

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

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

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

Academic Calendar

2018–19 Academic Calendar¹

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" ²
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" ²
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" ²
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" ²
January 18	Friday	Classes end; final examinations

January 21	Monday	Martin Luther King Jr. Day—university holiday; no classes ³
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 ³
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" ²
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" ²
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" ²
April 19	Friday	Good Friday—university holiday; no classes ³
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 ³
May 12	Sunday	Frank H. Netter MD School of Medicine and School of Law Commencement ³
May 13	Monday	Final grades due
May 18–19	Sat–Sun	Undergraduate Commencement ³

Summer Orientation and Open House 2019

May 20	Monday	New graduate student orientation
May 27	Monday	Memorial Day—university holiday; no classes ³
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

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 ³
June 7	Friday	Last day to withdraw from 5-week courses (May 20 - Jun 21) with a grade of "W" ²
June 17	Monday	Last day to withdraw from 7-week courses (May 20 – Jul 3) with a grade of "W" ²
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 ³
July 8	Monday	Last day to withdraw from 12-week courses (May 20 – Aug 9) with a grade of "W" ²
		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" ²
August 5	Monday	Last day to withdraw from 7-week courses (Jul 8 – Aug 23) with a grade of "W" ²
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

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.

UNDERGRADUATE STUDENT HANDBOOK 2018–19

Student Handbook

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.

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.

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 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.

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.edu/qcard to suspend activity on your QCard.
- Quinnipiac Spirit: Your QCard shows off the Quinnipiac name with pride.

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

Admissions

Students interested in enrolling at Quinnipiac as undergraduate degree candidates must seek admission through this office, which is located in Echlin Center. The office hosts admissions activities throughout the year such as Open House programs for prospective students, Admitted Student Days and more. Student involvement in admissions exists through employment (office work and campus tour guides) and

volunteer opportunities (tour guides at special events and visiting student hosts). To learn more about the opportunities available through the Undergraduate Admissions Office, call 203-582-8600.

Students interested in continuing their education at the graduate level may contact Graduate Admissions at 203-582-8672 or School of Law Office of Admissions at 203-582-3400 or the Frank H. Netter MD School of Medicine at 203-582-7766.

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 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.

Financial Aid

The Office of Financial Aid is responsible for administering all forms of financial aid (grants, scholarships, loans and work-study) for the university. Additionally, the office coordinates Quinnipiac's scholarship programs including Athletic, SGA Leadership and university merit-based programs.

Students must apply for financial aid annually by completing the Free Application for Federal Student Aid (FAFSA), which can be found on the financial aid home page. Students must also meet Quinnipiac's requirements for satisfactory academic progress, which can be found in the university catalog.

Financial aid is awarded in subsequent years provided that the student meets all of the eligibility criteria as well as any specific terms required for scholarship renewal. The Office of Financial Aid is located in the Echlin Center. Our staff is available to assist and advise parents and students on financing a Quinnipiac education.

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 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 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 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 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 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.

Bookstore

The university bookstore, with locations on our Mount Carmel and North Haven campuses, is the place to go for all things Quinnipiac. It's your one stop for 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 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. Extended hours are posted for many events. The store can be reached via phone (203-582-8640), fax (203- 281-6305) or on the website at 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.

Food Service

Refer to the Campus Dining website at 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.

Student Government Association

The Student Government Association maintains offices on the second floor of the Carl Hansen Student Center. The SGA office is open to provide assistance to students and student organizations during regular business hours. Email sga@qu.edu to contact the Student Government Association.

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.

Parents Association

From the day your daughter or son enrolls at Quinnipiac University, you are a valued member of our community. As a parent of a Quinnipiac student, you are automatically a member of the Quinnipiac Parents Association, connecting you to campus life and planning.

Members of the Parents Association receive:

- Quinnipiac Magazine, a comprehensive university publication for alumni, parents and friends
- an invitation to Parents and Family Weekend, a weekend in October packed with a variety of activities that capture the best of university life
- Parents Connection newsletter, sent electronically to provide parents with the most up-to-date news and information from the university
- invitations to special events on campus and in your area, including athletic contests, career networking activities and lectures

Parents Leadership Giving

Quinnipiac University encourages parents to be involved in our community. Parents can make an immediate impact on their son or daughter's experience by giving an annual, fully tax-deductible gift of at least \$1,000, which entitles them to become members of the President's Council.

The President's Council recognizes those individuals who make leadership contributions to Quinnipiac University. These gifts assist the university in providing our students the best educational journey, both inside and outside the classroom, leading to career success.

Corporate matching gifts help you qualify for the President's Council (e.g., \$500 gift plus \$500 corporate matching gift = \$1,000 President's Council gift). Your employer—or your spouse's employer—may match all or a portion of your gift to Quinnipiac University.

To honor their commitment, parents who are members of the President's Council are invited to attend exclusive events during the academic year, including a special reception with President Lahey during Parents and Family Weekend.

Parents Council

Quinnipiac University has long valued parents as partners in students' education and success. With this in mind, the Quinnipiac Parents Council was created to provide a direct avenue for meaningful communication between the university administration and involved parents. Parents Council members serve as ambassadors for the Quinnipiac parent community and facilitate the advancement of the university through engagement, career development and philanthropic support.

Parents Council members share their time and energy by attending meetings on campus each semester, where they hear about the latest developments at Quinnipiac from faculty, deans and top administrators. Members are selected based on their interest in Quinnipiac and their ability to help the university advance its mission. Parents Council members recognize the vital importance of the Quinnipiac Parents Fund, and make leadership gifts from \$2,500 to \$25,000 and more annually in support of the university's priorities.

Parents Council members lead by example through activities such as:

- hosting receptions to welcome incoming students and their families
- contacting the parents of freshmen to welcome and answer questions about Quinnipiac
- providing career development opportunities for students
- identifying opportunities for corporate or foundation support through personal and professional networks

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 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.

Student Affairs

Dean of Students Office

The Dean of Students Office, located in the Student Affairs Center on Bobcat Way, is a central resource for students who need assistance with any issues or concerns or have questions related to student life. The offices of the vice president and dean of students, associate dean of student affairs, director of health & wellness, director and associate director of student conduct and director of student affairs are located here, as well as the Office of Residential Life.

Office of Campus Life

The Office of Campus Life is located on the Mount Carmel Campus, in the Carl Hansen Student Center. Campus Life is committed to providing a variety of services, programs and leadership opportunities that are educational in nature, while working with campus partners to ensure the Carl Hansen and Rocky Top Student Centers continuously provide opportunities for all members of the Quinnipiac community to come together in a relaxed atmosphere. The Office of Campus Life encompasses both the Office of Student Centers & Student Involvement

and the Office of Fraternity & Sorority Life. The office also provides guidance and advisement to the following areas: student organization programs and services, new student orientation, Fraternity & Sorority Life student media organizations, Student Government Association, two programming boards responsible for all undergraduate co-curricular programs, and university leadership programs. In addition the office employs more than 50 student staff, providing career development opportunities in the various positions that support the daily operations of the two student centers.

The Office of Student Centers & Student Involvement ensures a vibrant array of campus activities, programs and student center services that welcome, engage and attract the campus community and develop leadership skills.

The Office of Fraternity & Sorority Life is committed to advancing fraternities and sororities through intellectual and interpersonal development within the Quinnipiac University community and beyond. The office is guided by a set of shared values, known as the Four Pillars, which shape all community programming and initiatives from a student's new member experience through Commencement. The Four Pillars are Leadership through strength of character, Growth through intellectual excellence, Service through civic engagement, and Community through diversity and inclusion.

The Office of Campus Life is open Monday through Friday, 9 a.m. to 5 p.m., and can be reached by phone at 203-582-8673, or email at student.center@qu.edu.

Office of Residential Life

Living on campus is one of the many learning experiences at Quinnipiac. Students have the unique opportunity to live with students from a variety of diverse backgrounds. Quinnipiac believes that the experience of living on campus is enhanced by tolerance, respect for others and regard for the standards of good citizenship.

Residential Life Mission Statement

The Office of Residential Life at Quinnipiac University is committed to excellence in the development of a living-learning environment that contributes to student success. The educational priority of the Office of Residential Life is to provide purposeful experiences that will develop students as engaged, responsible and inclusive members of a community.

There are four learning goals associated with the residential experience:

- **Interpersonal Competence** is the ability to effectively communicate with others and build meaningful relationships.
- **Societal Competence** is the ability to understand and appreciate multiple cultures, develop a global perspective, and engage in social and civic responsibilities.
- **Personal Competence** is the ability to be introspective and to define one's goals, values and identity.
- **Practical Competence** is the ability to develop and apply necessary life skills.

University housing consists of traditional residence halls, suite-style units, apartment-style units and off-campus houses. Each of these options provides an opportunity to interact with students from a wide variety of geographical locations and cultural backgrounds. Your experiences with your fellow students will be enhanced by your tolerance, respect for others, and regard for the standards of good citizenship. Students are housed in separate areas according to their class year: first-

year, sophomore, junior and senior. The first-year area features several living-learning communities for students.

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.

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 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.

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.

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. 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 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 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/myqintramurals 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[®], Uffit[®], Bootcamp, Zumba[®], 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 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).

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

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.

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.

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.

Student Organization Overview

A student organization is a group of undergraduate students who are committed to enriching the learning environment through extracurricular engagement. Student organizations are open to all enrolled Quinnipiac undergraduate 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 Campus Life.

There are three types of student organizations at Quinnipiac:

Probationary—An organization that has completed the process for establishing a new student organization within the last calendar year. At the end of the probationary one-year period, the membership, progress and activities of the organization will be reviewed and if deemed appropriate, recognition status will be granted.

Recognized—An organization that has successfully completed the probationary period and is officially recognized by the university.

Chartered—A recognized student organization that has completed the Student Government Association Chartering process.

Eligibility Requirements for Involvement

General Membership

It is the policy of Quinnipiac University that there shall be no discrimination in the selection of membership in undergraduate student organizations and in the conduct of their business. This policy further provides that there shall be a nondiscriminatory clause in the constitution of all student organizations. Social fraternities and sororities, however, are permitted to select their membership due to the nature of these organizations. In all cases, except as allowed by law, membership is without regard to race, gender, religion, sexual orientation, age, physical limitation or academic major. The Office of Campus Life advises and supports undergraduate student organizations exclusively.

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

- possess a minimum 2.0 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

Paid Student Leadership Positions

Students selected or elected as student programming board presidents, Student Government Association executive officers, or managers/editors for campus media organizations may hold only one of these positions at any one time.

Students in these positions are expected to maintain the academic, conduct and community standards of the institution. They must maintain a 2.75 cumulative GPA and remain in good conduct standing with the university. Student leaders who receive a scholarship must not have received their undergraduate degree and must be a full-time student with 12 or more credits each semester in office.

The assistant dean of student affairs for campus life makes the final determination in the case of any question or discrepancy, upon

consultation with the vice president and dean of students, in certain situations.

Policy on Grade and Conduct Release

Fraternities and sororities are selective membership organizations. Each organization has academic grade requirements/minimums and student conduct expectations for potential and initiated members. To assist organizations in upholding these standards, potential, new and initiated members accept the following:

- **Potential New Members:** Once a student registers for fraternity/sorority recruitment, the Office of Fraternity & Sorority Life may examine and disclose Quinnipiac University academic records and/or student conduct standing to the respective governing council and/or its member organizations to determine eligibility for joining a fraternity or sorority.
- **New and Initiated Members:** Once a student accepts an invitation to membership, grades and/or student conduct standing may be provided to the respective fraternity or sorority, chapter adviser and/or inter/national headquarters each semester, upon request, and/or as the Office of Campus Life deems appropriate. Additionally, their academic progress and student conduct standing is monitored by the Office of Campus Life and/or the respective council to determine academic/student conduct eligibility for leadership positions or various activities sponsored by the governing council(s). For all situations regarding student conduct, only a student's disciplinary status (probation, etc.) is shared, not the information regarding the underlying incident(s).

Student Organization Requirements

- The organization must be unique from all other probationary or recognized student organizations.
- The purpose or actions of the organization cannot contradict university, state and/or federal policies and laws.
- A minimum of five undergraduate student members are required at all times to remain identified as a student organization by the Office of Campus Life.
- Membership of a student organization cannot be limited on the basis of race, gender, religion, nationality, sexual orientation, age, physical limitation or academic major.
- 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 complete the registration process with the Office of Campus Life prior to October 1 each academic year. This includes having an updated constitution uploaded to the organization's Do You QU page.
- An organizational member (preferably an officer) must attend one Nuts and Bolts and one Finance Workshop per academic year.
- The organization must check their mailbox weekly.
- 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 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 Campus Life.
- The organization receives invitations to participate in the annual Involvement Fair, Leadership Institute and all student organization receptions.
- The organization can utilize the Student Organization Suite, which includes access to a copier, art supplies and workspace.
- The organization may apply to be chartered through the Student Government Association, if deemed eligible. (See Chartered Student Organization section below for more information.)

Student Organization Policies

Membership

Student organizations are open to all enrolled Quinnipiac undergraduate students.

- Members of a student organization must meet the Eligibility Requirements for Involvement (below).
- Membership of a student organization cannot be limited on the basis of race, gender, religion, nationality, sexual orientation, gender identity, age, physical limitation or academic major.

Graduate students cannot hold an officer position in undergraduate student organizations.

Policy Statement on Risk Management

The purpose of the policy is to encourage safety and provide risk management standards for all student organizations. The Policy on Risk Management shall apply to all student organization entities and all levels of student organization membership. The policy includes the statements on the following: Fire, Health and Safety, Hazing, Alcohol and Drugs, Event Management, Off-Campus Events, Competitions, Finance and Fundraising.

In case of an emergency at a student organization-sponsored event, please contact the following:

- On/Off-campus event – 911, then Public Safety at 203-582-6200

Fire, Health and Safety

Organizations using Quinnipiac University and non-university owned/operated spaces must adhere to any safety standards outlined by the university and/or off campus venues as defined by the Student Handbook.

Hazing

- Student organizations, advisers, individual members, and external parties or persons shall not conduct or condone hazing activities.
- The expressed or implied consent of the person being hazed is not 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 policy.
- Organizational or group leaders are all responsible for educating the student organization and new members about the hazing policy.

- See **Policy Statement on Hazing** for more information.

Alcohol and Drugs

Student organizations are not permitted to host or co-sponsor events with alcohol without written approval from the Office of Campus Life.

- The possession, sale, use or consumption of alcohol during both formal, endorsed and/or informal organizational events must follow all applicable university policies, laws and associated rules from inter/national affiliated governing or oversight bodies. If an observer associates an event with a student group, the organization is responsible for following these policies and may be held accountable as such.
- No alcohol may be purchased 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 with alcohol and unrestricted and/or uninvited access by non-members are prohibited.
- No student organization may co-sponsor an event with an alcohol distributor or tavern (tavern defined as an establishment generating more than half of annual gross sales from alcohol) at which alcohol is given away, sold or otherwise provided to those present. This includes any event defined as a fundraiser. However, a student organization may rent or use a room or area in a tavern as defined above for a closed event held within the provisions of this policy, including the use of a third party vendor and guest list.
 - An event at which alcohol is present may be conducted or co-sponsored with a charitable organization if the event is held within the provisions of this policy.
- No student organization may co-sponsor, co-finance, attend or participate in a function at which alcohol is purchased by any of the host organizations, groups or teams.
- Alcohol is prohibited at all recruitment activities associated with a student organization. No recruitment activities associated with any student organization may be held at or in conjunction with a tavern or alcohol distributor as defined in this policy.
- No alcohol shall be present at any new/associate member program, formal or informal activity or ritual of a student organization.
- For all events involving alcohol, including but not limited to socials, mixers, semi-formals and/or formals, 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 be properly registered and approved via Do You QU.
 - University-trained sober monitors are required at a ratio of one social event manager per 20 guests for the duration of the event.
 - Food and non-alcoholic/alternative beverages must be provided in appropriate quantities.
 - Student organizations must hire security personnel to assist with venue safety and/or event issues.
 - The Third Party Vendor must agree in writing, via the Third Party Vendor Agreement, to adhere to the responsibilities and requirements stated in the agreement.

- The student organization member(s) responsible for planning the event and for risk management must meet with Campus Life staff at least 14 days prior to the event.
 - Due at the meeting: a completed Social Event Manager Agreement, Adviser Agreement and Third Party Vendor Agreement.
 - Event Risk Assessment Form.
 - Failure to meet aforementioned deadlines will result in cancellation of the event.

Event Management

- All events must be registered via Do You QU and receive approval before they can occur. The following, but not limited to are deemed events: meetings, 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). Space reservations will not be confirmed until the event has been approved in Do You QU.
- 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 at least 14 days in advance of the proposed event date.
- At least one organizational officer must be present at all events.
- An event will not be approved if there is a predetermined amount of liability and risk.
- A student organization is required to meet the safety needs outlined by the Office of Campus Life, Office of Fraternity & Sorority Life, Office of Facilities and/or Public Safety to host an event.
- Public Safety retains the right to dispatch officers to an event that 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 attached to the Event Registration in Do You QU.
- Events that solicit people other than Quinnipiac students must obtain proper police and fire protection, as well as any required permits from the Hamden 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 Campus Life and/or Public Safety when determining whether an event requires such arrangements.

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 Campus Life. Events being held within the residential living area will end no later than 7 p.m., or at the discretion of the Office of Residential Life.
- Professional staff including, but not limited to, Public Safety, Division of Student Affairs, and Facilities, reserve 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.

- No event will be approved to take place during quiet hours on Friday or Saturday or during 24-hour quiet hours during final exams.
- Organizations are expected to be courteous of the spaces they are utilizing.
- Clean up after an event includes, but is not limited to throwing out all trash, wiping down white/chalk boards, counters and tables, arranging furniture in the way it was set up at the start of event, shutting off all AV equipment, etc.
- Do not run over the time allotted for the space. Another event may be in the space afterwards.
- If an event has been rescheduled/cancelled, cancel the online reservation and update the Do You QU event registration.

Off-Campus Events

- Students may utilize their personal vehicles when traveling off-campus if the event or activity meets the following criteria:
 - Alcohol is not being served/consumed
 - The destination is within a 170-mile radius from Quinnipiac
- If a student organization is hosting an event or activity off-campus where the above criteria is not met (alcohol is being served or is present and/or the event/activity is outside of the radius) the group must utilize university-provided or hired professional transportation.
- An organization adviser who is a faculty/staff member employed by the university or an inter/national organization representative must be present if an event or activity meets any of the following criteria:
 - Alcohol is being consumed or served
 - It is taking place outside of a 170-mile radius from Quinnipiac and there is any overnight component
 - It is taking place within a 170-mile radius from Quinnipiac and there is an overnight component with a two or more night stay
- Student organizations are responsible for securing funding to ensure coverage of transportation, lodging, and meal costs for the adviser attending their event or activity.
- If an organization holds or attends an overnight event or activity off-campus without an adviser they must designate at least one organizational officer who will be present and responsible, as well as provide their emergency contact information.

*The Office of Campus Life strongly recommends student organizations utilize advisers for all travel off-campus when possible as it both lowers risk for members and allows a deeper level of development and engagement for the organization.

Competition

- Student organizations are permitted to compete with the exception of recreational student organizations.
- A competition must be registered as an event on Do You QU and therefore must be approved.
- 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, the Student Government Association (SGA) special appeal process and/or the SGA budget request process (chartered organizations only).

- In order for a chartered student organization to receive a budget, it must complete the SGA budgeting process each spring.
- Chartered organizations that receive a budget from the SGA must adhere to the SGA financial policy and guidelines. For more information about this policy, please refer to the Financial Policy located under “Documents” on the Student Government Association’s Do You QU page.
- SGA serves as the financial agent for these organizations.
 - The SGA vice president for finance will assist all chartered organizations in setting up and managing their respective financial budgets.
 - Payments are processed upon receipt of a request for payment, with the appropriate justification for expenditure and authorized signatures. For a request for payment to be authorized, the signature of the vice president for finance and/or president of SGA must be obtained.
- Student organizations that are not chartered can establish a university account by meeting with an Office of Campus Life staff member. The staff member will work directly with the organization to maintain the university account.
- Student organizations (with the exception of fraternities and sororities) are not permitted to establish financial accounts with outside banking organizations.

Fundraising/Raffles

- Organizations wishing to solicit off-campus companies for material donations (e.g., prizes or materials for events) must gain approval for these activities by the Office of Campus Life by completing the Event Registration on Do You QU.
- Organizations wishing to charge admission to an event must gain approval for these activities by the Office of Campus Life by completing the Event Registration on Do You QU.
- 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 vice president and dean of students (or designee) and the vice president for development and Alumni Affairs and the vice president for public affairs (or designee).
- Organizations wishing to host raffles must gain approval for these activities by the Office of Campus Life by completing the Event Registration on Do You QU.
 - 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. Items or raffle tickets may not be sold door-to-door in the residence halls or in faculty/staff offices.

GENERAL POLICY STATEMENT FOR STUDENT ORGANIZATIONS

Marketing/Advertising/Privacy Rights

- Student organizations wishing to promote their group or an event must gain approval from the Office of Campus Life.
 - Fliers, posters and banners can be submitted for approval in the Student Organization Suite (SC 216) or at the Rocky Top

Information Desk. A student employee 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, 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.
- Fliers, posters and banners must state the name of the sponsoring organization.
- Approved fliers, posters and banners will be displayed for two weeks leading up to the event.
- 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 flier or poster is 18 by 24 inches. The maximum size for a banner is 6 feet by 4 feet.
- Organizations must gain approval from the Office of Campus Life to distribute any other type of marketing materials.
- The Office of Campus Life 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
 - 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
 - violations of any local, state or federal laws, or university policies
- The Office of Campus Life 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.

Student organizations wishing to purchase promotional items, such as branded products or apparel, must adhere to the below process:

Before design and creation of any type of promotional product or apparel that uses the Quinnipiac name or a university logo, an organization **MUST** submit a concept of design to the Office of Campus Life for review and approval. Upon approval, the organization can contact a vendor to draft a proof and provide a quote for the items they wish to purchase. *(It is the organization’s responsibility to review the proof closely for spelling errors or design flaws.)*

After the proof is reviewed and approved by the Office of Campus Life, the quote needs to be sent to the SGA VP of Finance for review. The VP of Finance will confirm that the organization has sufficient funds for the purchase. (If the organization is a fraternity or sorority, they can move forward at this point without the assistance of SGA.) When the SGA VP of Finance has reviewed and approved the quote, the organization can contact the vendor to process the order.

Once the completed items are received, the organization is responsible for reviewing the order to make sure they have all of the items and that the product matches the proof that was provided. Lastly, all invoices should be submitted to the SGA VP of Finance for payment.

Note: Promotional items purchased by organizations that do not follow this process may be subject to removal from use without reimbursement for associated costs.

- Requests to market in the Weekly Events email, or on MyQ must be submitted via the Marketing Request form under “Forms” on the Office of Campus Life Do You QU page.
- 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.

Do You QU

- Student organizations are required to update their Do You QU page on a regular basis.
 - Membership rosters need to be reviewed monthly for changes. This includes keeping officer positions up-to-date, confirming new member requests, and moving old members to alumni or inactive status.
 - A current copy of the organization’s constitution must be uploaded to the “Documents” page.
 - All events must be registered through the website for approval.

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 Carl Hansen Student Center, room 202, call 203-582-8673 or email: studentorgs@qu.edu with any questions.

The Office of Campus Life may review all policies for exceptions where applicable.

Student Organization Conduct Process

In the event of an alleged violation of university policy (including, but not limited to, the Student Code of Conduct, Student Organization Requirements, Student Organization Privileges, Student Organization Policies) by a student organization, the incident may be investigated by The Division of Student Affairs or Public Safety.

Violations of university policy are considered organizational violations if one or more of the items below are present:

- The organization adviser, organizational officers or members of the organization are aware of an incident that is a potential violation before it takes place with advance knowledge to prevent its occurrence, but do not prohibit the incident from happening.
- The organization adviser or any of the organizational officers or any general members of the organization are aware of the identity of organization members involved in the incident but refuse to divulge the identity to the appropriate university authorities.
- The incident involves the expenditure of organization funds either formally or informally.
- The incident is endorsed by members of the organization in any way.
- The incident takes place during a scheduled organizational event or meeting.
- The incident involves adherence to organizational policies stated in this handbook or discussed during organizational training sessions conducted by the Office of Campus Life.

- That the alleged misconduct can be reasonably associated with the organization.

Interim Measures

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 issue interim measures when there is a threat to safety or due to the severity of the underlying incident.

Cease and Desist

A student organization may not hold any events during the duration of a cease and desist order as directed. An order is inclusive of all new and initiated members at all events including social, philanthropic, sisterhood/brotherhood, educational, as well as general chapter or organization business/adviser meetings, or any event a reasonable observer would deem a student organization event.

Requests for any chapter activities must be made in writing to the office of campus life and approved in writing by the staff. The student organization will be notified following the investigation and/or the student organization conduct process of its status moving forward.

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.

This includes any physical contact or communication including but not limited to, physical contact (with person or property), telephone calls, voice mail, 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 at the conclusion of the student organization investigation and/or student organization conduct meeting should there be a change of status in the No Contact Order.

Student Organization Conduct Procedures

Upon completion of an investigation, information will be referred to the director of student conduct or designee and the following process will begin:

- The director of student conduct or their designee will serve as the conduct officer and will schedule a conduct meeting with the president of the student organization and other organization members connected to the incident. A notice of the time, date and location of the meeting will be sent to the president via university email at least 2 business days prior to the meeting.
- *A request for postponement of up to five additional days for a conduct meeting may be made. The request must be for good cause. Quinnipiac students are responsible for checking their Quinnipiac email account even during examination and vacation periods. Excuses for not checking an email account are not acceptable reasons for postponement. If an organization does not attend the conduct meeting, a decision will be made in their absence.*

Prior to the conduct meeting, organization leaders are informed of the alleged violations of the code of conduct, and may request to review the investigation report. Organization leaders are permitted to review the investigation report in the presence of the director of student conduct or designee.

- At the conduct meeting, organizational representatives may be joined by the organization’s official adviser and/or a representative from the

inter/national headquarters or designee. Advisers serve as a moral and emotional support during conduct meetings, and can assist with meeting preparation; however, advisers cannot advocate or speak for an organization.

- The procedural rights for student organizations will be reviewed, followed by alleged violations of university policy. The organizational representatives are then asked to declare if the student organization and/or the individual member(s) are responsible for any of the alleged violations.
- The organizational representatives may present relevant information, which may include witness statements acquired by the student(s).
- The conduct officer will question the organizational representatives.
- The conduct officer then decides if the student organization is responsible or not responsible for the violation(s).
- The conduct officer will find an organization responsible if the violation is proven by a preponderance of the information presented; that is, based on the information the conduct officer finds credible and convincing, it is more likely than not that the organization is responsible for the violation.
- The sanction(s) may be announced and explained at the conclusion of the meeting or within three business days. At the time the decision is rendered, the organizational representatives will receive the conduct meeting agreement acknowledging the receipt of the finding and sanction(s). Student organizations that are placed on a deferred suspension, suspension, or closure status have the right to request an appeal.
- A copy of the conduct meeting outcome and any formal sanction letters are kept on file. The dean of students office does not permit the release of any organizational disciplinary records.
- At the discretion of the dean of students office individual students involved in organizational violations of university policy may be investigated and referred to the Student Conduct Process.

Procedural Rights

Notice—The right to be informed in writing of the specific alleged violation(s) in which the organization is suspected of involvement.

Procedures—The right to be informed verbally and/or in writing of the organizational conduct procedures.

Information—The right to know the nature of the alleged violations prior to the meeting and object to information being heard that is unrelated to the incident.

Witness Statements—The right to present written witness statements in a conduct meeting.

Adviser—The right to have the organization's official adviser and/or at the discretion of the conduct officer a representative from the inter/national headquarters attend the meeting. The individual(s) may not address the conduct officer, but may consult freely with the organizational representatives.

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 date.

Written Decision—The right to have a written response reporting the results of the meeting.

Appeal—The right to request an appeal of a conduct meeting, if the organization receives a sanction of deferred suspension, suspension or closure.

Sanctions

Student organizations found in violation of university policy will have one or more of the following sanctions imposed on them:

1. **Closure** – A permanent separation of the student organization from the university without the possibility of return.

2. **Suspension**—a fixed period of time (at least one semester) during which the student organization may not participate in any university activities and is not recognized by the university. At that time, the organization's events/trips/fundraisers are cancelled, budget (if they have one) is frozen, and they are restricted from functioning as a student organization. At the end of the suspension period, the student organization may regain recognition upon the recommendation of and the completion of any sanctions assigned by the conduct officer.

3. **Deferred Suspension**—a notice to a student organization that their actions are of such a serious nature that removal of university recognition is being considered. The university will defer the suspension as long as the student organization meets all requirements. Deferred suspension will last a minimum of one semester. Any future violations during this time may result in immediate removal of university recognition for a period of time and the possibility of additional sanctions. While on deferred suspension, the organization may lose privileges including but not limited to:

- events/trips/fundraisers
- budget access (if they have one)
- ability to reserve space
- use of Quinnipiac University name
- other restrictions at the discretion of the conduct officer

All organization business must be approved by the Office of Campus Life while on deferred suspension. At the end of the deferred suspension period, all lost privileges and eligibility shall be restored.

4. **Disciplinary Probation**—a serious encumbrance on the student organization's good standing in the university community. Disciplinary probation will last a minimum of one semester and any subsequent violations during the probationary period may be viewed as both a violation of university policy and a violation of the probation. While on disciplinary probation, the organization may lose privileges including but not limited to:

- events/trips/fundraisers
- budget access (if they have one)
- ability to reserve space
- use of Quinnipiac University name
- other restrictions at the discretion of the conduct officer

At the end of the disciplinary probation period, all lost privileges shall be restored.

A student organization placed on disciplinary probation three times within a five-year period shall be suspended as an organization, as described above, for at least one semester.

5. **Student Organization Warning**—a notice to the student organization, which creates an organizational conduct file. Additional violations may result in more serious disciplinary action. The reprimand becomes part of the student organization's permanent file.

6. **Substance Restriction**—the student organization is to have only alcohol-free events through the date specified. The organization is encouraged to have as many substance free events as they would like; this is in no way meant to limit their members' experience. Only organizations that are authorized to host events with alcohol can be placed on substance restriction.

7. **Loss of Privileges** - Organizations may be restricted from participation in University awards, recognition and events.

8. **Restitution**—the student organization and/or member(s) are required to make payment to Quinnipiac and/or other persons, groups or organizations for damages incurred as a result of violations of university policy.

9. **Educational Sanctions**—additional sanctions such as facilitating a program, writing a paper, attending a program/class, or completing an online program that are given for violations of university policy in conjunction with student organization warning, disciplinary probation, deferred suspension or suspension.

Note: Quinnipiac staff may partner with inter/national organizations and/or governing bodies when establishing conduct outcomes.

Appeals

Student organization conduct outcomes may be appealed if the organization has been placed on deferred suspension, suspension or closure status. Appeals are accepted for the following reasons:

- 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 Organization Procedural Rights (see section above), which materially affected the outcome of the meeting.

A formal appeal specifying the grounds upon which the appeal is based and supporting information must be submitted within two business days after receipt of conduct meeting decision. Sanction(s) imposed by the conduct officer may be held in abeyance until the appeal is acted upon by the appeal officer at the discretion of the director of student conduct. The appeal specifies the grounds upon which the appeal is based, and how those grounds materially affected the outcome of the original meeting.

Once the appeal is submitted, the director of student conduct will determine the appeal officer, who may be a staff member in the office of campus life or the dean of students office. Student organizations 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 it should be granted, they may conduct a formal appeal meeting. Similar to their conduct meeting, the student organization may bring the organizational adviser and/or a representative from the inter/national headquarters to their appeal meeting. Representative(s) from the initial conduct meeting may be called to attend the appeal meeting.

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. The appeal decision is final.

Student organization members will be notified of the appeal decision in writing.

Procedure for Establishing a New Student Organization

For a student group to become a recognized organization, the Office of Campus Life must formally approve it.

The following parameters must be met to gain approval:

- The proposed organization must be unique from current probationary or recognized student groups.
- A minimum of five 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, physical limitation or academic major.
- Founding members should be in good standing per the Eligibility Requirements for Involvement (see section above).
- 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:

- attend one new student organization information session held weekly
- complete and submit the application
- submit a constitution to studentorgs@qu.edu.

A new organization will be recognized on a probationary period for one year, while it is in its formative state. This status carries with it the obligation on the part of the organization to abide by the rules and regulations of Quinnipiac University. Recognition, therefore, is contingent upon complying with and following the rules and regulations of Quinnipiac University, the observance of the appropriate social standards, and evidence of satisfactory financial status, which may include maintaining an on-campus account.

Once approved, the group will be added to the university's list of student organizations, will be given a campus mailbox, and may reserve space for meetings and/or events. Additionally, the organization will receive training and support from the Office of Campus Life. The Campus Life staff does not supplant the faculty/staff adviser, rather acts as an additional means for support.

After the organization receives probationary approval, the group should set a date and reserve space for an informational meeting. Reserving a room can be done online via the room reservation system on the MyQ

website. Topics to be covered in this meeting should include: officer selection, group goals and additional membership recruitment efforts.

At the end of the provisional year, the membership, progress, and activities of the organization will be reviewed. If the club has been active throughout the provisional year and maintained membership, the group will officially be recognized. At this time, the organization may approach the Student Government Association about being chartered.

Once an organization gains formal recognition, recognition can only be withdrawn by the administration of Quinnipiac University. The Student Government Association, however, may choose to withdraw chartered status through their policies and procedures, but the organization may still continue to be recognized. Organizations desiring to discontinue their association and suspend operation with Quinnipiac University may do so by submitting a written statement to studentorgs@qu.edu.

Chartered Student Organization

An organization must be approved through the Office of Campus Life for at least one year before the Student Government Association can charter it. Once formally recognized, an organization may choose to bring a completed constitution and official recognition letter to the vice president for student experience of the Student Government Association to begin the chartering process. The documents will be reviewed by the student experience committee, which will then make a recommendation as to whether or not a charter should be granted by the Student Government Association. For more information about this process, please refer to the Chartering Policy located under “Documents” on the Student Government Association’s Do You QU page.

Inactive Student Organization

Failure to meet the student organization requirements could result in a student organization being placed on inactive status. In such instances, the student organization will forfeit probationary or recognition status.

Students who wish to revive an inactive student organization must follow the procedures for establishing a new student organization and submit a reviewed/revised constitution, a list of five members, and a written statement from a faculty/staff member indicating a willingness to serve as the adviser to studentorgs@qu.edu. Upon the review of materials to ensure compliance with the student organization requirements, the group will be reinstated.

Adviser Expectations

Each student organization is required to have a faculty/staff adviser who is professionally employed by Quinnipiac. The role of the adviser is to provide guidance related to overall operation and assist with adherence to university policy. The adviser should be able to commit time weekly to the student organization to develop a rapport with leadership and general members. Specific organizational expectations should be outlined in the organization’s constitution.

Student Organizations

Visit Do You QU for a full list of student organizations.

Quinnipiac University Fraternity & Sorority Life

The Office of Fraternity & Sorority Life is committed to providing fraternity and sorority members with the resources, experiences, and hands-on support that allows each student to develop as responsible members

of society, now and for years to come. For more information email fslife@qu.edu.

The Quinnipiac University fraternity and sorority community is guided by Four Pillars that communicate a shared commitment to the following:

- Leadership through strength of character
- Growth through intellectual excellence
- Service through civic engagement
- Community through diversity and inclusion

The Four Pillars integrate the overarching principles on which fraternities and sororities were founded; guide the actions of councils, chapters and individual members; and provide a framework for events, activities and programs for the Quinnipiac University fraternity and sorority community.

Sorority Life

National Panhellenic Conference Sororities

- Alpha Chi Omega
- Alpha Delta Pi
- Chi Omega
- Gamma Phi Beta
- Delta Delta Delta
- Kappa Alpha Theta
- Kappa Delta
- Phi Sigma Sigma
- Pi Beta Phi

Culturally-Based Sororities

- Chi Upsilon Sigma National Latin Sorority, Inc.
- Sigma Gamma Rho Sorority, Inc.

Governance of Sororities

The Quinnipiac Panhellenic Council (QPC) governs the sorority community. The QPC executive board is composed of nine executive board members who are elected by the 11 member sororities. The officers are:

- President
- Executive Vice President
- Vice President of Recruitment
- Vice President of Scholarship
- Vice President of Panhellenic Development
- Vice President of Prevention Initiatives
- Vice President of Communications
- Vice President of Finance
- Vice President of Greek Unity

The QPC executive board, Panhellenic delegates, chapter presidents, and interested general members meet twice a month to discuss important topics and initiatives, community updates and upcoming programs.

Joining a Sorority

All National Panhellenic Conference (NPC) sororities participate in Panhellenic Formal Recruitment at Quinnipiac University. Organized and facilitated by the Quinnipiac Panhellenic Council, Panhellenic Formal Recruitment takes place over Labor Day weekend in September. The formal recruitment process is the primary way to join an NPC sorority, however some chapters may choose to hold informal recruitment at other times throughout the academic year if they have vacancies in

membership. For questions related to Panhellenic recruitment, please contact the vice president of recruitment at Panhellenic.Council@qu.edu or follow the Panhellenic Council on its social media accounts.

While both Sigma Gamma Rho Sorority, Inc. and Chi Upsilon Sigma National Latin Sorority Inc. participate in Panhellenic Council meetings, programs and events, the recruitment process is unique for each chapter. Those who are interested in joining either chapter should go to Do You QU to contact chapter leadership.

Fraternity Life

Fraternities

- Alpha Epsilon Pi
- Alpha Sigma Phi
- Beta Theta Pi
- Delta Tau Delta
- Delta Upsilon
- Lambda Theta Phi Latin Fraternity, Inc.
- Phi Gamma Delta (FIJ)
- Pi Kappa Phi
- Zeta Beta Tau

Governance of Fraternities

The Interfraternity Council (IFC) governs the fraternity community. The purpose of the IFC is to support and advocate for the fraternity community, while providing meaningful programs and learning experiences for fraternity members. The IFC is composed of eight executive board members who are elected by the fraternities at Quinnipiac. The executive board positions include:

- President
- Executive Vice President
- Vice President of Fraternal Standards
- Vice President of Fraternal Education
- Vice President of Programming
- Vice President of Recruitment
- Vice President of Public Relations
- Vice President of Finance

The IFC executive board, chapter representatives, presidents and general fraternity membership meet twice a month to discuss important topics and initiatives, community updates, and upcoming programs.

Joining a Fraternity

Men interested in joining a fraternity have the opportunity to seek membership during any semester in the academic year. Both the Interfraternity Council (IFC) and men's chapters hold various events and meetings throughout the year to meet potential new members, as well as to provide information about the fraternity experience at Quinnipiac University. Contact ifc@qu.edu with questions related to fraternity life or recruitment.

While Lambda Theta Phi Latin Fraternity, Inc. participates in IFC meetings, programs and events, the recruitment process is different than from the other fraternities. Those who are interested in joining this chapter should go to Do You QU to contact chapter leadership.

Signature Programs and Additional Involvement

FOUNDATIONS: New Member Experience

FOUNDATIONS, a mandatory four-week program designed exclusively for new members based on the Four Pillars, exists to equip all new members with the essential information, knowledge and skills for personal success during the new member semester and beyond. FOUNDATIONS uses a common curriculum that integrates Essential Learning Outcomes, further encouraging new members to find connections between their fraternity/sorority experience and other aspects of their lives. Trained fraternity and sorority peer mentors facilitate the FOUNDATIONS curriculum each year.

Greek Leadership Series

Throughout the year, members of fraternities and sororities are offered opportunities to attend additional training to strengthen their leadership and organizational management skills. Programs offered as a part of the Greek Leadership Series can range from career-oriented events about personal branding to in-depth discussions about the role of race, diversity, and identity on campus. These programs develop the leaders, thinkers and responsible professionals of the future and specific programs offered each year are tailored to address the evolving needs of Quinnipiac students.

Council Officers Transitions & Training

To help student leaders serving on the Interfraternity and Panhellenic Councils prepare for their roles and to positively impact their community, the Office of Fraternity & Sorority Life provides them with various interactive training. The Council Officers Transition and Training programs allow students to identify their personal strengths and leadership styles, build relationships with other council members and gain a better understanding of the role they would play during their term. Each officer creates an action plan for the semester, identifies goals for his or her term and is given an opportunity to network with past council officers and fraternity and sorority alumni.

Officer Training Academy

The Office of Fraternity & Sorority Life is committed to providing both leadership and practical skills-based training to all elected leaders of the chapters and governing councils. At the beginning of the new officer term in January, chapter and council officers are required to attend a comprehensive leadership conference that explores topics such as policies and procedures, maximizing membership involvement, organizational branding, accountability techniques, advanced leadership skills, and more. OFSL staff, university faculty and administrators, fraternity/sorority alumni and industry experts develop and facilitate workshops and presentations keeping the Essential Learning Outcomes in mind.

Social Event Manager Training

In partnership with Student Affairs, the Office of Fraternity & Sorority Life offers social event manager training several times each semester. This comprehensive workshop provides training to event coordinators and social event managers of events involving alcohol and seeks to equip participants with the knowledge and skills to create a safe and responsible environment for members and their guests. All students serving as a social event manager at an event involving alcohol are required to attend training. Participants increase their skills in risk assessment, event management, alcohol education and bystander response.

Order of Omega

The Order of Omega is a national honor society that recognizes junior and senior members of the fraternity and sorority community. The fraternity men and sorority women in the Order of Omega have achieved a GPA

at or above the all-fraternity/sorority average and have exemplified high standards of leadership, scholarship, service and community engagement. Membership is open each semester by application process and new members are chosen by their peers.

Greek Week Committee

Greek Week is an interactive week of programming held each spring that highlights the Four Pillars of the fraternity and sorority community. The Greek Week committee is led by co-chairs from each governing council and is responsible for planning, designing and executing all Greek Week programs under the advisement of the Office of Fraternity & Sorority Life.

OFSL Intern Program

The Office of Fraternity & Sorority Life undergraduate interns plays an integral role in ensuring successful delivery of the services and programs offered to members of the fraternity and sorority community. This role requires roughly 8-12 hours a week of availability and flexibility to work some nights and weekends. Successful candidates will be able to balance both short-term day-to-day tasks alongside larger projects that span the course of an academic semester or year. The ideal intern will be trustworthy and values-driven in word and action and will serve as a positive representation of the Office of Fraternity & Sorority Life.

Awards and Recognition

The Fraternity & Sorority Life Awards recognize those individuals and organizations that align with the Quinnipiac FSL community Four Pillars and QU Essential Learning Outcomes. Their goal is to refocus organizations and individuals on being positive change agents within the FSL and Quinnipiac University communities. The Fraternity & Sorority Life Organization Awards are awarded based on information provided in the Chapter Digest as well as using an analysis of all registered meetings, events and programs sponsored or co-sponsored by the chapter. Nominations for the Cornerstone Class are collected through a separate form on the Do You QU: Fraternity & Sorority Life page.

Fraternity of the Year & Sorority of the Year

These awards recognize one fraternity and one sorority each year for overall excellence over the past academic year.

Scholastic Commitment Award

Awarded to the organization that demonstrates consistent or improved focus on academic achievement through organization initiatives, programming and/or GPA.

Excellence in Philanthropy, Service and Advocacy Award

Awarded to the organization that shows commitment to philanthropy, service and advocacy/education.

Excellence in Community and Inclusion Award

Awarded to the organization that promotes and enhances the university community both within and beyond FSL, by embracing diversity and inclusion in organization-sponsored and co-sponsored events.

Excellence in Leadership and Member Development Award

Awarded to the organization that promotes and enhances the individual and collective growth of all members through various educational and social programming—both active and passive.

Chapter Growth Award

The Chapter Growth Award is given to the chapter(s) that have demonstrated dramatic improvement from the previous year's award cycle.

Cornerstone Class

This award seeks to recognize individuals in the fraternity and sorority community who exemplify, in all facets of life, dedication to Greek values and serve as a role model for fraternity and sorority members at Quinnipiac University and beyond. While formal leadership roles are taken into consideration, it is understood that being a leader does not require a formal position or title. (Members of the Greek Cornerstone Class make up 1 percent of the total QU FSL population each year.)

Fraternity Man and Sorority Woman of the Year

Each member of the Cornerstone Class nominates one fraternity man and one sorority woman from within the group for the honor Fraternity Man/Sorority Woman of the Year. (Cornerstone Class members may not nominate themselves.)

Alum/na of the Year

This award is given to an alum/na of a Quinnipiac chapter who has demonstrated dedication to furthering Quinnipiac Fraternity and Sorority Life.

Adviser of the Year

This award is given to a volunteer adviser who has gone above and beyond to provide excellent advising, counseling and support that strengthens a chapter and its members.

Fraternity and Sorority Life Policies

Social fraternities and sororities exist at Quinnipiac University as recognized student organizations and are expected to uphold all policies and procedures for recognized student organizations except where explicitly stated. Quinnipiac University reserves the right to address, through the Student Code of Conduct or Student Organization Conduct processes, behavior or incidents by individuals or organizations, which occur on or off campus that violate policies, procedures, expectations or requirements, or that may endanger the health, safety and welfare of others and/or adversely affect the university and/or the pursuit of its objectives.

Policy on Risk Management

The Quinnipiac University Student Organization Risk Management Policy exists to encourage safety and provide risk management standards for all student organizations including fraternities, sororities and governing councils. This policy addresses alcohol and drugs; hazing; discrimination, harassment and abuse; and fire, health and safety.

Policy on Extension of Membership, Education Process and Initiation

Chapters and colonies may only extend invitations for membership, or bids, during the academic year when fall or spring semester classes are in session. All new member activities, events or programs cannot exceed eight weeks and must take place during the academic year when fall or spring semester classes are in session. Additionally, chapters must initiate new members within the same semester that the invitation/bid was extended and accepted. Exceptions are made for initiation only into next semester where explicitly stated in inter/national governing documents or with a letter from the inter/national organization. Even in these cases, the entire new member education process must be completed the semester prior.

Policy on Recognition Requirements

To maintain good standing as a fraternity or sorority at Quinnipiac University, in addition to any requirements for recognized student organizations, all colonies/chapters must:

- maintain at least five fully-enrolled undergraduate members at all times, except when granted approval from the Office of Campus Life
- maintain a current roster on file with the Office of Fraternity & Sorority Life that includes first, middle and last name; QU ID/username; date/semester joined; and officer/leadership positions for all members of the organization at all times
- notify the Office of Fraternity & Sorority Life when any member of the organization is added, removed, drops from the new member process, resigns membership or takes early alumni status within 24 hours using the Change of Membership Form located on Do You QU
- submit New Member/Intake programs to the Office of Fraternity & Sorority Life by the first day of classes each semester (including written approval by an inter/national headquarters approved chapter adviser)
- affiliate and maintain membership as a full or associate member of an existing governing council within one semester of university recognition and meet any requirements and expectations set forth by the respective governing council
- attend activities, events and meetings as required by the Office of Fraternity & Sorority Life
- Submit the Chapter Digest (or its equivalent) annually

Policy on Expansion/Extension

Fraternities and sororities, like any student organization at Quinnipiac University, may not be present or assemble without written approval from the Office of Fraternity & Sorority Life. Students or organizations interested in starting a new chapter at Quinnipiac University must meet the following requirements and criteria to be considered for expansion/extension:

- Organization must be an inter/national social fraternity or sorority (not academic or honorary) and have a valid insurance policy that is accessible upon request.
 - Local fraternities or sororities are not permitted at Quinnipiac University.
- Organization must be a member of/affiliated with a national umbrella organization such as NIC, NPC, NMGC, NALFO, NAPA, NPHC, etc.
 - Fraternities and sororities not holding membership in or affiliated with one of these organizations may be considered at the discretion of the director of the Office of Campus Life
- The chapter/colony must be based and chartered exclusively at Quinnipiac University
 - Quinnipiac University does not recognize citywide or metropolitan chapters without written exception from the Office of Campus Life

If all aforementioned qualifications are met, students or organizations should contact the Office of Fraternity & Sorority Life to discuss the process and state of the community, and provide, in full, all information requested below to fslife@qu.edu for review.

- general information about the organization
- clear information on how the organization would benefit the greater Quinnipiac University and fraternity/sorority communities through directly supporting and aligning with the Quinnipiac University Learning Paradigm and, specifically, advancing the Essential Learning Outcomes
- all inter/national standards, policies and member expectations
- colonization process including support provided for colonies/chapters

- chartering requirements
- new member education/intake program
- written agreement with all terms, policies and procedures of Quinnipiac University and the Quinnipiac University Student Handbook

All student interest groups and/or inter/national organizations must adhere to and participate in any expansion/extension process as required by the respective fraternity or sorority governing council, where applicable, or the Office of Fraternity & Sorority Life. These requirements may be adjusted at any point to ensure that requested information aligns with university mission and vision, as well as fraternity and sorority community needs.

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.

University-Owned Housing

The university offers a variety of student housing options. Students progress toward more independent living from year to year.

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.

First-year students are offered a variety of living options: Irma and Dana are traditional residence halls with two to three people to a room and a community bathroom; Ledges and Commons quad-style rooms consist of four people to a room with a community bathroom; Larson, Troup and Mountainview are suite-style housing consisting of four double-occupancy rooms and a suite bathroom. A limited number of freshmen will live in Sahlin a six-person apartment with bathroom and kitchenette.

Sophomores choose between suite-style housing offered in The Village and Perloth Hall or apartments in The Hill, The Crescent and The Complex (Bakke Hall, Founders Hall and Sahlin Hall). The units in the Village, Hill and Complex all have three bedrooms, while Perloth offers four bedrooms. Each suite or apartment includes a shared common room and bathroom.

Juniors live on the York Hill Campus in apartment-style housing offered in the Crescent, Whitney Village, Townhouses or Westview. Apartments provide one to four bedrooms, a furnished living room, oversized bathroom and a kitchen.

Seniors may select from available apartment-style housing at Eastview, Townhouses, The Flats and university-owned houses. Most seniors have single bedrooms and all have an extended housing contract. Students living in university-owned houses are minutes away from the Mount Carmel, York Hill and North Haven campuses.

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.

Roommates

One of the most important experiences you have in college involves your relationship with your roommate(s). Incoming students can select one roommate when signing up for housing or will be matched with a roommate according to the information provided in the housing preferences questionnaire. As returning students, you have the opportunity to choose your roommate(s). All first-year residents will be required to complete a room and/or suite contract within the first three weeks of the fall semester. Successful group living is built upon mutual respect and respect for the rights of the individual. As guidelines, we offer the Roommate Bill of Rights. Violation of the Bill of Rights is handled by the residential life staff and may result in student conduct action or

a new room assignment. This decision is made at the discretion of the director of residential life or designee.

Room Selection

Room selection is done through a lottery process in the spring semester (fall semester for rising seniors). Information and materials regarding this process will be distributed to all resident students in advance. Students participating in the process must have paid their housing deposit and complete the housing contract on time to be eligible to return to the residence halls. Students studying abroad for a semester are eligible to live in housing for the summer after study abroad. Residential Life cannot hold a room during the fall semester or reserve a space for an entire year.

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.

Quinnipiac University Policies

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.

Academic Good Standing Policy for Undergraduate Students

Read the full Academic Good Standing Policy.

Student Records Policy

Read the full 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.

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

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

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. 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 (p. 25), 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 (p. 14) as listed in the Organizations section of the Student Handbook.

22. Student Organization Policy

Violation of the General Policy Statement for Student Organizations (p. 18) 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 but 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 practicably 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.

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. 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.

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 to view the website of the U.S. Copyright Office. Also visit 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 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 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 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).
- 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 (21a 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 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 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 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 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, 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
- Connecticut Region of Narcotics Anonymous Statewide phone line:
1-800-627-3543, ctna.org
- Wheeler Clinic - Navigation Center: 860-793-3500,
info@wheelerclinic.org
- Rushford Clinic: 877-577-3233, rushford.org, 883 Paddock Ave,
Meriden, CT
- Turnbridge: 877-581-1793, 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.

Title IX Policy Against Gender-Based Discrimination and Sexual Misconduct

Read the full Title IX Policy Against Gender-Based Discrimination and Sexual Misconduct.

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.

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.