

SYRACUSE UNIVERSITY

2019-2020 STUDENT HANDBOOK

Welcome!

We are thrilled to welcome our new students to the Syracuse University community. To those returning to campus, welcome back!

From the moment you become a Syracuse University student, to the moment you graduate and go on to become a successful alum, we are here to support you and enhance your student experience. You play a role in shaping the student experience here, too.

Syracuse University is deeply committed to fostering a welcoming and inclusive community where students feel safe and supported. As part of our efforts, we have policies and resources to help ensure a safe and respectful community for all. This handbook outlines these policies, students' rights and responsibilities, and the resources that are available.

As you prepare to join our community or return for the start of a new semester, the Student Handbook provides useful information to help you live our values, uphold community standards, and become a responsible member of the Syracuse University family. It is on all of us to make, and encourage others to make, healthy and respectful decisions to cultivate a caring community.

If you have any questions after reviewing the Student Handbook, please contact the [Office of Student Rights and Responsibilities](#).

Go Orange!

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Student Rights and Responsibilities

Syracuse University is an academic community, and all persons—students, faculty, administrators, and staff—share responsibility for its growth and continued welfare. As members of the University community, students can reasonably expect that all members of the University community will respect the following rights.

All members of the University community are further encouraged to endorse, support, and abide by the values expressed within these rights, which this community has deemed fundamental to its mission and integral to its growth.

1. SPEECH/EXPRESSION/PRESS

Students have the right to express themselves freely on any subject provided they do so in a manner that does not violate the Code of Student Conduct. Students in turn have the responsibility to respect the right of all members of the University to exercise these freedoms.

2. NON-DISCRIMINATION

Students have the right not to be discriminated against by any agent or organization of Syracuse University for reasons of being members of a protected category, including creed, ethnicity, citizenship, sexual orientation, national origin, sex, gender, pregnancy, disability, marital status, political or social affiliation, age, race, color, veteran status, military status, religion, sexual orientation, domestic violence status, genetic information, gender identity, gender expression or perceived gender. In their individual roles as members of student organizations, students have the responsibility not to discriminate against others.

3. ASSEMBLY/PROTEST

Students have the right to assemble in an orderly manner and engage in peaceful protest, demonstration, and picketing which does not disrupt the functions of the University, threaten the health or safety of any person, or violate the Code of Student Conduct.

4. RELIGION/ASSOCIATION

Students have the right to exercise their religious convictions and associate with religious, political, or other organizations of their choice in University facilities provided they do so in a manner that respects the rights of other members of the community and complies with the Code of Student Conduct.

Students have the responsibility to respect the rights of other members of their University community to free exercise of their religious convictions and to free association with organizations of their choice.

5. PRIVACY/SEARCH/SEIZURE

Students have the right of privacy and to be free from unreasonable searches or unlawful arrest on University property and within their campus residences. Students have the responsibility to respect the privacy of other members of the University community in their person and in their place of residence.

6. ACADEMIC PURSUITS

Students have the right to accurate and plainly stated information relating to maintenance of acceptable academic standing, graduation requirements, and individual course objectives and requirements. Students can expect instruction from designated instructors at appointed class times and reasonable access to those instructors. Students have the responsibility to attend class and know their appropriate class requirements.

7. QUALITY ENVIRONMENT

Students have the right to expect a reasonably safe environment supportive of the University's mission and their own educational goals. Students have the responsibility to protect and maintain that environment and to protect themselves from all hazards to the extent that reasonable behavior and precaution can avoid risk.

8. GOVERNANCE/PARTICIPATION

Students have the right to establish representative governmental bodies and to participate in University governance in accordance with the rules and regulations of the University. Students who accept representative roles in the governance of the University have the obligation to participate responsibly.

9. FUNDAMENTAL FAIRNESS

Students have the right to fundamental fairness before formal disciplinary sanctions are imposed by the University for violations of the Code of Student Conduct—as provided in the published procedures of the University's Conduct System or other official University publications. Students have the right to written notice and the opportunity for a hearing before any change in status is incurred for disciplinary reasons unless a significant threat to persons or property exists.

10. CONFIDENTIALITY

Students have the right to access and control access to their educational records as provided by the federal Family Educational Rights and Privacy Act. These include the rights to review educational records and control disclosure of personal and academic information to third parties.*

*The above statement is also true for international students and scholars, except where specified by the legislation, rules, and regulations governing the particular visa status.

Academic Integrity

What students need to know to uphold academic integrity at Syracuse University.

Syracuse University's Academic Integrity Policy, effective January 1, 2017, is designed to make integrity and honesty central to the University experience. The policy creates four sets of expectations.

Credit Your Sources

Always acknowledge other people's ideas, information, language, images, or other creative efforts when incorporating them into work you submit, whether that work is written, oral or visual.

Students who violated this expectation:

- copied sentences from a website into the first draft of a paper without citing the source.

- padded their own writing with passages from other published work.
- used photos taken by others in a presentation without citing the photographer.
- paraphrased another's ideas without noting the original author.

Communicate Honestly

Deal openly and honestly with faculty, instructors, staff and fellow students.

Students who violated this expectation:

- claimed falsely that they were ill to take a make-up exam.
- made up a death in the family to appeal an academic suspension.
- lied about the amount of time they had spent on a community service project for a course.
- signed another student into a course via attendance sheet or clicker when that student was absent.
- changed research results to skew the interpretation of their findings.

Do Your Own Work

All work submitted for a course must be your own unless an instructor gives explicit permission for collaboration or editing.

Students who violated this expectation:

- collaborated with others on a take-home assignment that was supposed to be completed individually.
- submitted the same paper or artwork in two courses without written approval from both instructors.
- shared the contents of a quiz, not provided by the instructor, with another student taking the same quiz.
- had a cell phone or other prohibited material within easy reach during a closed-book exam.

Support Academic Integrity

Promote academic integrity at Syracuse University. Avoid actions that encourage or cover up violations by others.

Students who violated this expectation:

- purchased completed assignments from an essay mill.
- made a completed exam available to others when they should have known it would be used for fraudulent purposes.
- helped another student cover up a violation.
- lied during an academic integrity investigation.
- provided false information about their personal circumstances to a school or college to gain academic advantage.

These examples are not exhaustive. Any action that improperly influences the evaluation of a student's academic work, gives one student unfair academic advantage over another, or encourages the violation of academic integrity by others constitutes a violation of this policy.

When in Doubt, Ask

When any academic integrity expectation is unclear to you, ask your instructor or the Center for Learning and Student Success staff at aio@syr.edu or call 315.443.5412.

Code of Student Conduct

All Syracuse University students are expected to conduct themselves in a manner that supports and promotes the educational mission of the University. Integrity, respect for one another and others' property, and a commitment to intellectual and personal growth in a diverse population are values deemed fundamental to the Syracuse University community.

The Code of Student Conduct applies to all students and student organizations at Syracuse University. Violations can occur either on or off campus and individuals and/or groups can be held accountable. Ignorance of the code and/or acts committed under the influence of alcohol or drugs does not diminish one's responsibility.

The following behaviors, or attempted behaviors, are considered violations of the Syracuse University Code of Student Conduct:

1. Physical harm or threat of physical harm to any person or persons, including, but not limited to: assault, sexual abuse, or other forms of physical abuse.
2. Harassment, whether physical, digital, oral, written or video, or any other violation of the Syracuse University Anti-Harassment Policy or Sexual Harassment, Abuse, and Assault Prevention Policy.
3. Conduct, whether physical, electronic, oral, written or video, which threatens the mental health, physical health, or safety of anyone.
4. Academic dishonesty*, including but not limited to plagiarism and cheating, and other forms of academic misconduct, such as, misuse of academic resources or facilities, intellectual property theft, and/or misuse of computer software, data, equipment, or networks.
5. Intentional disruption or obstruction of lawful activities of the University or its members including their exercise of the right to assemble and to peaceful protest.
6. Theft of or damage to University, personal, public, or private property/services or illegal possession or use of the same.
7. Forgery, alteration or fabrication of identification cards, records, reports, grades, diplomas, University documents, possession or purchase of falsified identification cards or misrepresentation of any kind to a University office, University official, or law enforcement.
8. Unauthorized entry, use, or occupation of University facilities that are locked, closed or otherwise restricted as to use.
9. Disorderly conduct including, but not limited to, public intoxication, lewd, indecent or obscene behavior.
10. Illegal use or possession of alcohol, drugs, or drug paraphernalia, or any other violation of the Syracuse University Policy on Alcohol, Other Drugs, and Tobacco.
11. Illegal purchase, distribution, manufacture, or sale of alcohol, drugs, or drug paraphernalia.
12. Failure to comply with the lawful directives of University officials who are performing the duties of their office, especially as they are related to the maintenance of safety or security.

13. Unauthorized possession or use of any weapon, including: firearms, BB-guns, airsoft guns, air rifles, explosive devices, fireworks, or any other dangerous, illegal, or hazardous object or material, and improper use as a weapon of any otherwise permitted object or material. This includes violations of the University's weapons policy. Exceptions may be approved by the Office of Student Rights and Responsibilities for theatrical productions or athletic/recreational events.
14. Interference with or misuse of fire alarms, blue lights, elevators or other safety and security equipment or programs.
15. Assistance, participation in, promotion of, or perpetuation of hazing.
16. Assistance, participation in promotion of a student organization that has lost University recognition on a temporary or permanent basis.
17. For student leaders, failure to intervene or notify the University when a student knows of a situation that threatens the health and safety of another individual or the campus community.
18. Violation of any federal, state, or local law.
19. Violation of University policies, rules, or regulations that are published in the Student Handbook, or other official University publications or agreements.

*Cases involving academic dishonesty are handled by the Center for Learning and Student Success.

Culpability is not diminished for acts in violation of this Code that are committed in ignorance of the Code or under the influence of alcohol, illegal drugs, or improper use of controlled substances.

Other policies of the University may be found on the Syracuse University website and in other University publications.

Student Living Policies

The Office of Student Living facilitates intentional community experiences where student learning, growth and development are constant. In addition to the community standards set in the Code of Student Conduct and outlined in the Student Rights and Responsibilities, students are expected to adhere to residential policies, created to establish safety and facility usage standards.

Portions of the residential policies are highlighted briefly below. Please review the residential policies in entirety on the [Student Living website](#).

Use of Premises

Care of Premises – No partitions or other alterations or additions shall be made to the housing unit unless the prior written consent of the University is obtained. This shall include, but not be limited to, any safety concern such as the addition or changing of any locks; unauthorized room changes; the removal of window screens; altering or tampering with window safety features; altering or tampering with heating, lighting fixtures, or thermostats; painting of any surface; installation of any television or radio antenna; the addition of electrical, cable television, or telephone wiring; misuse of University furnishings; and all other such changes and additions. Nails, screws, and adhesives which may cause damage, shall not be inserted into or used on the structure of the housing unit for any reason.

Prohibited Items – The following items are not permitted in residence halls: firearms, dangerous or illegal weapons, explosive devices, and/or other hazardous materials, including, but not limited to, swords, bows and arrows, pellet and BB guns, pepper spray, air soft guns, slingshots and other devices that fire a projectile, fireworks, or any other dangerous, illegal or hazardous object or material, and improper use as a weapon of any otherwise permitted object or material; candles and incense (for religious observations, candles and/or incense may be used in public areas designated by staff with constant vigilance by the user); excessive loads; halogen lamps; appliances except in locations provided (compact microwave up to 1,000 watts permitted); pets other than fish (service animals for persons with physical disabilities permitted with permission); air conditioning or other heating or cooling equipment; and cooking appliances, including ovens, hot-plates, toasters, toaster ovens, crock pots, George Foreman-type grills, and other similar devices.

Compliance with Staff Directives – Students and their guests are expected to comply with the directives of Office of Student Living staff made in the course of exercising their duties.

Guests and Visitors – Guests and visitors are expected to abide by all University and Student Living policies, procedures, regulations, and standards; all guests and visitors must be signed in at the lobby and have valid photo I.D.

Alcohol and Other Drugs – Students who are under 21 years of age may not be in the presence of alcohol, unless assigned to a residence hall room or apartment in which their roommate is 21 years of age or older; students who are under the age of 21 are not permitted to store or display empty alcohol containers (bottles, can, etc.) in their residence hall room or apartment; Students' presence in locations in which illicit drugs are being used, which may also include the presence of drug paraphernalia, is prohibited. Alcohol paraphernalia associated with high-risk drinking behavior including, but not limited to, wine and/or beer bottles, beer pong tables, funnels, and shot glasses is prohibited.

Safety – All residents must immediately evacuate the premises in response to a fire alarm; students are not permitted on residence hall roofs or window ledges at any time; window screens may not be removed for any purpose; objects cannot be thrown from windows; the number of occupants of a room or apartment for purposes of socializing or visitation is not to exceed the local fire codes; tampering with or improperly using fire extinguishers, elevators, sprinkler systems, exit lights, or any other life safety equipment is strictly prohibited. The minimum sanction imposed by the University Student Conduct System for such tampering or improper use is suspension from Syracuse University and residential living.

Posting – Use of tapestries, posters, and other decorations may not cover electrical outlets, lights, lamps, and ceilings, and must be hung at least two feet from the ceiling. No live decorations, including trees, are permitted. The amount of decorative material(s) on room door cannot exceed 50% of the door area, and may not cover the peephole or room number. No decorative materials may be placed on corridor walls. No decorative materials shall be placed and/or attached to any sprinkler piping, sprinkler head and/or light bulbs or lighting fixtures. Decorations/lights may not be hung on curtains, lighting fixtures, sprinkler heads or piping, and/or smoke detectors. The University's Safety Department reserves the right to remove any decorative material(s) and lighting that they believe jeopardizes the safety of residents, or is a violation of New York State Code.

Damage – Student rooms/apartments are inspected after the occupant's departure. Students will be billed for all intentional damage discovered during the course of inspection. Normal wear and tear is

taken into consideration during inspection. If it is determined that a student has intentionally committed substantial acts of damage or vandalism of University property, the student may be removed from University housing for the remainder of the current year and/or future years.

Lockout/Key Policy

Students' room/apartment keys must be carried at all times and are to be presented or surrendered upon request by any University official or campus Public Safety personnel.

Students locked out of their room should visit the main desk for assistance. If the main desk is closed, refer to the RA-on-duty telephone and pager number posted at the main desk to reach the RA. Be prepared to verify identification.

Courtesy Hours

As a member of the residential community, you are expected to contribute to the maintenance of an environment conducive to the sleep and study needs of others. Residents are expected to adhere to the quiet hours set by the community at the beginning of the semester. Individuals are responsible for approaching one another and talking about expectations with regard to noise levels.

Overnight Guests and Short-Term Guests

The Student Living policies and procedures related to guests and visitors exist to allow residents to have guests in a manner that does not infringe upon the comfort and rights of other residents, and maintains an appropriate level of safety and security in the residence halls and South Campus Apartments. "Overnight guest" refers to any individual who is not assigned by Syracuse University to the room/apartment in which they will be staying as a guest; this includes SU students who are assigned to a room/apartment different than the one in which they are a guest. All overnight guests must be registered in advance with the Office of Student Living.

Pets and Service and Emotional Support Animals

Fish are permitted in tanks, not to exceed one 10-gallon tank per student. Other than fish, no pets or animals of any kind are permitted in any student housing or surrounding University property, except service animals and emotional support animals. Service and emotional support animals may not reside in University housing without express written approval of University officials. The complete policy is available on the [Housing, Meal Plans, and I.D. Card Services website](#).

Termination of Occupancy

The University may immediately terminate the occupancy of a student (and the student's family, if applicable) if necessary to enforce the terms of an interim suspension, suspension, expulsion, or enforced medical withdrawal from the University or student housing.

Alcohol and Other Drugs

The safety and well-being of students is our priority. Across campus, many of our community members work to prevent high-risk behavior, educate students on the effects of alcohol and substance use, and provide support for those affected by alcohol and other drug abuse. All students can help maintain a

safe and respectful environment for all, too, by taking an active role in caring for one another and stepping in if someone needs help.

Alcohol and Other Drugs Policy

As a reminder, illegal use, possession, purchase, distribution, manufacture, or sale of alcohol, drugs, or controlled substances, or any other violation of the Syracuse University Policy on Alcohol, Other Drugs, and Tobacco is prohibited. Access the [complete alcohol and other drugs policy here](#).

Alcohol and Other Drugs Prevention and Education

Syracuse University uses multiple strategies to provide comprehensive education and prevention regarding alcohol and other drugs. Notable programs include:

- EVERFI online alcohol and sexual assault prevention and education programs required for all incoming undergraduate students;
- [Be Wise campaign](#) and [Be Wise Student Peer Educators](#) providing education to students about how to consume alcohol safely if they choose to drink, how to recognize warning signs of alcohol poisoning, and how to get help in the event of an alcohol-related emergency; and
- Alcohol and other drugs online information and educational presentations offered by the health promotion staff in the Barnes Center at The Arch.

[Access more information regarding alcohol and other drugs prevention and education here](#).

Confidential Campus Resource: Barnes Center at The Arch's Options Program - 315.443.8000

The [Options Program](#) provides students with assessment, one-to-one educational interventions, group interventions, and referral to brief therapy, support groups, and treatment programs. Access the full [list of campus and community resources here](#).

Smoke-Free Campus

To help ensure a healthy, productive, and respectful environment in which to work, learn, and live, Syracuse University became a smoke- and tobacco-free campus on July 1, 2015. Access the full [Smoke-Free Campus policy](#) here.

Sanctions and Legal Penalties

Review the [Sanctions portion of the Student Handbook](#).

University sanctions imposed under this policy do not diminish or replace the penalties available under generally applicable federal, state, and local laws. Review [legal penalties here](#).

Amnesty for Help-Seeking Individuals

Syracuse University encourages all community members to care for themselves and others. Therefore, when a student or student organization initiates help from a campus or community resource, involved students or organizations will generally not be subject to the University's Code of Student Conduct. Students may be required to complete educational interventions designed to assist them in their decision-making process and/or the outcomes of their decisions and the University will generally alert

emergency contacts. The University retains the right to hold individuals and organizations accountable when the health and safety of community members is at risk.

Drug Free Schools and Campuses Act

The Drug Free Schools and Campuses Act requires all institutions to provide campus community members with information about substance use and abuse, institution policies and support and intervention programs. Access the [annual notification here](#). To request a printed copy of the annual notification, contact Risk Management and Regulatory Compliance at riskadmin@syr.edu or 315.443.4011.

SYRACUSE UNIVERSITY POLICY STATEMENT ON SEXUAL ASSAULT, SEXUAL HARASSMENT, STALKING, OR DATING OR DOMESTIC VIOLENCE

Syracuse University is committed to fostering an environment that is supportive of its primary educational mission and free from discrimination, harassment, exploitation, and intimidation. The University does not tolerate rape, sexual assault, domestic or dating violence, stalking, sexual coercion and non-contact sexual abuse such as voyeurism, and sexual exploitation or other forms of sexual violence or non-consensual sexual activity. All students must comply with the [University's Sexual Harassment, Abuse, and Assault Prevention Policy](#), which prohibits sexual harassment, sexual assault, and other forms of sexual and relationship violence and discrimination. The following definitions apply:

1. Sexual harassment - unwelcome behavior of a sexual nature that relates to the gender or sexual identity of an individual and that has the purpose or effect of creating an intimidating, offensive, or hostile environment for study, work, or social living. Sexual harassment includes a full range of coercive and unwelcome behaviors, such as unwelcome sexual advances, request for sexual favors, and other verbal, visual or physical conduct of a sexual nature, including rape and other forms of sexual assault, sexual coercion and non-contact sexual abuse such as voyeurism and sexual exploitation.
2. Sexual assault – any actual or attempted sexual intercourse or sexual contact with another individual without affirmative consent.

Sexual intercourse can involve anal, oral, or vaginal penetration, no matter how slight, with a body part (penis, tongue/mouth, finger, hand) or object. Sexual intercourse without affirmative consent is rape, which is a form of sexual assault.

Sexual contact in this context is defined as intentionally and for no legitimate purpose touching the sexual or other intimate parts of another person for the purpose of degrading or abusing such person or for gratifying sexual desires; causing another person to touch one's intimate parts or disrobing or exposure of another without permission. Intimate parts include breasts, genitals, buttocks, groin, mouth or any other part of the body that is touched in a sexual manner.

Intoxication of the respondent cannot be used as a defense to an alleged sexual assault.

3. Stalking - engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others.
4. Dating violence and domestic violence - patterns of behavior in which an individual uses physical violence, coercion, threats, intimidation, isolation or other forms of emotional, sexual, verbal and/or economic abuse to control their current or former intimate partner.

Definition of Consent

Affirmative consent is a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in the sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant's sex, sexual orientation, gender identity, or gender expression.

Consent to any sexual act or prior consensual sexual activity between or with any party does not necessarily constitute consent to any other sexual act. Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol. Consent may be initially given but withdrawn at any time. Consent cannot be given when a person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity. Incapacitation may be caused by the lack of consciousness or being asleep, being involuntarily restrained, or if an individual otherwise cannot consent. Depending on the degree of intoxication, someone who is under the influence of alcohol, drugs, or other intoxicants may be incapacitated and therefore unable to consent. Consent cannot be given when it is the result of any coercion, intimidation, force, or threat of harm. When consent is withdrawn or can no longer be given, sexual activity must stop.

Amnesty for Reporting Individuals

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

If you experience sexual assault, harassment, relationship violence, or stalking...

For 24/7 confidential support, advocacy, and discussion of your reporting options, contact our Sexual and Relationship Violence Response Team at the Barnes Center at The Arch at 315.443.8000.

Should a student impacted by sexual violence, rape, sexual assault, relationship violence, sexual harassment, or stalking choose to file a formal complaint, the following resources are available for reporting:

- Department of Public Safety, 005 Sims Hall, 315.443.2224
- Title IX Coordinator, 005 Steele Hall, 315.443.0211
- Syracuse Police Department, 511 South State Street, 315.435.3016
- New York State Police, 24-hour dedicated hotline, 1.844.845.7269
- Anonymous reporting is also available by calling 315.443.8477 (TIPS) or on the Department of Public Safety's [Silent Witness website](#).

Sexual and Relationship Violence Prevention and Education

Syracuse University uses multiple strategies to provide comprehensive education and prevention regarding sexual and relationship violence. Notable programs include:

- Speak About It: In-person sexual assault prevention and education program required for all incoming undergraduate students;
- Peer Educators Encouraging Healthy Relationships and Sexuality (PEEHRS) are students who work with the Barnes Center at The Arch team to support efforts to move Syracuse University toward becoming a safer and more caring community where students dialogue with each other in a variety of venues about healthy relationships and healthy sexuality; and
- Sexual and relationship violence online information and educational presentations, including “Be Orange” pro-social bystander training, offered by the health promotion staff in the Barnes Center at The Arch.

[Access more information regarding sexual and relationship violence prevention and education here.](#)

NON-DISCRIMINATION POLICY

The University does not discriminate and prohibits harassment or discrimination related to any protected category, including creed, ethnicity, citizenship, sexual orientation, national origin, sex, gender, pregnancy, disability, marital status, age, race, color, veteran status, military status, religion, sexual orientation, domestic violence status, genetic information, gender identity, gender expression, or perceived gender.

Any complaint of discrimination or harassment related to any of these protected bases should be reported to Sheila Johnson-Willis, the University's chief equal opportunity and Title IX officer. She is responsible for coordinating compliance efforts under the various laws, including Titles VI, VII, IX and Section 504 of the Rehabilitation Act. She can be contacted at Equal Opportunity, Inclusion, and Resolution Services, 005 Steele Hall, Syracuse University, Syracuse, NY 13244-1120; or by email: sjohnson@syr.edu; or by telephone: 315.443.1520.

Title IX prohibits harassment or discrimination based on sex, gender, sexual orientation, gender expression, or gender identity.

Titles VI and VII prohibit harassment or discrimination based on race, national origin, or color. Sections 503 and 504 of the federal Rehabilitation Act and the Americans with Disabilities Act prohibit

discrimination or harassment because of disability. In addition, New York law prohibits discrimination or harassment based on these and other protected categories.

Questions or concerns may be directed externally to the Office for Civil Rights (OCR), U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202 1100; Customer Service Hotline: 800.421.3481; Facsimile: 202.453.6012; TDD: 877.521.2172; [OCR website](#)

BIAS REPORTING

If you have experienced or witnessed a bias-related incident, we urge you to report it to the University.

What is Bias?

Bias is defined as behavior that constitutes an expression of hostility against a person or property of another because of the targeted person's age, creed, disability, ethnic or national origin, gender, gender identity, gender expression, marital status, political or social affiliation, race, religion, or sexual orientation.

While it isn't always easy to recognize, bias can be present in the classroom, workplace, and media, and often stems from fear, misunderstanding, hatred, and stereotypes. Even when offenders are not aware of bias or do not intend to offend, bias may be revealed that is worthy of a response and can serve as an opportunity for education.

Examples of Bias

- Telling jokes based on a stereotype
- Racist or derogatory graffiti or images/drawings
- Calling a person or a behavior "gay" as an insult
- Using a racial, ethnic or other slur to identify someone
- Making a joke about someone being deaf, hard of hearing, blind, etc.
- Imitating someone with any kind of disability, or imitating someone's cultural norm or practice
- Making comments on social media about someone's disability, ethnicity, race, national origin, gender, gender identity or expression, sexual orientation, religion or political affiliations/beliefs

Bias-related Incidents and Hate Crimes

Bias-related incidents and hate crimes both involve behavior that is motivated by bias. However, it is important to note the distinction between the two.

Hate crimes are motivated by bias, but they include a definable crime, such as: assault, harassment, stalking, arson, robbery, and more. Hate crimes are described in the New York Penal Law at §§ 485.00, et seq., and in federal law at 18 U.S.C. §§ 245 and 249, and may be punishable by up to life in prison. Please report hate crimes to the Department of Public Safety at 315.443.2224 or #SU (#78) from a cell phone.

Bias-related incidents, such as those illustrated above, while abhorrent and intolerable, do not meet the necessary elements required to prove a crime. However, bias-related incidents do require the active participation of a community committed to fundamental human dignity and equality to successfully address them.

How Can I Report Bias?

Use the [STOP BIAS online reporting tool](#) to notify the University if you experience a bias-related incident. The reporting tool allows you to report anonymously or share your contact information for follow up.

Once a report is made to the University, you'll receive an automatic acknowledgment of your submission, followed by contact from the University, if requested, within 48 hours. You will be contacted by either the Office of Equal Opportunity, Inclusion, and Resolution Services, Office of Student Living, or the Office of the Dean of Students, depending on the nature of the reported incident. Additional University departments, such as Public Safety, Title IX, and the Counseling at the Barnes Center, will be notified, as appropriate. Your University contact will work with you to gather more information about the incident and identity next steps, which can include a disciplinary process or appropriate intervention.

Importance of Reporting

Reporting an act of bias helps us understand the types of incidents occurring, biases that exist, and potential trends on our campus. By reporting, we can also respond accordingly to provide support, intervention, or education.

Support Resources

Students can schedule a meeting with the manager of bias response and education or a case manager in the Dean of Students Office to discuss a bias-related incident. They are available by calling 315.443.4357 (HELP).

SANCTIONS

Sometimes students will make decisions that violate University policies. When this happens, the consequences can range based on the nature and severity of the violation, among other considerations. Sanctions may be educational and disciplinary, and, in some cases, may result in suspension or expulsion. Sanctions can apply to both individuals and organizations.

If you do find yourself in a situation where you have violated a community standard and are facing conduct proceedings, know that there are supports in place to assist you through the process through the Dean of Students Office and procedural advisors.

Listed below are a number of the sanctioning guidelines. For more detailed information, visit the [Student Conduct System Handbook](#).

Sanctioning Guidelines for Substance-Related Violations

Category	First Violation	Second Violation	Third Violation
Use or possession of alcohol under prohibited circumstances	Disciplinary Warning and educational activities including: Community Involvement referral and/or Educational project(s)	Disciplinary Probation and Educational Activities, including: Community Involvement referral, Educational project(s)	Suspension

Category	First Violation	Second Violation	Third Violation
		and/or Options Program referral	
Supplying alcohol to underage person(s)	Disciplinary Probation and educational activities including: Community Involvement referral or Community Service project(s) and/or Educational project(s)	Suspension	
Extreme alcohol intoxication posing a substantial risk to the health and well-being of self and/or others	Disciplinary Warning and educational activities including: Educational assignments and/or Options Program referral	Disciplinary Probation and Educational Activities, including: Options Program referral and Community Involvement referral and/or Other Educational project(s). As circumstances warrant, residential relocation.	Suspension
Manufacture or sale of alcohol under prohibited circumstances	Disciplinary Probation and educational activities including: Community Involvement referral or Community Service project(s) and/or Educational project(s)	Suspension	
Driving any motor vehicle while intoxicated or while under the influence of unlawful drugs	Suspension	Suspension or expulsion	
Use or possession of marijuana paraphernalia or marijuana	Disciplinary Warning and Educational Activities including Options Program referral, Community Involvement; Community Service referral and/or Other Educational project(s)	Disciplinary Probation and Educational Activities including Options Program referral, Community Involvement; Community Service referral and/or Other Educational project(s)	Suspension
Use or possession of illegal drugs other than	Disciplinary Probation and Educational	Suspension	

Category	First Violation	Second Violation	Third Violation
marijuana or controlled substances without an appropriate prescription	Activities including Options Program referral, Community Involvement; Community Service referral and/or Other Educational project(s)		
Extreme drug intoxication or abuse-related behavior posing a substantial risk to the health and well-being of self and/or others	Disciplinary Probation and educational activities including: Options Program referral and/or Community Involvement referral and/or Other Educational project(s). As circumstances warrant, residential relocation.	Suspension	
Manufacture, sale, purchase, or distribution of illegal drugs or controlled substances	Suspension or Expulsion		

Sanctioning Guidelines for Weapons-Related Violations

Category	Sanction
Physical harm or threat of physical harm without a weapon resulting in little or no physical injury to involved persons	<ul style="list-style-type: none"> • Disciplinary Probation or Suspension • Participation in the Conflict Resolution Program, and the Options Program referral if alcohol or other drugs were a factor in the incident • Community Service and/or other Educational sanctions
Physical harm without a weapon resulting in significant physical injury to another person	Expulsion or Suspension

Sanctioning Guidelines for Safety and Fire-Related Violations

Category	Sanction
Tampering with smoke detectors in on campus residential facilities	Disciplinary warning, educational projects and Residential Probation
Interference with, improper activation of, or damage to any elevator or safety or emergency	Suspension; or Disciplinary Probation

Category	Sanction
equipment, including, but not limited to, fire alarms, fire extinguishers, sprinkler systems, and blue lights; lighting any unauthorized fire on University property	

Sanctioning Guidelines for Gender-Related Violence/Harassment

Category	Sanction
Sexual harassment, including unwanted sexual advances, requests for sexual favors and some visual and physical conduct of a sexual nature; Stalking	Disciplinary Probation with appropriate educational projects; Suspension
Sexual assault, including, but not limited to, sexual touching without consent, forcible touching; stalking with threats of harm; use of physical violence in a dating or sexual relationship	Suspension; Expulsion
Sexual intercourse without consent	Suspension; Expulsion
Retaliation against an individual who has filed a report of gender-related violence/harassment	Disciplinary Probation with appropriate educational projects; Suspension; Expulsion

*Academic integrity sanctions are addressed through the Center for Learning and Student Success.

A NOTE ON CAMPUS SAFETY

It is Syracuse University's policy to provide anyone, on request, with a printed copy of the University's policies and procedures regarding campus security and safety, as well as crime rates and statistics for the most recent three-year period. A [copy of Your Safety and Security at Syracuse University](#), a handbook that provides this information in compliance with a federal law known as the Clery Act, is available from the Department of Public Safety. The handbook is updated annually. To request a printed copy of the Annual Security Report, to be mailed within 10 business days of the request, contact Risk Management and Regulatory Compliance at riskadmin@syr.edu or 315.443.4011.

The [Syracuse University Department of Public Safety](#) will provide upon request all campus crime statistics as reported to the U.S. Department of Education (US DOE). [US DOE website](#)

WHO TO CONTACT

Center for Learning and Student Success (CLASS)

315.443.5412, aio@syr.edu

[CLASS](#) works with faculty, instructors, students, and staff to promote understanding of Syracuse University's academic integrity policy, coordinate its administration, and maintain records of all academic integrity cases.

Department of Public Safety

315.443.2224, dpsadmin@syr.edu

The [Department of Public Safety](#) (DPS) works to maintain a safe and secure learning and living environment on the Syracuse University campus and in the surrounding campus areas. Public Safety Officers and Community Services Officers provide a consistent community policing patrol presence; inspect and maintain alarm and sprinkler system equipment directly related to the safety and well-being of University building occupants; and plan and prepare for emergency situations before they happen, in collaboration with offices and departments across campus, ensuring a smooth response to incidents that do arise.

First-Year and Transfer Programs

315.443.1012, newtosu@syr.edu

The [Office of First-Year and Transfer Programs](#) assists students with every step of their transition to Syracuse University. From the day students decide to come to Syracuse, and throughout their entire career, First-Year and Transfer Programs is dedicated to providing students with the support they need. This office also hosts Syracuse Welcome, Syracuse University's new student orientation program. First-Year and Transfer Programs staff are available to answer any questions and help point you in the right direction.

Student Living

315.443.3637, orl@syr.edu

The [Student Living](#) team creates residential communities where living and learning experiences prepare students to pursue their life goals. Staff work to promote safety, learning, inclusivity, community, and engaged citizenship within the residence halls and across campus. The staff of resident advisors (RAs), assistant residence directors (ARDs), and residence directors (RDs) located in your building are here to help you if you have any questions, need to report a concern, or are seeking a referral for support.

Student Rights and Responsibilities

315.443.3728, studentconduct@syr.edu

The [Office of Student Rights and Responsibilities](#) is committed to providing a fair and engaging process for the resolution of alleged violations of the Code of Student Conduct. The office aims to cultivate a safe and secure environment in which all students can succeed and grow as engaged community members. The office administers the conduct process, cultivates students' educational development, and promotes responsible decision-making, accountability, and service.

SOME ADDITIONAL TOOLS

ReadySet

[ReadySet](#) is the dedicated, step-by-step tool for incoming students to make a successful and smooth transition to Syracuse University. A compiled list of important campus resources can be found on the site regarding academic support, campus life, and on-campus and off-campus living. The Office of First-Year and Transfer Programs supports the website.

Guidebook Mobile App

Download the Syracuse University Guidebook app on your smart phone or tablet. The Syracuse Welcome 2019 Guide outlines information about the activities, events, and programs available during orientation. To access the guides, go to the iTunes App Store or the Google Play Store and search for “Syracuse University Guides.”

LiveSafe Mobile App

The LiveSafe app is designed to offer direct connectivity with the Department of Public Safety emergency dispatch center from users’ cell phones. The app acts as a “mobile blue light,” integrating GPS location information when users contact the emergency dispatch center through the app. It features a function called “SafeWalk” that permits users to virtually share their location with friends as they walk to a destination. App users may also send tips regarding crimes in progress or potentially unsafe situations through the app and can attach photo and video files to provide DPS with further information. To download the app, visit the [LiveSafe website](#), add your cell phone number, sign up with your University email address, and connect the app with “Syracuse University.”

University Policy Website

To access additional University policies and procedures, visit the [Syracuse University Policies website](#).