complaint (or any part(s) of the complaint).

Withdrawal of the Formal Complaint by the Complainant will ordinarily end the Informal or Formal Resolution Process. However, the University reserves the right to proceed with the Formal Complaint, even after the Complainant withdraws it, in order to protect the interests and safety of the BU community.

VIII. SUPPORTIVE MEASURES

Upon the filing of a Complaint, Third-Party Report, or Formal Complaint alleging Title IX Sexual Misconduct, the Title IX Coordinator, Dean of Students, OJA, EOO or a Deputy Title IX Coordinator will review the allegations and determine the necessity and scope of any Supportive Measures to restore or preserve equal access for a Complainant or Respondent to the University's education and work environments without unreasonably burdening the other party.

The range of Supportive Measures may include, but not be limited to:

- Providing access to counseling.
- Providing access to tutoring or other academic support.
- Moving the Complainant's or Respondent's residence.
- Adjusting the Complainant's or Respondent's work schedule (including leaves of absence), assignment, or location for University employment.
- In consultation with the Complainant's school or college, changing the Complainant's academic schedule (including leaves of absence) extending deadlines for examinations or other assignments, allowing the Complainant to take an incomplete in one or more courses, allowing the Complainant to drop (or retake) a course without penalty, allowing the Complainant to attend class via web conference, or other course-related adjustments.
- Reassigning the Respondent to another section, if the Complainant and Respondent are enrolled in the same lecture, discussion class, academic team, or project group.
- Issuing an administrative No Contact Directive.

In addition to the above, the University may remove a Respondent from its campus(es) if it determines, after an individualized safety and risk analysis, that a Respondent poses an immediate threat to the physical health or safety of any student or other person and that the threat arises from the allegations of Title IX Sexual Misconduct. Such removal may include a temporary suspension or leave of absence. In such cases, the Respondent will be provided with notice and the opportunity to challenge the decision immediately following the removal. Any such removals will be subject to, and do not supersede, existing faculty and staff policies governing administrative suspensions and leaves of absence, such as the faculty handbook and collective bargaining agreements.

The University will maintain as confidential any accommodations or Supportive Measures provided to the parties to the extent that maintaining such confidentiality would not impair the ability of the University to provide the accommodations or Supportive Measures.

An individual's failure to comply with restrictions imposed by Supportive Measures is a violation of University Policy and a basis for disciplinary action, up to and including expulsion from the University or termination of employment from the University.

IX. COMPLAINANT REQUESTS FOR CONFIDENTIALITY

If the Complainant is willing to participate in the Formal Resolution Process, EOO or OJA will proceed as described in the Formal Resolution Process section below.

If the Complainant requests confidentiality or asks that the report or complaint of Title IX Sexual Misconduct not be pursued, the University will, generally before taking any further steps, evaluate the Complainant's request in the manner set forth in [Section V.A of the Sexual Misconduct Policy](#). The evaluation will be conducted by the Title IX Coordinator in consultation with a small number of University administrators as deemed necessary and appropriate under the circumstances.

Nevertheless, the Complainant's identity must be disclosed to the Respondent in order for a Complainant to pursue the Informal Resolution Process or Formal Resolution Process. If the Title IX Coordinator initiates a Formal Complaint, details about the allegations, including the identity of the parties if known, must be disclosed to both parties.

X. RESPONDING TO A FORMAL COMPLAINT

A. Notification of the Parties.

After the filing of a Formal Complaint by a Complainant or the Title IX Coordinator, the parties will be offered the opportunity to meet with EOO, if the Respondent is an employee, affiliate, or non-affiliate, or OJA, if the respondent is a student. At that meeting, each party will be provided with a Notice containing the following information, in writing:

- An explanation of the process for investigating and adjudicating complaints of Title IX Sexual Misconduct, including appeals.
- A copy of the Sexual Misconduct Policy and these Procedures.
- A copy of the Formal Complaint which must include the following:
 - Identities of the parties involved in the incident (if known to the University);
 - The conduct that forms the basis for the allegations of Title IX Sexual Misconduct; and
 - The date/time of the alleged incident (if known).
- A statement that the Respondent is presumed not responsible and that a determination regarding responsibility will be made at the end of the complaint resolution process.
- A statement that the parties may have an advisor of their choice, who may be an attorney, during the complaint resolution process, including during any meeting, interview, or hearing.
- A statement that the parties may inspect and review evidence during the complaint resolution process.
- A statement identifying any provisions in the University's codes of conduct or policies that prohibit knowingly making false statements or knowingly submitting false information during the complaint resolution process.
- A statement that the University will identify the date, time, location, participants, and purpose of all hearings, investigative interviews or other meetings with sufficient time for the party to prepare to participate;
- An instruction to the parties that they should not destroy any potentially relevant documentation in any format.
- An explanation of the prohibition against retaliation.
- If Supportive Measures have been imposed, an explanation of the scope of those measures and the parties' respective duties to comply with them.

The University will supplement the above notice if, during the course of the investigation of a Formal Complaint, additional allegations warranting investigation emerge.

B. Consolidation of Formal Complaints.

Formal Complaints filed by a Complainant against more than one Respondent, or by more than one Complainant

against one or more Respondents, or by one party against another party, may be consolidated into one Formal Complaint provided the allegations of Title IX Sexual Misconduct arise out of the same facts or circumstances.

XI. INFORMAL RESOLUTION PROCESS

At any time during the investigation of a Formal Complaint, the Complainant and a Respondent may choose to resolve a Formal Complaint through the Informal Resolution Process. Both parties must agree to participate in the Informal Resolution Process. Informal Resolution may include conflict mediation or a restorative conference with a University student or employee. Informal Resolution may be used in any case, except cases involving allegations of Title IX Sexual Misconduct by a student against a University employee.

Either the Complainant or Respondent may choose to end the Informal Resolution Process at any time and commence or resume the Formal Resolution Process.

Because the outcome of the Informal Resolution Process is mutually developed and agreed upon by the parties, an appeal of the process and its result is not permitted. If the parties are unable to agree on a voluntary resolution during the Informal Resolution Process, the matter will be referred by the Title IX Coordinator for investigation by EOO or OJA, as appropriate.

XII. FORMAL RESOLUTION PROCESS

The Formal Resolution Process involves two stages: (1) an investigation by a trained investigator, concluding with a summary of the relevant evidence gathered during the investigation; and (2) a live hearing with questioning of both parties, after which a written determination regarding responsibility and sanction will be issued.

A. RELEVANT STANDARDS AND BURDENS

In resolving Formal Complaints pursuant to the Sexual Misconduct Policy and the Formal Resolution Process described below, the University will use a “preponderance of the evidence,” standard, which is whether the evidence presented at the hearing supports a finding that it is more likely than not that the Respondent engaged in Title IX Sexual Misconduct in violation of the Sexual Misconduct Policy.

In addition, throughout the Formal Resolution Process, the University bears the burden of proof and the burden of gathering sufficient evidence to reach a determination regarding responsibility. In other words, neither party is responsible for proving or disproving the allegation(s) of Title IX Sexual Misconduct in a Formal Complaint.

B. INVESTIGATION OF A FORMAL COMPLAINT

1. Investigators. An investigator specifically trained in Title IX Sexual Misconduct investigations and these Procedures will be designated to conduct a prompt, thorough, and fair investigation.

- In cases involving allegations of Title IX Sexual Misconduct by a student, OJA will designate the investigator.
- In cases involving allegations of Title IX Sexual Misconduct by a faculty or staff member, or affiliate or non-affiliate, EOO will designate the investigator.

2. Investigation Process. The investigation generally will include the following:

- Party and Witness Interviews: One or more interviews with the Complainant, the Respondent, and any witnesses.

- Gathering of Evidence: The gathering of physical, documentary, or other relevant and available evidence, including law enforcement reports.
- Excluded Evidence: Evidence gathered during the investigation process will exclude the types of evidence described in Section XII(C)(9), below.
- Presentation of Evidence: The opportunity to present written statements, identify witnesses, and submit other evidence. The University may encourage University students or employees to cooperate with the investigation as witnesses regardless of the parties' selection of witnesses.
- Advance Notice of Investigation Events: Sufficient advance written notice of interviews, meetings, and hearing for the relevant party or witness to prepare.

3. Opportunity to Review Evidence Prior to Completion of Investigative Report. Prior to the completion of the Final Investigative Report, both parties (and Advisor or Hearing Advisor) may inspect and review evidence obtained as part of the investigation that is directly related to the allegations in the Formal Complaint. This evidence will include (a) evidence that is relevant to the allegations, even if the University does not intend to rely upon the evidence in reaching a determination regarding responsibility, and (b) inculpatory or exculpatory evidence that is directly related to the allegations, whether obtained from a party or other source.

EOO or OJA, as appropriate, will make such evidence available to each party (and their Advisor, if any) in electronic format or a hard copy. The parties will have 10 days from receipt of such evidence to submit to the investigator a written response, which may include a request to review additional evidence. The investigator will provide the other party(ies) with a copy of any response submitted. The investigator will review the parties' respective written responses (if any) and may take additional investigative steps, as needed. The investigator may allow the parties an additional 10 day period to respond, in writing, to the written responses of the other party, including any new evidence provided.

All evidence made available to each party for inspection and review prior to the completion of the Final Investigative Report will be made available for use by the parties at the Hearing, including during questioning of parties and witnesses.

The parties are expected to provide all available relevant evidence to the investigator during the investigation. Any relevant evidence not submitted during the investigation may be excluded from consideration at the Hearing by the Chair if it is determined that such evidence was available to the party prior to the Hearing.

4. Final Investigative Report. The investigator will create a Final Investigative report that summarizes the evidence that is relevant to the allegations in the Formal Complaint. The Final Investigative Report will include in appendices all relevant evidence that was made available to the parties for inspection and review. The investigator may redact irrelevant information contained in documents or evidence that are or is otherwise relevant and included in the Final Investigative Report.

In the Final Investigative Report, the investigator will not make a final determination as to whether a violation of the [Sexual Misconduct Policy](#) occurred, or an appropriate sanction, reserving those decisions for the decision-maker during the hearing process.

After completing the Final Investigative Report, the investigator will simultaneously send to each party (and their Advisor(s), if any) a copy of the Final Investigative Report in electronic format or hard copy. A Complainant or Respondent may submit a written response to the Final Investigative Report to the investigator within seven (7) calendar days of the issuance of the Final Investigative Report. A party's written response to the Final Investigative Report may include any objections to the investigator's determinations about relevance of the evidence referenced in the Report, and will be provided with the Final Investigative Report to the Hearing Panel for pre-hearing review.

C. LIVE HEARING PROCESS

After the completion of the investigation and the Final Investigative Report by the investigator, the University will conduct a live hearing ("Hearing") to adjudicate the allegations of Title IX Sexual Misconduct in the Formal Complaint. A Hearing Panel will hear the evidence, make a final determination as to whether the conduct alleged in the Formal Complaint constitutes Title IX Sexual Misconduct, and if so, impose sanctions, if any.

1. Hearing Facilitator.

EOO or OJA will designate a Hearing Facilitator to coordinate all aspects of the Hearing for the parties, their advisors, witnesses, and the Hearing Panel.

2. Hearing Panel Selection / Conflict Checking.

Each Hearing will be conducted by a three-person Hearing Panel. Hearing Panel members will receive training on all aspects of the Sexual Misconduct Policy and these Procedures. The Hearing Panel members will be appointed by the Dean of Students for student-respondent cases, and the Title IX Coordinator for all other cases. The Hearing Panels will be composed of the following members:

- Student-respondent cases: one student, one faculty member, and one staff member.
- Faculty-respondent cases: two faculty members and one staff member.
- Staff-respondent cases: two staff members and one faculty member.
- All other cases: one staff member, one faculty member, and one faculty or staff member selected at the discretion of the Title IX Coordinator.

Each Hearing Panel will have a chair, selected by the Dean of Students or Title IX Coordinator, as appropriate, who is responsible for ensuring that the Hearing proceeds in accordance with these Procedures and making relevancy determinations with respect to each question that is asked during the Hearing. **The University may, in its discretion, appoint a Hearing Panel Chair who may be a third party and who will serve in the place of a staff member of the Hearing Panel.***

The Hearing Panel will not include any person who has participated in any effort to resolve the Formal Complaint prior to the Hearing stage of the complaint resolution process. The Hearing Panel members will receive the names of the Complainant, the Respondent, and all witnesses, and must withdraw from the proceedings if their relationship to a party or witness, or other circumstances leads them to believe that they cannot judge the matter fairly, without a conflict of interest, and without a bias for or against Complainants or Respondents, both generally and as to the particular Formal Complaint that is being resolved.

The Dean of Students (for student-respondent cases) and the Title IX Coordinator (for all other cases), or their respective designee(s), will send a notice to the Complainant and Respondent, providing the names of the Hearing Panel members and informing them of their right to object to the participation of a Hearing Panel member. The objection must be in writing to the Title IX Coordinator or Dean of Students, as applicable, and received within two (2) calendar days of the date of the notice, and must state the party's reasons for believing the Hearing Panel member has a conflict or is otherwise incapable of fairly judging the matter.

The Title IX Coordinator or Dean of Students, as applicable, will decide whether an objection is justified, and that decision is final. When necessary, the Title IX Coordinator or Dean of Students will select a replacement Hearing Panel member. Parties will have an opportunity to object to any Panel member selected as a replacement.

3. Location of Hearing.

A Hearing may be conducted with all parties physically present in the same geographic location or, alternatively, with some or all parties, witnesses, and other participants appearing at the Hearing virtually but in different geographic locations, by using a visual screen, videophone, closed circuit television, videoconferencing, or similar technology allowing the parties to simultaneously see and hear each other.

Upon timely request by the Complainant or Respondent, the Chair may accommodate concerns for the personal safety, well-being, and/or fears of confrontation of the Complainant or Respondent during the Hearing by providing separate facilities, provided the parties are able to simultaneously see and hear each other as described above.

4. Pre-Hearing Procedures

- *Timing and Notice.* The Hearing Facilitator will notify the Complainant, Respondent, and any witnesses of the time and location of the Hearing and will convene the Hearing Panel within fourteen (14) calendar days of the issuance of the Final Investigative Report. The parties are expected to cooperate in the scheduling of the Hearing.
- *Pre-Hearing Review.* Prior to the Hearing, the Hearing Panel will review all the written materials provided (in electronic format) by the Hearing Facilitator, including the Final Investigative Report and all appendices; the written response(s) (if any) of the Complainant or Respondent to the Final Investigative Report; and any other documents not previously submitted by the parties (except that the parties will not be permitted to submit any new or additional evidence at the Hearing without a showing that such evidence was not previously available to the party prior to the Hearing).
All of the materials provided by the Hearing Facilitator to the Hearing Panel will also be shared in electronic format with the parties.
- *Pre-Hearing Meeting.* Prior to the Hearing date, the Hearing Facilitator will schedule individual meetings between the Chair and each of the parties and their respective advisors. At the meeting, the Chair will review the Hearing Panel procedures. In addition, the Complainant and the Respondent (and their advisors) will be provided with a list of witnesses, documents, and other evidence that the Hearing Panel may consider at the Hearing. The University reserves the right, through the Chair, to add witnesses to the witness lists with reasonable notice prior to the Hearing.

5. Attendance at Hearing.

If the Complainant or the Respondent fails to appear at the scheduled Hearing, the Chair may determine whether to postpone the proceedings or to direct that the Hearing proceed and adjudicate the Formal Complaint on the basis of the evidence presented at the Hearing in accordance with these Procedures, provided the absent party was duly notified of the scheduled Hearing date, as outlined above.

6. Conduct of Hearing.

The Chair will preside at the Hearing and will make relevancy rulings with respect to each question asked during the Hearing, and such other rulings as they deem necessary for the orderly conduct of the Hearing. No one other than the Hearing Panel members, the Complainant and Respondent, their respective advisors, witnesses (when called), and necessary University personnel may be present in the Hearing room or rooms during the proceeding. EOO or Dean of Students Office, as applicable, will work with other University personnel so that any witness or other person whose presence is required may participate in the Hearing.

7. Opening Statements.

The Complainant and Respondent will each have the opportunity to present a brief (10-15 minutes) opening statement.

8. Questioning During the Hearing.

Before a Complainant, Respondent, or witness answers any question at the Hearing, the Chair will first determine whether the question is relevant, and provide an explanation for any decision to exclude a question on the grounds that it is not relevant.

The Hearing Panel is permitted to ask questions of any party or witness participating in the Hearing. A party's advisor is permitted to ask questions of the party they are advising or a witness called by that party. The Chair may disallow or reframe any questions that are redundant, irrelevant, abusive, disrespectful, or unduly harassing.

Neither party may ask questions of the other party or any witness during the Hearing. Only a party's advisor may ask questions of the other party or witnesses. The advisor's questions must be asked directly, orally, and in real time. If a party does not have an advisor present at the live hearing, the University will appoint an advisor who may be – but is not required to be – an attorney, to conduct cross-examination on behalf of that party.

Both parties shall have the right not to answer questions during the Hearing; however, the exercise of that right shall not preclude the Hearing Panel from proceeding and evaluating the Formal Complaint on the basis of the final investigative report and other relevant evidence submitted during the Hearing, subject to the following:

- If a party or witness does not submit to questioning at the Hearing, the Hearing Panel has the discretion to decide how much weight to give to statements or information provided by any party or witness who did not submit to cross-examination at the hearing. The Hearing Panel can consider the reliability of the statements or information, the reason the individual did not participate in cross-examination and any other factors the panel considers relevant.
- The University may still proceed with a Hearing in the absence of a party, and may reach a determination of responsibility in their absence, including through any evidence gathered that does not constitute a "statement" by that party unless the "statement" is the alleged harassment.
- The Hearing Panel will consider all relevant evidence including testamentary and are permitted to draw an inference about responsibility for a policy violation based solely on the Respondent's or witness's absence from the Hearing or refusal to answer cross-examination or other questions during the Hearing.
 - For example, statements made by a party to family or friends, or recorded in police reports, SANE reports, medical reports, text messages, and emails, cannot be relied upon by the Hearing Panel in making its determination of responsibility unless the party or witness to whom the party made the statement(s) is subjected to cross-examination during the Hearing or the statements constitute part of the sexual misconduct at issue in the case.
 - If a party or witness refuses to answer cross-examination questions but video evidence depicting an incident exists, the video evidence may be considered (excluding any statements in the video).

9. Evidence Admissible at Hearing.

The Hearing Panel will not consider the following types of evidence:

- Prior sexual behavior or sexual predisposition of the Complainant, except where the Chair expressly deems relevant testimony offered:
 - by one of the parties about the Complainant's and Respondent's shared sexual history in order to establish consent, provided, however, that the existence of a prior consensual dating or sexual relationship between the Complainant and Respondent by itself does not support an inference of consent to sexual contact; or
 - to prove that someone other than Respondent is responsible for the misconduct alleged in the Formal Complaint.

If such information is offered by the Complainant or Respondent, the other has the right to respond.

- Either party's medical, psychological, counseling and similar records without the written consent of the party whose records are being admitted.
- Any information protected under a privilege recognized under common law or statute unless the person holding that privilege has waived the privilege, including (but not limited to)
 - Domestic violence victims' counselor;
 - Sexual assault counselor-victim;

- Social worker-client;
- Allied mental health or human services professional;
- Psychotherapist
- Attorney-client;
- Clergy; or
- Spousal.

10. Applicability of Rules of Evidence and Procedure.

The Hearing will not follow a courtroom model, and the rules of evidence and civil or criminal procedure do not apply. The Chair has the sole discretion to commence, recess, and reconvene the Hearing, and may suspend the Hearing at any time. The Chair will make any procedural decisions during the Hearing that he or she deems necessary to safeguard the integrity and fairness of the Hearing and to avoid undue delay. The Chair will determine the admissibility, relevance, and materiality of the testimony and information offered and may exclude any testimony or evidence that he or she determines to be cumulative or irrelevant. The Hearing Panel may take notice of facts or information within the knowledge of the University community or based on University records.

11. Time Limits.

The Hearing Panel may set reasonable time limits for any part of the Hearing. In cases where either the Complainant or Respondent opts not to participate in the Hearing, the Hearing Panel may still hear from the other.

12. Hearing Continuation.

If, prior to the conclusion of the Hearing, the Hearing Panel determines that unresolved issues exist that would be clarified by the presentation of additional evidence, the Chair may suspend the Hearing and reconvene it in a timely manner to receive such additional information. A suspension of the Hearing may not be based on a party's proposed introduction of documents or other evidence that could have been presented prior to the Hearing.

13. Preponderance of the Evidence Standard of Review. All decisions by the Hearing Panel will be made by majority vote and must be supported by a preponderance of the evidence.

14. Audio Recording. The Hearing Facilitator will arrange for the Hearing to be audio recorded. The Title IX Coordinator or Dean of Students, as applicable, may arrange for the preparation of any transcript of the recording that they deem appropriate. The Complainant and Respondent will have the right to access a copy of the recording without cost, or to obtain a copy of the recording at their expense. The Hearing Panel's post-Hearing deliberations will not be recorded.

Personal cell phones and recording devices may not be used in the Hearing room to record the Hearing unless approved by the Chair in advance.

15. Privacy of the Hearing. To comply with Title IX and FERPA, and to provide an orderly process for the presentation and consideration of relevant information without undue intimidation or pressure, the Hearing is not open to the public. Accordingly, documents prepared in anticipation of the Hearing (including the final investigative report, the parties' respective responses to the final investigative report (if any), documents, testimony, or other information introduced at the Hearing, and any recording or transcripts of the Hearing) may not be disclosed outside of the Hearing procedures, except as may be required or authorized by law.

16. Maintenance of Records. The audio recording of the Hearing, together with the documents, information and other evidence presented at the Hearing, will serve as the record of the Hearing proceedings and will be

maintained by the Title IX Coordinator (for faculty, staff, affiliate, and non-affiliate cases) and Dean of Students (for student cases) as part of the Respondent's disciplinary record.

D. COMPLETION OF FORMAL RESOLUTION PROCESS

1. Hearing and Sanction Decisions.

After completion of the Hearing, the Hearing Panel will undertake its deliberations to determine responsibility as to each allegation in the Formal Complaint. The vote of the Hearing Panel itself will not be communicated to the parties. The members of the Hearing Panel are the sole arbiters of the weight of the evidence presented and the credibility of the witnesses who testified at the Hearing. The Hearing Panel will create a written hearing report ("Hearing Report") which will include the following:

- Identification of the allegations of Title IX Sexual Misconduct included in the Formal Complaint;
- Description of the procedural steps taken from the receipt of the Formal Complaint through the Hearing;
- Findings of fact supporting the Hearing Panel's determinations;
- Hearing Panel's credibility determinations concerning admissible relevant evidence;
- Hearing Panel's conclusions regarding Sexual Misconduct Policy violations;
- A statement of, and rationale for, the determination regarding responsibility as to each allegation in the Formal Complaint;
- The specification of remedies designed to restore or preserve equal access for the Complainant to the learning or work environment; and
- Permissible grounds for and procedures available to the parties to appeal.

If the Hearing Panel determines that the Respondent is responsible for violating the [Sexual Misconduct Policy](#), it will provide the following individuals with the Hearing Report to determine the appropriate sanction: the Dean of Students in cases involving a student respondent or the applicable dean of a school or college or vice president of an administrative unit in all other cases. After reviewing the Hearing Report, the Dean of Students or the applicable dean or vice president will determine the appropriate sanction and prepare a sanction report that will include the statement of, rationale for, and duration of the sanction, any conditions to be observed during the sanction period, and the conditions for termination of the sanction (the "Sanction Report").

As part of the sanctioning process, the Hearing Panel may, in consultation with the Dean of Students or the applicable dean or vice president, determine that existing Supportive Measures stay in place for a prescribed period of time. The Hearing Panel may also impose new remedies or administrative actions based upon the investigation and hearing of the case.

2. Possible Sanctions for Violations of the Sexual Misconduct Policy.

The sanction will be designed to eliminate the misconduct, prevent its recurrence, and remedy its effects, while supporting the University's educational mission and Title IX obligations. Sanctions may also serve to promote safety or deter students, employees, affiliates, and non-affiliates from similar future behavior.

The following, individually or in combination, are a non-exhaustive list of potential sanctions for violations by students of the University's [Sexual Misconduct Policy](#).

- Expulsion from the University or program of the University.
- Suspension from the University or a program of the University for a specific period of time
- Deferred suspension from the University or a program of the University.
- Denial of graduation, diploma, or degree.
- Deferral of graduation, diploma, or degree for a specific period of time.
- Revocation or withdrawal of diploma or degree previously credited, awarded, or conferred.
- Withholding of course credit (for non-degree students).

- Withholding honors or awards.
- Separation from a University residence for a specific period of time.
- Disciplinary probation. Disciplinary probation may involve counseling with faculty or administrative staff; restriction of student privileges; prohibitions against participation in University activities or events, including athletic or non-athletic activities; and prohibitions against holding office or participating in student organizations or residence, school, or college organizations or activities.
- Disciplinary reprimand or warning.
- Substance use assessment.
- Restitution. The student will reimburse the University and/or other appropriate party for damage to or loss of property or for costs or expenses incurred by the University or other party. Restitution will be made at full cost of replacement or repair, and other expenses.

The following, individually or in combination, are a non-exhaustive list of potential sanctions for violations by faculty, staff, affiliates, and non-affiliates for violations of the University's [Sexual Misconduct Policy](#) and are subject to existing employment policies and/or contracts governing the specific respondent:

- Counseling or training;
- Written warning/reprimand;
- Administrative leave of absence (without pay);
- Demotion;
- Change of work location or schedule;
- Suspension; or
- Termination of employment.

3. Communication of the Written Decision.

Within fourteen (14) calendar days from the conclusion of the deliberations of the Hearing Panel regarding responsibility and the Dean of Students or applicable dean or vice president regarding the sanction (or such longer time as the Chair may for good cause determine), the Chair of the Hearing Panel will simultaneously communicate the Written Decision on the Formal Complaint to the Complainant, the Respondent, the Title IX Coordinator, and the Dean of Students (in cases involving student respondents) or the applicable dean or vice president (in all other cases).

XIII. APPEAL TO THE UNIVERSITY PROVOST OR VICE PRESIDENT OF HUMAN RESOURCES

The Complainant and Respondent each have the right to appeal the determination(s) regarding responsibility and disciplinary sanctions set forth in the Written Decision.

A. Grounds for Appeal.

The Written Decision will be presumed to have been reached reasonably and appropriately, by a preponderance of the evidence. Therefore, a party may appeal the Written Decision determination only on the following grounds:

a. Procedural irregularity that affected the outcome of the matter.

b. New evidence that was not reasonably available at the time of the Hearing Panel's Decision and could affect the outcome of the matter.

c. The Title IX Coordinator, investigator(s), Hearing Panel members, the Dean of Students, or the relevant dean of a school or college or vice president had a conflict of interest or bias for or against Complainants or Respondents generally, or the individual Complainant or Respondent that affected the outcome of the matter.

The filing of an appeal will not operate to stay the effect of sanctions imposed. However, the appeal may seek a stay or modification of the sanctions pending the final decision on the appeal. The Provost, Vice President of Human Resources (as applicable) or their respective Designee, in their discretion, may suspend, stay, or modify sanctions imposed, subject to such conditions as either may deem appropriate.

B. Appeal Process.

Any appeal petition must be in writing and filed with the Title IX Coordinator within ten (10) calendar days of the date of receipt by the Complainant and Respondent of the Written Decision. The Title IX Coordinator may accept a late submission under extenuating circumstances.

In the case of complaints against staff members and non-affiliates, the Title IX Coordinator will direct the appeal to the Vice President of Human Resources (or VPHR Designee) for review and disposition. In the case of complaints against faculty, students, and affiliates, the Title IX Coordinator will direct the appeal to the University Provost to determine the appropriate officer of the University to whom the appeal should be directed ("Provost Designee").

The Title IX Coordinator will also forward to the Vice President of Human Resources, the VPHR Designee, or Provost Designee, as appropriate, the relevant record of the matter. The Vice President of Human Resources, VPHR Designee, or Provost Designee will limit their review of Written Decision to the following, which will be referred to as the "appeal record":

- a review of the record of the original Hearing (including the audio recording); and,
- the appeal petition and response (if any).

The Vice President of Human Resources or Provost or their respective Designee, as appropriate, will review the appeal record. The decision of the Vice President of Human Resources, VPHR Designee, or Provost Designee will be in writing, with copies provided to the Complainant and Respondent, as well as the Title IX Coordinator and, in the case of student Respondents, the Dean of Students, and will be communicated simultaneously to both parties within fourteen (14) calendar days after receiving the appeal petition or any response.

C. Decision on Appeal.

The Vice President of Human Resources or Provost or their respective Designee may:

- a. Affirm, modify, or reverse the Hearing Panel Decision as to responsibility of the Respondent.
- b. Affirm or modify (either to increase or decrease) the disciplinary sanctions imposed.
- c. Remand the matter for further investigation or a new hearing. This shall ordinarily be done in the case of procedural irregularity or new and relevant evidence, for an assessment of the weight and effect of the new evidence and a determination after consideration of the new facts.

If the Vice President of Human Resources or Provost or their respective Designee remands the matter, they will specify whether the sanctions are to be maintained, modified, suspended, or reversed pending completion of the matter on remand.

The decision of the Vice President of Human Resources or Provost or their respective Designee will be final, subject to Section XIV below.

D. Disciplinary Records.

The disciplinary files of students who have been suspended or expelled from the University are maintained in the Dean of Students Office for at least seven (7) years after the students' departure from the University. A sanction of expulsion or suspension from the University or a program of the University will be entered on the student's permanent record unless this provision is waived by the Dean of Students and the Provost concurs.

Faculty member disciplinary records will be stored in the faculty member's file in the Office of the Provost. Staff member disciplinary records will be stored in the staff member's personnel file which will be maintained in accordance with the University's record retention policy.

XIV. IMPOSITION OF SANCTIONS ON FACULTY/STAFF; RE-ENROLLMENT, WITHDRAWAL AND READMISSION OF STUDENTS

A. Suspension or Termination of Faculty.

Any disciplinary sanction that involves the suspension or termination of a faculty member will be conducted pursuant to the procedures outlined in the Faculty Handbook.

B. Disciplinary Actions against Staff.

Disciplinary sanctions involving staff will be consistent with any applicable collective bargaining agreement and University policies.

C. Re-Enrollment, Withdrawal and Readmission of Students.

- **Re-Enrollment After Completion of Sanctions.**
The University Registrar will be informed of all sanctions involving suspension or expulsion from the University or from a program of the University, and no student will be permitted to re-enroll in the University following such sanction unless he or she presents evidence to the Dean of Students, or their designee, of satisfaction of the sanction and receives appropriate permission for re-enrollment.
- **Withdrawal and Re-Enrollment.**
If a student voluntarily withdraws from the University or a program of the University while charges against him or her are pending, or as part of a negotiated settlement of such charges, this fact will be communicated to the University Registrar and the student will not be permitted to re-enroll unless he or she presents evidence that appropriate permission for re-enrollment has been obtained. Such permission shall be granted solely at the discretion of the Dean of Students or the Provost. If the student withdrew while charges against him or her were pending, permission for readmission will be granted only after the charges have been resolved. If permission to re-enroll is not granted, the student may petition the Provost for permission, setting forth in his or her petition the relevant facts and the basis upon which the petition is made. The decision of the Provost will be final. Failure of a student to comply with a sanction or condition imposed or to obtain permission for re-enrollment in accordance with the above requirements may be a basis for denial of re-enrollment.

Please refer to **Appendix A** which contains information about University programming and initiatives

intended to increase the University community's knowledge and to prevent violence and promote safety, including bystander intervention awareness and other prevention programs intended to prevent dating violence, domestic violence, sexual assault and stalking.

Attached at **Appendix B** is information regarding the definitions of, as applicable, domestic violence, dating violence, stalking, sexual assault, and consent, under Massachusetts law.

HAZING

Boston University expressly prohibits any form of hazing. Hazing is against the law, incorporates other serious crimes, and violates University policy. Reports of hazing will be investigated immediately by the Boston University Police Department, other University administrative offices, outside law enforcement agencies, or any combination of the three. In addition to criminal penalties under Massachusetts law, students or employees are subject to University disciplinary action for organizing or participating in hazing or failing to report persons in danger in conjunction with hazing. Additional information about hazing is available at the University's safety website (<http://www.bu.edu/safety/hazing>).

Anyone can report a hazing incident anonymously at www.bu.edu/dos/policies/lifebook/hazing-prevention-reporting/report-hazing.

General Laws of Massachusetts

Chapter 269: Section 17. Hazing; organizing or participating; hazing defined

Section 17. Whoever is a principal organizer or participant in the crime of hazing, as defined herein, shall be punished by a fine of not more than three thousand dollars or by imprisonment in a house of correction for not more than one year, or both such fine and imprisonment.

The term "hazing" as used in this section and in sections eighteen and nineteen, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug, or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or other person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation.

Notwithstanding any other provisions of this section to the contrary, consent shall not be available as a defense to any prosecution under this action. (Amended by 1987, 665.)

Chapter 269: Section 18. Failure to report hazing

Section 18. Whoever knows that another person is the victim of hazing as defined in section seventeen and is at the scene of such crime shall, to the extent that such person can do so without danger or peril to himself or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable. Whoever fails to report such crime shall be punished by a fine of not more than one thousand dollars. (Amended by 1987, 665.)

Chapter 269: Section 19.

Copy of secs. 17–19; issuance to students and student groups, teams, and organizations; report

Section 19. Each institution of secondary education and each public and private institution of postsecondary education shall issue to every student group, student team, or student organization which is part of such institution or is recognized by the institution or permitted by the institution to use its name or facilities or is known by the institution to exist as an unaffiliated student group, student team, or student organization, a copy of this section and sections seventeen and eighteen; provided, however, that an institution's compliance with this section's requirements that an institution issue copies of this section and sections seventeen and eighteen to unaffiliated student groups, teams, or organizations shall not constitute evidence of the institution's recognition or endorsement of said unaffiliated student groups, teams, or organizations.

Each such group, team, or organization shall distribute a copy of this section and sections seventeen and eighteen to each of its members, plebes, pledges, or applicants for membership. It shall be the duty of each such group, team, or organization, acting through its designated officer, to deliver annually to the institution, an attested acknowledgement stating that such group, team, or organization has received a copy of this section and said sections seventeen and eighteen, that each of its members, plebes, pledges, or applicants has received a copy of sections seventeen and eighteen, and that such group, team, or organization understands and agrees to comply with the provisions of this section and sections seventeen and eighteen.

Each institution of secondary education and each public or private institution of postsecondary education shall, at least annually, before or at the start of enrollment, deliver to each person who enrolls as a full-time student in such institution a copy of this section and sections seventeen and eighteen.

Each institution of secondary education and each public or private institution of postsecondary education shall file, at least annually, a report with the regents of higher education and in the case of secondary institutions, the board of education, certifying that such institution has complied with its responsibility to inform student groups, teams, or organizations and to notify each full-time student enrolled by it of the provisions of this section and sections seventeen and eighteen and also certifying that said institution has adopted a disciplinary policy with regard to the organizers and participants of hazing, and that such policy has been set forth with appropriate emphasis in the student handbook or similar means of communicating the institution's policies to its students. The board of regents and, in the case of secondary institutions, the board of education, shall promulgate regulations governing the content and frequency of such reports, and shall forthwith report to the attorney general any such institution that fails to make such report. (Amended by 1987, 665.)

BOSTON UNIVERSITY CAMPUS CRIME STATISTICS

The figures listed in the Boston University School of Social Work tables reflect crimes reported to have occurred on Boston University's campuses at the School of Social Work sites and on public property within or immediately adjacent to and accessible from campus for the calendar years 2018, 2019 and 2020. Crimes are recorded in the year in which they are reported.

Crimes	School of Social Work, Bedford								
	Total			On Campus			Public Property		
	2018	2019	2020	2018	2019	2020	2018	2019	2020
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Forcible Fondling	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Liquor Law Violations Arrest	0	0	0	0	0	0	0	0	0
Referred	0	0	0	0	0	0	0	0	0
Drug Law Violations Arrest	0	0	0	0	0	0	0	0	0
Referred	0	0	0	0	0	0	0	0	0
Weapons Law Violations Arrest	0	0	0	0	0	0	0	0	0
Referred	0	0	0	0	0	0	0	0	0

Unfounded crimes: 2018 = 0 | 2019 = 0 | 2020 = 0

Hate Crimes: 2018 = 0 | 2019 = 0 | 2020 = 0

Crime statistics for the other University campuses are available in the Boston University Annual Safety Report:
www.bu.edu/safety/.

Copies of this report are available by calling the Office of the Chief of Police at 617-353-5362.

Crimes	School of Social Work, Cape Cod								
	Total			On Campus			Public Property		
	2018	2019	2020	2018	2019	2020	2018	2019	2020
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Forcible Fondling	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Liquor Law Violations Arrest	0	0	0	0	0	0	0	0	0
Referred	0	0	0	0	0	0	0	0	0
Drug Law Violations Arrest	0	0	0	0	0	0	0	0	0
Referred	0	0	0	0	0	0	0	0	0
Weapons Law Violations Arrest	0	0	0	0	0	0	0	0	0
Referred	0	0	0	0	0	0	0	0	0

Unfounded crimes: 2018 = 0 | 2019 = 0 | 2020 = 0

Hate Crimes: 2018 = 0 | 2019 = 0 | 2020 = 0

Crime statistics for the other University campuses are available in the Boston University Annual Safety Report:
www.bu.edu/safety/.

Copies of this report are available by calling the Office of the Chief of Police at 617-353-5362.

Crimes	School of Social Work, Fall River								
	Total			On Campus			Public Property		
	2018	2019	2020	2018	2019	2020	2018	2019	2020
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Forcible Fondling	1	0	0	1	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Liquor Law Violations Arrest	0	0	0	0	0	0	0	0	0
Referred	0	0	0	0	0	0	0	0	0
Drug Law Violations Arrest	0	0	0	0	0	0	0	0	0
Referred	0	0	0	0	0	0	0	0	0
Weapons Law Violations Arrest	0	0	0	0	0	0	0	0	0
Referred	0	0	0	0	0	0	0	0	0

Unfounded crimes: 2018 = 0 | 2019 = 0 | 2020 = 0

Hate Crimes: 2018 = 0 | 2019 = 0 | 2020 = 0

Crime statistics for the other University campuses are available in the Boston University Annual Safety Report:
www.bu.edu/safety/.

Copies of this report are available by calling the Office of the Chief of Police at 617-353-5362.

Crimes	School of Social Work, Worcester								
	Total			On Campus			Public Property		
	2018	2019	2020	2018	2019	2020	2018	2019	2020
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Forcible Fondling	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Liquor Law Violations Arrest	0	0	0	0	0	0	0	0	0
Referred	0	0	0	0	0	0	0	0	0
Drug Law Violations Arrest	0	0	0	0	0	0	0	0	0
Referred	0	0	0	0	0	0	0	0	0
Weapons Law Violations Arrest	0	0	0	0	0	0	0	0	0
Referred	0	0	0	0	0	0	0	0	0

Unfounded crimes: 2018 = 0 | 2019 = 0 | 2020 = 0

Hate Crimes: 2018 = 0 | 2019 = 0 | 2020 = 0

Boston University's first full operating year at Worcester Campus was 2018.

Crime statistics for the other University campuses are available in the Boston University Annual Safety Report:
www.bu.edu/safety/.

Copies of this report are available by calling the Office of the Chief of Police at 617-353-5362.

IMPORTANT CONTACT INFORMATION

Police Departments

Boston University Police Department
Emergencies only: 617-353-2121
<http://www.bu.edu/police>
(TTY: 617-353-5387)
Non-emergency: 617-353-2110

Ambulance and Fire

Boston University
617-353-2121
Boston, Brookline, Cambridge 911

Medical

Boston University Student Health Services 617-353-3575
<http://www.bu.edu/shs>
Boston University Behavioral Medicine Clinic 617-353-3569
<http://www.bu.edu/shs/behavioral>
Boston Medical Center
617-638-8000
<http://www.bmc.org>
Beth Israel Deaconess Medical Center 617-667-7000
<http://www.bidmc.org>
Brigham and Women's Hospital
617-732-5500
www.brighamandwomens.org

Crisis Intervention and Counseling

Boston University Crisis Counselor
Days 617-353-3569
Nights and weekends 617-353-2121

Boston University Sexual Assault Response & Prevention Center 617-353-7277
<http://www.bu.edu/sarp>

Boston Area Rape Crisis Hotline
(24 hours) 617-492-7273
<http://www.barcc.org>

Women's Health Group, Boston Medical Center
617-638-7428
www.bmc.org/womens-health.html

The Family Justice Center of Boston
617-779-2100
<http://www.bphc.org/whatwedo/violence-prevention/Family-Justice-Center/Pages/Family-Justice-Center.aspx>

Other University Resources

Dean of Students
617-353-4126
<http://www.bu.edu/dos>

University Service Center
617-358-1818

<http://www.bu.edu/usc>

Residence Life

617-353-4380

<http://www.bu.edu/reslife>

Human Resources

<http://www.bu.edu/hr>

617-353-2380

Equal Opportunity Office/Title IX Coordinator

617-353-9286

<http://www.bu.edu/eoo>

Dean of Marsh Chapel

617-353-3560

<http://www.bu.edu/chapel>

Danielsen Institute (pastoral counseling)

617-353-3047

<http://www.bu.edu/danielsen>

Scarlet Safe Walk / Street Team

617-353-4877

<http://www.bu.edu/dos/late-night-transportation>

Faculty & Staff Assistance

617-353-5381

<http://www.bu.edu/fsao>

Health & Wellness Educator

617-358-5362

<http://www.bu.edu/shs/wellness>

Environmental Health & Safety

617-353-4094

<http://www.bu.edu/ehs>

APPENDIX A

Included below is information about University programming and initiatives intended to increase the University community's knowledge and to prevent violence and promote safety, including bystander intervention awareness and other prevention programs intended to prevent dating violence, domestic violence, sexual assault, and stalking.

PROGRAM NAME / DESCRIPTION	TYPE	FREQUENCY	TYPE
Undergraduate Student Orientation			
The University's summer and winter orientation programs for approximately 4,600 incoming undergraduate students emphasize crime prevention, personal responsibility, and bystander education. Representatives from Student Health Services, the Sexual Assault Response & Prevention Center, Judicial Affairs, and the Boston University Police discuss strategies for keeping the newest members of the BU community healthy and safe. This panel presentation includes the following:	Orientation covers a wide array of topics summarized below.	Annually to New Students	Students
Orientation/ Student Wellbeing- Student Health Services			
The Student Health Services presentation includes information on resources and services that promote student health and safety. Incoming students learn about BU's Good Samaritan Policy for substance-related emergencies, how the University supports students who may choose to use substances or abstain, and watch a brief video of peers talking about safety strategies in situations with alcohol.	Substance Misuse Prevention, Prosocial Bystander, Recovery Support, Looking out for one another.	Summer and Winter Orientation	Students (incoming first-year and transfer students)
Orientation - Sexual Assault Response & Prevention Center (SARP)			
The Sexual Assault Response and Prevention Center introduces students to their office and services. Topics covered include how to be an active pro-social bystander and ways they can be involved in prevention efforts on campus. Included is a true story about intervening to prevent sexual assault as told by a current BU student. SARP staff also introduce the response services offered to BU students, including the 24-hour crisis line; advocacy and accompaniment; and individual and group counseling services.	Primary rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking prevention and awareness/ Prosocial Bystander	Summer and Winter Orientation	Students (incoming first-year and transfer students)
Orientation/Overview of Policies & Title IX - Judicial Affairs			
The Judicial Affairs' presentation outlines expectations for behavior, consequences for misconduct, and key University policies (e.g., alcohol, drugs, threats, physical and interpersonal violence, hazing, prohibition against weapons). In a separate follow-up presentation, Judicial Affairs provides a brief review of sexual harassment and sexual misconduct support services and reporting options, both on and off campus.	Primary rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking prevention and awareness/ Crime Prevention/ Substance abuse prevention	Annually to New Students	Students

PROGRAM NAME / DESCRIPTION	TYPE	FREQUENCY	TYPE
Orientation/Boston University Police (BUPD)— Crime Prevention Tips			
This presentation by the Deputy Chief provides an overview of various programs, services, and reporting options offered by BUPD, including the Rape Aggression Defense program, blue light phones, the University's emergency notification system, Instagram, Twitter, Text-a-Tip and the BU Mobile app, which has an Emergency link, which provides access to BUPD.	Campus security procedures and practices/looking out for one another	Annually to New Students	Students
Graduate Student Orientations			
Graduate and professional school orientations are held each year. These sessions provide information on crime prevention, health services, recovery support, looking out for their fellow students and sexual assault prevention. Some of the programs are described below:		Annually	Students (incoming graduate and professional students)
Graduate Orientations - Sexual Misconduct Information Sessions			
At each of the graduate and professional school orientations, the University's Title IX Coordinator or designee discusses Title IX, sexual misconduct, and the University's policies and resources.	Sexual misconduct/campus security procedures and practices	Annually	Students
Graduate Orientation - Crime Prevention Tips			
BUPD or Public Safety personnel presents personal crime prevention strategies to students both on and off campus. Students are encouraged to "see something, say something", to look out for their fellow students, and to pay close attention to BU Alert messages sent to notify them about crime and emergency situations.	Campus security procedures and practices/crime prevention	Annually	Students
<u>WELLNESS AND PREVENTION</u>			
AlcoholEdu			
This online evidence-based course is designed to educate students about risky drinking and its effects. AlcoholEdu for College® is confidential and non-judgmental and is a key part of Boston University's comprehensive alcohol prevention program.	Alcohol education, substance misuse prevention, prosocial bystander, recovery support, encourage students to look out for one another	Annually	First-Year and Transfer Students
AlcoholEdu for Sanctions			
This online evidence-based training is designed to help students evaluate their current choices related to alcohol. AlcoholEdu for Sanctions shares important information to help students make informed decisions about substance use. Students who have a low-level alcohol violation are referred to complete this training,	Alcohol Education, substance misuse prevention	Ongoing	Students (mandated)
Online Cannabis Education Training			
Wellness & Prevention Services provides an online training focused on the effects of cannabis and the harms related to use. Students who have a low-level marijuana violation are referred to complete the training. The training is available to all BU students.	Marijuana Education, Substance misuse prevention, Looking out for one another	Ongoing	Students (mandated)

PROGRAM NAME / DESCRIPTION	TYPE	FREQUENCY	TYPE
Boston University Collegiate Recovery Program			
The mission of the Boston University Collegiate Recovery Program (CRP) is to provide a safe and welcoming community where students in recovery from substance use are empowered to advance their academic, personal, and professional potentials.	Recovery support	Ongoing	Students in Recovery
Alcohol Education for Student Organizations			
Wellness & Prevention Services provides customized alcohol education programs to student organizations at BU. Topics cover: strategies for safer party hosting; support for students who don't drink; signs of alcohol emergencies and how to get help; and BU policies around helping students who've had too much to drink.	Alcohol education, Substance misuse prevention, Looking out for one another	Upon Request	Students
Party Safety Lecture for Marathon Monday			
The Alcohol Task Force sponsors a lecture for student organizations to reduce high-risk drinking on Marathon Monday. Collaborators include BU Police Department, Government & Community Affairs, Student Activities and Wellness & Prevention Services. The group also hosts a "Terrier Pit Stop" with free water, good and substance-free activities on Marathon Monday. Note: this event was not held in April 2020 or 2021 due to the cancellation of the Boston Marathon.	Alcohol education, Substance misuse prevention, Looking out for one another	Annually	Students
Wellness Program Kits			
Wellness & Prevention Services provides tools for Resident Assistants, student leaders, and other community members to talk about safer drinking with students. Tools include blood alcohol concentration (BAC) charts, standard drink measuring cups, and information on the BU Good Samaritan Campaign Policy and campus resources. Note that these kits were not available during the 2020-2021 school year.	Alcohol education, Substance misuse prevention, Looking out for one another	Ongoing	Resident Assistants
Good Samaritan Campaign Policy			
This awareness initiative promotes the BU Good Samaritan Policy, which encourages students to seek help in case of an alcohol or drug emergency. The policy is promoted through in-person and online alcohol education trainings, post cards mailed to all students in on-campus housing, and digital and print promotion during times of high-risk drinking, such as the start of the school year through Halloween.	Looking out for one another	Ongoing	Students
Student Ambassadors			
Wellness & Prevention Services and SARP each train Student Ambassadors as peer educators. They help develop, deliver, and evaluate programs on campus related to mental health, sleep, substance use, sexual health, interpersonal violence prevention, and healthy relationships.	Substance education, students in distress, sexual violence prevention, looking out for one another	Ongoing	Students
FY (First Year) 101			

PROGRAM NAME / DESCRIPTION	TYPE	FREQUENCY	TYPE
FY101 is a unique, seminar-style course that provides the opportunity to explore issues relevant to new undergraduate students at Boston University. Students learn to explore and practice strategies involving a wide range of relevant issues to foster campus involvement and personal well-being including substance use and sexual misconduct prevention. SARP teaches a module of FY101 that focuses on consent, titled "Yes! Consent & Sex-Positivity." Wellness & Prevention Services teaches FY101 Peer Mentors to lead an interactive module & conversation with their FY101 class about alcohol use.	Drug and alcohol education, including substance misuse and sexual misconduct prevention modules	Ongoing	Students
BASICS			
BASICS is a brief intervention for substance misuse provided by Wellness & Prevention Services. Students who have an alcohol transport or multiple alcohol violations are referred to attend.	Drug and alcohol education, Substance misuse prevention, Recovery Support	Ongoing	Students (mandated)
ScreenU			
ScreenU is a tool that gives students personalized feedback about their alcohol, cannabis, or prescription drug use.	Drug and alcohol education, Substance misuse prevention	Ongoing	Students
Resident Assistant Training			
Residence Assistants are trained on how effectively respond to crisis situations they may encounter in their duties. Sessions include how to recognize suicidal ideation and recognize and prevent sexual violence. Resident Assistants are also educated in our alcohol and drug policies and response procedures and how to communicate these community expectations to their peers. Resident Assistants are considered mandated crime reporters, so they are trained as Campus Security Authorities by the Boston University Police Department. Graduate Resident Assistants complete Sexual Misconduct and Title IX training delivered by the University's Equal Opportunity office and clinicians from the Sexual Assault Response and Prevention Center. This includes trauma-informed techniques and how to refer students to appropriate services. All new staff undergo Protection of Minors training. In addition to these sessions, Resident Assistants learn about our extensive offering of campus resources, while learning and practicing techniques to build and engage their community in all facets of campus life.	Substance education, students in distress, sexual violence prevention, looking out for one another, student engagement, policies and procedures, civility	Annually	Students (RAs and GRAs) and ORL Staff
Sexual Misconduct Awareness Brochure			

PROGRAM NAME / DESCRIPTION	TYPE	FREQUENCY	TYPE
The University widely distributes an informational brochure entitled "Have You Experienced Sexual Assault, Sexual Harassment, Stalking, or Domestic or Dating Violence?" to students and employees throughout campus. It provides awareness of these issues and helpful resources to contact if needed. The brochure is also available online . The University also widely distributes an informational handout explaining both on- and off-campus resources for student survivors of sexual misconduct. This includes a description of confidential versus non-confidential resources, and how to make both a criminal and University complaint. This informational handout can be found at https://www.bu.edu/shs/files/2021/05/Confidential-vs.-Non-Confidential-Resources.pdf .	Rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking prevention and awareness	Ongoing	Students. Faculty & Staff
New Employee Orientation			
At new employee orientation, new Boston University employees are directed to review the University's policies and procedures and are required to confirm in writing that they have read the Equal Opportunity and Sexual Misconduct policies.	Primary rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking prevention and awareness and reporting responsibilities.	Upon hire	Faculty & Staff
Faculty & Staff Assistance Office Programs			
The BU Faculty & Staff Assistance Office offers free, confidential consultation and counseling to Boston University employees who may be experiencing difficulties that affect their personal lives or work. This office helps BU faculty and staff and their families with a range of issues, including alcohol and drug abuse, stress, depression, relationship and family concerns, sexual misconduct, harassment, interpersonal violence, abuse suicide, work issues, anger management and referral to community resources. The FSAO offers programs throughout the year that contribute to employee wellness and well-being.	Drug or alcohol abuse/domestic violence/stress and depression	Ongoing	Faculty & Staff
Healthy Relationships Workshop			
Participants learn what constitutes a healthy relationship and how to recognize trouble signs of domestic violence. Crisis Intervention Counselors at SARP navigate these issues and discuss way to get help for oneself or others.	Ongoing rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking prevention and awareness	Annually	Students, Faculty & Staff
Sexual Assault Response & Prevention Programs			

PROGRAM NAME / DESCRIPTION	TYPE	FREQUENCY	TYPE
SARP offers free, confidential services to student who have experienced trauma, including sexual misconduct. Services include a 24-hour crisis line answered by licensed clinicians to support survivors who are in danger or following a sexual assault. Also offered are advocacy and accompaniment through safety planning, medical care, and reporting. Finally, licensed clinicians also provide individual and group counseling services. Groups include those for survivors of sexual violence, those in unhealthy relationships, and graduate students who have experienced trauma.	Sexual misconduct	Ongoing	Students
Trauma Response Workshop			
SARP clinicians provide a free workshop for survivors of trauma, including sexual misconduct. Students can learn basic concepts of trauma, including common reactions. Clinicians review the impact trauma has on the brain, particularly the activation of fight, flight, freeze, and fawn. Coping skills are introduced and discussed.	Sexual misconduct response and prevention	Annually, Spring and Fall Semesters	Students
Sexual Assault Awareness Week			
The BU community observes Sexual Assault Awareness Week, an annual nationwide campaign that highlights the importance of public awareness of sexual assault and prevention. Campus events have included discussions, performances, and a screening of Hunting Ground, a powerful documentary about sexual assault on college campuses.	Ongoing rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking prevention and awareness	Yearly, April	Students
Educational Programming Concerning Sexual Health			
A number of educational workshops and programs that are ongoing throughout the year focus on promoting healthy sexual relationships, understanding consent in a sexual context, interpersonal violence and sexual health.	Ongoing rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking prevention and awareness	Multiple events each semester	Students
SUSIBU and SUSIBU II			
Step Up Step In BU (SUSIBU) is an interactive bystander training session to raise awareness about sexual assault and what we as members of the BU community can do to help prevent it. SUSIBU bystander training is a requirement by Student Activities Office for recognized student organizations accepting funding from the Allocations Board. Each organization must send at least one person with allocation responsibilities to a training session.	Ongoing rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking prevention and awareness/look out for one another	Multiple events each semester	Students
Rape Aggression Defense (RAD)			

PROGRAM NAME / DESCRIPTION	TYPE	FREQUENCY	TYPE
For members of the Boston University community who wish to physically protect themselves against rape and other forms of violence. The 16-hour or the 20-hour course is taught by certified BUPD RAD instructors. The program trains participants in basic self-defense and offers them viable options when confronted with various threats of violence.	Ongoing rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking prevention and awareness	Multiple classes each semester	Students, Faculty & Staff
Domestic and Dating Violence Prevention			
The Boston University Police Department provides a full range of services addressing domestic and dating violence issues, including obtaining restraining orders, safety planning, and criminal prosecution.	Ongoing rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking prevention and awareness	Ongoing/Upon Request	Students, Faculty & Staff
Equal Opportunity Office Training			
The Equal Opportunity Office offers customized, personalized training to employees and campus partners. The training provides an overview of the University's Sexual Misconduct Policy and accompanying Procedures. Participants learn how to identify prohibited discriminatory or harassing behavior and respond with care to community members. The EOO explains reporting options and the effects of each option, and how to refer to on- and off-campus providers for counseling, medical, and advocacy services. Participants learn how BU provides school- or work-based supportive measures, BU's disciplinary process, the legal process through local law enforcement agencies, rights to obtain a protection order, a BU No Contact Directive, and No Trespass Order.	Primary and awareness	Upon request	Employees, Student-employees
Sexual Misconduct Harassment and Discrimination Prevention Training – Staff			

PROGRAM NAME / DESCRIPTION	TYPE	FREQUENCY	TYPE
Staff are required to take an online module. The module they take is determined by their status as Supervisory Staff or Non-Supervisory Staff. During the approximately 1 ½ - 2 ½ hour online training module, Staff learn how to recognize sexual misconduct, have appropriate conversations with anyone who reports sexual misconduct, and learn to recognize, respond, and prevent instances of harassment and discrimination in the workplace. The Supervisor training includes more information and hypotheticals intended to educate Supervisors on how to respond from their position of leadership. (Faculty Supervisors receive the same course)	Harassment, discrimination, Title IX and Clery compliance, and sexual and interpersonal violence awareness and prevention in a higher education setting; Recognizing, reporting, and preventing sexual misconduct to maintain a safe campus community; and examples on handling workplace situations and developing non-discriminatory practices.	Ongoing and New Staff upon hire	All Staff
Sexual Misconduct Harassment and Discrimination Prevention Training—Faculty			

PROGRAM NAME / DESCRIPTION	TYPE	FREQUENCY	TYPE
<p>Faculty are required to take two online modules. The two modules they take is determined by their status as Supervisory Faculty or Non-Supervisory Faculty.</p> <ul style="list-style-type: none"> Faculty Supervisors receive an approximately 2 ½ hour Supervisor Harassment and Discrimination Prevention training. This training includes more information and hypotheticals intended to educate Supervisors on how to respond from their position of leadership. (Staff Supervisors receive the same course). Non-Supervisory Faculty receive an approximately 50 minute Sexual Misconduct Prevention module titled 'Bridges: Building a Supportive Community.' <p>All Faculty receive an approximately 20 minute course titled 'BU Sexual Misconduct Information for Faculty' that includes additional education on BU's Sexual Misconduct/Title IX Policy.</p>	<p>Harassment, discrimination, Title IX and Clery compliance, and sexual and interpersonal violence awareness and prevention in a higher education setting; Recognizing, reporting, and preventing sexual misconduct to maintain a safe campus community; Examples on handling workplace situations and developing non-discriminatory practices; Education on BU's Title IX/Sexual Misconduct Policies and resources; Information on heightened risks for the faculty populations; and Examples of sex discrimination.</p>	<p>Ongoing and New Faculty hires</p>	<p>All Faculty</p>
Sexual Misconduct Prevention Training			
<p>The required Sexual Misconduct Prevention Training teaches students information and skills to safely intervene in situations that may lead to sexual violence, and it discusses students' rights and responsibilities related to sexual misconduct.</p>	<p>Identify and prevent sexual relationship violence and stalking; promote positive and healthy behaviors; encourage safe bystander intervention; seek to change behavior and social norms; explain Title IX; provide state and federal laws; explain reporting options and resources; provide institutional policies.</p>	<p>Start of fall, spring and summer semesters; One-time requirement for students</p>	<p>All Incoming Students (undergraduate, graduate and non-degree)</p>
Sexual Misconduct Training in the Workplace			

PROGRAM NAME / DESCRIPTION	TYPE	FREQUENCY	TYPE
In addition to the online training, the University's Title IX Coordinator and Executive Director of the Equal Opportunity Office, and other members of the University's Title IX team, provide a variety of training and educational programming concerning sexual misconduct upon request. Participants learn to recognize sexual misconduct in the workplace and how to appropriately report and manage complaints.	Sexual Misconduct Training	Ongoing/Upon Request	Faculty & Staff

Student Athlete Sexual Misconduct Training

The required and leadership-focused Student Athlete Sexual Misconduct Prevention Training teaches student-athletes information and skills to safely intervene in situations that may lead to sexual violence, and it discusses students' rights and responsibilities related to sexual misconduct. This training is required in addition to the Undergraduate Sexual Misconduct Prevention Training.

Identify and prevent sexual and relationship violence and stalking; promote positive and healthy behaviors; encourage safe bystander intervention; seek to change behavior and social norms; explain Title IX; provide state and federal laws;