

# Graduate Student Handbook 2018-19

**Quinnipiac**  
UNIVERSITY

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# To Communicate with University Offices

**Switchboard:** 203-582-8200

**Mailing address:**

275 Mount Carmel Avenue  
Hamden, CT 06518-1908

**University website:** [qu.edu](http://qu.edu)

To schedule appointments and address inquiries, use the following list. If you need an individual telephone number, call the switchboard and an operator will be happy to connect you directly.

Office	Phone	Email
Academic Affairs	203-582-5337	
Administrative Services	203-582-8762	
Admissions, Undergraduate	203-582-8600	<a href="mailto:admissions@qu.edu">admissions@qu.edu</a>
Admissions, Graduate	203-582-8672	<a href="mailto:graduate.admissions@qu.edu">graduate.admissions@qu.edu</a>
Admissions, Transfer	203-582-8612	<a href="mailto:transfer@qu.edu">transfer@qu.edu</a>
Admissions, Part-Time Students	203-582-8612	<a href="mailto:parttimeadmissions@qu.edu">parttimeadmissions@qu.edu</a>
Admissions, School of Law	203-582-3400	<a href="mailto:ladm@qu.edu">ladm@qu.edu</a>
Admissions, School of Medicine	855-582-7766 (toll free) or 203-582-7766	<a href="mailto:medicine@qu.edu">medicine@qu.edu</a>
Alumni Affairs	203-582-8660	<a href="mailto:alumni@qu.edu">alumni@qu.edu</a>
Arts and Sciences, College of	203-582-8730	<a href="mailto:CASdeans@qu.edu">CASdeans@qu.edu</a>
Athletics and Recreation	203-582-5388	<a href="mailto:athletics@qu.edu">athletics@qu.edu</a>
Bursar	203-582-8650	<a href="mailto:bursar@qu.edu">bursar@qu.edu</a>
Business, School of	203-582-8720	<a href="mailto:business.school@qu.edu">business.school@qu.edu</a>
Campus Life, Mount Carmel Campus	203-582-8673	<a href="mailto:student.center@qu.edu">student.center@qu.edu</a>
Campus Life, York Hill Campus	203-582-7225	<a href="mailto:student.center@qu.edu">student.center@qu.edu</a>
Communications, School of	203-582-8492	<a href="mailto:SchoolofCommunications@qu.edu">SchoolofCommunications@qu.edu</a>
Counseling Services (Health and Wellness)	203-582-8680	<a href="mailto:counseling.center@qu.edu">counseling.center@qu.edu</a>
Cultural and Global Engagement	203-582-7987	
Development	203-582-8660	<a href="mailto:alumni@qu.edu">alumni@qu.edu</a>
Education, School of	203-582-3354	<a href="mailto:schoolofeducationinfo@qu.edu">schoolofeducationinfo@qu.edu</a>
Engineering, School of	203-582-7272	<a href="mailto:engineering@qu.edu">engineering@qu.edu</a>
Facilities	203-582-8665	<a href="mailto:facilities@qu.edu">facilities@qu.edu</a>
Financial Aid, Undergraduate	203-582-8750	<a href="mailto:finaid@qu.edu">finaid@qu.edu</a>
Financial Aid, Graduate	203-582-8588	<a href="mailto:gradfinaid@qu.edu">gradfinaid@qu.edu</a>
Financial Aid, Online	203-582-8430	<a href="mailto:onlinefinancialaid@qu.edu">onlinefinancialaid@qu.edu</a>
Financial Aid, School of Law	203-582-3405	<a href="mailto:lawfinaid@qu.edu">lawfinaid@qu.edu</a>
Health Sciences, School of	203-582-8710	<a href="mailto:SHSdeans@qu.edu">SHSdeans@qu.edu</a>
Information Services/Technology Center	203-582-4357	<a href="mailto:help@qu.edu">help@qu.edu</a>
Ireland's Great Hunger Institute	203-582-6576	<a href="mailto:ighi@qu.edu">ighi@qu.edu</a>
Ireland's Great Hunger Museum	203-582-6500	<a href="mailto:ighm@qu.edu">ighm@qu.edu</a>
Law, School of	203-582-3200	<a href="mailto:law@qu.edu">law@qu.edu</a>

<b>Office</b>	<b>Phone</b>	<b>Email</b>
Learning Commons, Mount Carmel Campus	203-582-8628	<a href="mailto:LearningCommons@qu.edu">LearningCommons@qu.edu</a>
Learning Commons, North Haven Campus	203-582-5252	<a href="mailto:LearningCommons@qu.edu">LearningCommons@qu.edu</a>
Library, Arnold Bernhard (Circulation Desk)	203-582-8634	<a href="mailto:ABL.circulation@qu.edu">ABL.circulation@qu.edu</a>
Frank H. Netter MD School of Medicine	203-582-3797	<a href="mailto:medicine@qu.edu">medicine@qu.edu</a>
Nursing, School of	203-582-8385	<a href="mailto:nursing@qu.edu">nursing@qu.edu</a>
Office of Student Accessibility	203-582-7600	<a href="mailto:access@qu.edu">access@qu.edu</a>
Public Affairs	203-582-8655	
Public Safety	203-582-6200	<a href="mailto:public.safety@qu.edu">public.safety@qu.edu</a>
QU Online	203-582-3918 or 877-403-4277	<a href="mailto:quonlineadmissions@qu.edu">quonlineadmissions@qu.edu</a>
Registrar	203-582-8695	<a href="mailto:registrar@qu.edu">registrar@qu.edu</a>
Residential Life	203-582-8666	<a href="mailto:residentiallife@qu.edu">residentiallife@qu.edu</a>
Rocky Top Student Center	203-582-7872	
Albert Schweitzer Institute	203-582-7875	<a href="mailto:schweitzer.institute@qu.edu">schweitzer.institute@qu.edu</a>
Student Affairs	203-582-8735	<a href="mailto:studentaffairs@qu.edu">studentaffairs@qu.edu</a>
Student Affairs, Graduate	203-582-4723	<a href="mailto:GradAffairs@qu.edu">GradAffairs@qu.edu</a>
Student Health Services (Health and Wellness)	203-582-8742	<a href="mailto:studenthealthservices@qu.edu">studenthealthservices@qu.edu</a>
Veteran & Military Affairs	203-582-8867	

# Academic Calendar

## 2018–19 Academic Calendar<sup>1</sup>

### Fall 2018

August 18	Saturday	New graduate student orientation
August 22–23	Wed–Thurs	First-year student orientation, session VI
August 24	Friday	Transfer student welcome, session II
August 24–26	Fri–Sun	Welcome Weekend
August 27	Monday	Undergraduate and graduate classes begin; online classes begin
August 31	Friday	Add/drop registration period ends
September 3	Monday	Labor Day—university holiday; no classes
September 8	Saturday	All Saturday classes begin
September 19	Wednesday	Yom Kippur—university holiday; no classes
September 21	Friday	Last day to withdraw from 1st 7-week online courses (Aug 27-Oct 13) with a grade of "W" <sup>2</sup>
September 22	Saturday	Open House for prospective undergraduate students
October 5–6	Fri–Sat	Alumni Weekend
October 8–13	Mon–Sat	Midterm examination period for 100-level courses
October 12–14	Fri–Sun	Parents & Family Weekend
October 13	Saturday	Online classes end for 1st 7-week online courses (Aug 27-Oct 13)
October 21	Sunday	Open House for prospective undergraduate students
October 22	Monday	Online classes begin for 2nd 7-week online courses (Oct 22-Dec 15)
October 24	Wednesday	Midterm grades due for 100-level courses
November 2	Friday	Last day to withdraw from undergraduate and graduate 15-week courses (Aug 27 – Dec 15) with a grade of "W" <sup>2</sup>
November 10	Saturday	Open House for prospective undergraduate students
November 16	Friday	Last day to withdraw from 2nd 7-week online courses (Oct 22-Dec 14) with a grade of "W" <sup>2</sup>
Nov 19–24	Mon–Sat	No classes
Nov 22–23	Thurs–Fri	Thanksgiving holiday—university closed
December 2	Sunday	Open House for prospective undergraduate students
December 8	Saturday	Undergraduate and graduate on-campus classes end
Dec 10–15	Mon–Sat	Final examination period—undergraduate and graduate on-campus classes
December 15	Saturday	Online classes end
December 17	Monday	Final grades due
Dec. 24–Jan. 1	Mon–Tue	University closed for Winter Break

### January Term 2019

January 2	Wednesday	Undergraduate and graduate classes begin
January 3	Thursday	Add/drop registration period ends
January 11	Friday	Last day to withdraw with a grade of "W" <sup>2</sup>
January 18	Friday	Classes end; final examinations

January 21	Monday	Martin Luther King Jr. Day—university holiday; no classes <sup>3</sup>
January 22	Tuesday	Final grades due

## Spring 2019

January 15	Tuesday	New graduate student orientation
January 18	Friday	New undergraduate student orientation
January 21	Monday	Martin Luther King Jr. Day—university holiday; no classes <sup>3</sup>
January 22	Tuesday	Undergraduate and graduate classes begin; online classes begin
January 26	Saturday	Saturday classes begin
January 28	Monday	Add/drop registration period ends
February 15	Friday	Last day to withdraw from 1st 7-week online courses (Jan 22-Mar 9) with a grade of "W" <sup>2</sup>
March 3	Sunday	Open House for prospective undergraduate students
March 4–9	Mon–Sat	Midterm examination period for 100-level courses
March 9	Saturday	Online classes end for 1st 7-week online courses (Jan 22-Mar 9)
March 11–16	Mon–Sat	Undergraduate and graduate spring recess
March 18	Monday	Online classes begin for 2nd 7-week online courses (Mar 18 – May 11)
March 20	Wednesday	Midterm grades due for 100-level courses
March 28	Thursday	Last day to withdraw from undergraduate and graduate 15-week courses (Jan 22 – May 11) with a grade of "W" <sup>2</sup>
March 30–31	Sat–Sun	Admitted Student Days
April 5	Friday	Last day to withdraw from for 2nd 7-week online courses (Mar 18 – May 11) with a grade of "W" <sup>2</sup>
April 19	Friday	Good Friday—university holiday; no classes <sup>3</sup>
May 4	Saturday	Undergraduate and graduate on-campus classes end
May 6–11	Mon–Sat	Final examination period—undergraduate and graduate on-campus classes
May 11	Saturday	Online classes end
		Graduate Commencement <sup>3</sup>
May 12	Sunday	Frank H. Netter MD School of Medicine and School of Law Commencement <sup>3</sup>
May 13	Monday	Final grades due
May 18–19	Sat–Sun	Undergraduate Commencement <sup>3</sup>

## Summer Orientation and Open House 2019

May 20	Monday	New graduate student orientation
May 27	Monday	Memorial Day—university holiday; no classes <sup>3</sup>
June 2	Sunday	Open House for prospective undergraduate students
June 6–7	Thurs–Fri	First-year student orientation, session I
June 10–11	Mon–Tues	First-year student orientation, session II
June 13–14	Thurs–Fri	First-year student orientation, session III
June 17–18	Mon–Tues	First-year student orientation, session IV
June 20–21	Thurs–Fri	First-year student orientation, session V
June 24	Monday	Transfer student welcome, session I



## Summer I Term 2019

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May 20	Monday	Undergraduate and graduate classes begin
May 21	Tuesday	Add/drop registration period ends
May 27	Monday	Memorial Day—university holiday; no classes <sup>3</sup>
June 7	Friday	Last day to withdraw from 5-week courses (May 20 - Jun 21) with a grade of "W" <sup>2</sup>
June 17	Monday	Last day to withdraw from 7-week courses (May 20 – Jul 3) with a grade of "W" <sup>2</sup>
June 21	Friday	Undergraduate and graduate classes end (5-week courses)
June 24	Monday	Final grades due (5-week courses)
July 3	Wednesday	Undergraduate and graduate classes end (7-week courses)
July 4–5	Thurs–Fri	Independence Day—university holiday; no classes <sup>3</sup>
July 8	Monday	Last day to withdraw from 12-week courses (May 20 – Aug 9) with a grade of "W" <sup>2</sup>
		Final grades due (7-week courses)
August 9	Friday	Undergraduate and graduate classes end (12-week courses)
August 12	Monday	Final grades due (12-week courses)

## Summer II Term 2019

July 8	Monday	Undergraduate and graduate classes begin
July 9	Tuesday	Add/drop registration period ends
July 26	Friday	Last day to withdraw from 5-week courses (Jul 8 – Aug 9) with a grade of "W" <sup>2</sup>
August 5	Monday	Last day to withdraw from 7-week courses (Jul 8 – Aug 23) with a grade of "W" <sup>2</sup>
August 9	Friday	Undergraduate and graduate classes end (5-week courses)
August 12	Monday	Final grades due (5-week courses)
August 23	Friday	Undergraduate and graduate classes end (7-week courses)
August 26	Monday	Final grades due (7-week courses)

# ESSENTIAL LEARNING OUTCOMES

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*Approved by the Faculty Senate on February 12, 2016*

A Quinnipiac University education provides students with both specialized knowledge of a discipline, and a broad understanding of human cultures and the physical and natural world. Quinnipiac graduates can integrate and apply knowledge from multiple perspectives found inside and outside of the classroom. They have a sufficient command of key forms of literacy, as well as the requisite intellectual, social, and personal skills and understanding, to identify and respond effectively to contemporary problems. Quinnipiac graduates demonstrate a number of key outcomes essential to the life and practice of a responsible, educated citizen, consciously and decisively. Graduates acquire these Essential Learning Outcomes (ELOs) through a purposeful integration of the University Curriculum, requirements within one's major, and co-curricular experiences.

- Knowledge and Literacies
- Critical and Creative Thinking
- Effective Communication
- Inquiry and Analysis
- Social and Emotional Intelligence
- Intercultural Citizenship and Responsibility

By acquiring the Essential Learning Outcomes, Quinnipiac University graduates can...

- Demonstrate, integrate and apply knowledge
- Think critically and creatively
- Communicate effectively
- Conduct inquiry and analysis effectively
- Engage collaboratively and responsibly
- Act as responsible intercultural citizens of a diverse world

For more information about the Essential Learning Outcomes, please see Quinnipiac's internal website.

# GRADUATE STUDENT HANDBOOK 2018-19

## Graduate Student Affairs

### Graduate Dean of Students Office

The vision of Graduate Student Affairs is to provide opportunities for engagement and discovery to allow for personal and professional growth outside of the classroom.

The mission of Graduate Student Affairs enhances the quality of graduate student life by providing focused, meaningful opportunities to build community both inside and outside of the classroom. The office aims to encourage personal and professional growth by working with the individual student, graduate student groups, and campus partners. GSA is inclusive in providing student support services to all graduate students.

Graduate Student Affairs offers a wide range of programs on professional development, academic support, personal enhancement and socials. GSA works with student groups in planning, fundraising and implementing programs. The office is responsible for graduate student orientation and assisting with the graduate Commencement ceremonies. In addition, GSA oversees medical leaves of absence, graduate student conduct and advises the Graduate Student Council.

Graduate Student Affairs serves as the central resource for all graduate students. Students are always welcome to visit the office on the North Haven Campus in MNH-276. Please feel free to contact us at 203-582-GRAD (4723) or GradAffairs@qu.edu.

Your Graduate Student Affairs staff members are: Gina Frank, dean of graduate student affairs, and Stefano Fasulo, associate director of graduate student affairs.

## Student Support Services

### Office of Community Service

The Office of Community Service, within the Division of Student Affairs, is located on the second floor of the Carl Hansen Student Center. The Office of Community Service is the central resource for students, faculty and staff interested in volunteering in the local community. The office provides support to students and faculty interested in community service and service learning, and is responsible for both expanding and coordinating programs that encourage service, civic engagement and volunteerism at the local, national and international level.

The Office of Community Service provides the following services:

- serves as a resource and contact for students, faculty and staff in the development of community service opportunities
- assists faculty in the development of service learning and experiential learning opportunities
- assists students, student organizations, campus offices and departments in the development, coordination and funding of community service activities
- develops and organizes the Alternative Break Program that engages students in domestic service activities
- acts as an advocate for, and adviser to, student organizations committed to service

- develops and maintains a database of local community agencies and nonprofits searching for volunteer assistance or open to hosting one-time small group service activities
- develops and manages the Work Study program that offers students with work study the opportunity to work in an elementary school or community agency
- supports student groups, university departments and faculty in the design and coordination of events that advocate for and educate the community about the unmet needs and issues of social justice within our local communities.

### Office of Religious Life

The Office of Religious Life oversees religious activities and programming at Quinnipiac University. The staff includes religious leaders representing the Catholic, Protestant and Muslim communities on campus. These religious leaders facilitate worship services, provide pastoral counseling, and offer a variety of educational, social and co-curricular programs. They advocate for students regardless of religious affiliation, and are available as a resource for faculty, students and staff. The office also supplies official religious representatives at formal university events.

The university's Center for Religion offers a wide-range of programs that help students to explore the religious dimension of contemporary issues, as well as aid students in the development of ethical reflection and moral decision-making

Additionally, the office administers the Catholic Chapel located in the Center for Religion and a Muslim prayer room in the Carl Hansen Student Center. For information on the Jewish community at Quinnipiac University, please contact the Peter C. Hereld House for Jewish life at 203-582-8206.

Programs sponsored by the Office of Religious Life are open to everyone. For more information, contact the executive director of university religious life at 203-582-8257.

### Office of Student Conduct

The mission of the Office of Student Conduct is to assist students to make positive decisions and be responsible citizens in the Quinnipiac and surrounding communities. Using the Student Code of Conduct as a foundation for community standards, the office offers resources and education to students, staff and parents.

The staff members in the Office of Student Conduct, along with student conduct officers, assist students to: analyze their behavior and the effect on the community, identify the impact of their personal decisions, and define their personal values.

The Office of Student Conduct:

1. advises and assists parties involved in conduct proceedings
2. trains and advises student conduct officers and student leaders
3. reviews decisions of the code of conduct process
4. maintains all student disciplinary records
5. collects and disseminates research and analysis concerning student conduct
6. provides educational outreach programs for students regarding alcohol and drugs

The Office of Student Conduct is located in the Student Affairs Building on Bobcat Way and is open Monday through Friday, 8 a.m. to 5 p.m. For more information please call 203-582-8753.

## Counseling Services

Counseling Services provides access to care for students seeking help for emotional distress. The goal is to assist students through brief therapy while addressing concerns that may be impacting negatively on academic performance or on the student's quality of life within the university community. Our counselors and part-time psychiatrist are a resource for students struggling with stress, anxiety, depression, relationship problems, eating disorders and alcohol or drug abuse. Other common problems include difficulty making decisions, low self-esteem, procrastination or the stress of leaving home while adjusting to college life. Counseling staff members are available to assist any student who has been affected through physical or sexual violence or who may be grieving the loss of a loved one.

The following counseling services are available to all undergraduate and graduate students at no cost:

- individual counseling
- diagnostic evaluation
- family intervention
- urgent visits
- mental health referrals
- consultation to faculty, staff and medical staff

Counseling Services is located in the Health and Wellness Center on Bobcat Way. The office is open Monday through Friday from 9 a.m. to 5 p.m. Counseling services are available at the North Haven Campus by appointment.

Students wishing to schedule an appointment must complete a confidential counseling form. To schedule an appointment, please call Counseling Services at 203-582-8680 or see the appropriate link on MyQ.

In cases of emergency, call 911 or contact the Department of Public Safety at 203-582-6200.

## Student Health Services

### Mount Carmel Campus

Located in the Health and Wellness Center on Bobcat Way, Student Health Services is open Monday-Friday, 8 a.m. to 8 p.m. and Saturday & Sunday, 10 a.m. to 4 p.m. The health center is staffed by a licensed provider during all open times. Licensed providers include a doctor, nurse practitioner or physician's assistant. The highest priority of the staff is meeting the emergent health needs of the student population and providing ongoing health education opportunities as an integral part of the college experience. All questions should be directed to Student Health Services at 203-582-8742.

Services are available only to students who have completed the Student Health Services requirements, which include an online personal health form, consent and signature page, tuberculosis screening/testing form and a copy of required immunizations. These can be found within the Patient Portal (<https://studenthealthservices.quinnipiac.edu>). Students who do not comply are not permitted to register for classes or receive their university housing assignments. The information provided becomes the basis for the student's confidential medical record within Student Health Services.

All charges for referrals, diagnostic procedures and lab work will be billed directly to the student at his/her home address. Quest Diagnostic Laboratory is the default laboratory, where all specimens are sent unless the student advises the health care provider otherwise. Student Health Services does not participate in third-party billing. To process bills for insurance reimbursement follow the instructions on the bill.

The following immunizations are required by law:

- Meningitis immunization (required of anyone living in university-owned housing and within five years of enrollment)
- Two MMR (measles, mumps and rubella) or positive titer, as indicated by lab report
- TB screening, per guidelines listed on the form
- Two Varicella (or proof of having the disease) or positive titer, as indicated by lab report
- Vaccination against Hepatitis B is strongly recommended and may be required by certain clinical programs.

Quinnipiac University has developed a health insurance plan especially for students. The plan provides coverage for illnesses and injuries that occur on and off campus and includes special cost-saving features to keep the coverage as affordable as possible.

This is a hard waiver program, which means that all students **MUST** maintain major medical insurance. A student may waive health insurance coverage if he or she presents evidence of other health insurance under a plan that provides benefits equal to or greater than the Quinnipiac University Student Health Insurance Plan. Students must document evidence of coverage and make an online waiver decision by the waiver deadline of June 12. Visit the Gallagher site at [gallagherstudent.com](http://www.gallagherstudent.com) (<http://www.gallagherstudent.com>) for additional information regarding the plan.

A nominal fee is charged for gynecological exams. Routine services and supplies are provided without charge. Prescriptions may be taken to local pharmacies to be filled at the usual and customary fee. Students have the option to purchase some medications through Student Health Services.

An allergy clinic is offered to students who are engaged in allergen immunotherapy prior to coming to Quinnipiac. The allergist of a student wishing to participate in this program must review and sign two forms: an allergy instruction form and an allergy treatment form. These forms are available in Student Health Services or may be downloaded from the website and printed for completion by their allergist. If necessary these forms may be mailed or emailed to students who will be participating in the program. In addition, students must make an appointment with the allergy nurse for administration of their extract. Allergy injections are provided at the York Hill Campus on Tuesdays.

Class excuses are not issued to students. Students who are ill are expected to contact their respective professors to inform them of their illness. Professors may phone Student Health Services to verify this information and will be told the student was or was not seen by a professional staff member. Particulars of student visits are not shared unless a student completes a release of information form. Parents or legal guardians are notified of serious illness and emergencies at the discretion of the professional staff. For additional information, visit the Student Health Services website (<https://studenthealthservices.quinnipiac.edu>) on the Student Life tab at the top of the page.

Students under the age of 18 must obtain written parental consent prior to obtaining treatment at Student Health Services. The only exceptions are when immediate medical attention is necessary or the student seeks: 1) testing for HIV; 2) an examination or treatment of a venereal disease; 3) mental health treatment; 4) an abortion, or 5) alcohol or drug rehabilitation.

### York Hill Campus

Student Health Services also has a location on the York Hill Campus, on the ground floor of the Rocky Top Student Center, opposite the “H” entrance of the Crescent Residence Hall. A health care provider, under the direction of the Student Health Services medical director, is available Monday through Friday, noon to 8 p.m. Again, services are available only to those students who have submitted the required information as outlined above.

Allergy injections are provided at the York Hill Campus on Tuesdays.

## Athletics and Recreation

Quinnipiac recognizes the importance of athletics and recreation in student life. The university supports 21 highly competitive, Division I intercollegiate teams, as well as, an extensive campus recreation program. The campus recreation program, with access to fully equipped fitness centers consists of intramurals, aerobics and many leisure-time offerings.

### Athletics

NCAA Division I intercollegiate athletic teams for men include baseball, basketball, cross-country, ice hockey, lacrosse, soccer and tennis. Women compete in acrobatics and tumbling, basketball, cross country, field hockey, golf, ice hockey, indoor and outdoor track and field, lacrosse, soccer, tennis, rugby, softball and volleyball.

Quinnipiac has memberships in the following NCAA Division I conferences:

- Big East (Field Hockey)
- ECAC Men’s and Women’s Ice Hockey
- Metro Atlantic Athletic Conference (MAAC)
- National Collegiate Acrobatics and Tumbling Association
- National Intercollegiate Rugby Association (NIRA)

### Spirit Groups

Several spirit groups lend their support to athletic teams. The Quinnipiac Pep Band, Boomer the Bobcat (mascot), Sideline Cheer, Ice Cats and several dance groups (Dance Company, Dance Fusion, Kickline, Step to Perfection).

### Campus Recreation

Quinnipiac University campus recreation encompasses a variety of activity programs—intramurals, fitness center/weight room, aerobic/activity classes, “open rec,” and special events on all three campuses.

### Intramural Program

The Quinnipiac intramural program offers a variety of competitive sports activities in a recreational setting. Participants have freedom of choice, equality of opportunity and responsibility for sharing in the planning, supervision and administration of their sports programs. Participants create their own teams, select their level of competition, and vie for coveted championship T-shirts. Nearly 75 percent of the student body participates in one or more intramural activities.

The intramural program has work-study positions available for referees and statisticians.

Intramural offerings include:

- Basketball (5-on-5 and 3-on-3)
- Dodgeball
- Flag football
- Ice hockey
- Kickball
- Open skate
- Soccer (indoor and outdoor)
- Tennis (singles and mixed doubles)
- Ultimate Frisbee
- Volleyball (4-on-4 and 6-on-6)
- Wiffle ball

Visit [go.qu.edu/myq/intramurals](https://myq.quinnipiac.edu/Athletics/Intramurals/Pages/default.aspx) (<https://myq.quinnipiac.edu/Athletics/Intramurals/Pages/default.aspx>) for more information about intramural sports.

### Fitness Classes and Programs

Campus Recreation offers a full schedule of free fitness classes taught by certified student instructors. Activities include a variety of the latest trends, including: Spinning<sup>®</sup>, Ugfit<sup>®</sup>, Bootcamp, Zumba<sup>®</sup>, yoga and pilates.

Classes begin the second week of each semester and there is limited class availability during the summer and winter break. The classes are scheduled throughout the week and have limited spots, which can be reserved 24 hours in advance. On the Mount Carmel Campus, most classes are open to 40 participants. Class size on the York Hill Campus is typically 15-25 people due to equipment and space.

### Open Recreation

“Open Rec” hours are available in both the Recreation Center and the dance studios on Mount Carmel and York Hill campuses. Quinnipiac community members are encouraged to walk or jog on the track; and to play basketball or volleyball in the Recreation Center or use the mirrored dance studios to rehearse. Hours are posted beside the entrance doors of each facility.

### Open Skate and Puck Time

Once a week from October until Finals Week, and the start of the Spring Semester through March, the People’s United Center ice is open for students, faculty and staff to “lace up the skates.” Open skate time is a great way to gather with friends and get a workout on the ice. Open puck time is for hockey players of all skill levels, as it is a non-check scrimmage time. Times change based on availability.

### Tennis Court Reservation Procedure on the Mount Carmel Campus

The outdoor tennis courts are available for the Quinnipiac community when the varsity teams are not using them. The varsity tennis team practices daily on the outdoor courts.

Indoor tennis court reservations are available on occasion between the hours of 7 a.m. and 1 p.m. To make a reservation, call the Fitness Center front desk reception area (ext. 8280) or Cassie Bishop, fitness coordinator (ext. 6441). Be sure to leave your name and phone number in case they need to change or cancel the reservation. Reservations are on a first-come, first-served basis and subject to prior event reservations.

## Athletic and Recreation Facilities

### People's United Center

The People's United Center is a state-of-the-art, 185,000-square-foot facility featuring separate arenas for Quinnipiac University's NCAA Division I men and women's basketball and ice hockey teams. Additionally, the ice hockey arena is home to our intramural open skate and the men's and women's ice hockey program during the semester as well as host to the intramural basketball championship. The center is located on Quinnipiac's 250-acre York Hill Campus on Sherman Avenue and is accessible to Quinnipiac students via the university shuttle system.

Allotments of free tickets are available to Quinnipiac undergraduate students for all home games at the arena. For ticket information, log on to [quinnipiacbobcats.com](http://quinnipiacbobcats.com) or call 203-582-3905 or visit the box office at the York Hill Campus.

### Burt Kahn Court/Gymnasium

This hardwood floor facility located in the Athletic and Recreation Center on Mount Carmel Campus serves as the competitive site for Quinnipiac University Division I volleyball games. The gymnasium also is occasionally used for intramurals, open recreation and university events.

### Recreation Center

The Recreation Center on Mount Carmel Campus has four multipurpose courts for open play. Curtains between each court allow for a variety of activities to take place simultaneously.

### Fitness Centers

There are three fitness centers at Quinnipiac University. One is located in the Athletic and Recreation Center on the Mount Carmel Campus. Another is located in the Rocky Top Student Center on the York Hill Campus. Both have a full line of strength equipment, free weights and cardiovascular equipment including:

- Adaptive motion trainers
- Bicycles (recumbent, upright)
- Elliptical
- Free climbers/steppers
- Treadmills

The third fitness center is a satellite space on the North Haven Campus, with a few pieces of cardio equipment and free weights. The fitness centers are open to all members of the Quinnipiac community. Prospective users must complete an online waiver, which includes review of rules and regulations. This can be found in your WebAdvisor account. A validated Quinnipiac ID must be presented for entrance to the facility.

### Dance Studios

Aerobics, fitness classes, dance groups and many other campus groups all share the university's three studios. The mirrored studios each contain state-of-the-art stereo equipment for professional and student use. Each studio also is equipped with audio. Equipment for all scheduled activities and classes is provided. Mats, steps, power bars and hand weights usually are available in the aerobic studio equipment storage area.

Quinnipiac community members may drop in during free time to use the studios for exercising or rehearsals.

### Indoor Track

The suspended track encircles the four Recreation Center courts on the Mount Carmel Campus. Students and staff may walk and jog upstairs. Nine laps of the track equal one mile.

### Cardio Corners

All four corners of the indoor track on the Mount Carmel Campus have been outfitted with various pieces of cardiovascular equipment. Each corner (approx. 2,800 square feet) has treadmills, elliptical, steppers and bikes. One corner is outfitted with multipurpose mats, stability balls and light weights.

### Spinning® Room

There is a Spinning® room located in the fitness center on the York Hill Campus. There is an online bike reservations process. Use of this room is available during classes only.

### Outdoor Venues and Fields

Quinnipiac's outdoor athletic facilities consist of venues for softball, baseball and women's rugby, as well as turf fields for men's and women's soccer, men's and women's lacrosse and field hockey. Additionally there are six lighted tennis courts, a hitting wall and basketball court adjacent to the Athletic & Recreation Center.

### Sports Equipment

Quinnipiac supplies most recreation equipment, such as volleyballs, basketballs, and tennis rackets. Equipment may be signed out at the reception desk with a Quinnipiac ID.

## Fitness Center Policies and Procedures

(applies to Mount Carmel, North Haven and York Hill facilities)

- No one will be admitted without a validated Quinnipiac ID. A card is validated upon completion of the online waiver.
- Cards must be swiped to enter the Recreation Center and again to enter the Fitness Center.
- Appropriate workout clothing is required; full T-shirts are required (no sports bras or halter tops) in the Fitness Center.
- Our staff members are undergraduate work-study students—they are not personal trainers.
- Please wipe down equipment thoroughly after use; paper towels and cleanser are available in each corner in the Fitness Center and in each Cardio Corner of the track.
- Please replace all dumbbells and plates after use.
- The use of chalk is prohibited.
- Food and/or beverages are not permitted in any part of the Recreation Center; water fountains are located within or near every recreation area.
- The computerized sign-up for cardio equipment is located at the Recreation Center reception desk.
- You must sign up for all cardio equipment (limit: 30 minutes per piece).
- You must attend to sign up; no phone reservations.
- You may not sign up more than two hours in advance.
- Use of the facility is at your own risk. Request help if you are unfamiliar with the equipment.
- Immediately report any injury or facility/equipment irregularity to the staff member on duty. Injured parties must report to the Health Center.



Note: Policies and procedures are designed to enhance the safety and cleanliness of our recreational facilities. Please be considerate to the recreation staff and other patrons using the facility.

### Hours (Mount Carmel Campus)

Monday–Friday: 7 a.m.–11 p.m.

Saturday and Sunday: 10 a.m.–11 p.m.

### Hours (York Hill Campus)

Monday–Thursday: 7 a.m.–11 p.m.

Friday: 7 a.m.–9 p.m.

Saturday: 10 a.m.–9 p.m.

Sunday: 10 a.m.–11 p.m.

### Hours (North Haven Campus)

Monday–Thursday: 7 a.m.–7 p.m.

Friday: 7 a.m.–4 p.m.

Saturday–Sunday: closed

Hours may change on university holidays and snow days. Check MyQ for updates.

### Guest Policy

All guests must have a photo ID and complete a waiver/ consent form and an information card during their first visit. These forms are available at the Fitness Center reception desk. Each host is permitted one guest at a time who must be 18 years or older. The host must sign a waiver form, remain with his/her guest at all times and assume responsibility for the actions of that guest. The same person may be signed in as a guest only three times per year—regardless of who signs them in. Faculty and staff are not permitted to have guests in the Fitness Center. Family members (spouses, children) are not permitted to use the center.

### Locks/Lockers/Attire

Locks may be signed out at the reception desk for daily use upon presentation of the QCard. Men's locker rooms are located across from the Fitness Center; women's locker rooms are upstairs opposite the dance studios. Full T-shirts are required in the Fitness Center.

All items left unattended are not the responsibility of the Fitness Center or its employees.

## Department of Public Safety

The mission of the Department of Public Safety is to provide a safe and secure environment for the university community through the efficient and effective use of resources such as education, crime prevention, technology and enforcement activities.

Although the mission is to ensure a safe environment, the ultimate responsibility for personal safety rests with each individual. Therefore, it is important for all members of the Quinnipiac community to be aware of their surroundings and potential risks. Take the time to familiarize yourself with the procedures for building evacuation, use of Code Blue Light Phones and how to contact the Department of Public Safety in the event of an emergency.

The Department of Public Safety is located in Irmagarde Tator Hall, Suite 118, on the Mount Carmel Campus at 275 Mount Carmel Ave., Hamden, CT, 06518. To contact the department, call 203-582-6200 (on campus dial 6200), or dial 911 for an emergency.

### Public Safety Services

The Department of Public Safety provides the following services for the Quinnipiac community:

- patrols of all university properties 24 hours a day, 365 days a year
- responds to all requests for assistance
- responds to and investigates all complaints
- responds to all emergencies and assists at medical emergencies
- conducts regular checks of all residential and academic buildings for the safety and protection of the Quinnipiac community
- offers escort service (walking escort) 24 hours a day, seven days a week
- conducts regular foot patrol of all campus buildings and residential buildings
- provides perimeter security (traffic control post) at all entrances of the campus
- provides and maintains security for all student and Quinnipiac campus events
- maintains a working relationship with all law enforcement agencies and other emergency service agencies

### Additional Services

In addition to day-to-day responsibilities and services, the Department of Public Safety also:

- conducts seminars and group discussions regarding personal safety and campus security
- conducts fire drills with residential life staff
- holds discussions regarding security and safety and students' responsibilities
- invites representatives from various police agencies to discuss law enforcement and how it affects Quinnipiac students
- provides information and guidance about security and safety on Quinnipiac property to any member of the campus community
- designs specific safety programs
- maintains a lost and found

### Annual Security Report

In accordance with *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)*, the Quinnipiac University Annual Security Report is published October 1 of each year and can be found on the Quinnipiac University website (qu.edu) (<https://www.qu.edu/student-resources/university-policies.html>).

### Security and Safety Regulations for All Students and Guests

- Building doors should never be propped open or blocked, to avoid problems and prevent unauthorized visitors from entering the building.
- All students and guests must stop at all traffic control posts on the perimeter of the campus. Students must carry their QCard at all times.
- Acts of vandalism should be reported to the Department of Public Safety immediately by dialing 6200.
- All fire safety regulations must be observed. In the case of a fire alarm, all occupants must evacuate the building and may not re-enter it until authorized to do so by the fire department or the Department of Public Safety.

### Missing Persons

In the event that a student is deemed to be missing from the residence halls or campus, the person (or persons) discovering this fact are directed to first report it to the Department of Public Safety. Public Safety will notify without delay Residential Life, Student Affairs and the Hamden

Police Department, and an investigation will be initiated upon receipt of the information.

All Quinnipiac students who are living in an on-campus student housing facility have the option to register one or more confidential emergency contact person(s) with the Student Affairs Office. This emergency contact person will be notified in the case that the student is determined to be missing. Students are made aware that their contact information will be registered confidentially. Only authorized university officials and law enforcement officers in furtherance of a missing person investigation may have access to this information.

All students are advised that any missing student younger than 18 years of age and not emancipated will have his or her parent or guardian notified in addition to any confidential contact and local law enforcement officials.

### Specific Procedures

When a member of the university community becomes aware that a student is missing, it is urgent to immediately notify Public Safety. Upon receiving a report, the Public Safety Department will investigate without delay.

Upon determining a student is missing, the Public Safety Department will notify local law enforcement immediately with all available information concerning the missing student:

- Name and description of the student
- Location and time last seen
- Name of the person last seen with student if available
- Description of vehicle student may be driving
- Intended destination (and time of expected arrival)
- Name of student's parent(s) or guardian(s)
- Any medical issues
- Locations of places the missing student may frequently visit
- Name of missing student's companion(s) or colleague(s)

### Public Safety will:

- Document all information regarding the circumstances and events surrounding the disappearance of the student
- Issue a "BOLO" (Be On the Look Out for) broadcast using the Department of Public Safety radio system. A photograph of the missing student will be accessed and utilized from the Colleague system
- Issue a university alert relative to the missing student
- Contact Hamden Police Department and report a missing student
- Contact Student Affairs, Residential Life and university officials to report a missing student
- Make an immediate search effort and attempt to contact the missing student via his/her cell phone
- Complete a report of the step-by-step efforts to locate the missing student

### Rave Guardian

A free personal safety app is available for Smartphones and computers. Go to the App Store and search for Rave Guardian. Once you download the app, register using your Quinnipiac University email. The app lets you notify Public Safety in the event of an emergency both on and off campus, and alerts Public Safety emergency responders to your

whereabouts. It's like having a Blue Light emergency call phone in the palm of your hand.

### Parking and Transportation Services

Parking at Quinnipiac University is considered a privilege and provided free of charge. Faculty, staff, students and visitors all share the limited spaces available on our three campuses. The dynamic parking system is designed to allow the freedoms to come and go as one pleases, so long as everyone follows the rules.

A parking permit (window decal) is issued, free of charge, to all faculty and staff members. Students in their sophomore, junior, senior and graduate years of study are eligible for a student parking permit, at no cost. Freshman students are not permitted to have cars on campus, and are therefore not eligible to receive a parking permit.

Because parking spaces are limited, university faculty, staff, students and visitors are encouraged to explore alternate options such as public transit, carpooling, walking and/or bicycling to campus.

All vehicles operated on any Quinnipiac University property must be registered. All unregistered vehicles will be issued a citation and are subject to tow at the owner's expense.

### Contact Information

Phone: 203-582-5381

Fax: 203-582-5268

Email: parkinginformation@qu.edu

### Parking & Transportation Office Locations and Hours:

York Hill Campus

Rocky Top Student Center

Room: RTSC-103

275 Mount Carmel Avenue

Hamden, CT 06518

Phone: 203-582-5381

Email: parkinginformation@qu.edu

### Office Hours – Walk-in services:

Monday and Wednesday:

10 a.m. to noon and 2 to 3 p.m.

Tuesday and Thursday:

12:30 to 3 p.m.

### My Parking Online Platform

My Parking Website: [go.qu.edu/myparking \(https://qu.datacenter.adirondacksolutions.com/qu\\_myparking\\_prod/security/qu\\_login.cfm\)](https://qu.datacenter.adirondacksolutions.com/qu_myparking_prod/security/qu_login.cfm)

This link is available on the MyQ website, under the quick links tab. Log in with your regular username and password.

Use your personal My Parking account to manage all of your parking needs:

- Vehicle Registration
- Account Payments – credit card, debit card & e-checks
- Parking Violation Appeals – must be submitted through My Parking within 10 days of issue date.

### Parking Citation Payment(s):



- Online via the My Parking Platform – credit card, debit card & e-checks.

### Parking Rules and Regulations

The complete parking rules and regulations can be found on the Department of Public Safety page on MyQ (<https://myq.quinnipiac.edu/Campus%20Offices/Security%20%20Safety/Pages/default.aspx>).

### Shuttle Services

The Quinnipiac Shuttle Service is a free transportation service, available to the Quinnipiac University community through the Department of Public Safety. The shuttle system operates on both a fixed route schedule and on-demand. The fixed schedule provides safe, convenient and reliable transportation throughout the campus and surrounding community. Five separate shuttle busses loop the Mount Carmel Campus arriving approximately every 10 minutes. Those same busses also service the Westwoods, Whitney Village and Whitney parking lots and Quinnipiac Theatre Arts building. On the weekends, shuttle busses arrive at 15-minute intervals. For any shuttle questions or concerns, please email [parkinginformation@qu.edu](mailto:parkinginformation@qu.edu).

Four shuttle routes are available, including:

- Mount Carmel Campus loop
- North Haven Campus loop
- New Haven Town and Train route
- North Haven Shopping and Entertainment route

Quinnipiac has contracted with Propark Inc., which provides air-conditioned ADA-compliant vehicles with leather seats and free WiFi. Professionally licensed shuttle drivers have passed extensive background checks along with additional driver training.

On-Demand Shuttle Service can be accessed by calling 203-691-1512.

### Shuttle App – Ride Systems

A free shuttle app is available for download on Smartphones and computers. Go to the App Store and search for Ride Systems. Once you download the app, enter “Quinnipiac” in the Agency or Provider field. The app lets you view a map and a real-time schedule of busses and routes. GPS tracking shows each bus and its approximate arrival/departure time at the various shuttle stops.

Full shuttle schedules, can be found on the My Q website under the student services tab.

## Campus Offices and Resources

### Campus Offices

#### Registrar

The Office of the Registrar maintains the academic records of all students. This office provides support to students and their families across a host of services, including, but not limited to: course registration, academic transcripts, enrollment verifications and enrollment reporting to third parties. A student’s record may be disclosed only with his or her written consent. The registrar’s staff is available to assist students and advise parents on the procedures for disclosing information. On the Mount Carmel Campus, the office is located in the Arnold Bernhard Library, Room 101 South; on the North Haven

Campus, it is located in the Student Services Center. The email address is: [registrar@qu.edu](mailto:registrar@qu.edu).

### Arnold Bernhard Library

The Arnold Bernhard Library serves the undergraduate and graduate populations of the university. Approximately 48,000 square feet in size, the library provides 600 seats, 16 group study rooms, more than 50 student computers, 10 public computer terminals and nearly 600 power/data connections for laptop computers. The library also offers wireless Internet access throughout the building.

In addition to the group study rooms, students at the Arnold Bernhard Library can select from individual study carrels, tables, soft seating and rocking chairs with magnificent views of the Mount Carmel Campus and the Sleeping Giant Mountain. A large variety of web-based resources including a substantial number of full text/full image databases and journals are available, as well as printed volumes, microforms, a CD music collection and several thousand DVD titles.

The Arnold Bernhard Library, the Edward and Barbara Netter Library and the Lynn L. Pantalena School of Law Library work in conjunction with each other to make their numerous resources available to students and faculty on all three campuses. The library also works closely with the Learning Commons and media services department to offer full student support. If you have questions or need further information, you can reach the Arnold Bernhard Library at 203-582-8634 (circulation desk) or email [ablcirculation@qu.edu](mailto:ablcirculation@qu.edu).

### Library Hours

During the fall and spring semesters, the building is open 24 hours a day, seven days a week. Staff and services are available until midnight (5 p.m. on Fridays and Saturdays) with Public Safety staff on duty until library staff members return the following day). Holiday staffing hours vary.

**Service Hours** (please check MyQ (<https://myq.quinnipiac.edu/facultystaff/Pages/default.aspx>) for updates)

- Monday–Thursday, 8 a.m. to midnight
- Friday, 8 a.m. to 5 p.m.
- Saturday, 9 a.m. to 5 p.m.
- Sunday, noon to midnight

### Key Phone Numbers

203-582-8634 Circulation/Hours of Operation  
203-582-8633 Reference  
203-582-3468 Director’s Office

### Edward and Barbara Netter Library

The Edward and Barbara Netter Library serves the Frank H. Netter MD School of Medicine, the School of Nursing and the School of Health Sciences. The library is located on the North Haven Campus in the Center for Medicine, Nursing and Health Sciences on the third floor. Staff members are available to assist students and faculty with questions, instruct them with the use of our exclusive electronic resources and help identify the most appropriate resource for the information sought.

There are networked computer workstations available as well as study carrels, soft seating and a group study table.

During the fall and spring semesters, the library is open Monday through Thursday, 8 a.m. to 8 p.m.; Friday, 8 a.m. to 5 p.m.; and Saturday and Sunday, noon to 2 p.m. During the summer and school recess periods,

the library is open Monday through Friday, 8 a.m. to 5 p.m. For more information, call the library at 203-582-5266.

### Office of Cultural and Global Engagement

Quinnipiac University fosters respect for each individual by honoring the differences inherent among people. As an intellectual community of learners and scholars, we recognize and appreciate our common humanity. Acknowledging that we live in a pluralistic society, we have a genuine desire to ensure that all members of the Quinnipiac community feel empowered to express their own individuality. These principles underscore our central mission of teaching and learning and are vital to achieving national prominence and excellence in education. They also serve as the foundation for promoting the economic, social and cultural well-being of our community, our nation and beyond.

The associate vice president for academic affairs and chief diversity officer oversees the Office of Cultural and Global Engagement and engages the campus and surrounding community to help define, enable and foster an inclusive campus culture that embraces the diversity of identities, ideas and values that embody Quinnipiac University.

The office fulfills its mission by offering programs, initiatives, services, partnerships and collaboration that support, assist and empower students regarding issues of inclusion, multiculturalism and globalism in education. Some of its programs include:

- advocacy for the cultivation of a sustainable campus environment that is supportive of a diverse student and professional body
- development of multicultural student organizations' leadership and active engagement in the university community
- academic and social mentorship for underrepresented students to live, work, lead and succeed in a multicultural and global world
- events and programs to enhance students' understanding and appreciation of cultural identities and international differences
- support for the university's growing international student community, including comprehensive immigration services and cultural programming
- international community service learning
- education abroad opportunities including semester, short-term, and QU faculty-led international experiences
- partnership with the University College Cork in Ireland

For more information, please contact the office at 203-582-7987.

### Albert Schweitzer Institute

The Albert Schweitzer Institute is inspired by the ideals and example of 1952 Nobel Peace Prize Laureate, Dr. Albert Schweitzer, who was known for his philosophy of *reverence for life* and his call to service, to *make one's life one's argument*.

The institute conducts programs locally, and on a global basis and focuses on environmental, health and peace efforts. The institute's programs include:

- supporting community development in underserved areas of our local community and the world
- organizing conferences and speakers on peace globally, at the United Nations and on campus
- motivating young people to serve the community and the environment as a way of life

The institute is located adjacent to the Mount Carmel Campus at 660 New Road. For more information, please contact the office at 203-582-3144.

### Auxiliary Services

The Office of Auxiliary Services is responsible for the QCard (Quinnipiac ID card) and its associated accounts and applications. The staff in this area is the liaison for off-campus merchants and our vendor-operated services: the dining hall and the bookstore, as well as vending and laundry machines. Further inquiries or requests should be made to John Meriano, associate vice president for auxiliary services, 203-582-8763 or email [john.meriano@qu.edu](mailto:john.meriano@qu.edu).

### QCard Office

The QCard Office, within Auxiliary Services, is responsible for the QCard and its associated accounts and applications. As your official university ID, the QCard is your passport to life at Quinnipiac. You'll use it for everything from checking out books from the library to getting through the door at the recreation center.

As a form of payment, you'll use your QCard to grab bagels in the morning at the cafeteria, to pay for laundry machines and to catch awesome on-campus concerts. The area's most popular off-campus businesses now accept the QCard. Textbooks, school supplies, groceries, restaurants, haircuts and other essential student services are all available through your QCard. Other features include:

- Convenient: Forget about carrying cash, checks or credit cards.
- Fast: With exact change every time, the QCard is even faster than cash!
- Safe: Your QCard lost or stolen? Simply notify us or visit [qu \(http://www.qu.edu/qcard\)](http://www.qu.edu/qcard) to suspend activity on your QCard.
- Quinnipiac Spirit: Your QCard shows off the Quinnipiac name with pride.

Visit [qu.edu/qcard](http://qu.edu/qcard) for all your QCard needs including a complete listing of terms and conditions and locations where you can use your QCard.

### Graduate Admissions

The Graduate Admissions Office works with prospective students interested in enrolling in an on-campus graduate program at Quinnipiac University. The office hosts several information sessions for prospective graduate students each year, in fall, spring and summer. Students interested in continuing their education at the graduate level may contact Graduate Admissions by phone at 203-582-8672 or 800-462-1944 or by email at [graduate@qu.edu](mailto:graduate@qu.edu). Visit us at our North Haven Campus office, MNH-275.

### Bursar

The Office of the Bursar is the accounting office of Quinnipiac and is responsible for billing all student accounts and receiving tuition and other payments. The office provides information on all charges and assists officers of student organizations in setting up and maintaining financial records. Visit [qu.edu/bursar](http://qu.edu/bursar) for more information.

### Facilities

The facilities building on the Mount Carmel Campus is located south of the Pine Grove and houses the Facilities Department. The Facilities Department is responsible for the care and maintenance of the campus buildings and grounds. In addition, the Facilities Department is responsible for the management and oversight of the university's

events and scheduling software, which is used for all academic and non-academic functions that occur on university property.

### Graduate Financial Aid

The Office of Graduate Financial Aid is available to assist students in helping them pay a graduate education. Students wishing to receive federal financial aid must be enrolled either half-time (5-8 credits) or full-time (9 or more credits) each semester. Students enrolled in 4 credits or less are considered less than half-time and would only be eligible for private educational loans.

Students applying for financial aid must annually complete the Free Application for Federal Student Aid (FAFSA) at [fafsa.gov](http://fafsa.gov) (<http://www.fafsa.gov>) and the Quinnipiac University Financial Aid application (download from [QU.edu/gradforms](http://QU.edu/gradforms) (<http://www.qu.edu/gradforms>)). To be considered for University grant funds, completion of the Quinnipiac University Grant application at [QU.edu/gradforms](http://QU.edu/gradforms) (<http://www.qu.edu/gradforms>) (grants are awarded to students demonstrating high financial need) is required.

In addition, students must meet University program requirements including making satisfactory academic progress (SAP) which includes passing 67 percent of all course work attempted each semester and maintain a cumulative grade point average of 3.0 or better. Failure to meet these guidelines may result in not being eligible for aid.

For additional information, please contact our office. Staff can be contacted at [gradfinaid@qu.edu](mailto:gradfinaid@qu.edu) or 203-582-8588. The Office of Graduate Financial Aid is located on the North Haven Campus in MNH-275.

## Campus Resources

### Campus Recycling

Quinnipiac University is committed to building one of the most environmentally friendly campuses in America. As part of its overall sustainability plan, Quinnipiac is a single-stream recycling community. Therefore, we ask all members of the community to make a conscious effort to recycle the waste that they generate. Single-stream recycle bins are located throughout the campus. Items such as metal cans, glass bottles, newspapers, magazines and other paper items, as well as plastic containers numbered 1 through 7 can be placed in the bins. No sorting is necessary.

To further support recycling, Quinnipiac urges its community members to reduce waste by conserving paper, conserving water and turning off lights and electronic devices when not in use.

### CARE

Guided by university values of a student-oriented environment and a strong sense of community, the CARE (Community, Assessment, Response and Evaluation) team employs a caring, preventive, early intervention approach with students who exhibit concerning or disruptive behaviors. The multidisciplinary team meets weekly to review and discuss new referrals, ongoing cases and the best course of action to support the student of concern. CARE team members are trained through the National Behavioral Intervention Team Association (NaBITA) in both behavioral intervention and threat assessment. Objective risk rubrics are utilized for consistent and objective assessments of potential risks and emerging threats toward self or others. By partnering with members of the Quinnipiac community, the CARE team works to promote student well-being and success in the context of community safety.

More information about the CARE team, behaviors of concern, how to make a referral, and answers to frequently asked questions can be found

on the CARE page (<https://myq.quinnipiac.edu/Student%20Life/CARE/Pages/default.html>) on MyQ.

### Career Development

Career development services at Quinnipiac are provided within each individual school and college to give students targeted, specialized information. The Schools of Business, Communications, Engineering, Health Sciences and Nursing and the College of Arts and Sciences each have a career development office to support to help students navigate the career exploration process. Whether exploring majors, evaluating interests, writing a resume or preparing for interviews, staff members assist students every step of the way with developing a career plan and achieving their goals. Programs and services include individual career counseling and advising sessions; connections with alumni and employers; career fairs and on-campus recruiting; panels and workshops; job and internship listings; and graduate school information. The focus is on offering personal attention and a wide range of useful resources. Career support for alumni is provided through the Department of Development and Alumni Affairs.

### Learning Commons

The Learning Commons is a group of academic programs that provide support to members of the Quinnipiac community. On the Mount Carmel Campus, the Learning Commons is located in the north wing of the Arnold Bernhard Library. Please call reception with questions: 203-582-8268. On the North Haven Campus, the Learning Commons is located on the second floor of the School of Law Center. Please call reception with questions: 203-582-5252. The Learning Commons offers the following support services:

### Peer Academic Support

At Quinnipiac, the work a student does with his or her professor is complemented by a strong peer support system.

- A Study Table Program serves students enrolled in various 100-level courses, such as mathematics and chemistry. Held in the Common Room, a study table is a venue of support where students can drop in with questions they may have on homework or an upcoming test. Study Table peers can support both individuals and groups. Different from the more sustained individual tutorials, students visiting a study table should bring prepared questions on specific topics so that there is a focus for the visit. Study tables are also useful for guided group support when students have similar questions in the same class. Study Table schedules are posted on the Learning Commons web page and also are available at the reception desks.
- A Peer Tutoring Program, certified by the College Reading and Learning Association, provides individual tutoring for the great majority of 100-level courses, many 200- and 300-level courses and supports many of the graduate degree programs. Students meet with peer tutors on an appointment basis to address material in a specific course. Tutors also can help students improve study skills, time and task management and academic goal-setting.
- A Peer Fellow Program, developed from the supplemental instruction model by a certified coordinator, provides weekly study groups for various classes. Trained in group dynamics and Socratic questioning, Peer Fellows attend each class meeting, develop a weekly agenda with the professor, and meet with interested students to work on topics and challenges.
- The Peer Catalysts Program supports our first-year students. In our First-Year Seminars, Peer Catalysts serve as both facilitators of student learning and as observers of student behaviors and attitudes. These functions are complementary and allow PCs to be

valuable resources to both students and faculty. While not teaching assistants, PCs exemplify successful student behavior, particularly the self-reflective habits of mind that correlate to intentional learning, meet with students outside of class, support students with Personal Success Plans, registration for spring classes, and facilitate students' out-of-class experiences related to the First-Year Seminar.

- Peer Advisers are trained to help students with pre-advising needs. These include support with the Personal Success Plan, as well as access to and help with students' program assessments and other information necessary for an informed meeting with one's academic adviser. Successful students themselves, our Peer Advisers can help students navigate the various resources of the Quinnipiac community.

### **Support for Students with Disabilities**

The Office of Student Accessibility (OSA), located in the Learning Commons on both campuses, provides students with disabilities equal access to all university activities and programs. The office is led by a director supported by learning services coordinators. Working collaboratively with all university departments to engage and support the intellectual and social development of students with disabilities, the Office of Student Accessibility employs policies that promote academic excellence and the development of self-advocacy skills. Accommodations are provided based on submission of appropriate documentation, which is reviewed by the OSA staff in compliance with university policy, section 504 of the Rehabilitation Act, and the Americans with Disabilities Act (ADA). Questions and requests can be directed to [access@qu.edu](mailto:access@qu.edu) (<http://catalog.qu.edu/handbook-grad/mail:access@qu.edu>) or 203-582-7600. More information, including our Accommodation Request Form, can be found on our website.

### **Opportunities for Students who come to English as a Foreign Language**

Many of Quinnipiac's students bring with them another language, one in which they have been doing the bulk of their thinking and learning. In their journey to master academic English, we offer individual tutoring. Students work with a professional tutor who in turn communicates with students' advisers and professors. Students can work individually or in groups on writing, speaking, conversation and other aspects of academic English.

### **Professional Academic Support**

Students can work with one of our learning specialists to address their academic goals and challenges. Working closely with students' professors and other support staff, Quinnipiac's academic specialists provide students with opportunities to improve their academic choices. Students can develop an improvement plan, work on problem solving, discuss new learning strategies, and many other topics necessary to students embracing academic challenge. Our academic specialists also work with students who have been referred to our services by their faculty through Quinnipiac's Retention Alert program. This program helps direct individual students to appropriate academic support during the semester and facilitates dialogue among those working to support the student. Academic specialists also work with faculty to bring learning skills into the classroom.

## **Technology Resources**

### **University Laptop Program**

Faculty design their courses with the expectation that students will have computer technology in the classroom when required. For that reason, all incoming undergraduate students must have a laptop that meets the university's academic requirements and technical standards. To facilitate this need, Quinnipiac offers a laptop program that is cost effective and

exceptionally well supported both on and off campus. The recommended laptops are configured so that they meet the core needs of academic programs and are a key part of the campus computing infrastructure, designed to support new teaching and learning.

Visit [go.qu.edu/myqlaptop](https://myq.quinnipiac.edu/IT%20%20Libraries/Information%20Technology/Academic%20Technology/Pages/AT_Site_Redesign/StudentLaptops.html) ([https://myq.quinnipiac.edu/IT%20%20Libraries/Information%20Technology/Academic%20Technology/Pages/AT\\_Site\\_Redesign/StudentLaptops.html](https://myq.quinnipiac.edu/IT%20%20Libraries/Information%20Technology/Academic%20Technology/Pages/AT_Site_Redesign/StudentLaptops.html)) for more information about the Quinnipiac University laptop program.

### **Computing Services**

All incoming undergraduate students are required to have a laptop computer readily available to them with no exceptions. Information Services annually recommends specific hardware and software laptop configurations that meet or exceed these technical standards. Visit the website at [go.qu.edu/myqlaptop](https://myq.quinnipiac.edu/IT%20%20Libraries/Information%20Technology/Academic%20Technology/Pages/AT_Site_Redesign/StudentLaptops.html) ([https://myq.quinnipiac.edu/IT%20%20Libraries/Information%20Technology/Academic%20Technology/Pages/AT\\_Site\\_Redesign/StudentLaptops.html](https://myq.quinnipiac.edu/IT%20%20Libraries/Information%20Technology/Academic%20Technology/Pages/AT_Site_Redesign/StudentLaptops.html)) for specific information

on the most current program. By selecting the recommended laptop, students will receive exceptional service and support both on and off campus. Students who elect to bring their own laptops to campus (other than the recommended one) also will be afforded technology assistance often of a less comprehensive nature due to the many possible variations of alternatives. Ultimately, it is the responsibility of the student to perform in the classroom.

Although laptops meet the vast majority of student needs, for those disciplines that require more specialized hardware or software, the university has more than 350 computers in 12 computer laboratories throughout the campus. The university maintains a secure and advanced data network that connects all university computers on all three Quinnipiac campuses. Students, faculty and staff are able to access this secure network through wired and wireless access. Wireless access is found across all three campuses, including the residence halls, classrooms, athletic fields and public areas.

### **Technology Center**

The main Technology Center, located on the Mount Carmel Campus in the Arnold Bernhard Library, combines the services of two previously separate departments: the Help Desk and Media Services. The Technology Center provides a range of services to students, faculty and staff, including computer configuration, computer repair, loaner laptops, digitizing, duplication, audiovisual event and classroom support, and loaner audio/visual equipment.

Loaner laptops are available for all faculty, staff and students who have a laptop either from the university or from the QU Laptop Purchase Program (note: every effort is made to provide a loaner laptop for students who did not purchase through the QU Laptop Program). Loaner laptops are strictly for academic use and will be given only to students who are currently enrolled in classes.

Student employees known as STARs (Student Technology Academic Resources) augment the full-time staff and are available for the entirety of the times the area is open. They are trained to offer computer and audiovisual support.

There are two other Technology Centers located on the North Haven and York Hill campuses. On the North Haven Campus, the center is located on the third floor of the Center for Medicine, Nursing and Health Sciences, MNH-338. On the York Hill Campus, the center is in the Rocky Top Student Center, Room RTSC-236. Hours of operation at each of these



locations vary. Refer to MyQ for current hours and more details on the services and support that are available.

### Telephone Extensions

Main Support: 203-582-4357  
Help Desk Manager: 203-582-3596

### STAR Program

Student employees known as STARs (Student Technology Academic Resources) provide technical support to Quinnipiac faculty, staff and students. The STARs are specially trained and possess superior communication, problem solving and critical thinking skills. STARs are stationed at all support locations (Arnold Bernhard Library and North Haven Campus).

### Technology Knowledge Base

Quinnipiac Information Services maintains a technology knowledge base that students can use 24/7 for any technology questions. The knowledge base is an electronic repository of "articles" that address frequently asked questions, processes and procedures. These technology-related articles and tutorials are searchable and accessible from any internet connection. To access the knowledge base, go to [go.qu.edu/myqkb](http://go.qu.edu/myqkb) (<https://kb.quinnipiac.edu/index.php?>) or select it from the Applications Tab on the home page of MyQ.

### Computer Facilities

The Cyber Cafe on the second floor of the Arnold Bernhard Library is available to all students. This facility consists of networked Windows-based computers and high-volume printers, which can be used for completing computer assignments, writing papers and accessing the Quinnipiac electronic system. There are additional computer labs around campus.

All Quinnipiac students have wireless access to the internet and email from all classrooms and the residence halls.

### Computer Skills Classroom

Classrooms in TH-128, TH-130, SB-253 and SB-260 serve as teaching facilities. These rooms are equipped with computers for hands-on use in a lecture environment. A variety of classes and workshops are held in these rooms.

## Other Student Resources

### Banking

As the official banking partner of Quinnipiac University, People's United Bank is available on campus via multiple ATM machines, nearby full-service branches at 3496 Whitney Avenue (203-248-1115) and 2165 Dixwell Avenue (203-281-0531) in Hamden and online (<https://www.peoples.com>).

### Bookstore

The Quinnipiac Bookstore, open to the Quinnipiac community and the public, is located at the Carl Hansen Student Center on the Mount Carmel Campus and the North Haven Campus on the first floor. The bookstore carries textbooks, general books, licensed Quinnipiac apparel and gifts, school supplies and snacks, health and beauty aids, class rings and diploma frames. Course materials include rental texts, used and new books, and digital textbook options. The Mount Carmel Campus store hours during the academic year are Monday through Thursday, 9 a.m. to 7 p.m.; Friday, 9 a.m. to 5 p.m.; and Saturday, 11 a.m. to 4 p.m. The bookstore is closed on Sundays. The North Haven Campus store hours during the academic year are Monday through Thursday, 8:30 a.m. to 5 p.m. and Friday from 8:30 a.m. to 2 p.m. Extended hours are posted for

many events. The stores can be reached via phone (203-582-8640), fax (203-281-6305) or on the website (<https://www.quinnipiacshop.com>), which contains course text listings and a merchandise catalog.

### Commuter Lockers

Commuter lockers are conveniently located on the second floor of the Carl Hansen Student Center, and are available at the beginning of the academic year on a first-come, first-served basis. Commuter students who would like more information on reserving a locker should contact the Office of Campus Life at 203-582-8673 or via email at [campuslife@qu.edu](mailto:campuslife@qu.edu).

### North Haven Lockers

Lockers are available to all students who are enrolled in classes at the North Haven Campus. There are limited lockers and students are encouraged to sign-up early to have one. Students should receive an email from Graduate Student Affairs regarding locker sign-up during summer. Students can contact Graduate Student Affairs at 203-582-GRAD, visit us in MNH-276, or email [gradaffairs@qu.edu](mailto:gradaffairs@qu.edu).

### Food Service

Refer to the Campus Dining website at [qu.edu/life/student/dining](http://qu.edu/life/student/dining) for meal plan information, locations, hours of operation, etc.

### Post Office

Post offices, located on the first floor of the Carl Hansen Student Center and the main floor of the Rocky Top Student Center, house mailboxes for all resident students. Mailboxes should be checked regularly for messages and letters. All mail must be addressed appropriately.

Example:

Jane Doe  
Box 0000  
Quinnipiac University  
275 Mount Carmel Avenue  
Hamden, CT 06518-1908

Both post offices are open Monday to Thursday from 11 a.m. to 4:30 p.m., and Friday from 11 a.m. to 4 p.m.

### Graduate Student Council Office

The Graduate Student Council maintains office on the second floor of the Center for Medicine, Nursing and Health Sciences in MNH-240A. The GSC office is open to provide assistance to students and student organizations. Email [GradStudentCouncil@qu.edu](mailto:GradStudentCouncil@qu.edu) to contact the Graduate Student Council.

### Alumni Association

The Quinnipiac University Alumni Association is composed of graduates of Quinnipiac University, the Frank H. Netter MD School of Medicine and Quinnipiac University School of Law in addition to the university and law school's predecessors: the Connecticut College of Commerce, the Junior College of Commerce, Larson College, Wethersfield School of Law and the University of Bridgeport School of Law. These alumni are an important factor in the continued growth and development of Quinnipiac. The association aims to create rewarding relationships among alumni and the Quinnipiac community. It seeks to stimulate the development, advancement and prestige of Quinnipiac, and it offers a means of communication between Quinnipiac and its alumni.

The alumni association has three strategic areas of interest, which are pursued for the benefit of all alumni and current students: career

development, alumni engagement and philanthropy. The alumni association is organized on a regional basis with chapters in areas where significant numbers of alumni live. Each regional chapter is led by a president and a core committee.

Alumni are entitled to a range of exclusive benefits and resources, which include:

- a subscription to Quinnipiac Magazine, a publication for alumni, parents and friends of the university
- access to Bobcat Connect, the Online Alumni Directory, which allows alumni to search for friends
- invitations to alumni events including Reunion, Homecoming and regional activities including alumni gatherings, career networking events and athletic contests
- special discounts for the Quinnipiac bookstore and for Quinnipiac athletics tickets

Leadership of the association is invested in an elected board of governors. The president of the alumni association serves on the board of trustees of Quinnipiac. Various committee chairmanships are authorized and filled by appointment of the president.

The Alumni Association Endowed Scholarship offers financial assistance to “legacy” students (e.g., those whose grandparents, parents, siblings or other close relations have graduated from Quinnipiac). Scholarship recipients are screened by a selection committee of the board of governors.

## Campus Facilities

### Mount Carmel Campus

#### Clarice L. Buckman Center

This building contains the Clarice L. Buckman Theater, specialized classrooms and laboratories for biology and chemistry, and faculty offices.

#### Echlin Center

The Echlin Center is home to undergraduate admissions, financial aid, faculty offices, classrooms, the Kresge lecture hall and the Perloth Boardroom. A satellite office for graduate admissions can also be found in this building.

#### Faculty Office Building (FOB)

The Faculty Office Building houses faculty from the Schools of Business, Communications and Health Sciences. Additionally the FOB houses Campus Copy and administrative staff from the G.A.M.E. Forum. More faculty offices are on the lower level of this building.

#### Arnold Bernhard Library

This building houses the clock tower, the offices of administrative services, the bursar, the registrar’s office, the Office of the Provost, Learning Commons, Technology Center, the Arnold Bernhard Library and the executive suite.

#### Dean Robert W. Evans College of Arts and Sciences Center

The Dean Robert W. Evans College of Arts and Sciences Center comprises three buildings. The buildings house various classrooms and offices.

#### Lender School of Business Center

The Lender School of Business Center’s state-of-the-art learning facilities include three case rooms, the Terry W. Goodwin ’67 Financial Technology Center, the Mancheski Executive Seminar Room, team study rooms, a

student resource room and standard classrooms. This building also houses offices for the dean and faculty of the School of Business.

#### Ed McMahon Mass Communications Center

The Lender School of Business Center also contains the Ed McMahon Mass Communications Center. The center features a spacious professional, all-digital high-definition television studio, two radio studios, a journalism technology center, a multimedia production facility, editing suites and labs, and a mini-theater. The center is equipped with state-of-the-art technology and is staffed with highly skilled media professionals to instruct and assist students.

#### Tator Hall

Tator Hall is the primary classroom building on the Mount Carmel Campus. It also is the home of several laboratories and various faculty offices.

#### Pasquale “Pat” Abbate ’58 Alumni House and Gardens

The original portion of this colonial residence was built in 1790. Expanded in 1986, the building now houses the Office of Development and Alumni Affairs, which provides services in the areas of alumni affairs, development and parent relations. The house and adjoining gardens, often the site of university receptions, are dedicated to the memory of the much-beloved former board chairman and Quinnipiac alumnus.

#### Bobcat Den

Located on Bobcat Way, the Bobcat Den is a place where students, faculty, staff and their guests gather to relax and socialize. Food is also available.

#### Center for Communications and Engineering

The Center for Communications and Engineering is a spacious facility shared by the engineering program and the School of Communications. The center houses a range of cutting-edge facilities for engineering students including: a machine shop and labs for thermodynamics and heat, environmental and hydraulics, geotechnical and advanced automation and production. Communications students take advantage of the center’s specialized multimedia lab and collaboration spaces. The building also houses the Office of Cultural and Global Engagement, the Center for Psychological Science, faculty and administrative offices, team study rooms and individual study carrels, and a large event space with tiered seating.

#### Carl Hansen Student Center

The Carl Hansen Student Center, located on the Mount Carmel Campus, is a multipurpose facility that provides opportunities for all members of the Quinnipiac community to come together in a relaxed atmosphere to enjoy a variety of academic and co-curricular programs, access to university departments and services such as dining, university post office and banking.

The Carl Hansen Student Center houses the following offices:

- Office of Campus Life
- Office of Community Service
- Chartwell’s Catering
- The university bookstore
- Student Government Association
- Office of Religious Life

In addition to the professional offices, the Carl Hansen Student Center houses the Mount Carmel Dining Hall, student employment, post office, mailboxes, commuter lockers, the campus information center and lost

and found, student media suite, Greek suite, student organization suite with student organization lockers, meeting spaces and a multipurpose space—the piazza.

### **Ireland's Great Hunger Institute**

Ireland's Great Hunger Institute is a scholarly resource for the study of the Great Hunger, also known as An Gorta Mór—the Famine that devastated Ireland from 1845-52. Through a strategic program of lectures, conferences, course offerings and publications, the institute fosters a deeper understanding of this tragedy and its causes and consequences. For more information about the institute, please contact the director at 203-582-4564.

### **Campus Reservations (Events and Scheduling)**

Events and Scheduling is located in the Facilities Administration Building on the Mount Carmel Campus and is responsible for managing the room reservation system along with the university events calendar. All requests for university space on the Mount Carmel, North Haven or York Hill campuses must be submitted via the room reservation system available in the Quick Links menu of MyQ.

### **Center for Psychological Science**

The Department of Psychology's Center for Psychological Science serves as the hub for psychology faculty and student research and learning. Located in the lower level of the Center for Communications and Engineering, the Center for Psychological Science allows for teaching, learning, classwork, research and advising all in one spot. The center is easily accessible for off-campus study participants. It offers dedicated parking spots and a private entrance. For questions about the center, please contact the chairperson of the Department of Psychology, Carrie Bulger, at [carrie.bulger@qu.edu](mailto:carrie.bulger@qu.edu) or 203-582-3340.

## **York Hill Campus**

### **People's United Center**

The People's United Center is a state-of-the-art, 185,000-square-foot facility featuring separate arenas for varsity men's and women's basketball and ice hockey. The two arenas are joined by a common lobby and ticket office, the premier University Club, administrative and team offices, locker rooms with student-athlete lounges, conference and meeting rooms, athletic training rooms and a strength and conditioning center. The building was opened in 2007.

### **Rocky Top Student Center**

The Rocky Top Student Center, located on the York Hill Campus, is a multipurpose facility that provides opportunities for all members of the Quinnipiac community to come together in a relaxed atmosphere, to enjoy a variety of academic and co-curricular programs, access to university departments and services such as dining, university post office and a fitness center equipped with an aerobic space and SPIN room.

The Rocky Top Student Center houses satellite administrative offices for the following departments:

- Residential Life
- Student Affairs
- Student Government Association
- Residence Hall Council
- Athletics, recreation and intramurals
- Public Safety
- Health Services

In addition to the professional offices, the Rocky Top Student Center offers the following services:

- dining facilities
- fitness center
- meeting space and team study rooms that can be reserved through the MyQ reservation system
- a satellite Tech Help Desk
- a post office and mailboxes for all York Hill residents

## **North Haven Campus**

### **Center for Medicine, Nursing and Health Sciences**

The Center for Medicine, Nursing and Health Sciences, opened Fall 2013, is home to the School of Health Sciences, School of Nursing and the Frank H. Netter MD School of Medicine.

### **School of Education**

The School of Education occupies 5,600 square feet in a suite of rooms overlooking the beautiful pond and fountain on the North Haven Campus. The space is designed specifically for teachers in training. Two specially equipped classrooms feature touch-screen SMART boards as well as cabinet and storage space for curriculum materials. Classes take place in these two rooms and in other classrooms on the North Haven Campus.

### **School of Health Sciences**

The School of Health Sciences is a 180,000-square-foot teaching facility that includes 12 classrooms; 16 seminar rooms and team-study rooms; 24 teaching labs; a model apartment to teach students how to provide care in residential settings; a SimMan® suite of life-size patient simulators; and a pediatric and neonatal lab. The building also houses a cafe, bookstore and health sciences library.

### **School of Law Center**

The School of Law relocated to its new state-of-the-art building on the North Haven Campus in Fall 2014. This facility incorporates both standard and seminar-style classrooms plus a high-tech, collaborative classroom with full digital multimedia capabilities, a 150-seat courtroom with judge's chambers and a jury room, as well as an abundance of team study rooms and greatly expanded space for QU Law's extensive legal clinics. There is also a Dispute Resolution Suite for our highly successful competition teams—Mock Trial, Moot Court and Society for Dispute Resolution. Other features include numerous meeting rooms for student organizations and our three journals, and a student lounge area opening onto an outdoor third-floor patio terrace.

### **Frank H. Netter MD School of Medicine**

The Frank H. Netter MD School of Medicine has been designed to be a model for educating diverse, patient-centered physicians who are partners and leaders in an interprofessional primary care workforce responsive to health care needs in the communities they serve. The medical school is housed in a state-of-the-art facility that features operating and examination rooms, classrooms, student and faculty offices and a morgue. The first medical school class began its studies in Fall 2013.

### **School of Nursing**

The School of Nursing occupies one floor of a 180,000-square-foot teaching facility that includes 12 classrooms; 16 seminar rooms and team-study rooms; 24 teaching labs; a model apartment to teach students how to provide care in residential settings; a SimMan® suite of life-size patient simulators; and a pediatric and neonatal lab.

Sharing facilities with other health sciences students encourages interprofessional collaboration and learning.

## Off-Campus Facilities

### Ireland's Great Hunger Museum

Ireland's Great Hunger Museum, Músaem An Ghorta Mhóir, is located at 3011 Whitney Avenue in Hamden. The museum serves as home to Quinnipiac's collection of visual art, artifacts and printed materials relating to the starvation and forced emigration that occurred throughout Ireland from 1845 to 1852.

### Quinnipiac University Theatre Arts Center

This state-of-the-art facility, located at 515 Sherman Avenue in Hamden, houses the university's main stage theater, where the university's annual theater productions are held. The Theatre Arts Center also houses faculty offices, rehearsal rooms, a design studio, a fully equipped scenic shop, dressing rooms and more. All university theater productions and student-run theater productions are housed in this building along with music concerts, dance shows, and other performances. In the summer, the building hosts professional theater companies from around the world.

### Quinnipiac University Online

This facility, located at 3035 Whitney Avenue in Hamden, houses the offices for the university's online academic programs.

### Quinnipiac University Polling Institute

The home of the nationally recognized Polling Institute is located at 60 West Woods Road, just across Whitney Avenue from the entrance to the Mount Carmel Campus.

The Quinnipiac University Poll regularly surveys residents in Colorado, Connecticut, Florida, Iowa, New Jersey, New York, Ohio, Pennsylvania, Virginia and nationally about political campaigns and issues of common concern. The Poll covers a wide range of topics, including national elections, and is a frequently cited resource for the media.

### WQUN

WQUN AM 1220—Quinnipiac's commercial radio station—is located at 3085 Whitney Avenue in Hamden. WQUN features award-winning local news and community coverage, an experienced staff of professional broadcasters, CBS News and features, great music and pop hits and internship opportunities for students.

## Graduate Student Organizations

### Graduate Student Organizations Overview

The Office of Graduate Student Affairs advises and supports graduate student organizations exclusively. A student organization is a group of graduate students who are committed to enriching the learning environment through extracurricular engagement. Student organizations are open to all enrolled Quinnipiac graduate students. All student organizations and respective members are required to adhere to the university policies outlined in this handbook and must be approved by the Office of Graduate Student Affairs.

Graduate student organizations are approved and recognized through the Office of Graduate Student Affairs.

### Graduate Student Organizations

**Biomedical Sciences Student Organization** (previously Medical Laboratory Sciences Student Organization)

The Biomedical Sciences Student Organization aims to foster a friendly and engaging community in an inclusive environment that encourages

student-faculty collaboration to better position students for success in various medical professions. A main goal is to provide career support to students aspiring to attend professional schools as well as employment in the Biotech and Pharmaceutical Industries.

### Bobcat Project Management Club

The Bobcat Project Management Club is to educate students on the practices of project management and prepare them for working in the field. Members will be actively engaged in project management exercises, attend events, and network with professionals in the field. The organization will engage in projects on campus through collaboration of campus partners. Students will gain practical experience in project management.

### EQUIP (Quinnipiac University Interprofessional Practice) Rehabilitation Clinic

The EQUIP Rehabilitation is a student-run, pro bono clinic that operates on Tuesday evenings at Quinnipiac's North Haven Campus. Our clinic offers inter-professional skilled rehabilitation to individuals in the Greater New Haven area who currently do not have access to physical and/or occupational therapy services due to lack of insurance coverage or for those clients who have exhausted their insurance benefits for a specified condition. Services are also available to those who are covered by the Connecticut Husky Plan. Quinnipiac students provide services to clients in teams led by graduate physical and occupational therapy students under the direct supervision of licensed faculty members. In addition to direct skilled rehabilitation services, we at EQUIP are committed to providing community education through a variety of outreach projects.

### Graduate Physical Therapy Club

The Graduate Physical Therapy Club strives to increase the community's awareness of physical therapy as a profession as well as encourage students in the graduate PT program to further their knowledge of, and develop personal responsibility for the growth of, the profession. The club serves as a liaison between the graduate PT students, university faculty, and other graduate student organizations on campus. This helps to address student concerns and promote unity and involvement throughout Quinnipiac University's graduate-level programs. The Graduate PT Club sponsors several events and initiatives throughout the course of the year including (but not limited to) speakers/presenters, community service opportunities, and a PT mentorship program. The Graduate PT Club also has a Special Interest Group (SIG) that focuses on spinal cord injuries and issues. The SIG hosts an annual Walk and Roll event with all proceeds benefitting the Connecticut chapter of the National Spinal Cord Injury Association. This organization is open to graduate students in the PT program at Quinnipiac.

### Graduate Student Council

The Graduate Student Council consists of students who serve as the governing body for graduate students at Quinnipiac. The organization acts as the medium for graduate student concerns and serves as the official voice of the graduate student population. The Graduate Student Council organizes, sponsors and promotes activities and events that further the interests of graduate students. Graduate students who are interested in getting involved or have a concern about graduate life should email [graduatestudentcouncil@qu.edu](mailto:graduatestudentcouncil@qu.edu) or call 203-582-GRAD. Council meetings are held on Sundays at 5 p.m. on the North Haven Campus.



Meetings are held at the North Haven Campus in MNH-165. The meetings are from 5 p.m. until 6 p.m and are open to all graduate students. The dates of the meetings are:

- September 9, 2018
- September 23, 2018
- October 7, 2018
- October 21, 2018
- November 4, 2018
- December 7, 2018
- January 27, 2019
- February 10, 2019
- February 24, 2019
- March 24, 2019
- April 7, 2019
- April 21, 2019

#### **Graduate Social Work Association**

The Graduate Social Work Association is to provide support and be a voice for all graduate social work students. In addition, this group creates opportunities to discuss field education. Membership is open to all students currently enrolled in the Quinnipiac Master of Social Work program. This group helps to support Fresh Check which takes place at the Mount Carmel Campus during the fall semester.

#### **Graduate Student Nurses Association**

The Graduate Student Nurses Association is to support the development of a professional, scholastic and social community in the Graduate School of Nursing through interaction and inter-relationships between all nursing students, faculty, alumni and the greater nursing community, as well as between all other graduate students. This organization is to provide an avenue for student input into programs and policies through such activities as representation on committees, as well as allow for sponsored activities, which will promote professional growth and provide for an atmosphere for ideas.

#### **Quinnipiac Alzheimer's and Dementia Coalition**

The Quinnipiac Alzheimer's and Dementia Coalition is to bring awareness to the impact that Alzheimer's disease has on an individual and their loved ones. Our main goal is to increase awareness through educating students, families, and community members, as well as doing our part to fundraise money for a cure. This group participates in the Walk to End Alzheimer's and partners with the Alzheimer's Association to raise awareness of this disease.

#### **Quinnipiac Physician Assistant Student Society**

The Quinnipiac Physician Assistant Student Society was established in 1994 by the first class of PA students at Quinnipiac. The purpose of this organization is to promote the physician assistant as a member of the health care delivery team and to participate in community service activities. Membership is open to all students in the QU PA program and dues are determined on a yearly basis by the officers and members in the society. A PA program faculty member serves as the adviser and provides insight and direction in all student society activities. Each year the QU PA Student Society participates in numerous community-based service projects as well as the national Host City Prevention Campaign (HCPC), co-sponsored by the Student Academy, AAPA, PAF and PAEA. Students have made significant contributions to charitable

organizations as well as provided help to those less fortunate. The Quinnipiac University Physician Assistant Student Society has been recognized by the American Academy of Physician Assistants for its significant charitable contributions.

#### **Quinnipiac University MBAs (QUMBA)**

The Quinnipiac University MBAs organization provides opportunities for professional discussions on topical issues and concerns, preparation for the workforce, and networking to enhance experiences for all MBA students. QUMBA's mission is to empower students toward leadership positions in the corporate world by providing support, education, professional development and networking opportunities. QUMBA is a great opportunity for graduate students, faculty members and alumnae to interact with one another to gain invaluable skills and knowledge as well as contacts for support.

#### **Saudi Cultural Club at Quinnipiac University**

The Saudi Cultural Club at Quinnipiac University is to promote Saudi culture. This club educates others on the stereotypes and public image of Saudi Arabia. The club organizes and celebrates special occasions which includes the two Islamic holidays and the national day in consultation with the Muslim Student Association (MSA) and the Muslim Chaplain. Students who wish to be involved with this group or have questions can contact them at [graduatesaudiculturalclub@qu.edu](mailto:graduatesaudiculturalclub@qu.edu).

#### **Society of Professional Journalists (SPJ)**

The Society of Professional Journalists is dedicated to the perpetuation of a free press as the cornerstone of our nation and our liberty. It encourages high standards and ethical behavior in the practice of journalism, fosters excellence, encourages diversity among journalists and inspires successive generations of talented individuals to become dedicated journalists. The chapter schedules workshops and lectures through the year. Information on joining the university chapter is posted at the start of the fall and spring semesters as well as through announcements on the Blackboard site for graduate journalism students.

#### **Eligibility Requirements for Involvement**

##### **General Membership**

Graduate students who are in good standing with Quinnipiac are eligible for membership in student organizations. Good standing with Quinnipiac, as it pertains to student involvement, is understood to mean that students must:

- possess the minimum 3.0 GPA (some organization requirements may be higher, particularly for leadership positions)
- have good conduct standing
- have met all obligations, financial and otherwise, to Quinnipiac
- adhere to all campus, local and federal regulations

##### **Student Organization Requirements**

- The organization must be unique from all other graduate student organizations.
- The purpose or actions of the organization cannot contradict university, state and/or federal policies and laws.
- A minimum of five graduate and/or undergraduate student members are required at all times to remain identified as a student organization by the Office of Graduate Student Affairs.
- Membership of a student organization cannot be limited on the basis of race, gender, religion, nationality, sexual orientation, age or physical limitation.

- Members will remain in good standing per the Eligibility Requirements for Involvement.
- The organization must have one faculty/staff member serving as the organization's adviser.
- The organization must meet with the dean for graduate student affairs or her designee each semester to review membership and budgetary needs.
- The organization must provide meaningful opportunities to enhance and develop leadership skills in members.

### **Student Organization Privileges**

- The organization may use the name of Quinnipiac University in connection with its own name.
- The organization may solicit membership on campus under the organization's name.
- The organization may use Quinnipiac facilities for its programs and meetings in accordance with university policies.
- The organization will be included in the official listing of all graduate student groups.
- The organization may collaborate with other student organizations or university departments when sponsoring trainings and events.
- The organization may request assistance from the Office of Graduate Student Affairs.

### **Procedure for Establishing a New Student Organization**

For a graduate student group to become a recognized organization, the Office of Graduate Student Affairs must formally approve it.

The following parameters must be met to gain approval:

- The proposed organization must be unique from current recognized student groups.
- A minimum of five graduate or undergraduate students are required to start the organization.
- Members must secure a faculty/staff member to serve as the organization's adviser.
- The purpose or actions of the club cannot contradict university, state and/or federal policies and laws.
- Organizations will not be recognized if there is a predetermined amount of liability and risk associated with club activities.
- Membership of the proposed club cannot be limited on the basis of race, gender, religion, nationality, sexual orientation, age, or physical limitation.
- Founding members should be in good standing per the Eligibility Requirements for Involvement.
- Quinnipiac University will not recognize any clubs that involve gambling or club sports.
- The proposed organization must provide meaningful opportunities to enhance and develop leadership skills in members.

If the aforementioned parameters are met, the organization seeking recognition must provide the dean for Graduate Student Affairs or designee the following items:

- a constitution/by-laws for the organization
- a list of leadership for the organization
- a list of at minimum five graduate and undergraduate students interested in being members of the organization
- a proposed budget for the academic year for the organization

Once all the items are received from the graduate student organization, the dean for Graduate Student Affairs or designee will review the documents and decide whether the organization is able to become recognized. If a student organization becomes recognized, but then becomes inactive for a period of one year, the group will have to submit all aforementioned documents to the dean for Graduate Student Affairs or designee again to be recognized and re-activated.

## **Student Organization Policies**

### **Membership**

Student organizations are open to all enrolled Quinnipiac graduate students.

- Members of a student organization must meet the Eligibility Requirements for Involvement.
- Membership of a student organization cannot be limited on the basis of race, gender, religion, nationality, sexual orientation, gender identity, age and physical limitation.
- Undergraduate students cannot hold an officer position in graduate student organizations.

### **Alcohol and Drugs**

The Office of Graduate Student Affairs, prior to the event, must approve any event with alcohol sponsored by a graduate student organization.

- The possession, sale, use or consumption of alcoholic beverages, while on Quinnipiac University premises or during a student organization event, in any situation sponsored or endorsed by the student organization, or at any event on or off campus an observer would associate with the student organization, must be in compliance with any and all applicable state and local laws, Quinnipiac University and other organizational policies, and must comply with inter/national organization's third-party vendor guidelines.
- No alcoholic beverages may be purchased through or with student organization funds; nor may the purchase of alcoholic beverages for members or guests be undertaken or coordinated by any member in the name of or on behalf of the student organization, either formally or informally. The purchase or use of a bulk quantity or common source(s) of alcoholic beverages, for example, kegs or cases and/or common excessive quantities of alcohol, is prohibited.
- Open parties or gatherings, meaning those with unrestricted access by non-members of the student organization, without specific invitation, where alcohol is present, are prohibited.
- No members, collectively or individually, shall acquire, serve to, or sell alcoholic beverages to any individuals under the age of 21.
- The possession, sale or use of any illegal drugs or controlled substances while on Quinnipiac University premises or during an event on or off campus that an observer would associate with the student organization is strictly prohibited.
- An event at which alcohol is present may be conducted or cosponsored with a charitable organization if the event is held within the provisions of this policy.
- No member shall permit, tolerate, encourage or participate in games that promote consumption of alcohol at student organization events or at any event that an observer would associate with the student organization.
- For all events involving alcohol, including but not limited to socials, mixers, semiformal and/or formal, the following procedures must be adhered to:

- The event must comply with all student organization policies and procedures including those listed in this policy.
- The event must have prior written approval from a member of the Office of Graduate Student Affairs.
- Food and nonalcoholic/alternative beverages must be provided in appropriate quantities.
- Failure to meet aforementioned details will result in cancellation of the event.

- Do not run over the time allotted for the space. Another event may be in the space immediately afterwards.
- If an event has been rescheduled/cancelled, cancel the EMS reservation and notify the Office of Graduate Student Affairs.

### Event Management

- Graduate Student Affairs must be notified and approve of any events being hosted or co-sponsored by graduate student organizations. An event is defined as a gathering of more than five members of a student organization and/or other students/guests. The following are all deemed events: indoor/outdoor programs, fundraisers, raffles and/or off-campus programs.
- All events being held on campus must reserve a space for the event through the Event Management System (EMS).
- Logistical set-ups provided in on-campus spaces (i.e., tables, chairs, staging, electric) may not be altered in any way without permission from the Office of Facilities.
- All registrations and space reservations must be made 14 days in advance of the proposed event date.
- At least one organizational member must be present at all events.
- Public Safety retains the right to dispatch officers to an event in which may require Quinnipiac University Public Safety or local law enforcement. Public Safety will determine the number of officers necessary.
- The sponsoring organization, in conjunction with Public Safety, is responsible for controlling access and egress to the event. Public Safety may require a security layout. This layout should be completed in conjunction with Public Safety and a copy should be provided to Graduate Student Affairs.
- Events that solicit people other than Quinnipiac students must obtain proper police and fire protection, as well as any required permits from the Hamden or North Haven chief of police. The organization sponsoring the event must pay for any required permits as well as police and fire personnel to be present in numbers proportionate to the size of the anticipated audience. Organizations may consult with the Office of Graduate Student Affairs.
- Outdoor events need to abide by the following additional policies:
  - Events will end no later than 10 p.m., or at the discretion of the Office of Graduate Student Affairs, Department of Public Safety, or the Department of Facilities.
  - Professional staff including, but not limited to, Public Safety, Division of Student Affairs and Facilities, reserves the right to request that sound levels be lowered should noise complaints be received. In addition, professional staff has the right to cancel or prematurely end any outside program deemed to be a danger or threat to the university community. (See Policy Statement on Noise (p. 21).)
  - No event will be approved to take place during quiet hours or exam hours. (see Quiet Hour/Exam Policy (p. 18))
  - Organizations are expected to be courteous of the spaces they are utilizing.
  - Clean-up after event, including but not limited to throwing out all trash, wiping down white/chalk boards, counters and tables, arrange furniture in the way it was set up at the start of event, shut off all AV equipment, etc.

### Off-Campus Events

- Student organizations are required to submit waivers for all event attendees. The waiver can be found in the Office of Graduate Student Affairs. All waivers must be submitted 24 hours in advance of the event to the Office of Graduate Student Affairs.
- When traveling off-campus, students may utilize their personal vehicles.
- If an event is an overnight event or one at which alcohol is being served/consumed, then an adviser is required to be present. An adviser must be a faculty/staff member employed by the university or a national/international organization representative. Student organizations are responsible for covering the cost of transportation, lodging and dining for the adviser.

### Competing

- Student organizations are permitted to compete with the exception of recreational student organizations.
- Student organizations are not permitted to host or participate in events that involve gambling.
- Club sports will not be approved as student organizations.

### Finance

- Student organizations are permitted to acquire money through fundraising, the collection of dues, sponsorship, through a campus department/office or national/international organization, and/or the Office of Graduate Student Affairs.
- For a student organization to receive a budget, it must meet once semesterly with the dean of Graduate Student Affairs or her designee.
- Student organizations are not permitted to establish financial accounts with outside banking organizations.
- Student organizations are required to have a representative at Graduate Student Council meetings to receive funding from Graduate Student Affairs.

### Fundraising/Raffles

- Organizations wishing to solicit off-campus companies for material donations (e.g., prizes or materials for events) must have approval for these activities from the Office of Graduate Student Affairs.
- Organizations wishing to charge admission to an event must have approval for these activities from the Office of Graduate Student Affairs.
- Organizations who raise money through fundraising must use that money for that purpose only. Any remaining donations and/or funds will be held. The only exemptions can only be made by the Dean of Graduate Student Affairs or her designee.
- Organizations may not solicit companies for monetary donations or corporate sponsorship, and the exclusive right of a single sponsor to be the sole supporter of any student organization or organizational program is prohibited unless permission has been granted by the dean of graduate student affairs (or his/her designee) and the vice president for development and public affairs (or his/her designee).
- Organizations wishing to host raffles must have approval for these activities from the Office of Graduate Student Affairs.

- Raffles must meet the requirements as stipulated in Connecticut state law. Connecticut state law prohibits giving alcoholic beverages as prizes for contests, drawings or raffles, and 50/50 raffles.
- Tobacco products may not be used as prizes.
- Items (ex. T-shirts, food products, etc.) and/or approved raffle tickets may be sold at approved organizational events only.

### **Marketing/Advertising/Privacy Rights**

- Student organizations wishing to promote their group or an event must gain approval from the Office of Graduate Student Affairs.
- Fliers, posters and/or banners can be submitted for approval in the Office of Graduate Student Affairs (North Haven Campus, MNH-276), Student Organization Suite (Mount Carmel Campus, SC-216) or at the Rocky Top Information Desk. A manager or staff assistant will post the materials on/in the designated bulletin boards/locations. The Office of Residential Life must approve fliers, posters and/or banners to be posted in the residential living area.
- Banners may be hung in the Carl Hansen Student Center, 2nd floor railings of the East Dining wing, overlooking the café, in the Rocky Top Student Center, 3rd floor, overlooking the information booth and main entrance, or on the North Haven Campus in the Center for Medicine Nursing and Health Science 2nd floor overlooking the stairs to the cafeteria. Banners will not be posted in any other areas.
- Fliers, posters and/or banners must state the name of the sponsoring organization.
- Approved fliers, posters and/or banners will be displayed for two weeks.
- No more than four fliers or posters may be posted at one time in the Carl Hansen Student Center, and two in the Rocky Top Student Center. Only one banner can be hung in each of the student centers.
- The maximum size for a flyer or poster is 18 by 24 inches. The maximum size for a banner is 6 feet by 4 feet.
- All other marketing materials wishing to be distributed must gain approval from the Office of Campus Life or the Office of Graduate Student Affairs.
- The Office of Campus Life, Office of Graduate Student Affairs, Office of Fraternity & Sorority Life and/or a student organization reserves the right to deny marketing materials/advertising including but not limited to those that:
  - promote the use of alcoholic beverages and/or tobacco products
  - advertise off-campus housing unless approved by Residential Life or Graduate Student Affairs
  - promote medical studies or medicines of any kind unless approved by Quinnipiac University
  - promote non-Quinnipiac degree and/or certificate programs of study
  - violate any local, state or federal laws, or university policies
- The Office of Campus Life and the Office of Graduate Student Affairs may choose to refuse advertising that can be considered libelous, defamatory, obscene, in poor taste, is demonstrably false, or otherwise conflicts with the values of the Quinnipiac University community.
- Consistent with the university's obligation to protect students' privacy rights, student organizations shall not publish or broadcast any stories involving student disciplinary matters, either academic or non-academic, until the matter is fully adjudicated by the university or information is released by the university or information is made publicly available by town/state police.

### **Communication**

- Student organization members are required to respond to requests and/or correspondence from university officials within 48 hours.
- Student organizations are encouraged to visit the Office of Graduate Student Affairs in the Center for Medicine, Nursing and Health Science on the North Haven Campus, suite, MNH-276, or call 203-582-GRAD (4723).

## **Residential Life**

Quinnipiac recognizes that learning occurs both in and outside of the classroom. The Office of Residential Life provides rich opportunities that promote student learning and enhance personal development. Students have the unique opportunity to live with students from a variety of diverse backgrounds.

The Office of Residential Life has two convenient locations for students. The Mount Carmel office is located in the Student Affairs Center on Bobcat Way. The telephone number is 203-582-8666. The York Hill office is located on the fourth floor of the Rocky Top Student Center. The telephone number is 203-582-3615. Both offices are open Monday through Friday from 8:30 a.m. to 5 p.m.

Quinnipiac housing is guaranteed for three years for incoming freshmen. More than 4,900 students live in university housing, which includes traditional residence halls, suites, apartments and off-campus houses.

Graduate housing is available on a limited basis. Students have single bedrooms in our university-owned houses and apartments.

## **Residence Hall Staff and Organizations**

### **Resident Assistants and Community Assistants**

Resident assistants and community assistants serve as paraprofessional staff members in the Office of Residential Life. These 109 student leaders develop a sense of community among residents and assist students with their personal, interpersonal and academic development. Resident assistants work with first-year and sophomore students while community assistants work with juniors, seniors and graduate students.

### **Residence Hall Directors**

A residence hall director is a full-time, live-in professional who serves as the supervisor and administrator of a residence hall community. Residence hall directors serve as part of a team that works with specific residence hall populations. Responsibilities include the development and training of paraprofessional staff members, coordinating programming to respond to the needs of the student population, crisis management and serving as student conduct officer.

### **Residence Hall Council**

The Residence Hall Council is a body of students composed of elected members from each hall. Its purpose is to develop collective programming experiences and address student concerns in the residence halls.

### **Area Councils**

Area Councils are located in each of the residential living areas. The purpose is to provide leadership opportunities for resident students and social activities within the residence areas.

### **National Residence Hall Honorary**

The National Honorary represent the top 1 percent of the student leaders on campus and are those who have contributed extraordinary amounts



of personal time and energy to make the residence halls more than a "dorm."

### Rho Alpha Sigma

Rho Alpha Sigma, part of a national organization, exists to recognize the outstanding efforts of resident assistants and community assistants, and to provide service back to the Quinnipiac community. Membership in this organization at Quinnipiac is limited to the top 10 percent of the paraprofessional staff.

## General Information

### Making Yourself at Home

Your residence hall is your home during your stay on campus. Quinnipiac supplies your room with a bed, dresser/wardrobe, desk and chair. To make yourself comfortable, you should bring extra-long twin sheets, pillow, curtains, towels, blankets, lamp, light bulbs and, if desired, rugs and extra furnishings. All university-supplied furniture must remain in the living unit. All common building furniture, including lounge, suite and apartment furniture must remain in the respective common areas.

Most residence areas are equipped with a variety of vending machines (water, juice, soda, candy). Washers and dryers are provided in each residence area. Apartment-style housing units are equipped with kitchenettes. Study lounges are located in Irma, Dana, the Complex, the Commons, the Ledges, the Crescent, Westview and Eastview.

### Statement of Responsibility

Each student is required to agree to the Quinnipiac University Statement of Responsibility at the time they move into the residence hall. This document explains the expectations and responsibilities of the condition of their living unit.

Residence hall rooms are inspected for damage prior to opening at the beginning of the fall semester. If a student finds damage in his/her room at opening, the student should contact the residence hall staff by the end of the second week of classes. It is the responsibility of the student to report damage in the beginning of the year as well as damage that occurs throughout the year.

### Work Request Systems

Quinnipiac students have access to both an online Facilities Work Request System and a Computer Help Desk Work Request System through the MyQ portal. If you experience a problem with your computer, room phone, cable or Internet connection, you should submit a work request through the Computer Help Desk web page and a professional from that department will address your concerns. If you are having a problem with something in your room (i.e., the light bulb has burnt out), you can submit a work request through the Facilities web page. Work requests are handled as quickly as possible, usually within 24–48 hours. Students living in university-owned houses will find the off-campus work request form in the Residential Life section of the MyQ portal. Work requests for laundry rooms are submitted directly to the laundry vendor except in certain off-campus properties.

### QCard and Key Procedures

Students use their QCard to gain access to their hall and room. Students' QCards are activated at the start of the academic year and remain active when the residence halls are officially open. Students should be aware that their cards will not be active to access their hall or room during vacation/break periods (except in the senior housing area). If you lose your QCard, you must go to the QCard Office, located at Administrative Services in the library, during business hours to obtain a new QCard. Students will be charged the current fee for replacing lost, stolen or

damaged cards or keys. Students must carry their QCard with them at all times.

### Lockouts

In the event you find yourself locked out of your building or room, contact the Office of Residential Life. After hours, you should contact the RA in central duty on your appropriate campus:

Mount Carmel Campus: 203-582-8622

York Hill Campus: 203-582-8291

Each resident student will be permitted two lockouts per academic year. Subsequent lockouts may result in a \$25 fine.

### Security

For the protection and safety of the Quinnipiac community, closed-circuit security cameras monitor public areas and surrounding grounds of various residence halls. Security and safety concerns should be directed to Residential Life staff and Public Safety as appropriate.

### Room Change Procedure

At the beginning of each semester, there is a two-week freeze on room changes. Prior to any room changes, students need to meet with their resident assistant and residence hall director. A member of the Residential Life staff will assist with the next appropriate steps. Students will be encouraged to talk to roommates first regarding minor conflicts. The university reserves the right to fill any vacancies that occur in student rooms. Students changing rooms should go to the Office of Residential Life to have their QCard access changed.

### Medical Accommodations

Students who request housing accommodations must complete a housing accommodations form that is available in the Office of Residential Life or online on MyHousing. Individual student requests will be reviewed on a case-by-case basis by the housing accommodations committee, which consists of representatives from Student Health Services, Learning Commons and Residential Life staff. New students needing accommodations must complete paperwork by June 15; returning students need to submit paperwork by March 1.

### Residence Area Closing

The residence areas shut down over vacation and recess periods. With the exception of those who are approved to remain on campus, students must vacate the residential areas. All unauthorized students who do not vacate the residential areas by the designated time are subject to immediate removal, possible fine and disciplinary action.

### Non-Quinnipiac Housing

The Office of Residential Life maintains a list of local properties available for rental, which is available through the MyQ portal. These facilities are not owned by Quinnipiac University and Quinnipiac is not responsible for them.

## Financial Matters

### Housing Policy/Deposits

Quinnipiac guarantees housing for the first three years of a student's college experience. Seniors and graduate students are housed on a space-available basis. Housing is guaranteed to two groups of students: incoming students who choose to live on campus at the time of their admission to the university and returning students who pay their housing deposit by the designated deadline. Each year students who wish to live in the residence halls for the following year must pay a non-refundable housing deposit by the established deadline. Failure to do so may

result in loss of housing privileges. In addition, each student must pay a security deposit when they move onto campus.

### Withdrawal and Refund Policy

Students wishing to withdraw from campus housing for the spring semester must complete a residence hall withdrawal form. At the end of the academic year, all students who are not returning to campus housing must complete this form to have their security deposit refunded. Students who withdraw from the residence halls forfeit their right to housing, and may be placed on a waiting list if they wish to return to the residence halls. For further information, refer to the Financial Information and Refund Policy effective each fall semester.

### Eligibility to Reside on Campus

To be eligible for university housing, individuals must be full-time matriculating students, at least 17 years old, who are in good academic, student conduct and financial standing with the university and have paid their housing deposit according to established policies.

### Roommate Bill of Rights

All residents are entitled to the following rights, regardless of agreements in the contract:

1. The right to read and study without interference, unreasonable noises and other distractions
2. The right to sleep without undue disturbance
3. The right to have privacy in one's own room
4. The right to live in a clean environment
5. The right to be free from intimidation, physical and emotional harm
6. The right to expect respect for one's belongings
7. The privilege to host guests, but with the understanding that the guests will honor other residents' rights

### Residential Life Policies

- **Roommates' Rights**—For the purposes of this handbook, a roommate is defined as an individual who resides within the same room, suite, apartment or house. Disruption or interference with a roommate's right to study, sleep, live in a clean, secure environment and/or have full access to one's own room is prohibited. Each member living in a particular housing unit is responsible for ensuring that Quinnipiac University policies are followed by all of the residents and their guests and/or visitors.
- **Personal Belongings**—The university is not responsible for students' personal belongings. Personal items must be removed when a student moves out of university housing for any reason, including leaves of absence, withdrawal from university housing, withdrawal from the university or at the conclusion of the housing contract term. Items left behind will be discarded immediately.
- **Playing Sports**—The use of any sporting equipment in the hallways, common areas, individual rooms or courtyards is prohibited.
- **Pets, Service and Support Animals**—Pets, other than fish contained in a tank no larger than 10 gallons, are prohibited in the residential areas. Students requiring service or emotional support animals must complete the medical accommodation form when applying for housing and submit necessary information to the Office of Student Accessibility.
- **Health and Safety**—Resident students assume responsibility for the use and general care of their living space and its furnishings. Members of the Residential Life staff and Facilities staff inspect all rooms on a regular basis, including during each vacation period, for

health, safety, damage, fire code and security reasons. Violations may result in a monetary fine and/or disciplinary action. **Any prohibited items that are found will be confiscated and not returned.**

During the routine inspection, items including but not limited to the following are evaluated:

- pictures, posters and other decorations improperly hung on the walls (only poster putty should be used)
- damage caused by nails, tacks, pins, screws, masking tape and/ or scotch tape
- overloaded wastebaskets
- fire hazards (decorative door items may be placed only on the bulletin board)
- evidence of unauthorized animals
- condition and structure of university furniture
- missing university property
- damage or misuse of fire safety equipment
- evidence of vandalism
- violations of the student code of conduct
- **Administrative Moves**—An administrative move may occur when there is not an immediate resolution in a roommate dispute, there is behavior that is disrupting the room, a concern is being addressed or is under investigation. The director of residential life or their designee will determine when an administrative move is necessary, how long it will be for, and how many members of the living unit will be moved.

### Prohibited items include, but are not limited to the following:

- alcohol or drug paraphernalia
- bars and bar-like structures
- collections and/or displays of alcohol containers (including empty boxes, bottles, cans)
- fire pits
- hot plates, waffle irons, panini presses, toasters, toaster ovens, coffee makers (except certain single-cup coffee makers without a hot plate), coil type burners and indoor grills. Students living at the Hill, Complex, Quinnipiac off-campus properties and the York Hill Campus are permitted to have toasters and coffee makers in the kitchen area only.
- non-university-approved air-conditioning units
- tapestries covering ceiling or light fixtures, ceiling fans or other items hanging from the ceilings
- overloaded electrical outlets
- candles, incense and other open-flame devices
- grill units and propane gas tanks
- fireworks, guns, weapons and explosives
- butane torches
- darts, dartboards and slingshots
- halogen lamps
- lava lamps
- Decorative lights, string lights, strip lights or copper wire lights, unless they are UL-listed with an attached tag, have LED bulbs, and feature a built-in on/off switch as part of the strand or a remote. Rope lights with bulbs encased in plastic are permitted.
- personal refrigerators larger than 3.6 cubic feet
- pools and tent-like structures
- live Christmas trees

- string lights
- smoke and fog machines
- flammable objects and/or substances
- hookah pipes or equipment
- non-university-owned lofts
- hoverboard devices
- electronic/motorized skateboards
- **Painting**—Painting residence hall rooms and/or university-owned residences is prohibited.
- **Window Screens**—Removing screens from any window is prohibited.
- **Quiet Hours**
  - All resident students and their guests and visitors must abide by the quiet hours that are in effect from Sunday–Thursday, 9 p.m. to 8 a.m., and Friday–Saturday, 2 a.m. to 8 a.m.
  - Courtesy hours are in effect at all times. Students are to respect the rights of others to read, study and sleep without interference, undue disturbance or unreasonable noise. Students living in university-owned or leased properties must be respectful of the greater community in which they live.
  - During the period of final exams, quiet hours are in effect 24 hours per day beginning at noon on the Friday before final exams. Exam hours are defined as 24-hour quiet hours during final exams.
- **Housing Agreement**—Students are responsible for maintaining and abiding by their housing agreement. The housing agreement can be viewed on MyHousing.
- **Senior Area Housing Regulations**—Additional policies and privileges specific to the senior area can be found in the Senior Experience Handbook that is distributed by email each year.

## Academic Integrity Policy

Quinnipiac University emphasizes integrity as one of its guiding principles.

This policy, overseen and administered by the Office of Academic Innovation and Effectiveness, is part of the larger educational effort at Quinnipiac University in which community members learn and practice ethical behavior. All members of the Quinnipiac University community are expected to commit themselves to personal and academic integrity. Read the full Academic Integrity Policy (<http://catalog.qu.edu/university-policies/academic-integrity-policy>).

## Academic Good Standing Policy for Undergraduate Students

Read the full Academic Good Standing Policy (<http://catalog.qu.edu/university-policies/academic-good-standing-policy-undergraduate-students>).

## Student Records Policy

Read the full Student Records Policy (<http://catalog.qu.edu/university-policies/student-records-policy>).

## Student Code of Conduct Process

The purpose of the Student Code of Conduct process at Quinnipiac University is to review potential violations of Quinnipiac community standards. It must be emphasized that the legal responsibilities and liabilities of Quinnipiac reside with the board of trustees. The board of trustees vests in the president or his designee the authority to hear and resolve final appeals in any matter. Further, the code of conduct

represents the concept that a disciplinary process should be an educational experience that fosters responsibility for individual actions and how those actions impact the community.

Primary supervision of the Student Code of Conduct process rests with the vice president and dean of students. The associate dean of student affairs is responsible for advising the vice president and dean of students on administration of the Student Code of Conduct process.

The vice president and dean of students or designee has the authority to determine those very serious violations of the university's Student Code of Conduct that require immediate attention.

All other conduct cases are reviewed by a conduct officer under the direction of the director of student conduct. Individuals may request an appeal provided they attended their original conduct meeting, have grounds for an appeal as stated in this handbook, and complete appropriate paperwork. The appeal decision is final.

The day-to-day safety and health operations and business practices of Quinnipiac do not fall under the purview of the code of conduct process. Furthermore, an officer of Quinnipiac or a duly authorized individual acting on behalf of Quinnipiac may take immediate action toward a person(s), if that person(s) is perceived to be a threat to his/her life, health or safety and/or that of others.

## Basic Policies and Principles

Every community has standards and traditions governing the behavior of its members to ensure the basic rights of individuals, as well as to reflect the practical necessities of the community. The Quinnipiac community is no exception and, perhaps more than others, depends upon the maturity and sense of responsibility of its members. These basic policies and principles and accompanying conduct procedures are designed to ensure that the rights of community members are protected, and that the educational process may proceed without impairment.

## Advisers

Excessive legalism can be a disservice to Quinnipiac and its community of students, faculty and staff. Legal counsel/attorneys, parents and/or family members are not permitted to participate in any conduct meeting. A member of the Quinnipiac faculty, staff (excluding any relative employed by the university) or student body may attend the meeting in the role of an adviser. Advisers serve as a moral and emotional support for students during conduct meetings, and can assist them with their meeting preparation. Advisers are not permitted to advocate for a student or speak on their behalf during a conduct meeting. Students who are witnesses to an incident or are involved in the same student conduct matter cannot serve as advisers.

## Amendments

Quinnipiac reserves the right to amend the Student Code of Conduct or related processes at any time.

## Bias-Related Incidents

Quinnipiac University fosters respect for each individual by honoring the differences inherent among people. As a community of learners and scholars, we recognize and appreciate our common humanity. As such, bias-related violations of the Student Code of Conduct directed toward a person or group because of factors such as race, religion, ethnicity, ability, national origin, age, gender identity, gender expression, sex, sexual orientation or veteran status may be assessed enhanced sanctions.

### **Fines and Restitution for Damages**

Students responsible for damage and vandalism to Quinnipiac property may be required to pay restitution. In cases where damage or vandalism is done to common areas, and the student(s) who are responsible cannot be determined, students sharing that common area share in the cost of the restitution. Residents are responsible for reporting individual damages to their residence hall director, the Office of Facilities and/or the off-campus property management company, as soon as they occur. Residents are not permitted to make their own repairs.

While intentionally damaging the property of another person or entity is a violation of the Student Code of Conduct, the university will not assign, oversee, manage or assure restitution when the university is not a party.

The Dean of Students Office reserves the right to assign monetary fines for violations of the Student Code of Conduct as appropriate.

### **Identification**

All Quinnipiac students must carry their university QCard and provide it to university personnel (i.e., residence hall director, public safety officer, resident assistant, etc.) upon request. Visitors must carry their university visitor pass and state-issued photo identification at all times.

### **Jurisdiction**

The Student Code of Conduct shall apply to conduct that occurs on university-owned or leased property and at university-sponsored events. In addition, Quinnipiac reserves the right to address, through the Student Code of Conduct process, incidents that occur off campus that may endanger the health, safety and welfare of self or others and/or adversely affect the university and/or the pursuit of its objectives. Each student shall be subject to the Student Code of Conduct from the time of application for admission through the awarding of a degree at Commencement, as well as during periods between terms of actual enrollment, study abroad and leaves of absence or suspension. Complaints against people who have already withdrawn or graduated from Quinnipiac will not be subject to the Student Code of Conduct Process.

### **Facilities Access and Other Contraband Searches**

The university reserves the right at any time with or without notice to search all university-owned or leased property and all vehicles, packages, containers, briefcases, backpacks, purses, lockers, desks, enclosures and persons entering or leaving its property for the purpose of determining whether any weapons or other contraband has been brought onto its property, for the purpose of inspection or repair, to preserve the health and safety of the university community, or for suspected violations of university policy. Any person who refuses to promptly permit a search under this policy may be denied immediate and future access to university property and/or subjected to the Student Code of Conduct process. Public Safety staff members will use their discretion to contact local law enforcement if weapons or other contraband are located during a search that constitutes a violation of Connecticut law.

### **Standard of Information**

A conduct officer will find a student responsible for a conduct code violation if the violation is shown by a preponderance of the information presented; that is, based on information that the conduct officer finds credible and convincing, it is more likely than not that the student is responsible for violating the Student Code of Conduct.

### **Student Conduct Holds**

Students who fail to complete student conduct sanctions by the assigned deadline will have a hold placed on their student account. Conduct holds may impact a student's ability to see his or her grades online, obtain

a copy of his or her university transcript or register for housing or for classes.

### **Refunds**

Students who are suspended, dismissed or expelled from the university for disciplinary reasons will only be entitled to a refund based upon the applicable refund percentage in effect at the time of the student's separation from the university (within the first five weeks of the semester). A student who is suspended, dismissed or expelled will be charged all administrative fees as prescribed.

Students who are suspended from university housing for disciplinary reasons are not entitled to a refund unless the suspension occurs within the first two weeks of the academic year, per the Refund Policy for Termination of Residency in University Housing. Students suspended from university housing forfeit all housing deposits paid to the university.

Students placed on an interim suspension from the university or university housing who are later reinstated to the university or university housing are not entitled to a refund for the period of their separation.

### **Title IX Grievance Procedures**

Any incident that involves behaviors included under the Student Code of Conduct #6 and/or involves gender-related harassment or discrimination will fall under the investigation and grievance procedures established by the Title IX Policy Against Gender-Based Discrimination and Sexual Misconduct.

### **Victim Information**

Community members who are victims of a reported crime against their person or property may be entitled to information, upon written request, about university disciplinary proceedings related to that crime pursuant to the Federal Educational Rights and Privacy Act and the Higher Education Opportunity Act of 2008, section 493. Students who are alleged victims of a sexual offense or one of the following crimes of violence, as defined by the U.S. Department of Education, may be entitled to information:

- arson
- assault offenses
- burglary
- criminal homicide
- destruction, damage and vandalism of property
- kidnapping/abduction
- robbery

Students who have requests or questions should contact the director of student conduct. All information provided by the director of student conduct will be given verbally and directly to the victim. Information will not be provided to another person, even at the victim's direction or request.

### **Electronic Communications**

Quinnipiac University encourages its students to become involved and connected to the community in as many ways as possible. The Internet has provided additional ways for communication to occur. However, with these additional means of networking and communicating, community members must exercise extra care and diligence. Students must be aware of the added responsibility associated with these opportunities for networking and communicating.

Communications on sites such as Facebook, Instagram, YouTube, Snapchat, Twitter and personal blogs, though logins are often required,



represent public and open communication. Communications on such sites are not specifically monitored by Quinnipiac officials, but may be brought to the attention of officials when seen as possible violations of the Student Code of Conduct. As with other public arenas, information found on Internet sites is acceptable as information in conduct meetings and other proceedings. Information that is acceptable may include but is not limited to: wall postings, journal entries, blog postings, pictures, media, online comments, "tweets" and other openly accessible communications.

Messages between individuals—instant messages, text messages, email, Facebook messages, or other electronic forms of communication—may also be used in the conduct process.

Students should be aware that the Internet is considered a public forum and information posted there can be viewed by anyone. Students are encouraged to use caution with information made available to others online and through social media.

## Student Code of Conduct

All Quinnipiac students are responsible for abiding by the standards of the Quinnipiac community, and those who violate them are subject to disciplinary action. Any attempt to violate the policies and regulations of Quinnipiac is considered sufficient information for having committed the violation itself. Moreover, Quinnipiac recognizes and respects local, state and federal laws and does not provide safe haven or sanctuary for students who violate such laws.

The university may pursue enforcement of its own policies, whether or not legal proceedings are underway or forthcoming, and may use information from third-party sources, including but not limited to law enforcement agencies, the courts and outside media to determine whether Quinnipiac's policies have been violated. Conversely, Quinnipiac makes no attempt to shield members of the university community from the law, nor does it intervene in legal proceedings against a member of the community. These standards are announced in writing to give students general notice of community standards. The standards should be read broadly and are not designed to define misconduct in exhaustive terms.

The Student Code of Conduct process may review and impose sanctions on an individual or group involved in any criminal or civil offense. Violations of specifically stated policies as written in the Student Handbook, or otherwise distributed or published rules of Quinnipiac, are prohibited. These include but are not limited to:

### 1. Alcohol

Students should review and are expected to abide by Connecticut state laws and the Quinnipiac alcohol policy as published in the Student Handbook, or otherwise distributed or published by Quinnipiac.

- A. Members of the Quinnipiac community or guests/visitors under the age of 21 may not possess or consume alcoholic beverages.
- B. Individuals may not distribute, transport, serve and/or purchase alcohol to/for minors.
- C. Students who are disruptive as a result of intoxicated behaviors due to the consumption of alcohol or illegal drugs are subject to disciplinary action.
- D. Operating a motor vehicle while under the influence of alcohol is prohibited.

E. Kegs/beerballs, common sources, and/or excessive quantities of alcoholic beverages are prohibited.

F. Large gatherings or events where alcohol is present are prohibited.

G. Possession or use of drinking paraphernalia, devices and/or games that promote consumption of alcohol (i.e., beer bong, beer-pong tables, funnels, empty alcohol containers, etc.) are prohibited. Such items may be confiscated and not returned.

H. Possession or consumption of alcoholic beverages in public areas, except where designated, or at university events where alcohol is not served, regardless of age, is prohibited.

I. Selling of alcoholic beverages without a license is prohibited.

### 2. Controlled Substances

A. The possession and/or use of illegal or harmful drugs is prohibited.

B. The manufacture, distribution, possession with intent to sell and/or sale of prescription medication, illegal or harmful drugs is prohibited.

C. The possession and/or use of drug paraphernalia is prohibited.

D. The improper possession and/or misuse of prescription medication is prohibited.

### 3. Civility and Respect

Quinnipiac expects students to be mature, honest and responsible members of the campus and the larger community. Behavior that infringes upon the rights, safety, and privileges of another person, or impedes the educational process of Quinnipiac is unacceptable. Quinnipiac prohibits:

A. conduct that is disruptive to the university community, disturbs the peace, obstructs university objectives and/or operations, interferes with the rights and/or activities of others and/or interferes with the performance and duties of university staff

B. failure to comply with the Good Neighbor Policy

C. failure to comply with the Bias, Harassment and Discrimination Policy

D. violation of Residential Life Quiet Hours Policy

E. Misconduct on the university shuttle and/or shuttle stop (including, but not limited to, damage, vandalism, verbal and/or physical abuse and intoxication)

### 4. Complicity

Quinnipiac prohibits students, through act or omission, from assisting another student or group in committing a violation of the Code of Conduct. Students who are present when the Code of Conduct is violated may be held responsible, even if they are not directly involved in the violation itself, when they could reasonably remove themselves from the situation.

### 5. Harassment, Abuse, Health and Safety

Quinnipiac prohibits:

- A. personal harassment, intimidation and/or verbal abuse
- B. the threat to inflict physical harm, physical abuse, or injury to any person
- C. actions that inflict physical harm, physical abuse, or injury to any person
- D. non-physical or physical coercion
- E. slanderous, false or malicious statement(s) about a person or defamation of character
- F. endangerment of the health and safety of self and/or others

### 6. Gender-Based Discrimination and Harassment

Quinnipiac University is committed to providing an environment free from gender-based or sexual discrimination and misconduct. Members of the university community, guests and visitors have a right to be free from sexual harassment, violence and gender-based discrimination and harassment. Please refer to the full Title IX Policy Against Gender-Based Discrimination and Sexual Misconduct (<https://catalog.qu.edu/university-policies/titleix-policy>). Quinnipiac prohibits:

- A. sexual harassment
- B. non-consensual sexual contact
- C. non-consensual sexual intercourse
- D. sexual exploitation
- E. intimate partner violence
- F. stalking

### 7. Hazing

Hazing is defined as, but not limited to, any action taken or situation created intentionally as a method of initiation into any student organization, student athletic team or group of students, in which there is a perceived or real power differential between members, to create mental or physical discomfort, embarrassment, harassment, ridicule, physical or psychological shock, or possibly mental or physical injury. The expressed or implied consent of the person being hazed will not be a defense. Knowledge of, apathy toward or acquiescence in the presence of hazing are not neutral acts and will be construed as violations of this standard.

### 8. Property

- A. Unauthorized use, misuse or possession of another's property or Quinnipiac property is prohibited.
- B. The theft of another's property or Quinnipiac property or unauthorized possession of another's property or Quinnipiac property is prohibited.
- C. Damage and/or vandalism to another's property or Quinnipiac property is prohibited.
- D. Tampering with locks and duplication or unauthorized use of Quinnipiac keys or access cards is prohibited.

E. Propping or tampering with doors to prevent them from closing or locking is prohibited.

F. Creating messes and littering on campus or university-owned property is prohibited.

G. Throwing, launching or propelling objects is prohibited.

H. Failure to report damage is prohibited.

### 9. Orders and Directions

A. Failure to comply with reasonable directions of Quinnipiac officials (or someone acting in the name of Quinnipiac) is prohibited.

B. Harassment, intimidation and/or verbal abuse of Quinnipiac officials (or someone acting in the name of Quinnipiac) acting within the scope of their duties is prohibited.

C. Unauthorized entry into or use of Quinnipiac property or attempting to gain entrance to unauthorized premises is prohibited.

D. Fleeing the scene of an incident is prohibited.

E. False 911 and/or campus emergency system calls both on and off campus are prohibited.

### 10. Misuse of Documents/Property

A. Knowingly using or furnishing false information or identification to a Quinnipiac official (or to someone acting in the name of Quinnipiac) is prohibited.

B. Forgery, alteration or unauthorized possession of Quinnipiac documents, records or instruments of identification is prohibited.

C. Forgery, alteration, possession or manufacturing or distribution of false identifications, documents or records is prohibited.

D. Unauthorized use of Quinnipiac's name or logo or failure to use Quinnipiac's name or logo in a manner consistent with its designated objectives is prohibited.

E. Violation of the Computer and Information Resources Policy (see below) is prohibited.

### 11. Fire and Fire Protection Systems

A. Tampering, damaging or removing fire safety equipment is prohibited.

B. Causing or attempting to cause a fire or false fire alarm is prohibited.

C. Failure to evacuate during fire alarm or emergency is prohibited.

D. The setting of fires, arson or adding to unauthorized fires is prohibited.

### 12. Firearms, Weapons and Explosives

A. Possession, storage or use of firecrackers, fireworks, fire bombs, smoke bombs or any other explosive device is prohibited.

B. Possession, transportation, storage or use of firearms, air guns, paint ball guns, BB guns, any other dangerous weapon or weapon facsimile is prohibited.

C. Bomb scares or threats are prohibited.

### 13. Misuse of University Funds

A. Embezzlement or misuse of the funds of the university and/or its student organizations is prohibited.

B. Forgery, falsification or alteration of student employee timesheets or misuse of the Kronos system is prohibited.

### 14. Abuse of the Student Conduct Process

A. Providing false statements during conduct proceedings is prohibited.

B. Harassment and/or intimidation of a conduct officer, witness or victim prior to, during and/or after a conduct proceeding is prohibited.

C. Failure to appear at an investigation meeting and/or failure to fulfill the terms and conditions of sanctions imposed is prohibited.

### 15. Gambling

Gambling or being part of a gambling ring, bookmaking or illegal transactions are prohibited.

### 16. Smoking

Smoking is prohibited across all three Quinnipiac University campuses with the exception of designated smoking areas. Smoking is prohibited in all university-owned vehicles. This includes electronic smoking devices.

### 17. Solicitation and Promotion

Solicitation and promotion are prohibited at the university and in the residence halls.

A. The direct sale of merchandise or services, and the solicitation of donations (with or without products or services rendered) without university approval is prohibited.

B. Posting or distributing solicitation materials in unauthorized areas is prohibited.

### 18. Residential Life

Violation of Residential Life Policies (<http://catalog.qu.edu/handbook-undergrad/#residentiallifetext>), as listed in the Res Life section of the Student Handbook.

### 19. Visitor and Guest Policy

Violation of the Policy Statement on Overnight Visitors and Guests (see below).

### 20. Federal, State and Local Laws

Students who are sanctioned, criminally or civilly, or formally charged and/or convicted of a violation of federal, state or local law, which adversely affects the community and/or the university and the pursuit of its objectives, may be subject to disciplinary action.

### 21. Risk Management Policy

Violation of the Policy Statement on Risk Management (<http://catalog.qu.edu/handbook-undergrad/#studentorgstext>) as listed in the Organizations section of the Student Handbook.

### 22. Student Organization Policy

Violation of the General Policy Statement for Student Organizations (<http://catalog.qu.edu/handbook-undergrad/#studentorgstext>) as listed in the Organizations section of the Student Handbook..

## Student Code of Conduct System

The Quinnipiac University Student Code of Conduct System consists of conduct meetings and appeal meetings. All proceedings are conducted according to the procedures set forth in this handbook.

Students accused of an alleged violation of policy are notified and given their procedural rights in writing and/or electronically by a conduct officer. At the time of the conduct meeting, procedural rights are reviewed and students are asked to declare whether they are or are not responsible for the alleged violation. Students and parents are encouraged to contact the Dean of Students Office with questions about the code of conduct process and procedural rights.

## Interim Measures

### Immediate Disciplinary Suspensions

Quinnipiac recognizes that its philosophy is linked with the protection of its students, faculty, staff and property. The vice president and dean of students or designee has the authority to immediately suspend from the university or residential housing any student who is a threat to self or others or who, due to the severity of the underlying incident, may be subject to a separation from residential housing or the university. Students placed on an immediate suspension from the university are not permitted on university-owned, operated or leased property.

### No Contact Orders

The No Contact Order is a written directive on behalf of the University halting communication between current students during the course of an investigation or following the outcome of an investigation. The No Contact Order includes any contact or communication including by not limited to, physical contact (with person or property), telephone calls, voicemail, text and e-mail messages, all electronic communications, letters, parcels and notes. Failure to comply with the directive may result in a violation of the Code of Conduct. Students will be notified should there be a change of status in the No Contact Order.

### Examination and Vacation Periods

During examination, vacation and other periods, conduct meetings may occur as necessary. A conduct meeting may be called during these times if deemed necessary by the associate dean of student affairs or designee. All decisions rendered during this interim period must conform to the spirit of the code of conduct process as expressed in this handbook.

### Proximity to Graduation

Exceptions may be granted only if a serious incident occurs within three weeks of the final semester of any graduating senior. Under such circumstances, the executive vice president/provost and vice president and dean of students may or may not allow a student to complete his/her course work for credit if such arrangement can be practically accomplished without the student returning to campus and if such an accommodation is merited in their view based on circumstances

on a case-by-case basis. An expelled student may not participate in graduation exercises or return to campus or the university for additional course work and, except for the possibility of a senior in his/her last three weeks of school, an expelled student will not receive a Quinnipiac diploma.

## Conduct Procedures

The initial incident report describes the behavior and appropriate facts and details relating to the incident at issue and identifies witnesses where appropriate. Initial information about an incident is submitted or released to residential life staff, the public safety department or the Dean of Students Office for appropriate action. The information typically describes alleged behavior and facts detailing the incident.

Upon receipt of the information and, if necessary, a completed investigation by a university investigator, the assigned conduct officer schedules a conduct meeting, which is usually held within ten business days following the receipt of the information or investigation report. A notice of the time, date and place of the meeting is sent to the student via electronic mail at least 48 hours prior to the meeting.

A request for postponement of up to five additional business days for a conduct meeting can be made to the conduct officer. The request must be for good cause and is subject to the availability of the conduct officer. The parties involved are responsible for checking their Quinnipiac email account during examination and vacation periods. Not checking the student's email account is not an acceptable request for postponement. Conduct cases are heard as scheduled with or without the student present, and regardless of a student withdrawal from the University.

## Student Procedural Rights in the Student Code of Conduct Process

A student who has been charged with a violation of the Student Code of Conduct is granted fundamental fairness in the form of the following rights as part of this process:

- **Notice**—The right to be informed, in writing, of the specific alleged violation(s) of the Student Code of Conduct in which the student is suspected of involvement.
- **Procedures**—The right to be informed verbally and/or in writing of the conduct procedures.
- **Information**—The right to know the nature of the information at the time of the meeting and object to information being heard that is unrelated to the incident cited in the report.
- **Witness Statements**—The right to present written witness statements in a conduct meeting.
- **Adviser**—The right to have a Quinnipiac faculty or staff member (excluding any relative employed by the university) or student attend the meeting in the role of adviser. This individual may not address the conduct officer, but may consult freely with the student. Legal counsel/attorneys, parents and/or family members and students involved in the underlying incident are not permitted to attend any conduct meeting as an adviser.
- **Meeting**—The right to request a postponement, subject to the availability of the conduct officer, of up to five business days from the original conduct meeting.
- **Privacy**—The right to have all records, files and proceedings kept appropriately private.
- **Written Decision**—The right to have a written decision letter documenting the results of the conduct meeting.

- **Appeal**—The right to request an appeal of a conduct meeting, if found responsible. Students who fail to attend their conduct meeting forfeit their right to request an appeal.

## Witness Statements

Witnesses are those individuals who provide information based on personal knowledge or experience of the incident. The conduct officer has the option of communicating with witnesses as deemed appropriate. Character statements are not considered valid witness statements.

## Conduct Meeting

At a conduct meeting, a conduct officer, the student and their advisers are present. The conduct officer reviews the procedural rights of the student. The incident report may be read and the alleged violations based on the report are explained. The student is asked to declare if he/she is responsible for any of the alleged violations. The student has the option to waive his/her right of 48-hour notification.

The student presents their information, which may include witness statements acquired by the student. After the presentation, the conduct officer engages in a conversation with the student. The conduct officer decides if the student is responsible or not responsible for the charged violations. The sanction may be announced and explained either at the meeting or within three business days as determined by the conduct officer. At the time the decision is rendered, the student signs the conduct meeting agreement acknowledging the finding and sanction. The student has the right to request an appeal, if found responsible for any violation.

## Recordings and Disciplinary Records

Students are not permitted to record conduct meetings. Disciplinary records, excluding dismissals and expulsions, are retained electronically for seven years after the incident date. All dismissal (if the student does not return to Quinnipiac) and expulsion records remain permanently on file. All conduct meetings are closed. The conduct officer, the student and his or her advisers, and a member of the Dean of Students Office or appropriate university staff member are the only individuals permitted to participate at a conduct meeting. The university does not permit the release of any recordings or disciplinary records to parties outside the university.

The university reserves the right to have university counsel present at any conduct meeting.

## Findings

The student must receive the decision of the conduct officer in writing within three business days after the conduct meeting.

## Sanctions

Violations of the Student Code of Conduct may bring one or more sanctions. Sanctions include, but are not limited to:

1. **Expulsion**—The permanent separation of the student from Quinnipiac University, university-related events/activities and Quinnipiac owned, operated or leased property. All expulsions will appear on the student's transcript.
2. **Dismissal**—The separation of the student from Quinnipiac University, university-related events/activities and Quinnipiac owned, operated or leased property for an indefinite period of time. Readmission to Quinnipiac may be possible in the future by petition and demonstration of satisfactory completion of conditions set forth by the student's decision letter to the appropriate conduct officer, after the date noted in the decision letter.

3. **Suspension from the University**—The immediate exclusion from classes, Quinnipiac-sponsored internships, externships or clinical assignments, residence halls and university-owned, operated or leased property. Suspension occurs for a specific period of time at the end of which a student is reinstated to his/her former student status.
4. **Deferred Suspension from the University**—A suspended removal from Quinnipiac University for a period of time. Any violation of policy committed during this period causes the suspension to take effect immediately. The length of time is determined by the conduct officer.
5. **Suspension from the Residence Halls**—A suspension and removal from the residence halls for a period of time. Students who are suspended from the residence halls may not reside in or visit any university-owned residential facility.
6. **Deferred Suspension from the Residence Halls**—A suspended removal from Quinnipiac University residential living area. Any violation of policy committed during this period causes the suspension to take effect immediately. The length of time is determined by the conduct officer.
7. **Campus Restriction**—The prohibition of a student from being present in a particular building or area of Quinnipiac property and/or taking part in a particular university-sponsored activity.
8. **Disciplinary Probation**—A period of time, not to exceed one calendar year, determined by the conduct officer, during which the student's actions are subject to close examination. Sanctions attached to disciplinary probation may include, but are not restricted to, the following:
  - Denial of the right to participate in certain Quinnipiac activities, or eligibility to represent Quinnipiac in any cocurricular activity or athletic event.
  - Prohibition from holding office in any student group or organization.
9. **Loss of Privileges**—A student is prohibited from participating in designated social events or activities, such as, but not limited to: attending athletic events, senior week, campus concerts, participation in student organization activities or other university events/activities.
10. **Student Conduct Warning**—A notice to the student informing him/her that further violations of the Student Code of Conduct may result in more severe sanctions, including placement on disciplinary probation.
11. **Restitution**—The student is required to make payment to Quinnipiac for damages incurred as a result of violations of the Student Code of Conduct.
12. **Fines**—Students may be fined for violations of specific policies or procedures as outlined in the Student Handbook and/or other published or distributed materials.
13. **Removal of Property**—A student may be requested to remove property that disturbs others, endangers an individual's health or safety or is involved in a violation of the Student Code of Conduct.
14. **Educational Sanctions**—Additional sanctions such as facilitating a program, writing a paper, attending a program/class, or completing an online program may be a part of any disciplinary sanction assessed for violations of the Student Code of Conduct.

Notification of any of the above may be sent to appropriate Quinnipiac offices and parents/legal guardians.

## Appeals

Conduct meetings may be appealed to a conduct officer appointed by the director of student conduct. To receive an appeal meeting, the student

must specify the grounds upon which the appeal is based, and how those grounds materially affected the outcome (responsibility or sanctions) of the original meeting. Appeals are accepted for the following grounds:

- Additional and/or new relevant information not available at the time of the conduct meeting.
- An error in the conduct process, as outlined in the Student Procedural Rights or the Student Code of Conduct process that materially affected the outcome of the conduct meeting.

Students must submit a completed appeal form and a formal letter of appeal within two business days after receipt of the conduct meeting decision for the appeal to be considered. The letter of appeal must be completed by the student himself/herself submitted directly from the student's Quinnipiac account. Sanction(s) imposed by the conduct officer may be held in abeyance by the director of student conduct until the appeal is acted upon by the appeal officer. When the student is suspended from the residence halls or the university pending a conduct meeting, the suspension status remains as stated pending the appeal meeting. If it is determined the sanction is to be held in abeyance, it is not official until the formal letter of appeal is filed. The letter of appeal specifies the grounds upon which the appeal is based, and how those grounds materially affected the outcome of the original meeting. Students who fail to attend their original conduct meeting forfeit the right to request an appeal.

The appeal officer determines whether or not there are grounds for an appeal meeting. If the appeal officer determines that an appeal meeting should be granted, he or she may conduct a formal appeal meeting. Similar to the conduct meeting, students may bring an adviser to the appeal meeting. Parties from the initial conduct meeting, investigation and/or documentation may be called to attend the appeal meeting or spoken to separately by the appeal officer. If the sanction imposed by the conduct officer is expulsion, dismissal or suspension from the university, an appeal meeting is automatic should they request one.

The appeal officer may decide:

- To concur with the conduct officer. In this case, the initial decision is final.
- To modify the finding(s) and/or sanction(s) decided by the conduct officer(s).

The appeal decision is final.

## Leaves of Absence

Read the policies pertaining to Academic Leaves of Absence, Medical Leaves of Absence and Military Leaves of Absence (<http://catalog.qu.edu/university-policies/leaves-absence>).

## Policy Statement on Disabilities

Students with disabilities who wish to request reasonable accommodations should contact the Office of Student Accessibility in Arnold Bernhard Library north wing (Mount Carmel Campus) or School of Law and Education 340 (North Haven Campus) at 203-582-7600 or email [access@qu.edu](mailto:access@qu.edu). Quinnipiac University complies with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. Read the full Guidelines and Procedures for Students with Disabilities (<http://catalog.qu.edu/university-policies/disability-policy>).



## Policy Statement on Student Exposure to Bloodborne Pathogens

The university recognizes that some students may accidentally be exposed to another person's blood/body fluids (including airborne droplets) through various activities in their course work, clinical practicums or other university-related activities. All health science students are required to be trained according to the Occupational Safety and Health Administration's Bloodborne Pathogen Standard. This training will be available either on campus by a faculty member or at the student's clinical facility. Students also may be required to obtain a hepatitis B vaccine prior to beginning any clinical work. For specific instructions, please refer to the Student Exposure Control Policy for Bloodborne Pathogens available at the Office of the Dean of Health Sciences or Office of the Dean of the School of Nursing and Student Health Services.

## Policy Statement on Hazing

Quinnipiac University makes every effort to create an environment that is fair, humane and respectful for all students, faculty and staff and works to ensure that academic and co-curricular activities enhance the growth and development of all students. Therefore, and in accordance with state law, Quinnipiac University prohibits hazing of any member of the Quinnipiac community by any organization, student athletic team, group of students or individual.

### Definition of Hazing

Hazing is defined as, but not limited to, any action taken or situation created intentionally as a method of initiation into any student organization, student athletic team or group of students regardless of membership status, in which there is a perceived or real power differential between members, to create mental or physical discomfort, embarrassment, harassment, ridicule, physical or psychological shock, or potential mental or physical injury. The expressed or implied consent of the person being hazed will not be a defense. Knowledge of, apathy toward or acquiescence in the presence of hazing are not neutral acts and will be construed as violations of this standard. Individuals who perpetrate, plan or witness (without reporting) a hazing incident or have prior knowledge or withhold information of an incident are subject to conduct action.

Such activities may include, but are not limited to the following:

- compromising physical, emotional, psychological or spiritual well-being
- asking or forcing any members to drink alcoholic beverages or use illegal substances
- paddling or physical harm in any form
- creating excessive fatigue through calisthenics, physical exercise, restricting or disrupting sleep or lengthy work sessions
- causing physical and psychological shocks
- quests, treasure hunts, scavenger hunts, road trips or any other such activities carried out on or off campus
- wearing of public apparel that is conspicuous and/or not normally in good taste
- engaging in private or public stunts and buffoonery or pranks
- morally degrading or humiliating games and activities
- calling any members degrading names that may cause embarrassment or ridicule
- requesting or compelling attendance at unannounced events and outings
- wearing or carrying specific items (i.e., rocks, paddles, crates, bags)

- expecting members to complete any directives from a member including, but not limited to, personal errands
- restricting adequate time for studies during recruitment and initiation for new members
- committing any violation of the Student Code of Conduct, federal, state or local law

Connecticut law also defines hazing as a criminal offense. Connecticut General Statutes § 52-23a describes hazing as:

a. For the purposes of this section:

1. "Hazing" means any action that recklessly or intentionally endangers the health or safety of a person for the purpose of initiation, admission into or affiliation with, or as a condition for continued membership in a student organization. The term shall include, but not be limited to:
  - A. requiring indecent exposure of the body;
  - B. requiring any activity that would subject the person to extreme mental stress, such as sleep deprivation or extended isolation from social contact;
  - C. confinement of the person to unreasonably small, unventilated, unsanitary or unlighted areas;
  - D. any assault upon the person; or
  - E. requiring the ingestion of any substance or any other physical activity that could adversely affect the health or safety of the individual. The term shall not include an action sponsored by an institution of higher education, which requires any athletic practice, conditioning or competition or curricular activity.
2. "Student organization" means a fraternity, sorority or any other organization organized or operating at an institution of higher education.

- b. No student organization or member of a student organization shall engage in hazing any member or person pledged to be a member of the organization. The implied or express consent of the victim shall not be a defense in any action brought under this section.
- c. A student organization that violates subsection (b) of this section (1) shall be subject to a fine of not more than \$1,500 and (2) shall forfeit for a period of not less than one year all of the rights and privileges of being an organization organized or operating at an institution of higher education.
- d. A member of a student organization who violates subsection (b) of this section shall be subject to a fine of not more than \$1,000.
- e. This section shall not in any manner limit or exclude prosecution or punishment for any crime or any civil remedy.

## Policy Statement on Noise

It is the policy of Quinnipiac to provide a reasonably quiet environment not only for its student body, faculty and staff but for the surrounding neighborhood as well. In an effort to maintain this policy, Quinnipiac's Department of Public Safety and Office of Residential Life will, as a standard practice, monitor noise levels, which may be excessive or offensive to the Quinnipiac community or to our neighbors. It is the

responsibility of Public Safety and the Residential Life staff member on duty to maintain and enforce this policy on an ongoing basis.

When, because of location or other circumstances, it becomes necessary for our neighbors to report inappropriate noise to Quinnipiac, immediate action will be taken to quiet the situation. Students in violation of this policy will be referred to the Quinnipiac student conduct process. Finally, a follow-up notification will be issued to the complainant(s), informing them of the resolution.

The Neighborhood Association has been made aware of the accepted procedure of calling in a complaint to the public safety department (203-582-6200) explaining the nature and general location of the noise. However, it is our goal and indeed the policy of Quinnipiac to aggressively identify and quiet any noisy situation before others feel a need to complain. Quinnipiac is aware of our responsibility as an institution and valued neighbor to maintain order and decorum. Therefore, every effort will be made to ensure the policy is diligently followed.

## Policy Statement on Parental Notification

The philosophy of Quinnipiac University in working with students who violate university policies is to find ways to solve the problem and focus on educating students and holding them accountable. The university relies on the professional judgment of the student affairs staff to resolve these issues by assessing each student's situation and proceeding with the appropriate action.

The vice president and dean of students or a designee has the authority to determine when and by what means to notify parents or guardians when students have committed violations of university policies and/or local and state laws and in other situations where appropriate, as discussed in this handbook and in accordance with the Family Educational Rights and Privacy Act (FERPA).

## Policy Statement on Posting

### Campus Life

Any flier, sign, poster, banner or announcement must be approved by a member of the Office of Campus Life prior to posting. Signage, fliers, posters, banners that are posted without approval will be taken down and discarded.

- Fliers, signs, posters, banners and/or announcements can be submitted for review to SC-216 or the Information Desk in the lobby of the Rocky Top Student Center.
- A staff assistant will post the advertisement for you on bulletin boards provided. Banners will be posted using blue painter's tape only.
- Fliers, signs, posters, banners and/or announcements must state the name of the sponsoring individual, organization or department.
- Approved fliers, signs, posters, banners and/or announcements will only be displayed for more than two weeks, unless approved by Campus Life.
- No more than four fliers, signs, posters or announcements may be posted at one time in the Carl Hansen Student Center. No more than two fliers, signs, posters or announcements may be posted at one time in the Rocky Top Student Center. Only one banner can be hung in each of the student centers.
- The maximum size for a flier, sign, poster or announcement is 18 by 24 inches. The maximum size for a banner is 6 feet by 4 feet.
- Banners will be hung by Campus Life staff in the Carl Hansen Student Center, 2nd floor railings of the East Dining wing, overlooking the cafe, or in the Rocky Top Student Center, 3rd floor, overlooking the

information booth and main entrance. Banners will not be posted in any other area of the student centers.

The Office of Campus Life reserves the right to deny the posting of any flier, sign, poster, banner or announcement, including but not limited to those that promote:

- the use of alcoholic beverages
- off-campus housing unless approved by Residential Life
- medical studies or medicines of any kind unless approved by Quinnipiac University
- non-Quinnipiac degree and/or certificate programs of study
- the violation of any local, state or federal laws, or university policies

## Residence Halls

All postings in university residence halls must be approved by the Office of Residential Life prior to posting. All postings must display the sponsoring campus organizations, must be removed after the event date and may not be posted on any glass surface.

## Policy Statement on Smoking

Quinnipiac University prohibits smoking on all three campuses unless in a designated smoking area. The entire North Haven campus is designated as tobacco-free. Smoking is prohibited in all university vehicles, whether on or off campus. These restrictions also apply to electronic smoking devices.

Faculty, staff, students and visitors are expected to honor this policy.

## Policy Statements Regarding Student Organization Use of Media

### Advertising

Recognized student organizations may choose to refuse advertising that can be considered libelous, defamatory, obscene, in poor taste, is demonstrably false, or otherwise conflicts with the values of the Quinnipiac University community. Advertising that promotes the use of alcoholic beverages or tobacco products, off-campus housing, non-Quinnipiac degree programs, violations of any local, state or federal laws or university policies is prohibited. The Office of Campus Life, in collaboration with the Dean of Students office reserves the right to prohibit at its discretion any individual or category of advertising in any recognized student organization's media materials.

### Student Privacy Rights

Consistent with the university's obligation to protect students' privacy rights, recognized student organizations shall not publish or broadcast any stories involving student disciplinary matters, either academic or non-academic, until the matter is fully adjudicated by the university or information is released by the university or information is made publicly available by town/state police.

## Policy Statement on the Use of Computer and Information Resources

Quinnipiac University provides an extensive array of computer and information technology to students. Users are provided access to Internet and networking resources including software applications and library databases.

Students are encouraged to explore and utilize computer and information resources within the limits of their Quinnipiac account; share their computer knowledge and expertise with other Quinnipiac users; facilitate the legitimate access to computer and information resources by other

Quinnipiac users; create and freely distribute original software and documentation designed to enable other Quinnipiac members to use the resources more effectively. Our campus community depends heavily on Quinnipiac's network to complete essential parts of their academics and daily work; therefore, users must not intentionally damage or misuse system resources so as to prevent others from doing their work or completing their studies.

The provision of computing resources at Quinnipiac requires strictly legal and ethical utilization by all users including faculty, students and staff. The computing facilities at Quinnipiac, including all network resources, all school and departmental computers and labs along with network and internet bandwidth resources are limited and should be used in a responsible manner.

Inappropriate use of resources includes such activities as:

- Using computer and network resources for personal nonacademic activities, which denies computer and network access for academic purposes
- Using Quinnipiac's network resources to illegally share or distribute copyrighted material (including movies, music and software).
- Unauthorized distribution of copyrighted material, including peer-to-peer file sharing, may subject a student to civil and criminal liabilities

### Summary of Civil and Criminal Penalties for Violation of Federal Copyright Laws

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement.

Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or "statutory" damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For "willful" infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys' fees. For details, see Title 17, United States Code, Sections 504, 505.

Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense. For more information, go to [copyright.gov](http://copyright.gov) to view the website of the U.S. Copyright Office. Also visit [copyright.gov/help/faq](http://copyright.gov/help/faq) to view the FAQ section.

- Sending harassing, pornographic, inappropriate or frivolous messages (including email, social media posts and SMS text via mobile devices), either locally or over the Internet
- Using excessive amounts of storage on Office 365, MyFileSpace or MyWebSpace
- Using excessive bandwidth
- Running grossly inefficient programs

These guidelines, though not covering every situation, specify some of the responsibilities that accompany computer usage at Quinnipiac and the networks to which Quinnipiac is connected. All users are expected to abide by these regulations and by the regulations governing the use of the campus computers, computer networks and labs.

### Responsibilities of Each Computer User Use of Computer Resources

Every member of the Quinnipiac community must use computer and network resources only for the purpose for which they are intended. No one has the right or authority to extend his or her established range of access to computer systems or records. Quinnipiac-supported computing includes unsponsored research, instructional computing, learning and administrative activities. Resources must not be used for commercial purposes or personal monetary gain.

### System Security and Privacy

The security of institutional records is the responsibility of each member of the faculty, staff and student body. Institutional records include all matters pertaining to personnel, payroll, registrar, admissions, financial aid, development, medical records, security reports, financial data and other information of privileged and private nature.

Users must not attempt to modify system access, attempt to disrupt the system, or attempt to subvert the restrictions associated with their computer accounts. They should not tamper with any software protection placed on any computer applications (e.g., antivirus software).

Users must not search for, or use software to scan the network for, access or copy directories, programs, files, disks or data belonging to others without specific authorization to do so. Programs and data residing in Quinnipiac University departmental systems are not considered public domain and should not be used, in part or in whole, for any purpose other than that which is officially authorized.

Quinnipiac-provided computing equipment and software must not be used to violate the terms of license agreements, and all users must comply with federal and state laws, and all university regulations, related to copying, distribution and use of computer software and data.

Any violation of this policy will be considered a serious matter and be dealt with accordingly.

### Choosing Passwords

Passwords are an essential aspect of computer security, providing important front-line protection for electronic resources by preventing unauthorized access. Passwords help the university limit unauthorized or inappropriate access to various resources including user accounts, web and email accounts.

Users must choose difficult-to-guess passwords. Passwords must not be found in the dictionary and must not be a reflection of the user's personal life. All passwords must be at least eight characters. Users must choose passwords that include both alphabetic and numeric characters, upper and lower case and special characters (\$, %, @, \$, etc.). An example would be @Qu2018! Or N0t2hrd?.

### Changing Passwords

User-chosen passwords must not be reused or recycled. Passwords must be changed at least once a year and passwords must be changed the first time they are used. If a user suspects that somebody else may know his or her password, the password must be changed immediately.

User passwords can be reset [go.qu.edu/myqpassword](https://go.qu.edu/myqpassword) (<https://account.activedirectory.windowsazure.com/securityinfo/#/register>) or by contacting the Information Services Help Desk.

### Protecting Passwords

Users must not share a password with anyone, including other users, parents, students, staff and faculty. Users must not store passwords in any computer files, such as logon scripts or computer programs, unless



the passwords have been encrypted with authorized encryption software. Passwords must not be written down unless they are physically secured, such as placed in a locked area (e.g., locker or safe).

### Individual Security and Privacy

A user must use only his/her own computer account. The structure of accounts and passwords plays an important role in protecting the work and privacy of all users. You must log in only to your own account (except for extraordinary situations where staff receives a user's permission to access the account temporarily for troubleshooting purposes).

Out of respect for personal privacy, Quinnipiac does not examine the contents of files in user accounts except in response to user requests for assistance, or in circumstances when system security, physical security/safety or troubleshooting procedures require it. Whenever the contents of a user's file must be examined, an effort first will be made to notify the user and invite him or her to be present. However, if the system is under immediate threat, appropriate actions may be taken without prior notice to the user.

A user is responsible for all use made of his/her account, and may not authorize anyone else to use his/her account (except as mentioned above).

The user must take all reasonable precautions, including password maintenance and file-protection measures to prevent its unauthorized use. While Quinnipiac University provides anti-virus software, it cannot protect against users downloading and installing malicious software.

All users are responsible for keeping their computers free of malicious software that presents a danger to themselves, other systems and network resources.

Installation of devices on Quinnipiac's network infrastructure that causes disruption to operations, either deliberate or accidental, is prohibited. Students need to check with the Help Desk before adding devices such as (but not limited to) wireless access points, switches, routers, DHCP servers, or radio devices operating in the ISM band (802.11 A,B, G,N and AC).

### Consequences

Abuse of computing privileges may be subject to disciplinary action, as established by the operating policies and procedures of Quinnipiac, and may result in the loss of computer privileges. Abuse of the network or of computers at other sites connected to the network will be treated as abuse of computing privileges at Quinnipiac. It should be understood that this policy does not preclude enforcement under the laws and regulations of the state of Connecticut and/or the United States of America.

### Quinnipiac University Unmanned Aircraft System (UAS)/ Drone Policy

The Office of Integrated Marketing Communications owns and operates the only official university drone for the purpose of capturing aerial footage of campuses or events for its marketing communications or other defined purposes. The use of drones for hobby or recreational use on Quinnipiac University property is not permitted. Any use of a UAS from or over the campus or inside a campus building is strictly prohibited except under the following circumstances:

#### Educational or Research Use:

- The use of drones is permitted only for educational or research purposes relating to Quinnipiac University.

- Must obtain prior approval from the Quinnipiac Productions department within the Office of Integrated Marketing Communications at least 48 hours prior to the use of a UAS by going to [go.qu.edu/request](https://go.qu.edu/request) (<https://www.wrike.com/frontend/requestforms/index.html?token=eyJhY2NvdW50SWQiqjY5MzlyNCwidGFza0ZvcmlJZCI6Njc1MDh9CTQ2>) and filling out the Communications Request Form.
- Must provide date/time, purpose, and length of UAS operations, as well as the area of the campus where a UAS will be used.
- Must comply with all federal, state and city laws.
- Must have experience in operating a UAS and operate it in a responsible manner, or have direct supervision by a licensed operator (must have a Part 107 Remote Pilot Certificate).
- Must not operate over areas of public assembly, stadiums or areas of construction.
- Must not photograph, video, or monitor areas where other members of the university community or members of the general public would have a reasonable expectation of privacy.

#### Civil Operations/Commercial Use:

- All civil (commercial, contract, or university-owned) operated UAS devices must comply with all federal (FAA), state and local laws.
- Must obtain prior approval from the Quinnipiac Productions department within the Office of Integrated Marketing Communications at least 48 hours in advance of the proposed use of a UAS by going to [go.qu.edu/request](https://go.qu.edu/request) (<https://www.wrike.com/frontend/requestforms/index.html?token=eyJhY2NvdW50SWQiqjY5MzlyNCwidGFza0ZvcmlJZCI6Njc1MDh9CTQ2>) and filling out the Communications Request Form.
- A university-owned or commercial UAS must comply with FAA regulations by obtaining and producing a Part 107 Remote Pilot Certificate prior to use on the campus. (See [faa.gov](http://faa.gov) (<http://faa.gov>)).
- A UAS operator must provide a certificate of insurance naming the trustees of Quinnipiac University as an additional insured with a minimum limit of no less than \$1 million per occurrence and \$2 million in the aggregate in liability insurance written on an occurrence basis.
- A commercially owned (university or contract) operator must file a "flight plan" including date, time and duration of flight and operational area, with the Quinnipiac Productions department within the Office of Integrated Marketing Communications 48 hours prior to commencing the UAS flight.
- A contract operator must be accompanied by a representative from Quinnipiac Productions at all times.
- A copy of all footage captured must be presented to the Quinnipiac Productions department within the Office of Integrated Marketing Communications. Quinnipiac University reserves the right to use any footage captured.
- A UAS must be operated in a responsible manner.
- A UAS may not operate over areas of public assembly, stadiums or populated areas.
- A UAS is not permitted to photograph, video or monitor areas of the university where other members of that community would have a reasonable expectation of privacy.

#### Sanctions

Any violations of law (trespassing, illegal surveillance, reckless endangerment) or violations of university policies may subject the individual to both criminal and/or disciplinary action. Students allegedly in violation of this policy will be referred to the Student Conduct Process.

Damages/injuries occurring to university property or individuals will be the responsibility of the UAS operator.

### Responsibilities

The Office of Public Affairs is responsible for establishing the policy, which has been approved by the President's Office. The Quinnipiac Productions department, Department of Public Safety, Facilities Department and Division of Student Affairs are responsible for enforcing the policy.

Quinnipiac University maintains the authority to "ground" or suspend operations of any UAS that is not compliant with FAA regulations, this policy, or presents a danger to university property or to the university community.

### Contacts

Peter Gallay, Director of Film/Video, Quinnipiac Productions  
203-582-8584, peter.gallay@qu.edu

## Policy Statement on the Prevention of Alcohol Abuse and Other Drug Use or Abuse

The health and wellbeing of students in our community is paramount. Therefore, Quinnipiac University empowers students to make healthy and responsible decisions about their behaviors, including alcohol and other drug use, that affect them and the Quinnipiac community as a whole. University prevention programs, policies and resources focus on reducing high-risk behaviors and promoting safe, legal and responsible student choices.

### Behavioral Expectations

The behavioral expectations that Quinnipiac University has for all students—whether on or off campus—are outlined in the Student Code of Conduct. The Student Code of Conduct, including specific codes pertaining to alcohol and drugs, can be found on pages 63-64 of this Student Handbook. Additionally, policies that outline expectations for student organizations as they relate to alcohol and/or other drugs can be found on page 31 of the Student Organization and page 42 of the Fraternity and Sorority Life sections of the Student Handbook.

### Bystander Intervention

Members of the university community who are aware of an incident involving alcohol or other drug abuse, unsafe situations involving alcohol and/or drugs and students who are in need of medical assistance due to alcohol and/or drugs are encouraged to speak to a university staff member to request assistance. Although policy violations cannot be overlooked, the university will consider the positive impact of reporting an incident when determining the appropriate response for policy violations.

### Medical Assistance

While the university reserves the right to refer matters to student conduct for review, students who specifically seek medical assistance from a university staff member for themselves or others will not face student conduct action unless other policy violations are present. In cases where a student is seen in Student Health Services or sent to the hospital for alcohol/drug intoxication, students will be required to attend an educational meeting with a university staff member. This educational meeting serves as an opportunity to check in with, offer resources to and provide other information that could benefit the affected student.

### Student Disciplinary Sanctions

Students found responsible for violations of the Student Code of Conduct may result in one or more sanctions. A list of possible sanctions can be found on pages 35 of the Student Handbook.

### Legal Sanctions

Quinnipiac students are subject to local, state and federal laws concerning the use and possession of alcohol and other drugs. These local, state and federal laws and applicable legal sanctions are outlined below.

- **Alcohol:** Section 30-89(a) of Connecticut statutes states that it is unlawful for a minor (under the age of 21) to purchase, attempt to purchase, or make a false statement in connection with the attempted purchase of alcohol. Section 30-89(b) states that possession of alcohol by a minor anywhere is illegal, except where the minor is accompanied by a parent, guardian or spouse over the age of 21. The fine ranges from \$200–\$500.
- **Social Host:** Public Act No 06-112 (a) No person having possession of, or exercising dominion and control over any dwelling unit or private property shall (1) knowingly permit any minor to possess alcoholic liquor in violation of subsection (b) of section 30-89 of the general statutes, as amended by this act, in such dwelling unit or on such private property, or (2) knowing that any minor possesses alcoholic liquor in violation of subsection (b) of section 30–89 of the general statutes, as amended by this act, in such dwelling unit or on such private property, fail to make reasonable efforts to halt such possession. For the purposes of this subsection, "minor" means a person under 21 years of age.
- **Drugs:** Connecticut statutes cover a wide range of drug offenses, including the offer, sale, possession with intent to sell, gift and mere possession of various types of drugs (21 a CONN GEN STAT Section 277, 278, 279 and PA 15-2). NOTE: PA 15-2 "June Special Session" replaced the prior penalty structure for drug possession crimes, which punished possession of most types of illegal drugs as felonies. Refer to summary of Connecticut Drug Offenses for Possession and Sale as well as the cited Connecticut General Statutes (CGS) relative to each at [cga.ct.gov/2015/rpt/pdf/2015-R-0219.pdf](http://cga.ct.gov/2015/rpt/pdf/2015-R-0219.pdf) or can also be found in the Quinnipiac University Annual Security Report. Federal Law (Controlled Substances Act 21 U S C Section 841, 843b, 844, 845, 846, (1988)) states that it is unlawful (1) to manufacture, distribute, or dispense, or possess with intent to manufacture, distribute, or dispense, a controlled substance; or (2) to create, distribute, or dispense, or possess with intent to distribute or dispense, a counterfeit substance. Additional information on federal crimes and penalties related to all sections of the Controlled Substances Act can be found at [deadiversion.usdoj.gov](http://deadiversion.usdoj.gov) (<http://deadiversion.usdoj.gov>) or can also be found in the Quinnipiac University Annual Security Report.
- **Medical Marijuana:** In accordance with federal law, the university does not permit the possession, use or distribution of marijuana. As such, students in possession of medical marijuana prescriptions (issued in Connecticut or any other state) are not permitted to use or possess marijuana on university property.

### Health Risks of Alcohol and other Drug Use or Abuse

According to the National Institute of Alcohol Abuse and Alcoholism, "harmful and underage college drinking are significant public health problems, and they exact an enormous toll on the intellectual and social lives of students on campuses across the United States." Moreover, "drinking too much—on a single occasion or over time—can take a serious toll on your health" including but not limited to:

- Alcohol interferes with the brain's communication pathways, and can affect the way the brain looks and works. These disruptions can change mood and behavior, and make it harder to think clearly and move with coordination.

- Drinking a lot over a long time or too much on a single occasion can damage the heart, causing problems including: cardiomyopathy –stretching and drooping of heart muscle, arrhythmias–irregular heartbeat, stroke and high blood pressure.
- Heavy drinking takes a toll on the liver, and can lead to a variety of problems and liver inflammations including: steatosis, or fatty liver, alcoholic hepatitis, fibrosis and cirrhosis.
- Alcohol causes the pancreas to produce toxic substances that can eventually lead to pancreatitis, a dangerous inflammation and swelling of the blood vessels in the pancreas that prevents proper digestion.
- Drinking too much alcohol can increase your risk of developing certain cancers, including cancers of the mouth, esophagus, throat, liver and breast.
- Drinking too much can weaken your immune system, making your body a much easier target for disease. Chronic drinkers are more liable to contract diseases like pneumonia and tuberculosis than people who do not drink too much. Drinking a lot on a single occasion slows your body's ability to ward off infections – even up to 24 hours after getting drunk.

Visit [niaaa.nih.gov/alcohol-health/alcohols-effects-body](http://niaaa.nih.gov/alcohol-health/alcohols-effects-body) (<http://niaaa.nih.gov/alcohol-health/alcohols-effects-body>) for more information.

In addition to the health risk posed by alcohol, those posed by use of other drugs are also of concern. According to the National Institute on Drug Abuse, “drug use can have a wide range of short- and long-term, direct and indirect effects. These effects often depend on the specific drug or drugs used, how they are taken, how much is taken, the person's health and other factors. Short-term effects can range from changes in appetite, wakefulness, heart rate, blood pressure and/or mood to heart attack, stroke, psychosis, overdose and even death. These health effects may occur after just one use. Longer-term effects can include heart or lung disease, cancer, mental illness, HIV/AIDS, hepatitis and others. Long-term drug use can also lead to addiction.” Furthermore, “drug use can also have indirect effects on both the people who are taking drugs and on those around them. This can include affecting a person's nutrition; sleep; decision-making and impulsivity; and risk for trauma, violence, injury and communicable diseases.” Visit [drugabuse.gov/related-topics/health-consequences-drug-misuse](http://drugabuse.gov/related-topics/health-consequences-drug-misuse) (<http://drugabuse.gov/related-topics/health-consequences-drug-misuse>) for additional information on how various drugs affect the body and disease risk.

### Alcohol and Other Drug Support Resources

On-Campus:

- Counseling Services:  
Health & Wellness Center - Mount Carmel, 203-582-8680
- Student Health Services:  
Health & Wellness Center - Mount Carmel (24/7), 203-582-8742  
Health & Wellness Center - York Hill, 203-582-3890
- CARE Team: [care@qu.edu](mailto:care@qu.edu), 203-582-CARE (2273)

Off-Campus:

- Substance Abuse and Mental Health Services Administration National Helpline, 1-800-662-HELP (4357)
- Alcoholics Anonymous Connecticut Statewide 24-Hour Hotline: 866-783-7712, [aa.org](http://aa.org)
- Connecticut Region of Narcotics Anonymous Statewide phone line: 1-800-627-3543, [ctna.org](http://ctna.org)

- Wheeler Clinic - Navigation Center: 860-793-3500, [info@wheelerclinic.org](mailto:info@wheelerclinic.org)
- Rushford Clinic: 877-577-3233, [rushford.org](http://rushford.org), 883 Paddock Ave, Meriden, CT
- Turnbridge: 877-581-1793, [tpaddictiontreatment.com](http://tpaddictiontreatment.com) (<http://www.tpaddictiontreatment.com>), 189 Orange St., New Haven, CT

### Drug-Free Schools and Campuses Regulations: Biennial Review

In accordance with the Drug-Free Schools and Campuses Regulations, Quinnipiac University conducts a review of its alcohol and other drug programs every two years to determine effectiveness and the consistency of sanction enforcement, to identify and implement any necessary changes. The most recent Quinnipiac University Biennial Review can be found on MyQ under Student Life on the Dean of Student Affairs page.

### Harassment and Discrimination Policy

Quinnipiac University values diversity, multiculturalism and respect for others. The university is committed to providing a safe and respectful educational and work environment that prohibits discrimination and harassment on the basis of race, religion, ethnicity, ability, national origin, age, gender identify, gender expression, sex, sexual orientation or veteran status. Read the full Harassment and Discrimination Policy (<http://catalog.qu.edu/university-policies/harassment-discrimination-policy>).

### Title IX Policy Against Gender-Based Discrimination and Sexual Misconduct

Read the full Title IX Policy Against Gender-Based Discrimination and Sexual Misconduct (<http://catalog.qu.edu/university-policies/titleix-policy>).

### Grievance Policy

The Quinnipiac University Grievance Policy is an umbrella policy to cover any type of grievance that is not considered under a separately defined policy. Redress for any grievances covered by the following policies must be pursued according to the procedures specified in those policies. Read the full Grievance Policy (<http://catalog.qu.edu/university-policies/grievance-policy>).

### Good Neighbor Policy

Quinnipiac University students have lived off campus in the Hamden and New Haven area for many years, and the vast majority of students have developed positive and lasting relationships with area residents and the local community. Off-campus students must understand and appreciate that residents of a particular community have made a long-term commitment to their neighborhood; students are often temporary members of the local community who reside there for the duration of their academic studies. The quality of life and the overall character of a neighborhood can be greatly influenced by the lifestyles and sense of community exercised by student residents. A respectful and courteous attitude is usually returned in kind and makes the neighborhood a more pleasant place in which to live.

Living off campus can be an important experience that carries additional responsibilities. Students living in the community are, at all times, representatives of Quinnipiac University and the conduct of those students reflects directly on the university. Families living in the neighborhoods that make up Hamden and the surrounding communities have a right to enjoy a reasonable level of peace and quiet. As students, academic and personal schedules often conflict with the schedules of

families and other residents. Students are expected to exercise good judgment and be sensitive to the needs of their neighbors.

Students who host parties put themselves in serious jeopardy when their guests act irresponsibly. As a social host, off-campus residents assume all the risks associated with Connecticut state laws and municipal ordinances regulating the legal drinking age, noise and public safety when hosting a gathering. Connecticut state law and court decisions have held the social host liable for personal injury and property damage caused to a third party as a result of the irresponsible service of alcoholic beverages to guests, regardless of age. In addition, social hosts do not need to actually provide alcohol to their guests; they merely need to provide the venue for others to engage in irresponsible behavior. Those risks are compounded when minors are involved. The university views the hosts/residents of an off-campus property where an incident takes place to be responsible for that incident in its entirety, including the behavior of their guests, regardless of the hosts' original intentions for their event.

The university recognizes that some students wish to live off-campus, be responsible members of the local community, and experience independent living. However, when students use this independence to engage in actions or behaviors that attract the attention and concern of neighbors or others within the community, the university will respond accordingly. Dangerous and/or risky behavior, public intoxication, disorderly conduct, loud music and/or other noise late into the night, and high levels of vehicle traffic in the neighborhood are examples of matters of concern. Living off-campus does not alleviate students' responsibilities as a member of the Quinnipiac University community to abide by the Student Code of Conduct. As stated in the Student Handbook, "Quinnipiac reserves the right to address, through the Student Code of Conduct process, incidents which occur off campus that may endanger the health, safety and welfare of others and/or adversely affect the university and/or the pursuit of its objectives." Students must take the responsibility of living off-campus seriously, and remember that the university's community standards apply wherever a student chooses to live.

## Policy Statement on University Shuttles

Quinnipiac University provides complementary shuttle service to our students to a number of on- and off-campus locations. Students who engage in disruptive behavior, vandalize or jeopardize the health and safety of community members while on a Quinnipiac shuttle will have their shuttle privileges revoked and will be referred to the Student Conduct process. In order to acclimate to the Quinnipiac University community, first-year students are not permitted to ride the Downtown New Haven Shuttle for the first three weeks of the academic year.

- The university is not responsible for items lost, left behind or damaged on university shuttles.
- Shuttle schedules are publicized annually by the Department of Public Safety, and the university is not responsible for any student's transportation, including for a return trip, should a student miss the final posted shuttle of any particular day.
- The university reserves the right to add or cancel shuttle routes at any time for reasons such as, but not limited to usage patterns, student safety concerns, weather concerns and/or campus events.
- The university reserves the right to check the identification (QCard and/or government-issued identification) of any person boarding a university shuttle to determine eligibility for ridership, for student health and safety, and to collect information on ridership to determine shuttle system improvements.

Students who have questions or concerns about the university Shuttle system should contact the Department of Public Safety.

## Policy Statement on Overnight Visitors and Guests

Residential students are welcome to invite guests and visitors into their rooms. To ensure the safety of community members and property, students must comply with the following policy pertaining to visitors and guests.

### Definitions:

#### Visitor

A visitor is defined as any non-Quinnipiac person who chooses to visit a residential student. Overnight visitors must be registered, must carry their university visitor pass, must carry their state-issued photo identification and remain with their student host while on Quinnipiac property at all times. Visitors who stay on campus past 10 p.m. are considered overnight visitors.

#### Guest

A guest is defined as another Quinnipiac student or registered visitor who is present in, but not a resident of a particular living unit. Non-residential students in the residential areas are considered guests.

### Visitor Registration, Limits and Requirements

Visitors must be registered through the Quinnipiac University website. Students may register one overnight visitor. First-year students may register visitors beginning the third week of classes. Seniors in Senior-Year Experience housing may register two visitors. Overnight visitors must be 17 years old, unless on visit sponsored by the university.

Non-Quinnipiac students who do not have the appropriate visitor pass are removed from the campus immediately. Students who host unregistered visitors are in violation of this policy. Non-residential students may not register visitors for residential housing and are subject to length of stay requirements.

### Visitor Passes and Identification

Visitors must have their visitor pass and a photo identification on their person at all times. Also, visitors must be with their registered host at all times while on Quinnipiac University property.

### Visitor Behavior

Students hosting visitors must accompany them and are responsible for their behavior at all times. Students are held accountable for any disturbance and/or damage their visitors may cause. Visitors who cause a disruption or are in any way not compliant with this policy may be permanently banned from university property and subject to arrest for trespassing should they return.

### Occupancy Stay Limitations

The maximum number of people permitted to occupy any individual room, suite or apartment at any one time may not exceed twice the number of residents of that living unit at any one time, except where designated in certain Senior-Year Experience housing areas.

### Overnight Visitors

Overnight visitors or guests must have the approval of all residents in a given living unit. All students and their guest/visitors must adhere to the Roommates Bill of Rights.

A guest or visitor may not spend more than three consecutive nights. Residential students are permitted 21 visitation nights per semester. Visitors cannot be registered with consecutive different hosts as a means of cohabitation in the Residence Halls. Visitors found to be cohabitating

in a residence hall will be removed immediately and may be permanently banned from university property.

**Visitor Parking**

Visitors must park in lots designated by the Department of Public Safety as open to visitors. Any visitor who fails to comply with Public Safety may have their vehicle towed.

**Sanctions for Noncompliance**

Students who violate this policy will be assessed a \$100 fine and additional Student Conduct sanctions as appropriate.