

# SECURITY & FIRE SAFETY REPORT

2023

FOR REPORTING YEAR 2022



**Bucknell**  
UNIVERSITY  

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**Public Safety**



*Including:*

#### **CAMPUS SECURITY POLICIES**

- Process to Report Crime on Campus
- Emergency Response and Evacuation Policies and Procedures
- Timely Warning Procedures
- Daily Crime Log
- Weapons on Campus
- Missing Students
- Campus Security Awareness and Crime Prevention Programs

#### **CAMPUS CRIME STATISTICS 2020-2022**

- Safety Programs and Services Relating to Sexual Assault, Stalking, Dating Violence and Domestic Violence
- Bucknell University Sex Discrimination, Sexual Misconduct, Relationship Violence and Stalking Policy (incorporated in full as Appendix A)
- Education and Training Programs and Related Campaigns

#### **ALCOHOL AND DRUG ABUSE EDUCATION AND PREVENTION**

- Working Toward a Drug-Free University Community (incorporated in full as Appendix B)

#### **FIRE STATISTICS AND FIRE SAFETY**

#### **FIRE STATISTICS FOR ON-CAMPUS STUDENT HOUSING FACILITIES 2020-2022**

Available online at the Department of Public Safety Website at [www.bucknell.edu/life-bucknell/health-wellness-safety/public-safety](http://www.bucknell.edu/life-bucknell/health-wellness-safety/public-safety)



On behalf of the dedicated staff at Bucknell University, I am pleased to distribute the 2023 Annual Security & Fire Safety Report (ASR). The ASR is prepared annually in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), and subsequent amendments specified in the Higher Education Opportunity Act (HEOA) and the reauthorization of the Violence Against Women Act (VAWA).



Throughout 2022, Bucknell University strived to comply with mandates related to prevention education and the investigation and adjudication of instances of sexual harassment, sexual assault, dating violence, domestic violence and stalking. These efforts have ensured access to services while increasing consistency, transparency and equity in administrative processes.

The highest priority at the Bucknell University Department of Public Safety is the safety of our students, faculty, staff and visitors. Campus safety and security is a shared responsibility at Bucknell, and your active involvement in the safety of our community is critical. The Department of Public Safety is engaged in the crucial work needed to consistently improve the relationship with our University community based on trust and the equitable treatment of all. By working together, we can continue to make our campus a safe community where students and employees can thrive. To that end, if you see or hear something of concern, please report your concerns as soon as possible.

If you have any questions or suggestions regarding this report, please contact me at [publicsafety@bucknell.edu](mailto:publicsafety@bucknell.edu).

Sincerely,

Anthony Morgan  
Chief of Police  
Bucknell University Department of Public Safety



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**DEAN OF STUDENTS**

570-577-1601

[deanofstudents@bucknell.edu](mailto:deanofstudents@bucknell.edu)

211 Elaine Langone Center

**TITLE IX COORDINATOR**

570-577-1554

[TitleIX@bucknell.edu](mailto:TitleIX@bucknell.edu)

232 Marts Hall

**BUCKNELL PUBLIC SAFETY**

570-577-1111 (emergency)

570-577-3333 (non-emergency)

[publicsafety@bucknell.edu](mailto:publicsafety@bucknell.edu)

580 Snake Road

**COUNSELING & STUDENT  
DEVELOPMENT CENTER**

570-577-1604 – after business

hours, choose option 2 to speak

with the on-call operator

Graham Building, 7th St. Entrance

8:30 a.m. – 4:30 p.m.

8 a.m. – 4 p.m. (summer)

**BUCKNELL STUDENT HEALTH**

570-577-1401

Graham Building, 7th St. Entrance

Regular semester hours:

8:30 a.m. – 4:30 p.m. (Mon., Tues., Wed., Fri.)

10 a.m. – 4:30 p.m. (Thurs.)

10:30 a.m. – 2 p.m. (Sat. and Sun.)

**ACCESSIBILITY RESOURCES**

570-577-3000

[oar@bucknell.edu](mailto:oar@bucknell.edu)

107 Carnegie Building

**INTERNATIONAL STUDENT &  
SCHOLAR SERVICES**

570-577-3216

[iss@bucknell.edu](mailto:iss@bucknell.edu)

64 Elaine Langone Center

**MULTICULTURAL STUDENT SERVICES**

570-577-3216

[mss@bucknell.edu](mailto:mss@bucknell.edu)

59 Elaine Langone Center

**LESBIAN, GAY, BISEXUAL, TRANS\*  
& QUEER RESOURCES**

570-577-1609

[lgbt@bucknell.edu](mailto:lgbt@bucknell.edu)

302 Elaine Langone Center

**RELIGIOUS & SPIRITUAL LIFE**

570-577-1592

[rsi@bucknell.edu](mailto:rsi@bucknell.edu)

109 Rooke Chapel

**WOMEN'S RESOURCE CENTER**

570-577-1375

[wrc@bucknell.edu](mailto:wrc@bucknell.edu)

63 Elaine Langone Center

**FRATERNITY & SORORITY AFFAIRS**

570-577-1638

[fsa@bucknell.edu](mailto:fsa@bucknell.edu)

306 Elaine Langone Center

**FINANCIAL AID**

570-577-1331

[finaid@bucknell.edu](mailto:finaid@bucknell.edu)

621 St. George St.

**RESIDENTIAL EDUCATION**

570-577-1195

[housing@bucknell.edu](mailto:housing@bucknell.edu)

126 Vedder Hall

**BUCKNELL HUMAN RESOURCES**

570-577-1631

[hr@bucknell.edu](mailto:hr@bucknell.edu)

1st Fl., Cooley Hall

**BUCKNELL INTERPERSONAL VIOLENCE  
PREVENTION & ADVOCACY**

570-577-1542

304 H Elaine Langone Center



**BUFFALO VALLEY REGIONAL  
POLICE DEPARTMENT**  
911 (emergency)  
570-524-5151 (non-emergency)  
1610 Industrial Boulevard  
Lewisburg, PA 17837

**MENTAL HEALTH TAP LINE**  
(24-hour crisis intervention)  
1-800-222-9016

**NATIONAL SUICIDE  
PREVENTION LIFELINE 24/7**  
1-800-273-8255  
[Suicidepreventionlifeline.org](https://www.suicidepreventionlifeline.org)

**CRISIS TEXT LINE**  
[Crisistextline.org](https://www.crisistextline.org)  
Text HOME to 741741 at any time, for  
any crisis, to connect with a trained crisis  
counselor of color.

**TRANSITIONS CRISIS CENTER**  
800-850-7948  
Available 24/7

**EVANGELICAL COMMUNITY HOSPITAL**  
570-522-2000  
One Hospital Drive  
Lewisburg, PA 17837  
General hospital with a 24-hour emergency  
department. Advanced courtesy contact  
with Bucknell Student Health (570-577-1401)  
is appreciated.

**GEISINGER MEDICAL CENTER**  
570-271-6339  
100 N. Academy Avenue  
Danville, PA 17822

**Emergency Room – 24 hours**  
Tertiary health care facility providing  
more specialized care.

**WILLIAM CAMERON ENGINE COMPANY**  
To report a fire or call an ambulance, dial 7-1111  
from a campus phone or 911 from an off campus  
phone. Ambulance services can also be requested  
through Bucknell Student Health at 570-577-1401.  
WCE is a professional fire department that  
operates a 24-hour ambulance service.

**UNION COUNTY SHERIFF**  
570-524-8717



## PREFACE

Choosing a post-secondary institution is a significant decision for students and their families. Along with academic, financial, and geographic considerations, campus safety is a vital concern. In 1990, Congress enacted the Crime Awareness and Campus Security Act of 1990 (Title II of Public Law 101-542), which amended the Higher Education Act of 1965 (HEA). This act required all postsecondary institutions participating in HEA's Title IV student financial assistance programs to disclose campus crime statistics and security information. The Act was amended in 1992, 1998 and 2000. The 1998 amendments renamed the law the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act in memory of a student slain in her dorm room in 1986. It is generally referred to as the Clery Act.

In 2008, the Higher Education Opportunity Act or HEOA (Public Law 110-315) reauthorized and expanded the Higher Education Act of 1965, as amended. HEOA amended the Clery Act and created additional safety and security-related requirements for institutions. Although HEA, as amended, is the law that governs the administration of all federal higher education programs, as used in this report, HEA refers only to the Clery Act and HEOA safety and security-related requirements.

In 2013, President Obama signed a bill that strengthened and reauthorized the Violence Against Women Act (VAWA). Included in the bill was the Campus Sexual Violence Elimination Act (Campus Save), which amended the Clery Act and affords additional rights to campus victims of sexual violence, dating violence, domestic violence and stalking.

More information about the Clery Act can be found at the national non-profit [Clery Center](#) organization.

## 2023 SECURITY & FIRE SAFETY REPORT FOR REPORTING YEAR 2022

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) is a federal law requiring all institutions of higher education that participate in the federal student financial aid program to disseminate a public, annual security report to employees and students.

The annual report must include campus crime statistics for the preceding three calendar years and policy statements regarding (but not limited to) crime reporting, campus facility security and access, law enforcement authority, incidence of alcohol and drug use, and prevention of/response to sexual assault, stalking, dating violence and domestic violence.

The Clery Act is enforced by the U.S. Department of Education, and campuses that fail to comply may be subject to financial penalties and other penalties up to and including possible suspension from participation in federal financial aid programs. To be in full compliance with the requirements of the Clery Act, Bucknell must:

1. Publish its Annual Security Report to all current students and employees no later than Oct. 1 of each year. Prospective students and employees must also be informed about the availability of the report. The report must include crime statistics for the preceding three calendar years; safety and security-related policy statements; campus crime prevention programs; and a list of procedures to be followed in the investigation and review of alleged incidents of sexual assault, stalking, dating violence or domestic violence.
2. Provide timely warnings to students and employees regarding crimes that present threats to the campus community.
3. Keep and make available a log of all crime reported to the Department of Public Safety within the most recent 60 days.
4. Disclose missing student notification procedures relating to students residing in campus housing.
5. Disclose fire safety information for on-campus housing.

The Annual Security Report ("ASR") also addresses requirements for institutions established by the Violence Against Women Act in regard to rights afforded to survivors of sexual assault, stalking, dating violence and domestic violence.

The complete ASR is available online at [bucknell.edu/AnnualSecurityReport](http://bucknell.edu/AnnualSecurityReport). Published copies of the ASR are available at the Department of Public Safety.



## Policy for Preparing the Annual Disclosure of Crime Statistics

The Annual Security Report and the disclosure of campus crime statistics is prepared and distributed through the cooperative efforts of the University Clery Compliance Committee and the Chief of the Department of Public Safety. Representatives from the Dean of Students Office, Athletics & Recreation Services, the Office of Global & Off-campus Education, and the Offices of Admissions, Environmental Health & Safety, Facilities, General Counsel, Human Resources and the Provost, and outside law enforcement agencies also contribute to preparation of the ASR.

All Campus Security Authorities (CSAs) are required to complete the online CSA reporting form for any Clery Crime they become aware of that occurred within Bucknell's Geography. Training for CSAs on their roles and responsibilities is a shared venture through Human Resources and Public Safety. The Chief of Public Safety requests and collects reports of criminal activity reported to CSAs and to local law enforcement agencies to be included in the ASR. Bucknell crime statistics do include crimes reported by individuals on a confidential, voluntary basis.

CSAs at Bucknell include officials of the University with significant responsibility for students or campus activities including but not limited to:

- All members of the Department of Public Safety.
- Individuals with campus security responsibility who are not members of the Department of Public Safety or a campus security department. Examples include parking enforcement staff and event security staff.
- Specifically designated individuals who are identified as a resource to receive reports of criminal conduct.
- Officials with significant responsibility for student and campus activities. Examples include employees working in the offices of Residence Life, Student Conduct, Dean of Students, Campus Activities, Athletics & Recreation, and team coaches.

All enrolled students and current employees are notified of the availability of the ASR by email including a direct link to the ASR, a brief description of the report, and the option to request a paper copy of the ASR from the Department of Public Safety. The ASR is available on request to all prospective students by contacting the Department of Public Safety, and to all prospective employees by contacting the Office of Human Resources or online through [jobs.bucknell.edu](https://jobs.bucknell.edu). Notice describing the availability of the ASR, a description of the ASR contents and the process to request a copy of the ASR is provided to all prospective students by mail.

Additional information regarding Bucknell safety and security procedures is available at <https://www.bucknell.edu/life-bucknell/health-wellness-safety/public-safety/clery-act-information>.

## Consequences for Noncompliance with the Clery Act

Possible consequences for an institution's noncompliance with the Clery Act include:

- A suspension or limiting of the institution's Title IV funding.
- The U.S. Department of Education may issue a civil fine per violation.
- The institution may suffer reputational loss due to negative media attention.
- Failure to comply with the Clery Act can be used in various litigation matters.

## Disclosure of Statistical Information

Many crimes are not reported to the police. By collecting data through established guidelines from other sources, the Bucknell Department of Public Safety can obtain a more accurate count of crimes on campus and affiliated locations. A crime is reported when a witness, a victim, a third party or the offender, regardless of that person's affiliation, brings the crime to law enforcement or a campus security authority. In turn, the Bucknell Department of Public Safety discloses crimes and alleged criminal incidents in the statistical portion of this report regardless of whether the police have investigated the crimes and whether a finding of guilt or responsibility has been assigned.

The Bucknell Department of Public Safety makes a good-faith effort to obtain the statistics by requesting them, in writing, from non-police campus security authorities and law enforcement agencies. The Bucknell Department of Public Safety relies on the information obtained but is not responsible if the information is inaccurate or not provided.

The Bucknell Department of Public Safety also gathers statistical information about fires at on-campus student housing facilities.





## CAMPUS SAFETY

### Campus Law Enforcement Authority

The Bucknell University Department of Public Safety protects the safety and security of the Bucknell campus under the direction of the Chief of Public Safety and police officers (“campus safety officers”) appointed by Union County in accordance with 22 Pa.C.S.A. § 501. When on campus and in the immediate adjacent vicinity, campus safety officers possess and exercise all powers of a police officer, including the authority to make arrests. The Department of Public Safety patrols on and around the University campus 24 hours/day, 365 days/year by foot and in marked Public Safety vehicles. In addition to patrolling and responding to emergencies, the Department of Public Safety escorts students to residence halls late at night, provides training in emergency self-defense, and protects security and safety at on-campus events.

Individuals arrested by campus safety officers may be detained in the Union County jail, and violations of law by any member of the University community may result in the filing of criminal charges by the Department of Public Safety with the Magisterial Judge of Union County. Violations of the code of conduct (whether conduct occurred on or off campus, and whether the conduct violates the law or not) may be referred by the Department of Public Safety to the appropriate office for internal disciplinary action.

The Chief of the Department of Public Safety serves as the University’s law enforcement liaison with local, state and federal law enforcement officials and with emergency management agencies. The department coordinates closely with local, state and federal law enforcement officials as circumstances demand. Areas and properties adjacent to the Bucknell campus, including downtown off-campus houses, fall within the jurisdiction of the Buffalo Valley Regional Police Department (BVRPD). The Department of Public Safety maintains a strong working relationship with the BVRPD, meeting regularly on a formal and an informal basis, and communicating openly regarding incidents occurring around the campus area.

The Bucknell Department of Public Safety operates a Dispatch Center 24 hours a day, 365 days a year, and can receive calls from a cell phone, landline phone, blue light phone, emergency call box or elevator phone.

## Accurate and Timely Reporting of Criminal Offenses Is Encouraged

The University encourages all members of the campus community to report all crimes of which they are aware to the Department of Public Safety and any appropriate police agency in an accurate and timely manner. Prompt and accurate reporting aids the Department of Public Safety in providing a timely response and in providing timely warning notices to the campus community when appropriate. Accurate and timely reporting of crime helps the Department of Public Safety compile accurate crime statistics. The University remains respectful of a crime victim's options to decide whether and when to report criminal conduct.

Criminal conduct may be reported in any of the following ways:

### Emergencies On Campus

- By Phone — Call the Department of Public Safety at 570-577-1111. Emergencies include any crime in progress, medical emergencies, a person being forced into a vehicle, strange cars on campus, any highly intoxicated person, a safety hazard, or any situation believed to be suspicious or dangerous.
- By Connecting Blue Light or Other Emergency Phones — Bucknell campus safety officers will respond on site when Blue Light or other campus emergency phones are connected.

### Non-emergencies On Campus

- By Phone — Call the Department of Public Safety at 570-577-3333.

### Security Concern Off Campus

- Buffalo Valley Regional Police Department
- 911 — Emergency
- 570-524-5151 — Non-emergency

### Other Reporting Resources

**In-person and Online Reporting of Crimes** — Crimes may be reported to the Department of Public Safety in person at the office between Trax Hall and River Road, or online at [bucknell.edu/PublicSafety](https://bucknell.edu/PublicSafety). An anonymous reporting form can be submitted directly to the Department of Public Safety from [bucknell.edu/AnonymousReporting](https://bucknell.edu/AnonymousReporting). While the form may be submitted anonymously, the reporter should provide as much detail as possible to facilitate investigation.

Individuals may also report a crime to any Campus Security Authority (CSA). CSAs have significant responsibility for student and campus activities and are provided regular notice of their obligation to report campus crime to the Department of Public Safety. CSAs must submit a CSA Reporting Form using [this link](#) after receiving a Clery reportable violation.

**Violations of the University's Sex Discrimination, Sexual Misconduct, Relationship Violence & Stalking Policy** (Appendix A) may be reported to the University Title IX Coordinator at 570-577-1554 or online at [TitleIX@bucknell.edu](mailto:TitleIX@bucknell.edu).

**Incidents involving University employees** may be reported to both Public Safety and Human Resources at 570-577-1631, in addition to being reported to local law enforcement.

**Bias-related incidents** should be reported in accordance with the Bucknell Bias Incident Policy as follows:

- If the bias target is a student, report at [bucknell.edu/ReportingBiasTowardsStudents](https://bucknell.edu/ReportingBiasTowardsStudents) or by contacting the Associate Dean of Students for Diversity & Inclusion at 570-577-1631.
- If the bias target is faculty, staff or a guest of the University, report at [bucknell.edu/ReportingBias](https://bucknell.edu/ReportingBias) or contact the Associate Provost for Diversity Equity & Inclusion at 570-577-1573 for faculty, or Human Resources at 570-577-1631 for all others.

**Citizen's Complaint** — The Bucknell Department of Public Safety takes all allegations of improper conduct seriously. Anyone wishing to make a complaint is encouraged to [download and complete this form](#). Completed forms can be submitted to Public Safety or Human Resources.

Citizen's complaints are dealt with in a prompt, open and expedient manner.

**Reporting Fraud** — The University contracts with EthicsPoint, a third-party reporting provider, to accept anonymous and confidential reports of criminal activity and specifically accounting and auditing fraud. Reports can be submitted by calling 1-866-384-4277 or by filing a report at [www.ethicspoint.com](https://www.ethicspoint.com).

## **Monitoring Off-campus Activity**

The Department of Public Safety does not have primary jurisdiction in locations off campus. Monitoring and recording of criminal activity at off-campus locations is provided by the Buffalo Valley Regional Police Department. The Department of Public Safety and the Buffalo Valley Regional Police Department maintain regular contact to aid in the tracking of criminal activity that may be occurring on and off campus.

The University has no knowledge of any off-campus properties that are owned or controlled by registered student organizations.

## **Working with Other Law Enforcement Agencies**

The Department of Public Safety has a written agreement with Buffalo Valley Regional Police Department. The memorandum of understanding outlines jurisdictional boundaries and calls for service response for the investigation of criminal offenses within the Geography of Bucknell University.

## **Emergency Contact for Fire or Ambulance**

If response from an ambulance or fire company is needed, members of the University community should call 911.

## **Access to Campus Facilities**

In general, non-residential University facilities are open for access by the public during normal business hours. Facilities that operate with longer business hours are secured according to schedules developed by departments with responsibility for the individual facility.

Perimeter doors for student housing facilities (except Bucknell West Mods) and other critical infrastructure doors are secured by an electronic access system that facilitates the automatic locking and unlocking of doors. Selective facility access is provided through the Bucknell OneCard, which is issued and appropriately coded for University students, faculty and staff. Access to the Bucknell West Mods is secured through a brass key system.

To protect the safety of the campus community, anyone acting in a suspicious way may be asked to identify themselves by giving their name, address and affiliation to the University. A person may be asked to provide identification such as a driver's license or University ID. Anyone who fails or refuses to comply with a request for identification may be asked to leave, or may be removed from the building or campus.

Individuals may be permanently prohibited from entering campus property by order of the Chief of Public Safety.

## **Security of Campus Facilities**

The Facilities Department maintains all campus buildings, grounds and utility systems. Priority is maintained for repairs related to security (including but not limited to inoperable doors, burned-out lights, malfunctioning smoke alarms and broken windows). The departments of Public Safety and Facilities routinely survey campus lighting to identify and address deficiencies, including inadequate illumination and defective fixtures. Key control is established by University policy, and access to building master keys is restricted.

Security alarm systems are managed under the control of the Department of Public Safety.

Residence Life staff survey student housing facilities on a daily basis to identify and report maintenance safety issues. Resident advisers instruct student housing residents to report maintenance concerns on designated work request forms. University custodial staff either address and resolve the maintenance issue immediately or forward the concerns to a custodial supervisor for further review. Concerns reported to the Housing Services Office are addressed by the Facilities Department.

The Department of Public Safety receives reports of all emergency and safety issues submitted after normal business hours. After-hours reports are either referred for immediate repair by the Facilities Department, or a formal work order is prepared and submitted to the Facilities Department.

## Emergency Response and Evacuation

The University maintains specific procedures and systems of alerts to keep students and employees informed about potential and actual threats to health and safety and to enable members of the campus community to protect themselves as appropriate. Possible emergencies include:

- Bomb threats
- Campus violence
- Civil unrest
- Explosion
- Fire
- Gas leak
- Hazardous material spill
- Public health crisis
- Terrorist incident

In the event of an emergency, all members of the campus community are encouraged to check the University emergency management website at [bucknell.edu/emergency](https://bucknell.edu/emergency).

The primary law enforcement response to campus emergencies is the Department of Public Safety. Fire and emergency medical services are provided through the Borough of Lewisburg and Union County. The Bucknell Department of Public Safety is typically the first to respond to emergencies occurring on or near the University campus and works with the Buffalo Valley Regional Police Department when necessary to resolve situations occurring off campus.

## Procedures to Test Emergency Response and Evacuation Procedures

The Department of Public Safety tests all University alert systems at least biannually to ensure that students, faculty and staff are familiar with the emergency alerts and their obligations in response.

The University coordinates fire and evacuation drills each semester, in each residential facility (other than Bucknell West) and each academic building. Evacuation drills are not announced in advance and are intended to prepare building occupants for an organized evacuation in the event of an emergency.

In addition to regular fire and evacuation drills, the Department of Public Safety (in cooperation with local fire authorities) may also conduct a mock residence hall fire each year to demonstrate how quickly fires spread, and the need for immediate and swift evacuation.

The Department of Public Safety documents each test it conducts, including a description of the test, the date the test was conducted, the time the test started and ended, and whether the test was announced or unannounced.

All resident advisers are trained on evacuation procedures and act as a resource for student residents in case of an emergency or questions related to safety.

The Department of Public Safety provides email notice of the University Emergency Response and Evacuation Procedures to the campus community in conjunction with at least one regularly scheduled test of the University's emergency plans and capabilities. Bucknell does not provide advance notice of gathering locations as part of its evacuation procedures due to the variable nature of factors that impact appropriate gathering locations, including the location and nature of threats.

When registering for courses for the first time, all new students must provide a cell phone number to receive emergency notifications from the University or formally opt out of receiving emergency notifications. Students who fail to either provide a cell phone contact number or specifically opt out are not permitted to register for courses. Faculty and staff are encouraged but not required to provide cell phone numbers for text alerts and emergency notifications.

As described below, the Department of Public Safety delivers safety alerts to students, faculty and staff through campus email and cell phone texts. Students, faculty and staff are encouraged to review these safety notifications when they are received as they will provide specific guidance regarding the nature of threats and actions to take in response. The Department of Public Safety may also post safety alerts on the Department of Public Safety webpage at [bucknell.edu/PublicSafety](https://bucknell.edu/PublicSafety).

The University maintains a siren and public address system comprising two speakers that transmit audio emergency messages and alert tones to the outdoor campus environment in certain emergency circumstances.

The Department of Public Safety coordinates with the Union County Communications Center when necessary to inform the larger Lewisburg/Union County communities of threats, and after consultation with the University Operations & Management Group.

## Reporting an Emergency

Students and employees should notify the Department of Public Safety of any situation or incident occurring on campus that may constitute an immediate threat to the health and/or safety of students and/or employees. Emergencies may be reported on any campus phone by calling ext. 7-1111, on any non-campus phone at 570-577-1111, or on the blue light emergency phones on campus. Calls will be received by the Department of Public Safety.

Upon receiving a report, the Department of Public Safety will review the report of the alleged criminal activity and either send an officer immediately or refer the report for subsequent investigation, depending on the nature and seriousness of the reported offense. Individuals reporting an alleged crime should attempt to preserve evidence that might prove the commission of the crime. Department of Public Safety responses include, but are not limited to:

- Immediate response to emergencies through dispatch of one or more officers.
- Investigation of reports in accordance with established procedures.
- Arrest and filing of criminal charges depending on the circumstances of the incident.
- Referral of alleged offenders to appropriate campus offices, such as the Dean of Students or Human Resources to consider disciplinary action.

Members of the campus community are encouraged to report crimes and emergencies to the Department of Public Safety in order for the department to assess the need to issue a timely warning notice and for inclusion in annual crime statistics. The University encourages but does not require its professional counseling, chaplains and health services staff to inform persons seeking their services of the opportunity to report crimes on a voluntary, confidential basis for inclusion in the University's annual disclosure of crime statistics. This process is employed at the discretion of the professional counseling, chaplain and health services staff as they deem appropriate.

## Emergency Notification

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the life, safety or security of the campus community occurring on campus, the Department of Public Safety will, without delay, and taking into account the safety of the community, determine the content of an emergency notification message and initiate the emergency notification system. Any member of the Department of Public Safety is authorized to initiate an emergency notification upon confirmation of an emergency or dangerous situation. Emergency notification will be issued unless doing so will, in the professional judgment of the Department of Public Safety, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. The content and dissemination of notifications provided after an initial notice will be developed collaboratively by members of the University Operations & Management Group including the University President, Provost, General Counsel, Vice President for Communications and the Dean of Students.

Emergency notification methods such as fire alarms and laboratory hazard alarms are available on campus for activation by members of the campus community when they become aware of dangerous situations.

The content and issuance of written emergency notifications is determined by the Chief of Public Safety in consultation as necessary with the President, General Counsel, Dean of Students and Vice President of Communications. When report of an imminent or occurring situation that poses an immediate threat to life, safety or security on campus is received, the Department of Public Safety will confirm the report through its own investigation, by investigation by other campus units including the Dean of Students, Human Resources or Facilities, or in consultation with local law enforcement or fire officials. After consultation, the Department of Public Safety will determine the appropriate content for a warning notification at different points in time considering:

- The nature of the incident or threat.
- The segment of the campus community to be notified.
- The location of the threat or incident.

Depending on the circumstances, emergency notifications may be sent to segments of campus or to the entire campus community. If a confirmed emergency situation appears likely to affect a limited segment of the campus community, emergency notifications may be limited to that group. If the potential exists for a larger segment of the campus community to be affected by a situation, or when the situation threatens the operation of the campus as a whole, then the entire campus will be notified.

The Department of Public Safety will continuously assess threats to the campus community. Additional segments of the campus community will be notified as a situation warrants.

The Department of Public Safety determines the system of notification to use in case of a threat considering the nature of the threat and the segment of the campus community to be notified. Emergency notifications will typically be sent through:

- Text alert — delivered to students, faculty and staff who provide cell phone information for this purpose. All students must either provide a cell phone number or opt out of emergency notifications at the time of their initial registration. Employees are encouraged but not required to provide cell phone information for emergency alert purposes. Students and employees may sign up to receive campus emergency alerts by providing their cell phone numbers on the Department of Public Safety website.
- Email — identified as “BUCKNELL UNIVERSITY ALERT” in the subject line.

Additional notification methods may include:

- Audible alarms and/or visual warning alerts intended to notify community members of particular emergency situations such as fire alarms or laboratory hazard systems.
- Notice on the Department of Public Safety webpage at [bucknell.edu/Public\\_Safety](https://bucknell.edu/Public_Safety).
- The University siren and public address system, which transmits audio emergency messages and alert tones to the outdoor campus environment.

The Department of Public Safety determines whether a campus threat requires evacuation of a campus building or area. Evacuations are initiated and supervised by the Department of Public Safety with the cooperation of the Facilities Department, the Events Management Office and the Division of Student Affairs, if necessary.

Upon hearing an evacuation alarm, individuals should evacuate a building or area calmly and quietly to a distance of at least 500 feet from the building or area. Individuals should exit buildings using stairways and should not engage elevators, which may become inoperable depending on the threat. Individuals with disabilities should be assisted by other members of the community as much as possible to the nearest exit or stairwell with notice given to the Department of Public Safety regarding any individuals with disabilities who may remain in a building under threat. Individuals who are unable to use stairs should proceed to the closest stairwell and await assistance from emergency responders. Individuals must not return to a building or area until authorized by the Department of Public Safety or other authorized University official.

## Timely Warning

The Department of Public Safety will issue a campus-wide “Timely Warning” to the campus community when a Clery Act crime is reported to have occurred on the Bucknell Clery Geography and presents a serious or continuing threat to students and employees in the judgment of the Chief of the Department of Public Safety and the Clery Compliance Officer in consultation with the Dean of Students and General Counsel. A Timely Warning will be issued based upon a report to the Department of Public Safety or local law enforcement, and will be provided through the University email system to students, faculty and staff as soon as pertinent information is available to enable members of the campus community to take protective action. The Department of Public Safety will also push Timely Warning text alerts to all students, faculty and staff who have provided cell phone information to receive such warnings. Timely Warnings will include the following:

- Information about the crime that triggered the warning.
- Information that would promote safety.
- Information that would aid in the prevention of similar crimes.

Timely Warnings will not include names or identifying information about crime victims except as permitted by law.

Local law enforcement, Campus Security Authorities and members of the campus community have been asked to notify the Department of Public Safety about any crime as soon as the crime is identified so that the department can evaluate the necessity of issuing a Timely Warning.

“TIMELY WARNING” will be specifically identified in the subject line of any campus-wide emails or text alerts.

The University will distribute Timely Warnings when there appears to be a serious and continuing threat to the safety and security of persons on campus, and for the following Clery Crimes:

- Aggravated assault
- Arson
- Burglary
- Manslaughter by negligence
- Motor vehicle theft
- Murder/non-negligent manslaughter
- Robbery
- Sex offenses
- Domestic violence/dating violence/stalking
- Violations of liquor laws, drug laws or weapons possession
- Any criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Bias categories include race, gender, gender identity, religion, disability, sexual orientation, ethnicity and national origin.

Timely Warnings may be posted for other crime classifications and locations as deemed necessary by the Department of Public Safety.

The decision to issue a Timely Warning will be made on a case-by-case basis by the Department of Public Safety considering the nature of the crime, the danger and continuing danger to campus, and the risk of compromising law enforcement efforts.

Timely Warnings may ask members of the University community for assistance in gathering information about an incident or identifying individuals related to an incident. Individuals are encouraged to report information in person at the Department of Public Safety, 580 Snake Road or by phone at 570-577-3333.

## **Response to Flood or Severe Weather Emergencies**

Lewisburg is a river town where flooding is possible. Flash floods are dangerous and require careful attention to guidance from the Department of Public Safety, which monitors threats of flood and severe weather that may impact campus through the Union County Communications Center. The Department of Public Safety will deliver instructions for preparation and/or evacuation to the campus community as directed by the Union County Emergency Management Agency.

In the event of a threat from flood or severe weather, the Office of Events Management (in cooperation with the Department of Public Safety) will deliver an email alert to all students, faculty and staff including the nature of the emergency and instructions for preparation and/or evacuation if necessary. In addition to obeying warnings, restrictions and evacuation orders, individuals are also advised as follows:

- Do not attempt to walk or drive across flood waters. If you come upon a flowing stream where water is above your ankle, stop and turn around. Six inches of swiftly moving water can sweep an individual off their feet. If you approach a flooded road while driving, stop and turn around. Most cars can be swept away by two feet of moving water.
- Avoid contact with flood waters to avoid contact with sewage and waste chemicals, and to avoid the risk of drowning.
- Do not go floating, boating, swimming or rowing in flooding streams or rivers.
- Use special caution at night because flood danger is more difficult to recognize in darkness.
- Stay away from power lines and electrical wires. Report downed power lines to the Department of Public Safety.
- Do not enter or swim in the Mod Tunnel under Route 15 when flooded. Electricity in the tunnel may cause electrocution.
- Stay away from power lines and electrical wires. Report downed power lines to the Department of Public Safety.
- Do not enter or swim in the Mod Tunnel under Route 15 when flooded. Electricity in the tunnel may cause electrocution.

## Tornado Information

Pennsylvania does experience tornadoes, and individuals are advised to observe the following guidelines to stay safe:

- Seek shelter — the best place to seek shelter is in a building with a basement. Monitor the weather report and go to the basement when a storm begins. If sirens are sounding, get to the nearest building. Taking pets into approved storm shelters is discouraged. If your building does not have a basement, go to the ground floor and enter an interior, windowless room or hallway. Do not go to another building with a basement once the siren has sounded. Persons with disabilities who are mobility impaired should seek shelter in a small interior room or closet, or landing in an interior stairwell, stay away from windows and exterior walls.
- If a power outage occurs during severe weather, elevators may be inoperable.
- Inform others of your location, if possible, and take your cell phone with you.
- Shut off equipment that might be affected by a temporary loss of electricity.
- Stay away from windows.
- Use the telephone for emergency calls only.
- Stay calm and alert.

### During the Storm

- Call the Department of Public Safety or 911 to report injuries and emergencies caused by the storm.
- Avoid large open rooms if possible.
- Put as many walls between you and outside as possible.
- Get under a sturdy piece of furniture (lab bench, heavy desk, table) and hold onto it. If possible, cover yourself with some type of thick padding to protect against falling debris and flying objects.
- Crouch as low as possible to the ground, facing down, and cover your head with your hands.
- Remain in your location until advised that it is safe to return to your regular work or study area, or until the tornado or severe weather has passed and an all-clear message has been reported.

### After the Storm

- Call the Department of Public Safety or 911 to report locations of trapped persons, and note persons with injuries or disabilities.
- Call the Facilities Department to report damage at 570-577-1911.

## General Evacuation Procedures

### Fire Evacuation

If a fire occurs in a University building, individuals should sound the building fire alarm by pulling the red alarm pull box and, if possible, call the emergency number for the Department of Public Safety, 570-577-1111.

When a building fire alarm sounds, individuals should evacuate the building immediately:

- Feel all doors before opening, open the door slowly if it is hot to ensure that the hallway is not filled with smoke.
- If a door is hot, do not open the door. Place a towel at the bottom of the door to prevent smoke from entering the room and call for help. Go to any window to attract attention (do not break the window) and await emergency personnel.
- Exit the building immediately by the nearest exit, using stairways and not elevators.
- Crawl on the floor if smoke is present. Cleaner air is located near the floor.
- Once outside the building, proceed to any designated meeting location, which should be at least 500 feet from the building.
- Call 911 to report a fire.
- Once you have reached a safe place, report all fires to the Department of Public Safety, regardless of the size of the fire.

### DO NOT:

- Use building elevators, as they may become inoperable in a fire.
- Re-enter the building for any reason prior to clearance by emergency personnel — even if an emergency alarm stops.



If you are unable to evacuate a building safely due to fire, you should remain calm and take the following steps:

- Close as many doors as possible between you and the fire.
- Seal all cracks where smoke can enter by using wet materials such as jackets or towels.
- If you have access to a telephone, call 911 to report your exact location.
- Wait at a window, if possible, and signal for help by waving an object that can be seen from the outside.
- If possible, open a window for air, but do not break the window as you may need to close the window again if smoke enters the room.
- Remain calm while waiting for emergency personnel to rescue you.

### **Daily Crime and Fire Log**

The Department of Public Safety maintains a Daily Crime and Fire Log (the “Log”) including all criminal incidents, alleged criminal incidents and fire-related incidents that are reported to or identified by the Department of Public Safety. The Log includes the date the incident was reported, the date and time the incident occurred, the nature of the incident, the general location of the incident and the disposition of the complaint, if known. The Department of Public Safety exercises discretion to exclude certain reports or to temporarily withhold public disclosure under circumstances permitted by law.

The Daily Crime and Fire Log for the most recent 60-day period is available for public inspection during normal business hours and upon request at the Department of Public Safety, 580 Snake Road, and can also be accessed online at [bucknell.edu/CleryAct](https://bucknell.edu/CleryAct). A link to the Log is emailed to the campus community each day in the University Message Center. Any portion of the Log that is older than 60 days will be made available within two business days of a request for inspection.

### **Disclosure of Results of Student Disciplinary Procedures for Violent Crimes or Non-forcible Sex Offenses**

Upon written request of a victim of a violent crime or a non-violent sex offense, the University will disclose the results of a student disciplinary hearing conducted against a student who is the alleged perpetrator of such offenses. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim will be treated as the alleged victim for the purpose of such disclosure.

The University will simultaneously provide written notification to the accused and the accuser of the results of any disciplinary hearing arising from allegations of dating violence, domestic violence, sexual assault or stalking, without need for a prior written request.

### **Weapons on Campus**

Possession or storage of weapons, explosives, fireworks, ammunition or other materials that could be harmful to members of the campus community, even if legally owned, are prohibited on the University campus. Exceptions are extended in certain circumstances, including for law enforcement personnel and members of the Reserve Officer Training Corps (ROTC).

### **Sex Offender Registration**

The Pennsylvania State Police maintain a registry of persons who have either been convicted of, entered a plea of guilty to, or adjudicated delinquent of certain sex offenses. The Pennsylvania sex offender registry can be accessed through the State Megan’s Law website at [www.pameganslaw.state.pa.us](http://www.pameganslaw.state.pa.us) or by calling 866-771-3170.

## Campus Security Awareness and Crime Prevention Programs

Various University departments provide security awareness and crime prevention programs for students and employees throughout the year.

### Safety and Security

**Safe Escort Services** — The Department of Public Safety provides a safe escort service for any member of the University community who requires an escort to, from or around campus from dusk until dawn, seven days a week. Escort service is not provided between off-campus locations. The service is provided for members of the campus community who are not comfortable walking alone at night and is not a substitute for other transportation. A safe escort can be requested at 570-577-3333.

**Emergency Phones** — Emergency phones are located strategically on campus and can be identified by the blue light on top. When the red emergency button is pushed, the location of the call is automatically identified, and the caller is connected to the Department of Public Safety.

**Motorist Assistance** — The Department of Public Safety assists the University community when individuals are unable to start their vehicles, need assistance to retrieve locked keys, etc.

**Daily Crime Log** — The Daily Crime and Fire Log is provided in accordance with the requirements of the Clery Act and can be obtained online at the Department of Public Safety [website](#).

**Timely Warnings** — When appropriate and required, Timely Warnings and other crime alerts will be sent through the University email system as well as via text to all students, faculty and staff who have provided cell phone information to receive such warnings.

**Campus Security Cameras** — Security cameras are located throughout the University campus, both inside and outside buildings.

**Department of Public Safety Training** — Each semester the Department of Public Safety provides the following programs that are available upon request and at no charge for any campus club, organization, or group of students, faculty or staff:

- AVADE — Personal self-defense training.
- Active Shooter Training
- De-escalation Training
- Stop the Bleed
- Annual safety programs for students and employees planning to study and work abroad in collaboration with the Office of Global and Off-Campus Education

The department also distributes written information regarding crime prevention to the campus community. Training is also offered and provided upon request on topics including travel safety, identity theft protection and avoiding motor vehicle theft.

**Division of Student Affairs Training** — The Division of Student Affairs offers the following educational programs to encourage students to look out for their own safety and the safety of others:

- 3 required pre-arrival modules on the topics of Alcohol Education, Marijuana Education and Other Drug Education completed by all new students
- Fire Safety Workshop completed online by all students found responsible for violating policies related to fire and life safety
- Alcohol education completed by all students found responsible for violating policies related to alcohol
- Drug education completed by all students found responsible for violating policies related to drugs
- Emotion regulation (anger management) education completed by students found responsible for violating policies related to interpersonal violence (e.g., assault)

**Athletics Training** — The athletics department offers the following education training to all student-athletes: virtual learning modules that focus on Title IX, staff sexual violence prevention, stalking, consent, hazing, bystander intervention, mental health, suicide prevention, and alcohol and drug use and abuse.

## Missing Students

Reports of missing or suspected missing students should be reported to the Department of Public Safety without regard for the length of time that the student is believed to have been missing. Reports made to faculty and staff should be reported immediately to the Department of Public Safety. Reports of missing students who reside off-campus will be immediately forwarded to the appropriate local law enforcement agency.

All students are encouraged to identify an emergency contact person whom the University should contact within 24 hours of the determination that the student is missing. Contacts should be identified on the Missing Student Confidential Contact Form, which is accessible only to authorized University officials and is not disclosed except to law enforcement personnel in furtherance of a missing person investigation.

If a missing student is under 18 years of age and not emancipated, the University must notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student.

If the University has contact information for a parent or guardian, the University will contact the parent or guardian even if the missing student is a legal adult, and the parent or guardian is not the student's designated emergency contact.

The University will notify local law enforcement within 24 hours of determining that a student is missing, unless the local law enforcement agency was the entity that determined the student was missing.

When the Department of Public Safety receives a report of a missing student, the Department initiates a timely and thorough investigation to locate the student. The Department of Public Safety will notify the Dean of Students and other University administrators as appropriate regarding any missing student report.

The Dean of Students will notify the missing student's designated emergency contact person and parent or guardian, as appropriate, within 24 hours of the Missing Student Report.

## AMBER Alert

In order for the Pennsylvania AMBER Alert Plan to be activated, law enforcement must be satisfied that the following criteria have been met:

- The abducted child must be under eighteen (18) years of age
- The abducted child is believed to be in imminent danger of death or serious bodily injury
- Additional factors are considered in the decision-making process as to whether or not to activate the Pennsylvania AMBER Alert Plan. These factors include but are not limited to: availability of descriptive information that could assist in the recovery of the child, time elapsed since the child was last seen and reliability of witness(es).

## Sexual Assault, Stalking, Dating Violence and Domestic Violence

Bucknell University is committed to maintaining an academic environment in which members of its community can safely pursue their academic and professional activities. This environment cannot thrive unless each member of the University community is valued as an individual and is treated respectfully. Sexual assault, stalking, domestic violence and dating violence are antithetical to the standards and values of the University, violate University policy (and, in some instances, state and federal law) and are not tolerated.

Bucknell policy prohibits sexual assault, stalking, dating violence and domestic violence as defined in the Clery Act and re-stated in University policy. Anyone can be found responsible for committing sexual assault, stalking, dating violence or domestic violence, regardless of sex or gender. The University provides prevention training to all incoming students and new employees as well as notification of University reporting options, resources and support services available.

The University has adopted the Bucknell University Sex Discrimination, Sexual Misconduct, Relationship Violence and Stalking Policy, which provides robust procedures for reporting, receiving, responding to and resolving complaints of sex discrimination, sexual misconduct, relationship violence and stalking. In support of the University's obligation to provide policy and procedure statements to comply with the Clery Act, a complete copy of the University Policy is attached as Appendix A to this Report.

The University adopts the following definitions of sexual assault, stalking, dating violence, domestic violence and consent as required by federal law and also found on pages 1-3 of Appendix A. The following two sets of definitions have been adopted to comply with the Title IX Regulations issued at 34 CFR Part 106 and published on May 22, 2020, and to address concerns occurring in higher education that extend beyond the jurisdictional components of the Title IX regulations.

## TITLE IX REQUIRED DEFINITIONS

**Sexual Assault** includes both forcible and non-forcible sexual offenses, as defined below:

**Sexual Offenses, Forcible** — Any sexual act directed against another person without the consent of the Complainant, including instances in which the Complainant is incapable of giving consent.

- a. The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.
- b. Oral or anal sexual intercourse with another person, forcibly, and/or against that person's will (nonconsensual), or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
- c. The use of an object or instrument to penetrate, however slightly, the genital or anal opening of the body of another person, forcibly, and/or against that person's will (non-consensually), or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
- d. The touching of the private body parts of another person (buttocks, groin, breasts), for the purpose of sexual gratification, forcibly, and/or against that person's will (non-consensually), or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.

**Sex Offenses, Non-forcible, Includes Any of the Following:**

**Incest** — Non-forcible sexual intercourse between persons who are related to each other, within the degrees wherein marriage is prohibited by Pennsylvania law.

**Statutory Rape** — Non-forcible sexual intercourse with a person who is under the statutory age of consent of 16 years of age.

**Sex-based Stalking** — Engaging in a course of conduct on the basis of sex directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others, or suffer substantial emotional distress. For the purposes of this definition, "course of conduct" means two or more acts, including but not limited to acts in which the Respondent directly, indirectly or through third parties, by any action, method, device or means, follows, monitors, observes, surveils, threatens or communicates to or about a person, or interferes with a person's property.

**Dating Violence** — Violence committed by a person who is in or has been in a social relationship of a romantic or intimate nature with the Complainant. The existence of such a relationship shall be determined based on the Complainant's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition, dating violence includes but is not limited to sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of Domestic Violence.

**Domestic Violence** — Violence, on the basis of sex, committed by a current or former spouse or intimate partner of the Complainant, by a person with whom the Complainant shares a child in common, or by a person who is cohabitating with or has cohabitated with the Complainant as a spouse or intimate partner, or by a person similarly situated to a spouse of the Complainant under the domestic or family violence laws of Pennsylvania, or by any other person against an adult or youth Complainant who is protected from that person's acts under the domestic or family violence laws of Pennsylvania.

**Consent** — Knowing, voluntary and mutual decision among all participants to engage in sexual activity. Consent to engage in sexual activity must exist from beginning to end of each instance of sexual activity. Consent is demonstrated through mutually understandable words and/or actions that clearly indicate a willingness to engage in specific sexual activity. Silence alone, without actions evidencing permission, does not demonstrate consent.

To give Consent, a person must be of legal age. Assent does not constitute Consent if obtained through coercion or from an individual whom the person initiating the sexual contact knows or reasonably should know is incapacitated. Coercion is the use of express or implied threats, intimidation or physical force that places an individual in fear of immediate harm or physical injury or causes a person to engage in unwelcome sexual activity. Coercion also includes administering a drug, intoxicant or similar substance with the intent to impair that person's ability to Consent prior to engaging in sexual activity.

An individual is considered to be Incapacitated if, by reason of mental or physical condition, the individual is manifestly unable to make a knowing and deliberate choice to engage in sexual activity. Someone who is drunk or intoxicated is not necessarily Incapacitated. Individuals who are asleep, unresponsive or unconscious are Incapacitated. Other indicators that an individual may be Incapacitated include but are not limited to inability to communicate coherently, inability to dress/undress without assistance, inability to walk without assistance, slurred speech, loss of coordination, vomiting, or inability to perform other physical or cognitive tasks without assistance.

An individual's use of alcohol or drugs does not diminish that individual's responsibility to obtain Consent. Consent to engage in sexual activity may be withdrawn by any person at any time. Once withdrawal of Consent has been expressed, the sexual activity must cease. Consent is automatically withdrawn by a person who is no longer capable of giving Consent. A current or previous consensual dating or sexual relationship between the Parties does not itself imply Consent or preclude a finding of responsibility for misconduct.

## **DEFINITIONS FOR CONDUCT ADDRESSED BY BUCKNELL UNIVERSITY SEX DISCRIMINATION, SEXUAL MISCONDUCT, RELATIONSHIP VIOLENCE AND STALKING POLICY AND PROCEDURES (NOT FALLING WITHIN TITLE IX'S JURISDICTION)**

**SEXUAL ASSAULT** — Includes the following actions in the absence of consent:

**Sexual Intercourse** — Any penetration, however so slight, with any object or body part, as follows: (a) penetration by the vulva, a by a penis, object, tongue or finger; (b) anal penetration by a penis, object, tongue or finger; and (c) any contact, no matter how slight, between the mouth of one person and the genitalia of another person.

**Sexual Contact** — Intentional sexual touching, however so slight, with any object or body part, whether directly or through clothing, as follows: (a) intentional touching of the lips, breasts, buttocks, groin, genitals, inner thigh or anus, or intentionally touching another with any of these body parts; (b) making another touch anyone else themselves with, or on, any of these body parts; and (c) intentional touching of another's body part for the purpose of sexual gratification, arousal, humiliation or degradation.

**Sexual Assault With an Object** — To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without consent of the victim, including instances where the victim is incapable of giving consent because of his/her age, or because of his/her temporary or permanent mental or physical incapacity.

**Non-consensual Fondling** — The touching or attempted touching of another's breasts, genitals or buttocks (over or under clothes), for the purpose of sexual gratification, without Consent. Non-consensual Fondling also includes forcing or attempting to force another to touch the breasts, genitals or buttocks of the Respondent, for the purpose of sexual gratification, without Consent.

**Stalking** — Engaging in a course of conduct, on the basis of sex, directed at a specific person, that would cause a reasonable person to fear for the person's safety or the safety of others, or suffer substantial emotional distress.

**Dating Violence** — Violence committed by a person who is in or has been in a social relationship of a romantic or intimate nature with the Complainant. The existence of such a relationship shall be determined based on the Complainant's statement and with consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship. For purposes of this definition, dating violence includes but is not limited to sexual or physical abuse, or the threat of such abuse. Dating violence does not include acts covered under the definition of Domestic Violence.

**Domestic Violence** — Violence, on the basis of sex, committed by a current or former spouse or intimate partner of the Complainant, by a person with whom the Complainant shares a child in common, or by a person who is cohabitating with, or has cohabitation with the Complainant as a spouse or intimate partner, or by a person similarly situated to a spouse of the Complainant under the domestic or family violence laws of Pennsylvania, or by any other person against an adult or youth Complainant who is protected from that person's acts under the domestic or family violence laws of Pennsylvania.

## **Education and Training Programs and Related Campaigns**

### **SEXUAL AND INTERPERSONAL VIOLENCE PREVENTION AND RESPONSE COURSE**

At the beginning of each year, all incoming students must complete an educational training program that includes three components:

1. An online module from a third-party vendor to familiarize the new students with campus policies, resources and reporting options;
2. Attendance at a "Can I Kiss You?" performance by Mike Domitrz from "The Center for Respect" to familiarize the new students with concepts of sexual misconduct, consent, healthy relationships and bystander intervention;
3. Two 60-minute peer-led bystander intervention education programs that provide safe and positive options that may be deployed to prevent individual harm, or to intervene when there is a risk of sexual assault, stalking, dating violence or domestic violence. These in-person training sessions also explore the effects of trauma and provide general information about campus resources. The University's Speak UP peer group leads these mandatory sessions.

## **SPEAK UP BUCKNELL**

Speak UP is a student-led peer education organization advised by the Interpersonal Violence Prevention & Advocacy Coordinator. This group of students is responsible for prevention initiatives, education programs, and awareness campaigns related to sexual violence and relationships.

Peers undergo 15 hours of training in sexual violence prevention, affirmative consent, bystander intervention, rape culture, gender norms and healthy relationships, and how to support survivors of sexual violence. Some current programs include:

- First-year Workshops as referenced above
- No More Month with events such as the Red Flag Campaign, Take Back the Night, Purple Thursdays, etc.
- Red Flag Campaign
- Sex Positive Week
- Sexual Assault Awareness Month with events such as Clothesline Project, Teal Tuesdays, Denim Day, etc.

## **ONLINE SEX DISCRIMINATION TRAINING FOR EMPLOYEES**

Upon hiring, a new employee is provided with online training programs through United Educators that address discrimination and harassment in the workplace and prevention work related to assisting students in identifying and reporting sexual misconduct. Employees are also offered these programs: “Mosaic: Prevent Discrimination and Harassment Together” and “Mosaic: Prevent Sexual Violence Together” on an alternating yearly basis (the former is offered in even years and the latter during odd years). This training educates employees on how to recognize and respond to sexual misconduct including sexual assault, stalking, dating and domestic violence. Moreover, this training assists them in understanding institutional reporting requirements, identifying safe and effective bystander intervention options, and institutional procedure related to cases of alleged sexual assault, dating violence, domestic violence or stalking. Employees are also encouraged to participate in student-led awareness events throughout the year.

In addition to the above bystander intervention information, the University’s prevention programming incorporates risk reduction techniques and endeavors to address options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

## **RISK REDUCTION**

All of our programming aims to help reduce risks by emphasizing that if an individual is being abused or suspects that someone else is being abused, they should speak up or intervene. It encourages individuals to:

1. Get help by contacting the Title IX Coordinator or a confidential resource for support services.
2. Learn how to look for “red flags” in relationships to avoid some of those characteristics in future partners.
3. Consider making a report with the University’s Department of Public Safety.
4. Consider reaching out to the Title IX Coordinator to ask for a no-contact directive from the University to prevent future contact.
5. Consider getting a protection from abuse order from a local judge.
6. Learn more about what behaviors constitute dating and domestic violence, and understand it is not their fault; and to talk with friends and family members about ways they can provide support.
7. Trust their instincts — if something doesn’t feel right in a relationship, speak up or end it.

## Procedures Victims Should Follow in the Case of Alleged Sexual Assault, Stalking, Dating Violence or Domestic Violence

The University encourages anyone who has information pertaining to an incident of sexual assault, stalking, dating violence or domestic violence in violation of University policy to file a report with any one or more of the following officials or offices. Victims are encouraged to report incidents as soon as possible in order to preserve any available evidence. As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible criminal prosecution, University discipline, or the issuance of a protective order or no-contact order more difficult. The University respects each victim's option to decline the involvement of law enforcement officials at their own discretion; however, victims are still encouraged to contact the Department of Public Safety or local law enforcement regarding the preservation of evidence in the event of a later decision to file criminal charges.

### TITLE IX COORDINATOR

570-577-1554  
232 Marts Hall  
Bucknell University  
Lewisburg, PA 17837  
[titleix@bucknell.edu](mailto:titleix@bucknell.edu)  
[bucknell.edu/TitleIX](http://bucknell.edu/TitleIX)

The University's Title IX Coordinator is responsible for receiving reports of sexual assault, stalking, dating violence and domestic violence, and all other alleged violations of the University Sex Discrimination, Sexual Misconduct, Relationship Violence and Stalking Policy. The Title IX Coordinator reviews individual complaints and is responsible for identifying patterns or systematic issues that may be identified through reports. The Title IX Coordinator is a resource for answers to questions related to the University policy and related procedures, for victim support services both on- and off-campus, and for legal options including the filing of criminal charges. The Title IX Coordinator has authority to issue no-contact orders and may arrange supportive measures for parties related to an incident in consultation with the Dean of Students. A Complainant who seeks to initiate disciplinary proceedings should submit a complaint to the Title IX Coordinator.

Contact the Title IX Coordinator to request supportive measures. Supportive measures are available whether or not a student elects to move forward with an investigation and may include:

- No-contact orders
- Access to counseling services
- Employment
- Transportation
- Academic flexibility
- Residence hall reassignment

### DEPARTMENT OF PUBLIC SAFETY (for any incidents and to pursue criminal charges)

24 hours/day, 7 days/week  
570-577-1111 (emergency)  
570-577-3333 (non-emergency)  
580 Snake Road  
Bucknell University  
Lewisburg, PA 17837  
[bucknell.edu/PublicSafety](http://bucknell.edu/PublicSafety)

**Anonymous reports** may be made through the Title IX office's online reporting form found at [bucknell.edu/TitleIX](http://bucknell.edu/TitleIX).

### BUFFALO VALLEY REGIONAL POLICE DEPARTMENT

911 (emergency, 24 hours/day, 7 days/week)  
570-524-5151 (non-emergency)  
1610 Industrial Boulevard  
Lewisburg, PA 17837

**OFFICE OF HUMAN RESOURCES** (for incidents involving faculty and staff)  
570-577-1631  
1st floor, Cooley Hall  
Bucknell University  
Lewisburg, PA 17837  
[hr@bucknell.edu](mailto:hr@bucknell.edu)  
[bucknell.edu/HumanResources](http://bucknell.edu/HumanResources)

Students experiencing sexual assault, stalking, dating violence or domestic violence while studying abroad are encouraged to promptly report incidents to on-site program staff or to the Title IX Coordinator.

All regular full- and part-time employees of the University are Responsible Employees and are obligated to promptly report any instance of sexual assault, stalking, dating violence or domestic violence that they are made aware of to the Title IX Coordinator

Exception to this reporting obligation is made for the Interpersonal Violence Prevention & Advocacy Coordinator, professional members of Bucknell Student Health and the Counseling & Student Development Center, and individuals engaged in pastoral counseling through the Office of Religious & Spiritual Life.

University authorities will provide support and assist with notification to community resources, including local law enforcement, upon request.

Specific procedures for reporting a Title IX complaint are set forth in the University Sex Discrimination, Sexual Misconduct, Relationship Violence and Stalking Policy and are attached to this report at Appendix A.

## **Resources and Support Services**

Individuals who experience or who are associated with someone who has experienced sexual assault, stalking, dating violence or domestic violence have many options and resources available through Bucknell and the local community. The options can be accessed based on the needs and desire of the victim-survivor, recognizing that every person responds to and heals from sexual assault and trauma differently. Resources for victim-survivors and friends and strategies to support friends who have experienced sexual assault, stalking, dating violence and domestic violence are provided at the University [website](#). These resources are also provided in writing to all victims-survivors.

In addition to the Reporting Resources identified above, other supports offered by the University include:

**DEAN OF STUDENTS**  
570-577-1601  
211 Elaine Langone Center  
Bucknell University

## **Confidential Resources**

**INTERPERSONAL VIOLENCE PREVENTION & ADVOCACY COORDINATOR**  
570-577-1542  
[bucknell.edu/TheAdvocates](http://bucknell.edu/TheAdvocates)  
306 H Elaine Langone Center  
Bucknell University

The Interpersonal Violence Prevention & Advocacy Coordinator provides campus-wide prevention education and confidential support and information regarding the medical, academic and legal options students may have related to incidents of sexual assault, stalking or relationship violence.

**BUCKNELL COUNSELING & STUDENT DEVELOPMENT CENTER (CSDC)**  
570-577-1604  
[bucknell.edu/counseling](http://bucknell.edu/counseling)  
Graham Building at Bucknell University

CSDC provides individual and group counseling, psychiatric consultation, crisis intervention, consultation and outreach programming at no cost. Calls are received during business hours and after-hours for crisis services. Same Day Phone Appointment hours are offered 1 – 4 p.m. first call first served. All services are strictly confidential.



**BUCKNELL STUDENT HEALTH**

570-577-1401

[bucknell.edu/StudentHealth](http://bucknell.edu/StudentHealth)

Graham Building at Bucknell University

Bucknell Student Health provides medical care including treatment of physical injuries and treatment to prevent pregnancy and certain sexually transmitted infections (generally most effective within 72 hours of contact). Services are available during normal business hours.

**BUCKNELL RELIGIOUS & SPIRITUAL LIFE**

570-577-1592

[bucknell.edu/chaplains](http://bucknell.edu/chaplains)

109 Rooke Chapel at Bucknell University

Chaplains for Catholic, Jewish, Muslim and Protestant communities are available to discuss religious and personal issues.

**TRANSITIONS OF PA**

800-850-7948

Lewisburg, PA 17837

Local crisis center available 24 hours/day for confidential counseling services, advocacy, emergency shelter and relocation assistance.

**EVANGELICAL COMMUNITY HOSPITAL**

570-522-2640

One Hospital Drive

Lewisburg, PA 17837

Evangelical Community Hospital's Sexual Assault Nurse Examiners (SANE nurses) are on call 24 hours to conduct sexual assault evidentiary examinations to collect and preserve evidence (generally within 96 hours of an incident). Ordinarily, when an evidentiary examination is performed, the hospital contacts local law enforcement to make the agency aware of the collected evidence; however, the decision to proceed with criminal charges remains with the victim. Treatment is available for physical injuries and to prevent pregnancy and certain sexually transmitted infections (generally within 72 hours of contact).



## Supportive Measures and No-contact Orders

The Title IX Coordinator and/or the Dean of Students will provide appropriate supportive measures to all individuals involved in an alleged incident of sexual assault, stalking, dating violence or domestic violence. Supportive measures are non-disciplinary, non-punitive, individualized services provided at no cost, and are designed to restore or preserve equal access including but not limited to the imposition of mutual no-contact orders, employment, transportation, residential or academic modifications, or access to counseling services.

The Title IX Coordinator and or the Dean of Students or a designee may limit a student's access to certain University facilities or activities pending resolution of a matter and may impose an interim suspension pending resolution of an alleged violation when the Dean of Students determines that such action is necessary to protect the safety and well-being of the campus community, to protect the physical or emotional well-being of individuals involved, or if an individual poses an ongoing threat of disruption or interference with the normal operations of the University.

The University does not issue orders of protection; however, the following is communicated in writing by the Title IX Coordinator upon the receipt of a report for sexual assault, dating violence, domestic violence or stalking:

- If the alleged offender is or was a family member, sexual or intimate partner, or person with whom you have a child in common and you or your minor children have been abused (including physical abuse, sexual assault, false imprisonment, stalking, or placement in reasonable fear of bodily injury), you may be able to obtain a protection from abuse order. Orders are issued by local courts and may be enforced by the Department of Public Safety or local law enforcement, depending on the situation. For assistance in obtaining a protection from abuse order, please contact Transitions, a local crisis center, at 800-850-7948. For more information, please see the Protection from Abuse Act, 23 Pa. C.S.A. § 6101, et seq.
- You may also seek to obtain a Sexual Violence Protection Order (SVPO) regardless of your relationship status to the alleged offender. No past or present relationship is required to obtain a SVPO. The SVPO is designed to protect victims of sexual violence who are at a continued risk of harm. For assistance in obtaining a protection from abuse order, please contact Transitions, a local crisis center, at 800-850-7948. For more information, please see the Protection of Victims of Sexual Violence or Intimidation Act (PSVI), 42 Pa. C.S. § 62A.

## Forensic Exams and Preservation of Evidence

Evangelical Community Hospital has a trained sexual assault nurse examiner (SANE nurse) on call at all times to provide sensitive care and forensic exams to victims of sexual assault, and to collect and preserve evidence.

The hospital recommends specific measures to preserve evidence including not showering or changing clothes before a forensic exam; however, an exam can be performed without taking such measures. Forensic exams can be performed up to 96 hours after a sexual assault. The Interpersonal Violence Prevention & Advocacy Coordinator is available to arrange transportation to the hospital and to accompany a victim-survivor. Evidence related to dating violence, domestic violence and stalking will also be preserved. The manner in which evidence is preserved will vary based on whether it was reported to the Department of Public Safety, which has [policies](#) on evidence collection.

## Procedures the University Will Follow in the Case of Alleged Sexual Abuse, Stalking, Dating Violence and Domestic Violence.

The University has adopted the Bucknell University Sex Discrimination, Sexual Misconduct, Relationship Violence and Stalking Policy, which provides robust procedures for receiving, responding to and resolving complaints of sex discrimination, sexual misconduct, relationship violence and stalking. In support of the University's obligation to provide policy and procedure statements as part of the obligation to comply with the Clery Act, a complete copy of the University Policy is attached as Appendix A to this Report.

## Confidentiality

The University will seek to protect the privacy and confidentiality of all individuals involved in any report of alleged sexual abuse, stalking, dating violence or domestic violence to the extent possible and allowed by law. The Title IX Coordinator will evaluate any request for confidentiality in the context of the University's responsibility to provide a safe and nondiscriminatory environment to all members of its community.

The University will complete any publicly available recordkeeping, including disclosure of Clery Act crimes in the ASR, without including any personally identifiable information about a victim. The University will also maintain as confidential any interim measures, remedies or supportive measures provided to a victim to the extent that maintaining confidentiality will not impair the University's ability to provide the interim measures or remedies.

Confidential reporting resources, such as the Interpersonal Violence Prevention & Advocacy Coordinator, are listed above and in Appendix A to this report.

## Amnesty

A victim or witness of an incident of sexual harassment or sexual violence who reports the incident in good faith will not be sanctioned by the institution for admitting in the report to a violation of the institution's student conduct policy on the personal use of drugs or alcohol.

## Notice of Availability of Resources

The University provides notice to students and employees verbally and in writing about existing services available to victims both within the University and in the community regarding counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services available for victims.

The University also provides written notification to all victims about options and available resources for changing academic, living, transportation and working situations if requested and reasonably available.

## Alcohol and Drugs

The University prohibits the unlawful distribution, possession, use or illegal sale of alcoholic beverages, controlled substances and illegal drugs on campus.

As required by the Drug-Free Workplace Act of 1988, and the Drug-free Schools and Communities Act of 1989, the University standards of conduct and certifications related to drugs and alcohol are set forth in "Working Toward a Drug-Free University Community," which is attached here as Appendix B and can be accessed online at [bucknell.edu/documents/HR/Policies/DrugAlcoholBklt.pdf](https://bucknell.edu/documents/HR/Policies/DrugAlcoholBklt.pdf).

Bucknell prohibits the illegal possession, use and illegal sale of alcoholic beverages, and enforces the underage drinking laws of the Commonwealth of Pennsylvania through the Department of Public Safety. Consumption of alcohol on campus is permitted under limited circumstances and only in accordance with the laws of the Commonwealth of Pennsylvania. Student events involving alcohol are subject to specific regulation as set forth in the Student Handbook and must be approved and registered with the Office of the Dean of Students.

The Department of Public Safety enforces Pennsylvania law that makes it unlawful for anyone to furnish alcohol to anyone under the age of 21, and for anyone under the age of 21 to purchase, possess or consume alcohol. Individuals violating Pennsylvania alcohol laws may be subject to criminal charges filed in Union County, and/or to referral for appropriate disciplinary action through the appropriate University office.

Students and employees may not use, possess, sell, manufacture or distribute illegal drugs, inhalants or controlled substances (narcotics or dangerous drugs), be in possession of drug paraphernalia, or misuse any legal drug or other controlled substance in or on University-owned or controlled property, or as part of any University-sponsored activity. The Department of Public Safety enforces both state and federal law pertaining to the illegal possession, use and sale of illicit drugs.

Individuals violating federal and/or Pennsylvania alcohol or drug laws may be subject to criminal charges filed in Union County or referral for appropriate disciplinary action through the appropriate University office.

Processes for regulation of conduct related to alcohol are set forth in the Code of Student Conduct (for students), the Faculty Handbook (for faculty) and the Employee Handbook (for staff). The enforcement of alcohol and drug laws on campus is primarily the responsibility of the Department of Public Safety, and enforcement of policy is the responsibility of the Division of Student Affairs for students, Human Resources for staff and the Office of the Provost for faculty.

Students who engage in misconduct related to alcohol and/or drugs may be subject to a range of sanctions under the Code of Student Conduct up to and including expulsion. Faculty and staff who violate University policy related to drugs and/or alcohol may be subject to discipline up to and including termination and may be referred to the Employee Assistance Program.

The University maintains a Medical Amnesty Policy to encourage students to seek assistance for themselves or others when someone needs medical assistance due to alcohol and/or drug use. Calls for assistance may be directed to the Department of Public Safety at 570-577-1111, a local police agency by calling 911, the Student Affairs staff on call, a Resident Adviser or any member of the Residential Education professional staff. Amnesty is available to the student calling as well as the student in need. While not resulting in disciplinary sanctions, a call for assistance under the Medical Amnesty Policy may result in educational outcomes including but not limited to: referral to the Alcohol and Other Drugs Counselor for an alcohol or other drug assessment; referral to the University Medical Director; parental, guardian or emergency contact notification; and educational opportunities to assist in avoiding future high-risk situations.



## Drug and Alcohol Abuse Education and Prevention Programs

The University provides educational programming to prevent the unlawful possession, use and distribution of illicit drugs and alcohol by students, faculty and staff. The programming provides services related to drug use and abuse, including dissemination of information and materials, educational programs, counseling services and referrals.

The Division of Student Affairs provides annual educational programming concerning alcohol and drug use and abuse for students. The Counseling & Student Development Center offers student assessments to aid in a critical and judgment-free exploration of a student's own pattern of alcohol and drug use. As part of the assessment, students complete the BASICS (Brief Alcohol Screening and Intervention for College Students) program, which is evidence-based and has been shown to be an effective intervention. Assessments may be completed as part of a sanction for a drug or alcohol violation, or they may be taken voluntarily by students seeking a better understanding of their own relationship with drugs and alcohol.

First-year students must complete an online alcohol and drug education program prior to matriculation, and a second online education program after completing the initial weeks of their first semester on campus. Alcohol and drug education programming is offered to all Resident Advisers annually.

The University also sponsors occasional educational programming open to all University community members relating to illegal drug use.

The Employee Assistance Program (EAP) is provided through Human Resources to assist employees and their families by helping to develop action plans to address additional issues. EAP can be accessed by calling 1-866-799-2728.

## Crime Reporting

The following definitions are applied to the collection of Crime Statistics for the purposes of this reporting:

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

**Aggravated Assault** — An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon, or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife or other weapon is used that could and probably would result in serious personal injury if the crime were successfully completed.)

**Simple Assault** — An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious, severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness. Counted only in relation to a reported Hate Crime.

**Burglary** — The unlawful entry of a structure to commit a felony or theft. For reporting purposes, this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safe-cracking; and all attempts to commit any of the aforementioned.

**Destruction/Damage/Vandalism to Property** — To willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it. Counted only in relation to a reported Hate Crime.

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

**Hate Crimes** — A criminal offense committed against a person or property that is motivated, in whole or in part, by the offender's bias. Bias is a pre-formed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation or ethnicity/national origin. Categories of bias included in the annual statistical disclosure are:

**Race** — A pre-formed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair, facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g., Asians, Blacks, whites).

**Gender** — A pre-formed negative opinion or attitude toward a group of persons because those persons are male or female.

**Religion** — A pre-formed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).

**Sexual Orientation** — A pre-formed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex (e.g., gays, lesbians, heterosexuals).

**Ethnicity** — A pre-formed negative opinion or attitude toward a group of persons of the same race or national origin who share a common similar trait, language, custom or tradition (e.g., Arabs, Hispanics).

**Disability** — A pre-formed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

**Gender Identity** — A pre-formed negative opinion or attitude toward a group of persons based on their actual or perceived gender identity (e.g., bias against transgender or gender non-confirming individuals).

**National Origin** — A pre-formed negative opinion or attitude toward a group of persons because of the person's or their ancestor's place of origin, or because an individual has the physical, cultural or linguistic characteristics of a national origin group.

**Intimidation** — To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack. Counted only in relation to Hate Crimes.

**Larceny-Theft (except Motor Vehicle Theft)** — The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession but is in a position to exercise dominion or control over a thing. Counted only in relation to reported Hate Crimes.

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

**Motor Vehicle Theft** — The theft or attempted theft of a motor vehicle. (Classified as a Motor Vehicle Theft when all automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding.)

**Murder/Non-negligent Manslaughter** — The willful (non-negligent) killing of one human being by another.

**Negligent Manslaughter** — The killing of another person through gross negligence.

**Sex Offense** — Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent (includes rape, fondling, incest and statutory rape).

**Rape** — The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without consent of the victim.

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

**Fondling** — The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental incapacity.

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

**Robbery** — The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

#### **VIOLENCE AGAINST WOMEN ACT (VAWA) OFFENSES**

**Dating Violence** — The term “dating violence” means violence committed by a person (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) the length of the relationship (ii) the type of relationship (iii) the frequency of interaction between the persons involved in the relationship.

**Domestic Violence** — The term “domestic violence” includes felony or misdemeanor crimes committed by a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction receiving grant funding and, in the case of victim services, includes the use or attempted use of physical abuse or sexual abuse, or a pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over a victim, including verbal, psychological, economic or technological abuse that may or may not constitute criminal behavior by a person who (A) is a current or former spouse or intimate partner of the victim, or person similarly situated to a spouse of the victim; (B) is cohabitating or has cohabitated with the victim as a spouse or intimate partner; (C) shares a child in common with the victim; or (D) commits acts against a youth or adult against an adult or youth victim who is protected from those acts under the family or domestic violence laws of the jurisdiction.

**Stalking** — The term “stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to (A) fear for his or her safety or the safety of others; or (B) suffer substantial emotional distress.

**Weapons Violations** — The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons.

#### **DEFINITIONS OF RELEVANT TO CLERY GEOGRAPHY:**

**On Campus** means any building or property owned or controlled by the University within the same reasonably contiguous geographic area and used by Bucknell in direct support of, or in a manner related to, Bucknell’s educational purposes, including residence halls; and any building or property that is reasonably contiguous to the aforementioned area that is owned by Bucknell but controlled by another person, is frequently used by students and supports Bucknell purposes (such as a food or retail vendor).

**Student Housing Facility** — Any student housing facility that is owned, controlled or rented by Bucknell, or located on property that is owned or controlled by Bucknell, and is within the reasonable contiguous geographic area that makes up the campus.

**On-campus Building or Property** — Any building or property owned or controlled by a recognized student organization; or any building or property owned or controlled by Bucknell that is used in direct support of, or in relation to, Bucknell’s educational purposes, that is frequently used by students, and is not within the same reasonably contiguous geographic area of the Bucknell campus.

**Public Property** — All public property, including thoroughfares, streets, sidewalks and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus.

**Unfounded Crime Reports** are reports that have been fully investigated by a sworn or commissioned law enforcement officer that, based on the results of the full investigation and evidence, the sworn or commissioned law enforcement officer has made a formal determination that the crime report is false or baseless and therefore “unfounded.”

## BUCKNELL UNIVERSITY CRIME STATISTICS 2020-2022

CRIME	YEAR	ON CAMPUS TOTAL	NON CAMPUS TOTAL	PUBLIC PROPERTY TOTAL	GRAND TOTALS	RESIDENTIAL FACILITIES TOTAL
Murder/Non-Negligent Manslaughter	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
Negligent Manslaughter	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
Rape	2020	3	0	0	3*	3
	2021	12	0	0	12	11
	2022	17	0	0	17	17
Fondling	2020	0	0	0	0	0
	2021	7	0	0	7	6
	2022	7	0	0	7	3
Incest	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
Statutory Rape	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
Robbery	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
Aggravated Assault	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
Burglary	2020	3	0	0	3	0
	2021	1	0	0	1	0
	2022	1	0	0	1	0
Motor Vehicle Theft	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	1	0	0	1	0
Arson	2020	1	0	0	1	1
	2021	0	0	0	0	0
	2022	0	0	0	0	0
Liquor Law Arrests	2020	15	0	0	15	15
	2021	4	4	1	9	4
	2022	0	0	0	0	0
Liquor Law Violations (Referred for Disciplinary Action)	2020	266	0	0	266*	242
	2021	354	13	0	368	354
	2022	413	0	10	413	403

## BUCKNELL UNIVERSITY CRIME STATISTICS 2020-2022

CRIME	YEAR	ON CAMPUS TOTAL	NON CAMPUS TOTAL	PUBLIC PROPERTY TOTAL	GRAND TOTALS	RESIDENTIAL FACILITIES TOTAL
Drug Law Arrest	2020	1	0	0	1	1
	2021	1	0	0	1	1
	2022	0	0	0	0	0
Drug Law Violation (Referred for Disciplinary Action)	2020	47	0	0	47*	37
	2021	33	6	0	39	33
	2022	49	0	1	49	48
Weapons Law Violations (Arrest)	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
Weapons Law Violation (Referred for Disciplinary Action)	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0

## DOMESTIC VIOLENCE, DATING VIOLENCE & STALKING

OFFENSE	YEAR	ON CAMPUS TOTAL	NON CAMPUS TOTAL	PUBLIC PROPERTY TOTAL	GRAND TOTALS	RESIDENTIAL FACILITIES TOTAL
Domestic Violence	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
Dating Violence	2020	2	0	0	2	0
	2021	1	0	0	1	0
	2022	2	0	0	2	0
Stalking	2020	4	0	0	4	0
	2021	8	0	0	8	5
	2022	2	0	0	2	0

\*After conducting a review, changes were made to update the data.



**HATE CRIMES 2020-2022**

OFFENSE	YR	RACE				GENDER				RELIGION				SEXUAL ORIENTATION				ETHNICITY				DISABILITY				GENDER IDENTITY				NATIONAL ORIGIN			
		OC	RF	NC	PP	OC	RF	NC	PP	OC	RF	NC	PP	OC	RF	NC	PP	OC	RF	NC	PP	OC	RF	NC	PP	OC	RF	NC	PP				
Murder / Non-Negligent Manslaughte	2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2021	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2021	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Rape, Sexual Assault, Forcible Fondling	2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2021	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Incest, Statutory Rape	2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2021	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2021	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2021	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2021	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny - Theft	2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2021	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2021	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2021	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2021	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Threats - Intimidation	2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2021	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2022	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2021	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2022	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

LEGEND: OC= On Campus RF= Residential Facility NC= Non-Campus PP= Public Property



## FIRE STATISTICS AND FIRE SAFETY

Firefighting services are provided 24 hours a day by William Cameron Engine Company. Regular fire and life safety inspections are the responsibility of the Department of Public Safety.

For purposes of counting and disclosing fires in compliance with the University's obligation to report fire statistics, individuals are required to notify the Department of Public Safety regarding any fire occurring on campus.

**Fire Log** — The Department of Public Safety maintains a daily Fire Log that details any fires that occur in on-campus student housing facilities. The log is available to the public and can be viewed at [bucknell.edu/CleryAct](https://bucknell.edu/CleryAct) or at the Department of Public Safety.

### Fire Safety Education and Training

The University provides fire prevention and safety training for the campus, including programs related to fire extinguisher training, which is taught in collaboration with local fire authorities.

Each semester, the University coordinates a fire and evacuation drill in each residential facility (except Bucknell West) to prepare building occupants for an organized evacuation in case of a fire or other emergency. By conducting regular tests, students learn the location of emergency exits and fire safety evaluation procedures generally, and the Department of Public Safety is able to test the operation of the fire alarm components.

**FIRE DRILLS** — During the 2022 calendar year, 37 fire drills were held in campus student housing facilities.

### Fire Safety Policies in University Residence Halls

Bucknell Residential Living Policies provide community standards for residing in University housing. All residents are expected to be familiar with and abide by the policies, procedures that are set forth in the Student Handbook and are a term and condition of the Residential Housing Agreement. In addition to other life safety concerns, the Student Handbook and Residential Living Policies address the following fire safety requirements. The Residential Living Policies applies to all University employees living in a residence hall.

Students may be held responsible through the Student Code of Conduct for any act, behavior or conduct that originates from their assigned residential space regardless of whether or not they were present. Students can face conduct sanctions for any actions that occur in their room. The following conduct is specifically prohibited:

#### FIRE SAFETY

- a. Tampering with, covering, disabling or otherwise damaging fire safety equipment, including smoke detectors, fire extinguishers, fire alarms, door stoppers and exit signs; improper use of, or blocking of, emergency exits, fire escapes, rooftops, windows and other means of ingress/egress.
- b. Possession and/or use of prohibited electrical appliances including but not limited to refrigerators larger than 4.5 cubic feet, microwaves drawing more than 750 watts, and any personal appliances drawing more than 400 watts, including but not limited to hot plates, toasters, toaster ovens, hot pots and hoverboards. This includes items with a heating element of any kind. Keurigs are permitted. In Bucknell West, South Campus Apartments and the Gateway, small kitchen appliances without an open coil are permitted.
- c. Possession and/or use of candles (lit or unlit), oil lamps and incense are prohibited even if wicks are removed.
- d. Failure to evacuate during a fire or emergency alarm. Each residential building has an appropriate area to gather during a fire alarm.
- e. Possession and/or use of extension cords that are not UL approved.
- f. Hanging items from the ceiling or covering light fixtures including but not limited to string lights (e.g., holiday lights), tapestries, fishnets, ceiling fans and decorations of any kind.

**GRILLS** — Charcoal grills are prohibited and the following is required when using gas grills:

- a. In all circumstances, gas grills cannot be used within 25 feet of a University structure, including residential houses, academic buildings, etc. This means that permanent and/or mobile grills must be placed on the perimeter of the property away from the building and overhanging trees. Gas grills used in non-residential spaces require approval from Events Management prior to use.
- b. All fuel agents must be stored in the grill, or if off grill, need to be stored away from possible ignition sources.

## Smoking and Tobacco

The University prohibits smoking and tobacco use in all University buildings and facilities including but not limited to academic, residential and administrative buildings; rooftops, decks and patios; University vehicles; athletics and recreational stadiums, fields and events; tent events; outdoor eating areas; and within 25 feet of building windows, doors or other entrances. For purposes of this policy, “smoking” also includes e-cigarettes, vaping, JUULs, and other smoking and smokeless devices. The use of hookah devices, synthetics (e.g. Spice, K2) and marijuana on campus or at University events is strictly prohibited.

University Safety Emergency and Preparedness Information also provides the following guidelines regarding fire safety.

## Residence Hall and Residential Fire Safety

- Know where the fire alarms, fire extinguishers and fire exits are located in your residence hall or home, and know how to use them. Do not hesitate to activate a fire alarm if you see a fire or smell smoke.
- Any person who intentionally or recklessly activates a fire alarm (including smoke detectors and pull-stations) or discharges a fire extinguisher without legitimate purpose endangers every resident in the building and will be prosecuted. Public Safety accepts confidential tips regarding such violations.
- Respond immediately to all fire alarms. Never assume it is a false alarm.
- Know two ways out of your building in case one is blocked by fire or smoke.
- In off-campus homes, post a fire evacuation plan for your floor so all residents can become familiar with it.
- No open-flame devices are permitted in student residences. Open-flame devices include candles, incense, oil lamps, etc.
- Smoking is not permitted in any University building.
- Floor-style halogen lamps are not permitted in student residences.
- Never cover smoke detectors or sprinkler heads or place objects over them.
- Never tamper with smoke detectors, sprinkler systems, fire extinguishers or other building life safety equipment.
- Do not block open stairway doors. If doors are blocked, open smoke can enter the stairway and prevent its use during an emergency.

### IF THE FIRE ALARM SOUNDS IN YOUR BUILDING:

- Feel your door before opening it. If it is not hot, open it slowly to ensure the hallway is not filled with smoke, and leave by the nearest exit.
- Crawl if there is smoke. Cooler, cleaner air is located near the floor.
- If your door is hot, do not open it. Place a towel at the bottom of the door to prevent smoke from entering your room and call for help (dial 911). Go to your window to attract the attention of people outside (do not break the window) and await emergency personnel.
- Do not use elevators to evacuate your building.
- Once outside the building, proceed to your designated meeting location.
- Call 911 to report a fire.
- Once you’ve reached a safe place, report all fires to Public Safety, no matter how minor you believe it is.

### ELECTRICAL CORDS AND APPLIANCES

- Never place an electrical cord under rugs or furniture, or in an area where it could be damaged by people or equipment.
- Limit the use of electrical extension cords and multiplug adaptors. Extension cords are designed for temporary use only. Do not overload electrical outlets by using multiple power strips.
- Repair or replace all damaged electrical cords and appliances.
- Remain in the room and monitor cooking appliances when in use.

**OPEN FLAMES, CANDLES & SMOKING** — The presence or use of candles, incense burners and other open-flame items is not permitted in University buildings. This includes all apartments, residence halls, offices and research areas. Smoking is not permitted in any University building. Ensure smoking materials are totally extinguished before discarding in an approved container.

## **COOKING SAFETY**

- If you must leave the stove, microwave or other cooking appliance unattended for any reason, turn the appliance off.
- Have a lid close by to place on a pan in case a fire starts in the pan.
- Always turn on the stove exhaust fan.
- Clean appliances regularly. Avoid grease buildup on appliances and surrounding surfaces. Watch for grease overflows that can start fires.
- Don't place towels, napkins or other paper products around the stove surface.
- Never try to move or carry a pan that is on fire. It is a common reaction to move or throw a burning pan into the sink. This can result in serious burns and spread the fire. Instead, carefully turn the heat off and place a cover over the pan. Do not remove the lid until the pan has cooled.
- Never use water on a grease fire. It will cause the fire to spread.
- Know how to correctly use your fire extinguisher.
- Call 911 to report a fire emergency.

## **OFFICE FIRE SAFETY**

- Plan ahead and stay calm during an emergency.
- Have a building evacuation plan, know the plan, and practice the plan during fire drills.
- Post building evacuation plans throughout your workplace.
- Learn the location of the two nearest exits from your work area.
- Count the doors, desks, workstations, etc. between your workspace and the nearest exit. Due to smoke or power failure, an escape in the dark may be necessary.
- Know the location of the nearest fire alarm, know how to use it and be familiar with its signal.
- Never block exits with furniture, equipment, work materials or trash.
- Never block stairway doors open, and keep all stairway landings clear. Nothing should be placed or stored in stairways.
- Call 911 to report emergencies. Don't assume someone else will call for help. When talking to emergency personnel, remain calm and give the dispatcher as much information as you know.
- Never use an elevator during a fire.
- If a door is hot, do not open it. If the door is cool, open it slowly and be prepared to quickly close it if smoke or heat rushes in.
- Leave quickly, closing doors as you go to contain fire and smoke.
- If you encounter smoke or fire during your escape, use another exit. If caught in smoke, get as low as possible to the floor and move toward the exit. Heat and smoke rise, so cleaner air will be near the floor.
- Once outside, move away from the building and proceed to your designated meeting location. If coworkers are still inside, notify emergency personnel. Do not attempt to re-enter the building to rescue co-workers. Stay out of the building until police or fire officials say it is safe to re-enter.

## **IF YOU ARE UNABLE TO EVACUATE:**

- Close as many doors as possible between you and the fire.
- Seal all cracks where smoke can enter by using wet materials such as jackets or towels.
- If you have access to a telephone, call 911 and tell them exactly where you are.
- Wait at a window if possible and signal for help by waving an object that can be seen from the outside.
- If possible, open a window for air, but do not break the window as you may need to close it if smoke rushes in.
- Remain calm while waiting for emergency personnel to rescue you.

## Fire Safety Improvements

The University assesses and upgrades fire safety equipment to ensure that all equipment meets national fire safety standards. The University continues to evaluate and improve smoke/heat detection systems as necessary to meet life safety requirements and to protect University assets. The University periodically assesses the need for improvements in fire safety and makes recommended improvements as soon as possible.

## Fire Statistics Disclosure

**DEFINITIONS** — The following definitions apply to Bucknell's fire statistics disclosures:

**Fire** — Any instance of open flame or other burning in a place not intended to contain the burning, or in an uncontrolled manner.

**Unintentional Fire** — A fire that does not involve an intentional human act to ignite or spread fire into an area where the fire should not be.

**Intentional Fire** — A fire that is ignited, or that results from deliberate action, in circumstances where the person knows there should not be a fire.

**Undetermined Fire** — A fire for which the cause cannot be determined.

**Fire-related Injury** — Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue or escaping from the dangers of a fire.

**Fire-related Death** — Any instance in which a person: (i) is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue or escaping from the dangers of a fire; or (ii) dies within one year of injuries sustained as a result of a fire.

**Value of Property Damage** — The estimated value of the loss of a structure and contents in terms of the cost of replacement in like kind and quality.

**Fire Drill** — A supervised practice of a mandatory evacuation of a building for a fire.



## FIRE STATISTICS FOR ON-CAMPUS STUDENT HOUSING FACILITIES 2022

RESIDENTIAL FACILITY	STREET ADDRESS	TOTAL FIRES IN EACH BUILDING	FIRE NUMBER	CAUSE OF FIRE	NUMBER OF INJURIES THAT REQUIRED TREATMENT AT A MEDICAL FACILITY	NUMBER OF DEATHS RELATED TO A FIRE	VALUE OF PROPERTY DAMAGE CAUSED BY FIRE
23 University Ave	23 University Avenue	0					
64 University Avenue	64 University Avenue	0					
Phi Gama Delta	78 University Avenue	0					
Gateway-Viddinghoff	135 Gateway Drive	0					
Gateway-Roser	145 Gateway Drive	0					
Gateway-Malisardi	155 Gateway Drive	0					
Gateway-Kalman- Posner	165 Gateway Drive	0					
Gateway-Silberman	175 Gateway Drive	0					
Edwards House	212 S 6th Street	0					
Galloway House	235 South 6th Street	0					
Harris Hall	370 Harris Drive	0					
Smith Hall	380 S 7th Street	0					
400 St George Street	400 St. George Street	0					
Seventh St House	490 S 7th Street	0					
Hulley House	518 St George Street	0					
Leiser House	522 St George Street	0					
Martin House	528 St George Street	0					
Carey House	538 St George Street	0					
620 George Street	538 St George Street	0					
Kress Hall	560 S 7th Street	0					
McDonnell Hall	560 Christy Mathewson Drive	1	1	Cooking	0	0	< \$100
Swartz Hall	656 Coleman Hall Road	0					
Hunt Hall	570 Loomis Street	0					
Roberts Hall	570 S 7th Street	0					
Sigma Chi	585 Coleman Hall Drive	0					
Trax Hall	590 S 7th Street	0					
Vedder Hall	600 Walker Street	0					
Taylor St House	625 St George Street	0					
Berelson Center	632 St George Street	0					
Corner House	605 S 7th Street	0					
Larison Hall	521 St George Street	0					
Lambda Chi Alpha	19 Strohecker Farm Lane	0					
Kappa Delta Rho	51 Strohecker Farm Lane	0					
Sigma Alpha Epsilon	79 Strohecker Farm Lane	0					
Delta Upsilon Fraternity	125 Strohecker Farm Lane	0					
Sigma Phi Epsilon	810 Fraternity Road	0					
Chi Phi	820 Fraternity Road	0					
Corner House	715 Fraternity Road	0					
Tower House	825 Fraternity Road	0					

## FIRE STATISTICS FOR ON-CAMPUS STUDENT HOUSING FACILITIES 2022

RESIDENTIAL FACILITY	STREET ADDRESS	TOTAL FIRES IN EACH BUILDING	FIRE NUMBER	CAUSE OF FIRE	NUMBER OF INJURIES THAT REQUIRED TREATMENT AT A MEDICAL FACILITY	NUMBER OF DEATHS RELATED TO A FIRE	VALUE OF PROPERTY DAMAGE CAUSED BY FIRE
South Campus Apartment 1	385 Strohecker Farm Road	0					
South Campus Apartment 2	375 Strohecker Farm Road	0					
South Campus Apartment 3	365 Strohecker Farm Road	0					
South Campus Apartment 4	355 Strohecker Farm Road	1	1	Electronics	0	0	< \$1,000
Bucknell West Mod 1	Bucknell West Drive	0					
Bucknell West Mod 2	Bucknell West Drive	0					
Bucknell West Mod 3	Bucknell West Drive	0					
Bucknell West Mod 4	Bucknell West Drive	0					
Bucknell West Mod 5	Bucknell West Drive	0					
Bucknell West Mod 6	Bucknell West Drive	0					
Bucknell West Mod 7	Bucknell West Drive	0					
Bucknell West Mod 8	Bucknell West Drive	0					
Bucknell West Mod 9	Bucknell West Drive	0					
Bucknell West Mod 10	Bucknell West Drive	0					
Bucknell West Mod 11	Bucknell West Drive	0					
Bucknell West Mod 12	Bucknell West Drive	0					
Bucknell West Mod 13	Bucknell West Drive	0					
Bucknell West Mod 14	Bucknell West Drive	0					
Bucknell West Mod 15	Bucknell West Drive	0					
Bucknell West Mod 16	Bucknell West Drive	0					
Bucknell West Mod 17	Bucknell West Drive	0					
Bucknell West Mod 18	Bucknell West Drive	0					
Bucknell West Mod 19	Bucknell West Drive	0					
Bucknell West Mod 20	Bucknell West Drive	0					
Bucknell West Mod 21	Bucknell West Drive	0					
Bucknell West Mod 22	Bucknell West Drive	0					
Bucknell West Mod 23	Bucknell West Drive	0					
Bucknell West Mod 24	Bucknell West Drive	0					
Bucknell West Mod 25	Bucknell West Drive	0					
Bucknell West Mod 26	Bucknell West Drive	0					
Bucknell West Mod 27	Bucknell West Drive	0					
Bucknell West Mod 28	Bucknell West Drive	0					
Bucknell West Mod 29	Bucknell West Drive	0					
Bucknell West Mod 30	Bucknell West Drive	0					
Bucknell West Mod 31	Bucknell West Drive	0					
Bucknell West Mod 32	Bucknell West Drive	0					
Bucknell West Mod 33	Bucknell West Drive	0					
Bucknell West Mod 34	Bucknell West Drive	0					
Bucknell West Mod 35	Bucknell West Drive	0					
Ward House	303 South 6th Street	0					
Comfort Suites	4775 West Branch Highway	0					
Best Western Inn	7701 West Branch Highway	0					

## FIRE STATISTICS FOR ON-CAMPUS STUDENT HOUSING FACILITIES 2021

RESIDENTIAL FACILITY	STREET ADDRESS	TOTAL FIRES IN EACH BUILDING	FIRE NUMBER	CAUSE OF FIRE	NUMBER OF INJURIES THAT REQUIRED TREATMENT AT A MEDICAL FACILITY	NUMBER OF DEATHS RELATED TO A FIRE	VALUE OF PROPERTY DAMAGE CAUSED BY FIRE
23 University Ave	23 University Avenue	0					
64 University Avenue	64 University Avenue	0					
Phi Gama Delta	78 University Avenue	0					
Gateway-Viddinghoff	135 Gateway Drive	0					
Gateway-Roser	145 Gateway Drive	0					
Gateway-Malisardi	155 Gateway Drive	0					
Gateway-Kalman- Posner	165 Gateway Drive	0					
Gateway-Silberman	175 Gateway Drive	0					
Edwards House	212 S 6th Street	0					
Galloway House	235 South 6th Street	0					
Harris Hall	370 Harris Drive	0					
Smith Hall	380 S 7th Street	0					
400 St George Street	400 St. George Street	0					
Seventh St House	490 S 7th Street	0					
Hulley House	518 St George Street	0					
Leiser House	522 St George Street	0					
Martin House	528 St George Street	0					
Carey House	538 St George Street	0					
620 George Street	538 St George Street	0					
Kress Hall	560 S 7th Street	0					
McDonnell Hall	560 Christy Mathewson Drive	0					
Swartz Hall	656 Coleman Hall Road	0					
Hunt Hall	570 Loomis Street	0					
Roberts Hall	570 S 7th Street	0					
Sigma Chi	585 Coleman Hall Drive	0					
Trax Hall	590 S 7th Street	0					
Vedder Hall	600 Walker Street	0					
Taylor St House	625 St George Street	0					
Berelson Center	632 St George Street	1	1	Cooking	0	0	< \$100
Corner House	605 S 7th Street	0					
Larison Hall	521 St George Street	0					
Lambda Chi Alpha	19 Strohecker Farm Lane	0					
Kappa Delta Rho	51 Strohecker Farm Lane	0					
Sigma Alpha Epsilon	79 Strohecker Farm Lane	0					
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## FIRE STATISTICS FOR ON-CAMPUS STUDENT HOUSING FACILITIES 2021

RESIDENTIAL FACILITY	STREET ADDRESS	TOTAL FIRES IN EACH BUILDING	FIRE NUMBER	CAUSE OF FIRE	NUMBER OF INJURIES THAT REQUIRED TREATMENT AT A MEDICAL FACILITY	NUMBER OF DEATHS RELATED TO A FIRE	VALUE OF PROPERTY DAMAGE CAUSED BY FIRE
South Campus Apartment 1	385 Strohecker Farm Road	0					
South Campus Apartment 2	375 Strohecker Farm Road	1	1	Cooking			\$2,000
South Campus Apartment 3	365 Strohecker Farm Road	0					
South Campus Apartment 4	355 Strohecker Farm Road	0					
Bucknell West Mod 1	Bucknell West Drive	0					
Bucknell West Mod 2	Bucknell West Drive	0					
Bucknell West Mod 3	Bucknell West Drive	0					
Bucknell West Mod 4	Bucknell West Drive	0					
Bucknell West Mod 5	Bucknell West Drive	0					
Bucknell West Mod 6	Bucknell West Drive	0					
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Bucknell West Mod 14	Bucknell West Drive	0					
Bucknell West Mod 15	Bucknell West Drive	0					
Bucknell West Mod 16	Bucknell West Drive	0					
Bucknell West Mod 17	Bucknell West Drive	0					
Bucknell West Mod 18	Bucknell West Drive	0					
Bucknell West Mod 19	Bucknell West Drive	0					
Bucknell West Mod 20	Bucknell West Drive	0					
Bucknell West Mod 21	Bucknell West Drive	0					
Bucknell West Mod 22	Bucknell West Drive	0					
Bucknell West Mod 23	Bucknell West Drive	0					
Bucknell West Mod 24	Bucknell West Drive	0					
Bucknell West Mod 25	Bucknell West Drive	0					
Bucknell West Mod 26	Bucknell West Drive	1	1	Cooking	0	0	< \$100
Bucknell West Mod 27	Bucknell West Drive	0					
Bucknell West Mod 28	Bucknell West Drive	0					
Bucknell West Mod 29	Bucknell West Drive	0					
Bucknell West Mod 30	Bucknell West Drive	0					
Bucknell West Mod 31	Bucknell West Drive	0					
Bucknell West Mod 32	Bucknell West Drive	0					
Bucknell West Mod 33	Bucknell West Drive	1	1	Cooking	0	0	< \$100
Bucknell West Mod 34	Bucknell West Drive	0					
Bucknell West Mod 35	Bucknell West Drive	0					
Ward House	303 South 6th Street	0					
Comfort Suites	4775 West Branch Highway	0					
Best Western Inn	7701 West Branch Highway	0					

## FIRE STATISTICS FOR ON-CAMPUS STUDENT HOUSING FACILITIES 2020

RESIDENTIAL FACILITY	STREET ADDRESS	TOTAL FIRES IN EACH BUILDING	FIRE NUMBER	CAUSE OF FIRE	NUMBER OF INJURIES THAT REQUIRED TREATMENT AT A MEDICAL FACILITY	NUMBER OF DEATHS RELATED TO A FIRE	VALUE OF PROPERTY DAMAGE CAUSED BY FIRE
23 University Ave	23 University Avenue	0					
64 University Avenue	64 University Avenue	0					
Phi Gama Delta	78 University Avenue	0					
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Gateway-Roser	145 Gateway Drive	0					
Gateway-Malisardi	155 Gateway Drive	0					
Gateway-Kalman- Posner	165 Gateway Drive	0					
Gateway-Silberman	175 Gateway Drive	0					
Edwards House	212 S 6th Street	0					
Galloway House	235 South 6th Street	0					
Harris Hall	370 Harris Drive	0					
Smith Hall	380 S 7th Street	0					
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Seventh St House	490 S 7th Street	0					
Hulley House	518 St George Street	0					
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Martin House	528 St George Street	0					
Carey House	538 St George Street	0					
620 George Street	538 St George Street	0					
Kress Hall	560 S 7th Street	0					
McDonnell Hall	560 Christy Mathewson Drive	0					
Swartz Hall	656 Coleman Hall Road	0					
Hunt Hall	570 Loomis Street	0					
Roberts Hall	570 S 7th Street	0					
Sigma Chi	585 Coleman Hall Drive	0					
Trax Hall	590 S 7th Street	0					
Vedder Hall	600 Walker Street	0					
Taylor St House	625 St George Street	0					
Corner House	605 S 7th Street	0					
Larison Hall	521 St George Street	0					
Lambda Chi Alpha	19 Strohecker Farm Lane	0					
Kappa Delta Rho	51 Strohecker Farm Lane	0					
Sigma Alpha Epsilon	79 Strohecker Farm Lane	0					
Delta Upsilon Fraternity	125 Strohecker Farm Lane	0					
Sigma Phi Epsilon	810 Fraternity Road	0					
Chi Phi	820 Fraternity Road	0					
Corner House	715 Fraternity Road	0					
Tower House	825 Fraternity Road	0					
South Campus Apartment 1	385 Strohecker Farm Road	0					
South Campus Apartment 2	375 Strohecker Farm Road	0					
South Campus Apartment 3	365 Strohecker Farm Road	0					
South Campus Apartment 4	355 Strohecker Farm Road	1	1	Cooking	0	0	< \$100

## FIRE STATISTICS FOR ON-CAMPUS STUDENT HOUSING FACILITIES 2020

RESIDENTIAL FACILITY	STREET ADDRESS	TOTAL FIRES IN EACH BUILDING	FIRE NUMBER	CAUSE OF FIRE	NUMBER OF INJURIES THAT REQUIRED TREATMENT AT A MEDICAL FACILITY	NUMBER OF DEATHS RELATED TO A FIRE	VALUE OF PROPERTY DAMAGE CAUSED BY FIRE
Bucknell West Mod 1	Bucknell West Drive	0					
Bucknell West Mod 2	Bucknell West Drive	0					
Bucknell West Mod 3	Bucknell West Drive	0					
Bucknell West Mod 4	Bucknell West Drive	0					
Bucknell West Mod 5	Bucknell West Drive	0					
Bucknell West Mod 6	Bucknell West Drive	0					
Bucknell West Mod 7	Bucknell West Drive	0					
Bucknell West Mod 8	Bucknell West Drive	0					
Bucknell West Mod 9	Bucknell West Drive	0					
Bucknell West Mod 10	Bucknell West Drive	0					
Bucknell West Mod 11	Bucknell West Drive	0					
Bucknell West Mod 12	Bucknell West Drive	0					
Bucknell West Mod 13	Bucknell West Drive	0					
Bucknell West Mod 14	Bucknell West Drive	0					
Bucknell West Mod 15	Bucknell West Drive	0					
Bucknell West Mod 16	Bucknell West Drive	0					
Bucknell West Mod 17	Bucknell West Drive	0					
Bucknell West Mod 18	Bucknell West Drive	0					
Bucknell West Mod 19	Bucknell West Drive	0					
Bucknell West Mod 20	Bucknell West Drive	0					
Bucknell West Mod 21	Bucknell West Drive	0					
Bucknell West Mod 22	Bucknell West Drive	0					
Bucknell West Mod 23	Bucknell West Drive	0					
Bucknell West Mod 24	Bucknell West Drive	0					
Bucknell West Mod 25	Bucknell West Drive	0					
Bucknell West Mod 26	Bucknell West Drive	0					
Bucknell West Mod 27	Bucknell West Drive	0					
Bucknell West Mod 28	Bucknell West Drive	0					
Bucknell West Mod 29	Bucknell West Drive	0					
Bucknell West Mod 30	Bucknell West Drive	0					
Bucknell West Mod 31	Bucknell West Drive	0					
Bucknell West Mod 32	Bucknell West Drive	0					
Bucknell West Mod 33	Bucknell West Drive	0					
Bucknell West Mod 34	Bucknell West Drive	0					
Bucknell West Mod 35	Bucknell West Drive	0					
Ward House	303 South 6th Street	0					
Comfort Suites	4775 West Branch Highway	0					
Best Western Inn	7701 West Branch Highway	0					

## STUDENT HOUSING FIRE SAFETY SYSTEMS

STUDENT HOUSING FACILITIES					
BUILDING	SPRINKLER	FIRE PUMP	DETECTOR	BEDROOM DETECTOR	BEDROOM STROBE
23 University Avenue	No	No	Yes	Yes	Yes
64 University Avenue	Yes	No	Yes	Yes	Yes
Phi Gamma Delta	Yes	No	Yes	Yes	No
Gateway - Vidinghoff Hall	Yes	No	Yes	Yes	ADA Only
Gateway - Roser Hall	Yes	No	Yes	Yes	ADA Only
Gateway - Malesardi Hall	Yes	No	Yes	Yes	ADA Only
Gateway - Kalman-Posner Hall	Yes	No	Yes	Yes	ADA Only
Gateway - Silberman Hall	Yes	No	Yes	Yes	ADA Only
Edwards House	Yes	No	Yes	Yes	No
Galloway House	Yes	No	Yes	Yes	No
Harris Hall	Yes	No	Yes	Yes	No
Smith Hall	Yes	Yes	Yes	Yes	No
400 St. George Street	Yes	No	Yes	Yes	Yes
Seventh Street House	Yes	No	Yes	Yes	Yes
Hulley House	Yes	No	Yes	Yes	Yes
Leiser House	Yes	No	Yes	Yes	Yes
Martin House	Yes	No	Yes	Yes	Yes
Carey House	Yes	No	Yes	Yes	No
620 St George Street	No	No	Yes	Yes	No
Kress Hall	Yes	Yes	Yes	Yes	No
McDonnell Hall	Yes	Yes	Yes	Yes	No
Swartz Hall	Yes	Yes	Yes	Yes	No
Hunt Hall	Yes	No	Yes	Yes	No
Roberts Hall	Yes	Yes	Yes	Yes	Double Only
Sigma Chi	Yes	No	Yes	Yes	No
Trax Hall	Yes	Yes	Yes	Yes	No
Vedder Hall	Yes	Yes	Yes	Yes	No
Taylor Street House	Yes	No	Yes	Yes	No
Corner House	Yes	Yes	Yes	Yes	Yes
Lambda Chi Alpha	Yes	Yes	Yes	Yes	Yes
Kappa Delta Rho	Yes	Yes	Yes	Yes	Yes
Sigma Alpha Epsilon	Yes	No	Yes	Yes	Yes
125 Strohecker Farm Lane	Yes	Yes	Yes	Yes	Yes
Sigma Phi Epsilon	Yes	Yes	Yes	Yes	No
Chi Phi	No	No	Yes	Yes	No
Larison Hall	Yes	No	Yes	Yes	No
Bucknell Cottage	Yes	No	Yes	Yes	No

## STUDENT HOUSING FIRE SAFETY SYSTEMS

STUDENT HOUSING FACILITIES					
BUILDING	SPRINKLER	FIRE PUMP	DETECTOR	BEDROOM DETECTOR	BEDROOM STROBE
Bucknell West Mod 1	No	No	Yes	Yes	No
Bucknell West Mod 2	No	No	Yes	Yes	No
Bucknell West Mod 3	No	No	Yes	Yes	No
Bucknell West Mod 4	No	No	Yes	Yes	No
Bucknell West Mod 5	No	No	Yes	Yes	No
Bucknell West Mod 6	No	No	Yes	Yes	No
Bucknell West Mod 7	No	No	Yes	Yes	No
Bucknell West Mod 8	No	No	Yes	Yes	No
Bucknell West Mod 9	No	No	Yes	Yes	No
Bucknell West Mod 10	No	No	Yes	Yes	No
Bucknell West Mod 11	No	No	Yes	Yes	No
Bucknell West Mod 12	No	No	Yes	Yes	No
Bucknell West Mod 13	No	No	Yes	Yes	No
Bucknell West Mod 14	No	No	Yes	Yes	No
Bucknell West Mod 15	No	No	Yes	Yes	No
Bucknell West Mod 16	No	No	Yes	Yes	No
Bucknell West Mod 17	No	No	Yes	Yes	No
Bucknell West Mod 18	No	No	Yes	Yes	No
Bucknell West Mod 19	No	No	Yes	Yes	No
Bucknell West Mod 20	No	No	Yes	Yes	No
Bucknell West Mod 21	No	No	Yes	Yes	No
Bucknell West Mod 22	No	No	Yes	Yes	No
Bucknell West Mod 23	No	No	Yes	Yes	No
Bucknell West Mod 24	No	No	Yes	Yes	No
Bucknell West Mod 25	No	No	Yes	Yes	No
Bucknell West Mod 26	No	No	Yes	Yes	No
Bucknell West Mod 27	No	No	Yes	Yes	No
Bucknell West Mod 28	No	No	Yes	Yes	No
Bucknell West Mod 29	No	No	Yes	Yes	No
Bucknell West Mod 30	No	No	Yes	Yes	No
Bucknell West Mod 31	No	No	Yes	Yes	No
Bucknell West Mod 32	No	No	Yes	Yes	No
Bucknell West Mod 33	No	No	Yes	Yes	No
Bucknell West Mod 34	No	No	Yes	Yes	No
Bucknell West Mod 35	No	No	Yes	Yes	No
South Campus Apts. 1	Yes	Yes	Yes	Yes	No
Davis Hall	Yes	Yes	Yes	Yes	No
South Campus Apts. 3	Yes	Yes	Yes	Yes	No
South Campus Apts. 4	Yes	Yes	Yes	Yes	No
Fran's House	Yes	Yes	Yes	Yes	No
Ward House	No	No	Yes	Yes	No
Comfort Inn and Suite	Yes	Yes	Yes	Yes	Yes
Best Western Inn	Yes	Yes	Yes	Yes	Yes



## BUCKNELL UNIVERSITY SEX DISCRIMINATION, SEXUAL MISCONDUCT, RELATIONSHIP VIOLENCE & STALKING POLICY & PROCEDURES FOR RESOLVING COMPLAINTS AGAINST STUDENTS

Bucknell University is committed to maintaining an academic environment in which members of its community can pursue their academic and professional activities. This environment cannot thrive unless each member of the University community is valued as an individual and is treated respectfully. Sex Discrimination (which includes Sexual Misconduct), Relationship Violence and Stalking are antithetical to the standards and values of the University, violate University policy and, in some instances, state and federal law, and will not be tolerated.

This Policy sets forth the options and resources available to an individual making a report of Sex Discrimination (including Sexual Misconduct), Relationship Violence or Stalking. Reports alleging such conduct committed by students will be resolved according to the procedures outlined in this Policy. Reports alleging such conduct committed by faculty or staff members will be resolved consistent with the procedures outlined in the [faculty](#) and [staff](#) handbooks and policies.

### I. POLICY DEFINITIONS & VIOLATIONS

This Policy prohibits “Sex Discrimination” (including “Sexual Misconduct”), “Relationship Violence” and “Stalking,” broad categories encompassing the conduct defined below. Anyone can be found responsible for having committed Sex Discrimination (including Sexual Misconduct), Relationship Violence or Stalking (regardless of sex or gender), which can occur between people of the same or different sexes or genders.

#### SEX DISCRIMINATION

Title IX of the Educational Amendments of 1972, 20 U.S.C. §§1681 et seq., prohibits discrimination on the basis of sex in educational programs and activities operated by recipients of federal financial assistance, including in employment by such institutions. Title VII of the Civil Rights Act of 1964 likewise prohibits discrimination in employment. The University complies with Title IX and Title VII and does not discriminate on the basis of sex in educational programs and activities, admissions or employment. It complies with all applicable federal and state laws regarding nondiscrimination and equal opportunity. [bucknell.edu/noticeofnondiscrimination](http://bucknell.edu/noticeofnondiscrimination)

Sex Discrimination occurs when someone is treated adversely because of, or on the basis of, their sex or gender. It is important to understand that Sex Discrimination includes sexual harassment, sexual assault and other forms of misconduct as discussed below. Sex Discrimination also includes discrimination or harassment of a person based on the person’s nonconformity with gender stereotypes. Sex Discrimination is a violation of this Policy.

#### Sexual Misconduct Definitions Covered By This Policy

##### SEXUAL MISCONDUCT

Sexual Misconduct is a form of Sex Discrimination and encompasses the conduct described below:

**Sexual Harassment** — Unwelcome sexual advances, requests for sexual favors or other unwanted conduct of a sexual nature, whether verbal, nonverbal, graphic, physical or otherwise, when the conditions outlined in (1) or (2) or (3), below are present.

1. Gender-based Harassment is harassment based on gender, sex, sexual orientation, gender identity or gender expression, which may include acts of aggression, intimidation or hostility whether verbal, nonverbal, graphic, physical or otherwise, even if the acts do not involve conduct of a sexual nature.
2. Submission to or rejections of such conduct is made, whether explicitly or implicitly, a term or condition of a person’s employment, academic standing, or participation in any University programs or activities or is used as the basis for University decisions affecting the individual (quid pro quo); or
3. Such conduct creates a hostile environment. A hostile environment exists when the conduct is sufficiently severe, persistent or pervasive that it unreasonably interferes with, limits or deprives an individual’s participation in or benefitting from the University’s education or employment programs or activities.

In evaluating whether a Hostile Environment has been created, the University will consider the alleged conduct from both a subjective and objective perspective. Specifically, it will evaluate the alleged conduct from the perspective of a reasonable person in the Complainant’s position, considering all the circumstances. If the University determines that a Hostile Environment exists, it will take steps to eliminate the Hostile Environment, prevent its recurrence and, as appropriate, remedy its effects.

## SEXUAL ASSAULT:

(1) Sexual Intercourse or (2) Sexual Contact or (3) Rape or (4) Sodomy or (5) Sexual Assault With an Object (5) without consent.

1. **Sexual Intercourse** — Any penetration, however so slight, with any object or body part, as follows: (a) penetration of the vulva by a penis, object, tongue or finger; (b) anal penetration by a penis, object, tongue or finger; and (c) any contact, no matter how slight, between the mouth of one person and the genitalia of another person.
2. **Sexual Contact** — Intentional sexual touching, however so slight, with any object or body part, whether directly or through clothing, as follows: (a) intentional touching of the lips, breasts, buttocks, groin, genitals, inner thigh or anus, or intentionally touching another with any of these body parts; (b) making another touch anyone else themselves with or on any of those body parts; and (c) intentional touching of another's body part for the purpose of sexual gratification, arousal, humiliation or degradation.
3. **Sexual — Assault With an Object:** To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.

**Non-consensual Fondling** — The touching or attempted touching of another's breasts, genitals or buttocks (over or under clothes), for the purpose of sexual gratification, without Consent. Non-consensual Fondling also includes forcing or attempting to force another to touch the breasts, genitals or buttocks of the Respondent, for the purpose of sexual gratification, without Consent.

**Sexual Exploitation** — The abuse or exploitation of another person's sexuality. Examples of Sexual Exploitation include but are not limited to non-consensual observation of individuals who are undressed or engaging in sexual acts; non-consensual audio- or videotaping of sexual activity; prostituting another person; allowing others to observe a personal consensual sexual act without the knowledge or consent of all involved parties; and knowingly exposing an individual to a sexually transmitted infection without that individual's knowledge.

**Consent** — Knowing, voluntary and mutual decision among all participants to engage in sexual activity. Consent to engage in sexual activity must exist from beginning to end of each instance of sexual activity. Consent is demonstrated through mutually understandable words and/or actions that clearly indicate a willingness to engage in a specific sexual activity. Silence alone, without actions evidencing permission, does not demonstrate Consent.

To give Consent, a person must be of legal age. Assent does not constitute Consent if obtained through Coercion or from an individual whom the person initiating the sexual contact knows or reasonably should know is incapacitated. Coercion is the use of express or implied threats, intimidation or physical force that places an individual in fear of immediate harm or physical injury or causes a person to engage in unwelcome sexual activity. Coercion also includes administering a drug, intoxicant or similar substance with the intent to impair that person's ability to Consent prior to engaging in sexual activity.

An individual is considered to be Incapacitated if, by reason of mental or physical condition, the individual is manifestly unable to make a knowing and deliberate choice to engage in sexual activity. Someone who is drunk or intoxicated is not necessarily Incapacitated. Individuals who are asleep, unresponsive or unconscious are Incapacitated. Other indicators that an individual may be Incapacitated include, but are not limited to, inability to communicate coherently, inability to dress/undress without assistance, inability to walk without assistance, slurred speech, loss of coordination, vomiting, or inability to perform other physical or cognitive tasks without assistance.

An individual's use of alcohol or drugs does not diminish that individual's responsibility to obtain Consent. Consent to engage in sexual activity may be withdrawn by any person at any time. Once withdrawal of Consent has been expressed, the sexual activity must cease. Consent is automatically withdrawn by a person who is no longer capable of giving Consent.

A current or previous consensual dating or sexual relationship between the Parties does not itself imply Consent or preclude a finding of responsibility for misconduct.

## RELATIONSHIP VIOLENCE

Relationship Violence includes the following violations:

**Dating Violence** — Violence committed by a person, who is in or has been in a social relationship of a romantic or intimate nature with the Complainant. The existence of such a relationship shall be determined based on the Complainant's statement and with consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of Domestic Violence.

**Domestic Violence** — Violence, on the basis of sex, committed by a current or former spouse or intimate partner of the Complainant, by a person with whom the Complainant shares a child in common, or by a person who is cohabitating with, or has cohabitated with the Complainant as a spouse or intimate partner, or by a person similarly situated to a spouse of the Complainant under the domestic or family violence laws of Pennsylvania, or by any other person against an adult or youth Complainant who is protected from that person's acts under the domestic or family violence laws of Pennsylvania.

**Stalking** — Engaging in a course of conduct on the basis of sex directed at a specific person, that would cause a reasonable person to fear for the person's safety, or the safety of others or suffer substantial emotional distress.

## OTHER PROHIBITED CONDUCT

**Complicity** — Assisting, facilitating or encouraging the commission of a violation of this Policy.

**Retaliation** — Materially adverse acts or attempted acts for the purpose of interfering with any report, investigation or proceeding under this Policy, or as retribution or revenge against anyone who has reported Sex Discrimination (including Sexual Misconduct), Relationship Violence or Stalking, or who has participated (or is expected to participate) in any manner in an investigation or proceeding under this Policy. Prohibited retaliatory acts include, but are not limited to, intimidation, threats, coercion or discrimination. Both federal and state law, as well as Bucknell University policy, prohibits Retaliation.

## OTHER DEFINITIONS

**Complainant** — Any individual who has allegedly experienced a violation of this Policy.

**Adviser** — An individual who has agreed to serve as a provider of support and advice for a Complainant or Respondent. The Adviser may accompany a Complainant or Respondent to any proceeding or meeting that is held in connection with the Investigation and resolution of a Complaint. The Adviser may not speak aloud during any meeting or investigation interview, including by addressing anyone other than the Complainant or Respondent whom the Adviser is advising. The Adviser may confer quietly or by means of written notes with that Complainant or Respondent. An Adviser whose presence is deemed at the sole discretion of the University employee conducting the proceeding or meeting to be improperly interfering with the proceeding or meeting will be required to leave and may be prohibited from participating in further meetings or proceedings under this Policy. *Please also see Appendix A: Adviser for cases meeting the definitions and jurisdictional elements to be adjudicated under the May 2020 Title IX Regulations, in which cases Advisers will engage in cross-examination during the live hearing.*

The Dean of Students' Office keeps a list of Advisers who have received training on this Policy. Parties may (but are not required to) select a trained Adviser from this list.

This Policy does not create a privileged relationship between a Complainant or Respondent and an Adviser.

If the Adviser for a Complainant is a member of the University community, the Adviser is obligated under this Policy to inform the Dean of Students' Office of information that contradicts the report or charges. Likewise, if the Adviser for the Respondent is a member of the University community, the Adviser is obligated to similarly disclose information that supports the allegations.

**Appellant** — A Party appealing a decision of the Hearing Panel.

**Appellee** — A Party opposing an appeal.

**Attempt** — Taking a substantial step toward committing a violation.

**Reporting Party** — An individual who invokes the University's processes to determine whether this Policy has been violated. This may or may not be the Complainant.



**Complaint** — A statement submitted by the Complainant to the Title IX Coordinator for the purpose of informing the University of conduct that may be in violation of this Policy. The University reserves the right to investigate and take action with regard to information brought to its attention regardless of the wishes of the parties or whether any Complaint is filed.

**A Formal Complaint** — A document filed by a Complainant or signed by the Title IX Coordinator against a Respondent alleging conduct that would constitute a violation of Appendix A of this policy, and requesting that the University investigate the allegations(s). At the time of filing a formal complaint, a Complainant must be participating in, or attempting to participate in, an education program or activity of the University. A Formal Complaint may be filed with the Title IX Coordinator in person, by mail or by electronic mail, by using the contact information listed on the Title IX website or as described in this Policy. Please see also Appendix A: Reporting a Title IX Complaint.

**Hearing Panel** — The three-member panel charged with adjudicating an alleged violation of this Policy. The Hearing Panel is typically drawn from the Hearing Panel Pool and comprises three trained University employees. The Dean of Students' Office has sole discretion to make exceptions to this composition to ensure a timely hearing, including by appointing other available members of the University community to serve on that panel. A member of the Hearing Panel shall be appointed to serve as the Hearing Panel Chair.

**Hearing Panel Pool** — The group of University employees from which members of the Hearing Panel are selected.

**All members of a Hearing Panel Pool will receive at least annual training on:**

- Issues related to Sex Discrimination, including Sexual Misconduct, Relationship Violence and Stalking
- The purpose and implementation of this Policy
- How to conduct an investigation and hearing process that protects the safety of Complainants, provides appropriate support to all students involved and promotes accountability
- The definition of sexual harassment under § 34 C.F.R. § 106.30(a) and the scope of the University's education program or activity as defined by the same regulations
- How to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest and bias
- Issues of relevance to questions and evidence, including when questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant per the regulations
- The use any technology that will be used at the live hearing

**Investigator** — An individual, typically the Title IX Coordinator, who is appointed by the Dean of Students to gather evidence and facts relevant to the allegations that are the subject of the investigation. For those cases being adjudicated under Appendix A, the role of the Investigator is set forth in that Appendix.

**Party or Parties** — A term referring individually or collectively to the Complainant and/or Respondent. Respondent: Any student or student organization alleged to have violated this Policy.

**Responsible Employee** — Any regular full- or part-time University employee, unless the employee is authorized or required by law to keep information confidential by virtue of the employee's professional role (the Interpersonal Violence Prevention & Advocacy Coordinator, Bucknell Student Health, the Counseling & Student Development Center, and the Office of Religious & Spiritual Life, for example). If a Responsible Employee becomes aware of an instance of alleged Sexual Misconduct, Relationship Violence or Stalking involving a student, the employee must promptly report that information to the Title IX Coordinator.

**Witness** — Any individual who has seen, heard or otherwise knows or has information about facts related to an alleged violation or attempted violation of this Policy.

For those cases that proceed under Appendix A, procedures regarding witness participation are set forth in that Appendix.

Expert witnesses are not permitted unless the expert has specific, factual information related to an alleged violation or attempted violation of this Policy. Character evidence is not relevant evidence, and therefore individuals identified to provide information about a Party's character generally may not serve as witnesses. The Investigator's role is not that of a witness, and the Investigator may not be questioned by the Complainant or Respondent.

**RELATIONSHIPS WITH INDIVIDUALS INVOLVING DISPROPORTIONATE AUTHORITY** — A sexual or romantic relationship between students and faculty/staff and between employees in a supervisory/ subordinate relationship (one individual being directly or indirectly supervised or evaluated by the other) is strongly discouraged. There will be a strong presumption that sexual activity between students and faculty/staff members and between employees in a supervisory/subordinate relationship is unwelcome and nonconsensual.

Furthermore, such interactions may constitute violations of other University policies and professional standards.

## II. REPORTING

The University encourages anyone who has information pertaining to a potential violation of this Policy to report it to the Title IX Coordinator.

### **Title IX Coordinator**

570-577-1554  
232 Marts Hall  
Bucknell University  
Lewisburg, PA 17837  
[titleix@bucknell.edu](mailto:titleix@bucknell.edu)  
[bucknell.edu/TitleIX](https://bucknell.edu/TitleIX)

If the incident involves alleged criminal activity or presents a safety concern, it may also be reported to the Department of Public Safety.

### **Department of Public Safety (24 hours)**

570-577-1111 (emergency)  
570-577-3333 (non-emergency)  
580 Snake Road  
Bucknell University  
Lewisburg, PA 17837  
[bucknell.edu/PublicSafety](https://bucknell.edu/PublicSafety)

Students have the option to make an anonymous report to the Department of Public Safety using the [anonymous reporting form](#). The amount of detail provided will determine the University's ability to respond.

Incidents involving University faculty or staff members may be reported as specified above or to Human Resources.

### **Human Resources**

570-577-1631  
1st Floor, Cooley Hall  
Bucknell University  
Lewisburg, PA 17837  
[hr@bucknell.edu](mailto:hr@bucknell.edu)  
[bucknell.edu/HumanResources](https://bucknell.edu/HumanResources)

The University does not limit the time frame for reporting under this Policy, although a delay in reporting may impact the University's ability to take certain actions. The University retains the authority to pursue disciplinary action against students who withdraw or are on a leave of absence from the University after an incident of Sex Discrimination (including Sexual Misconduct), Relationship Violence or Stalking is alleged to have occurred. The University may withhold a student's diploma where a report of Sex Discrimination (including Sexual Misconduct), Relationship Violence or Stalking is pending. It may also, with Board of Trustee approval, revoke any degree awarded for an individual who is found responsible for prohibited conduct occurring prior to conferral of the degree.

Complainants have other reporting options, which they can pursue regardless of whether or not they choose to invoke the disciplinary process on campus. These options are not mutually exclusive. Complainants can pursue criminal charges (through the University's Department of Public Safety or local authorities) and, in some instances, may wish to talk with a private attorney about civil litigation. University personnel will assist the Complainant in notifying authorities if the Complainant so requests. It is important to understand that the standard for criminal prosecution is different from that used in student conduct proceedings. As a result, decisions rendered in either forum are not determinative of what will happen in the other. Additionally, in most situations, where a report is made on campus, it will move forward without regard to the status of criminal or civil proceedings.

**Responsible Employees** — If a Responsible Employee becomes aware of an instance of alleged Sexual Misconduct, Relationship Violence or Stalking involving a student, the employee must promptly report that information to the Title IX Coordinator. The Title IX Coordinator makes an online reporting form available for this purpose at [bucknell.edu/TitleIX](https://bucknell.edu/TitleIX).

**Amnesty** — A Complainant or Witness of an incident of sexual harassment or sexual violence who reports the incident in good faith will not be sanctioned by the institution for admitting in the report to a violation of the institution's student conduct policy on the personal use of drugs or alcohol.

### III. RESPONDING TO REPORTS OF SEX DISCRIMINATION

Upon receiving a report of a potential violation of this policy, the Title IX Coordinator shall reach out to the Complainant and offer support measures, explain that support measures are available without filing a Formal Complaint, explain the options for resolution, and explain how to file a Formal Complaint. Please see also Appendix A.

### IV. CONFIDENTIALITY

The University will seek to protect the privacy and confidentiality of the individuals involved in any report of alleged Sex Discrimination (including Sexual Misconduct), Relationship Violence or Stalking to the extent possible and allowed by law. The Title IX Coordinator will evaluate any request for confidentiality in the context of the University's responsibility to provide a safe and nondiscriminatory environment to all members of its community.

The University will complete any publicly available record-keeping, including Clery Act reporting and disclosure, without the inclusion of identifying information about the Complainant. It will also maintain as confidential any interim measures or remedies provided to the Complainant to the extent that maintaining confidentiality will not impair its ability to provide the interim measures or remedies.

Confidential resources and support services, such as the Interpersonal Violence Prevention & Advocacy Coordinator, are listed in Section XI of this Policy.

### V. SUPPORT MEASURES

Whether or not a Formal Complaint is filed, a complainant may request support measures to ensure equal access to the University's educational programs and activities. During the investigation and prior to a final determination, the Title IX Coordinator and/or the Dean of Students will provide appropriate supportive measures to all students involved. These measures may include, but are not limited to, the imposition of a mutual no-contact order; employment, transportation, residence and academic modifications; and access to counseling services. The Title IX Coordinator and/or the Dean of Students or their designee may limit a student's access to certain University facilities or activities pending resolution of the matter. The Dean of Students may impose an Interim Suspension on the Respondent pending the resolution of an alleged violation when the Dean determines, in the Dean's sole discretion, that it is necessary in order to protect the safety and well-being of members of the Bucknell community, to protect the Respondent's own physical or emotional safety and well-being, or if the Respondent poses an ongoing threat of disruption of or interference with the normal operation of the University. Notice of any emergency removal or suspension must be in writing to the Respondent. The party must be given the opportunity to challenge the determination. The challenge must be in writing to the Dean of Students within two (2) days of receipt of the notice. Please see Appendix A Supportive Measures for cases under Title IX, regulations.

### VI. INFORMAL OR ALTERNATIVE RESOLUTION

#### *Alternative Resolution*

When the Complainant requests an Alternative Resolution, the Title IX Coordinator will provide the Complainant and Respondent written notice that includes:

- The specific allegation and the specific conduct that is alleged to have occurred.
- The identity of the Complainant.
- The date and location (if known) of the conduct that is alleged to have occurred.
- A copy of this policy, which contains the information about both the Alternative Resolution process as well as the formal complaint process.
- A statement indicating that the decision to accept a complaint does not presume that the conduct at issue has occurred, and that the respondent is presumed not responsible, unless and until, at the conclusion of the process below, there is a determination of responsibility.
- An explanation that each party may be accompanied by an Adviser or support person of their choice, who may be a parent, friend, faculty or staff member, or an attorney.
- The date and time of the initial meeting with the Title IX Coordinator, with a minimum of three (3) business days' notice.
- Information regarding Supportive Measures, which are available equally to the Respondent and to the Complainant.
- An explanation of the consequences of participating in the Alternative Resolution process, including a summary of the records that will be maintained or could be shared if the parties elect an Alternative Resolution.

The Alternative Resolution process is generally expected to be completed within twenty (20) calendar days, and may be extended for good cause by the Title IX Coordinator. Both parties will be notified, in writing, of any extension and the reason for the extension.

Participation in an Alternative Resolution is voluntary, and both parties must agree, in writing. Even if the parties agree to an Alternative Resolution, it is within the discretion of the Title IX Coordinator to determine that a report must proceed through Formal Complaint process in certain cases (e.g., where a Respondent is alleged to have violated the Title IX Policy on multiple occasions or with multiple Complainants, or where the reported conduct, if true, presents a threat to the safety of the School community). If either party does not voluntarily agree in writing to pursue an Alternative Resolution, or if the Complainant, Respondent, or Title IX Coordinator, at any time, determines that Alternative Resolution is no longer appropriate, the Title IX Coordinator will promptly inform the Complainant and Respondent in writing that the complaint will proceed through Formal Resolution.

Once the final terms of an Alternative Resolution have been agreed upon by both parties, in writing, the matter shall be considered closed, and will not then proceed to a Formal Complaint process. Any resolution reached through an Alternative Resolution process will be confirmed in writing and provided to the parties within five (5) business days of reaching a resolution.

Records of any Alternative Resolution will be maintained and can be shared with other offices as appropriate.

Allegations of quid pro quo harassment of a student by an employee shall not be handled through the Alternative Resolution process, and instead only through the formal complaint process. Please see Appendix A Alternative Resolution for those cases under the jurisdiction of Appendix A definitions.

## **VII. INVESTIGATING REPORTS OF SEX DISCRIMINATION (INCLUDING SEXUAL MISCONDUCT), RELATIONSHIP VIOLENCE AND STALKING**

*(Note: The following procedures shall apply to those cases that do not fall within the definition of Sexual Harassment as set forth in Appendix A.)*

The University will respond to all reports of potential violations of this policy. Resolution of all reports made under this Policy, if done so by formal investigation or remedies-based resolution or via support measures, will be conducted in a prompt and equitable manner by an Investigator who has received appropriate training. Resolutions will be completed timely.

**Other Code of Conduct Violations** — The University has discretion whether or not to pursue other violations of the Student Code of Conduct that occurred in the context of the reported incident of Sex Discrimination (including Sexual Misconduct), Relationship Violence or Stalking, including those that may fall under the definitions set forth in Appendix A. Such violations may be resolved in a hearing held under this Policy, may be resolved under the Code of Conduct, or may not be pursued.

## **VIII. DISCIPLINARY PROCEEDINGS**

*(Note: The following procedures shall not apply to those cases that fall within Appendix A.)*

**Complaint** — To initiate an Investigation, the Complainant must submit a written or oral complaint to the Title IX Coordinator that contains:

- The name of the Respondent, if known.
- A description of the alleged Sex Discrimination (including Sexual Misconduct), Relationship Violence or Stalking, and
- The date, approximate time, and location of the alleged violation, if known.
- A request for an investigation.

The Title IX Coordinator will provide the Complainant with a copy of this Policy, review procedures, and inform the Complainant of available resources, support services and options, including the option to be assisted by an Adviser of their choice. The Complainant will also be provided with a written notice of the intent to investigate.

The Title IX Coordinator will contact the Respondent in writing to notify the Respondent that a Complaint has been filed, provide written notice of the allegations, and advise that these allegations will be investigated. The Title IX Coordinator will meet with the Respondent to review the allegations in greater detail, provide a copy of this Policy, review procedures, and inform the Respondent of available resources, support services and options, including the option to be assisted by an Adviser of choice. This meeting is not intended to be part of the investigation process, but is simply intended as an opportunity for the Title IX Coordinator to explain the process to the Respondent, offer support measures, and answer procedural questions to the extent possible.

Upon initiating an investigation, the University will provide the parties with a copy of the complaint, a notice of investigation and a copy of this Policy. A notice of investigation shall include: a meaningful summary of the allegations; the identity of the parties involved (if known); the precise misconduct being alleged; the date and location of the alleged incident(s) (if known); the specific policies implicated; a description of the applicable procedures; a statement of the potential sanctions/responsive actions that could result; a statement that the University presumes the Respondent is not responsible for the reported misconduct unless and until the evidence supports a different determination; a statement that determinations of responsibility are made at the conclusion of the process and that the parties will be given an opportunity to inspect and review all directly related and/ or relevant evidence obtained during the review and comment period; a statement about the University's policy on retaliation;

information about the privacy of the process; information on the right for each party to have an adviser of their choosing and suggestions for a way to identify an adviser; a statement informing the parties that this Policy prohibits knowingly false statements, including knowingly submitting false information during the resolution process; a link to the University's VAWA brochure; the name of the investigator along with a process to identify, in advance of the interview process, to the Title IX Coordinator any conflict of interest that the investigator may have; and an instruction to preserve any evidence that is directly related to the allegations.

During the investigation, each Party may provide to the investigator relevant evidence and the names of witnesses who may have relevant evidence. The University shall not access, consider, disclose or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless the University obtains the party's voluntary, written consent to do so for a grievance process under this policy.

An investigator will not question the Complainant, or otherwise seek evidence, regarding the Complainant's sexual predisposition or prior sexual conduct with anyone other than a Respondent for purposes of determining consent, or for purposes of explaining a prior and relevant injury.

The University will provide each party an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint, including all inculpatory or exculpatory evidence, so that each party can meaningfully respond to the evidence prior to the conclusion of the investigation. This response may include a request for additional investigation, or a request that the investigator ask specific questions of a party or witness. This is the parties' final opportunity to submit any additional information or witnesses. In the absence of good cause, investigators shall not consider information discoverable through the exercise of due diligence that is not provided to the investigator(s) at this juncture. The investigator shall consider any written response, information, or evidence provided by the parties.

If either party fails to participate in the investigation, the investigator may make factual findings without the response of that party, or the University may dismiss the case.

If, at any time during the investigation, new allegations are brought forward, the Title IX Coordinator will send both parties revised written notice.

**Student Conduct Investigative Report** — Upon conclusion of the investigative fact-finding, the investigator shall prepare a Student Conduct Investigative Report that summarizes the Complainant's allegations and Respondent's responses, summarizes the relevant evidence and the relevant witnesses supporting or opposing the allegation(s), and includes preliminary factual findings.

The Report shall be provided to both parties and their advisers, together with all relevant evidence (for example, statements, photographs, etc.), and both parties shall have 10 days in which to provide a written response to the report, if they wish to do so. This is not an opportunity to provide new evidence but is instead an opportunity to comment upon the allegations and/or the evidence gathered. The Report, together with any response(s) from the Parties as well as all relevant evidence gathered during the investigation, shall then be provided to the hearing panel for their review and consideration.

The Title IX Coordinator will review the evidence and will determine whether a hearing is required. A hearing will be held in all cases in which a finding of responsibility may result in a finding of suspension or expulsion.

If the Title IX Coordinator determines to hold a hearing, the Title IX Coordinator will inform the Parties in writing of the date, time and place of the hearing, the alleged violations that will be investigated in the hearing, and the names of those who have been selected to serve as the Hearing Panel.

Each Party shall have an opportunity to challenge Hearing Panel members for bias or conflict of interest. The challenge must be rooted in a specific bias or conflict of interest (e.g., the proposed Hearing Panel member is someone with whom a Party has had a previous conflict or relationship) rather than a general objection (race, religion, gender, etc.). A challenge must be made in writing to the Investigator within two (2) calendar days of notification of the composition of the Hearing Panel. The Dean of Students, in the Dean's sole discretion, shall determine whether a Hearing Panel member will be removed for possible bias or conflict of interest.

The following processes shall not apply to a hearing held under Appendix A: ***Please see Appendix A Hearing for cases under Title IX, regulations.***

The Hearing Panel Chair will review the Student Conduct Investigative Report and will determine which witnesses, documentation and other information will be called or presented at the hearing. Both parties also have the opportunity to request witnesses no later than (5) calendar days prior to the hearing. No later than five (5) calendar days prior to the hearing, the Title IX Coordinator will provide the Parties with the list of witnesses, and any other information that will be presented at the hearing.

The Parties may not introduce witnesses, documentation or other information at the hearing that were not provided to the Investigator by this deadline.

The Title IX Coordinator has sole discretion to alter the time frames provided in this Policy for good cause and with written notice of the delay and reason for the delay to the Parties.

Prior to the hearing, the Investigator will offer to meet with each Party to review hearing procedures, the alleged violation(s), and the list of witnesses and other information that will be presented at the hearing.

Hearing Panel members and Advisers are required to keep the information learned in preparation for the hearing and at the hearing confidential. No copies of documents provided are to be made or shared with any third parties. All copies provided must be returned to the Investigator, or deleted if provided in electronic form, at the conclusion of the hearing or, if applicable, the appeal. The Investigator will advise when materials are to be returned or deleted.

**Statements Relevant to Sanctioning:** On or before the day of the hearing, either party may submit a written statement relevant to sanctioning and/or an impact statement for consideration by the Hearing Panel. The statement must be provided to the Title IX Coordinator in a sealed envelope. The statement is not evidence on which any determination will be made, and will be read by the Hearing Panel only if the Respondent is found responsible. If the Hearing Panel does not find the Respondent responsible, the envelope will be destroyed, unopened by the Hearing Panel and Title IX Coordinator.

**Participants** — Hearings are closed proceedings. The individuals who may appear before a Hearing Panel are: the Complainant and their Adviser, the Respondent and their Adviser, and Witnesses. The Complainant and Respondent, and their Advisers, may be present throughout the hearing. Witnesses are permitted in the hearing room only when providing information to the Hearing Panel. The Investigator will attend at the request of the Hearing Panel Chair.

**Attendance at Hearings** — If a Party fails to attend a hearing, the hearing may be held in the Party's absence. The Hearing Panel Chair has discretion to reschedule a hearing if the Chair determines that it is necessary in order to achieve a prompt and equitable resolution.

**Standard of Proof** — The Hearing Panel will find the Respondent responsible if a preponderance of the evidence indicates that the Respondent violated this Policy. This means the Hearing Panel must determine whether it is more likely than not, based on the information presented at the hearing, that the Respondent is responsible.

**Supplemental Material** — If the Hearing Panel Chair believes further information is necessary to make an informed decision, the Chair may return the matter to the Investigator for further evidence-gathering.

**Audio Recording** — The Hearing Officer will audio-record the hearing, but not the deliberations of the Hearing Panel. The audio recording is created for two limited purposes only: for reference by the Hearing Panel during deliberations, for review by the Dean of Students (or designee) in connection with an appeal, and/or for review by either party in order to prepare an appeal. The audio recording is kept for a minimum of seven (7) years after all appeal options are exhausted.

**Hearing Procedures** — The following procedures are meant to be general guidelines for conducting a hearing. The Hearing Panel Chair may vary the procedures, including adjourning the hearing, if the Chair determines it is appropriate to do so in order to reach a full and fair understanding of the facts. Procedural issues that arise during the hearing (e.g., relevancy determinations) will be resolved by the Hearing Panel Chair, who may consult with the Hearing Panel, and/or the Title IX Coordinator before making a determination.

The Title IX Coordinator also has authority to vary procedures as necessary to ensure the prompt and equitable resolution of Complaints.

The hearing shall be conducted with all parties physically present in the same geographical location or, upon request by either party or the Hearing Officer, any or all parties, witnesses, and other participants may appear at the Live Hearing

virtually, with technology-enabling participants simultaneously to see and hear each other.

1. **Introduction** — After the Parties enter the hearing room, the Hearing Panel Chair will call the hearing to order. The Hearing Chair will introduce all of the individuals present and provide an opportunity for the Parties to ask procedural questions. The Hearing Chair will inform the Parties that the hearing is being recorded.
2. **Reading of the Alleged Violation(s)** — The Hearing Chair will read the alleged violation(s). To each alleged violation, the Respondent will either accept or deny responsibility. If the Respondent declines to answer, the hearing will still proceed. If the Respondent admits responsibility, the Investigator may question the Respondent to identify the conduct to which the Respondent is admitting.

If the Respondent admits responsibility to the conduct giving rise to all of the alleged violations, the Hearing Panel will abbreviate the hearing and only consider information relevant to sanctioning.

If the Respondent admits responsibility to some but not all of the alleged violations, the Hearing Panel may abbreviate the hearing, considering information relevant both to responsibility and sanctioning on the disputed violation(s) and relevant only to sanctioning on the violation(s) admitted.

**Presentation of Information** — The Hearing Chair will call and question all witnesses, including the Parties. The Parties may ask the Hearing Chair to pose additional questions or inquire further into specific matters by submitting these requests in writing or orally, at the discretion of the Hearing Chair. The Hearing Chair is empowered to reframe or disallow any questions that are irrelevant, redundant or otherwise inappropriate. The Hearing Board Panel may pose additional questions or inquire further into specific matters.

Parties and Witnesses are expected to respond honestly, and to the best of their knowledge, without guessing or speculating.

Parties have the option not to provide information at the hearing, or to refuse to answer questions. The Hearing Panel will base its decision on the Investigative Report and the information provided at the Hearing.

Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent.

The Hearing Panel Chair reserves the right to recall any Party or Witness for further questions and to seek additional information.

**Closing Statements** — After all information is presented, each Party will have the opportunity to make a brief closing statement. The Hearing Panel Chair has the authority to limit lengthy or irrelevant statements. Closing statements are not subject to questioning by the Parties, and are not considered evidence.

**Determination of Responsibility** — After the closing statements, everyone will be dismissed from the hearing room and the audio-recording device will be turned off so that the Hearing Panel may deliberate in private. In determining responsibility, the Hearing Panel is limited to a consideration of only the violations alleged, and may not find the Respondent responsible for other violations of this Policy. The Hearing Panel must reach a decision on responsibility by majority vote. The vote itself will not be shared with the parties.

**Determination of Sanction** — If the Hearing Panel finds the Respondent responsible, it will immediately deliberate sanctions. Only the Hearing Panel and the Investigator are present for the deliberations. The Title IX Coordinator will share the Respondent's prior conduct record and sanctioning statements with the Hearing Panel. Any sanction imposed upon the Respondent must be selected from the sanctions identified in the Policy. The determination of sanctions is based upon a number of factors, including: the nature of the violation; the harm suffered by the Complainant; any ongoing risk to either the Victim or the community posed by Respondent; the impact of the violation on the University community; any previous conduct violations; and any mitigating or aggravating circumstances. The Hearing Panel will determine sanctions by majority vote.

If the Respondent is a student organization, the Dean of Students will determine the appropriate sanction.

**Notification of Outcome** — Within ten (10) calendar days from the date of the conclusion of the hearing, the Title IX Coordinator will communicate in writing to both Parties the results of the hearing (consistent with the University's obligations under federal law) and procedures for appeal. The decision will include, in writing:

- The allegations
- Findings of fact with rationale for each finding
- Conclusion of application of facts to the policy
- Sanctions and Remedies
- Procedure for appeal

## IX. SANCTIONS

*(Note: The following procedures shall apply to those cases that do not fall within Appendix A.)*

A Hearing Panel will impose at least one of the sanctions listed below for any Respondent found responsible for a violation of this Policy. At the recommendation of the Hearing Panel, Respondents may also be subject to an accountability plan imposed by the Hearing Panel, as described below. Accountability Plans and underlying recommendations are not subject to appeal.

In cases where the Respondent is a student organization, suspension of certain activities or loss of University recognition may be the sanction imposed by the Dean of Students.

## SANCTIONS

- a. **Letter of Censure** — Official disciplinary action conveying to the student that the student's behavior was unacceptable and that any future prohibited conduct may result in more severe disciplinary action, including Disciplinary Probation, Suspension or Expulsion.
- b. **Disciplinary Probation** — Pre-suspension period in which the student's behavior is under University review, conveying that the student's behavior was unacceptable and that any future prohibited conduct may result in more severe disciplinary action, including Suspension or Expulsion.
- c. **Suspension** — Separation from the University for a period of time no less than the remainder of the current semester and no more than seven semesters. Suspension may be effective immediately or deferred until the end of the current semester, subject to the limitations on University representation during the period that suspension is deferred. During the period of suspension, the Respondent is not permitted on campus without the written permission from the Dean of Students. The record of suspension will be maintained by the Dean of Students' Office in accordance with the retention of student record policy. The record will be maintained by the Office of the Registrar only during the period of Suspension. Any refund of room, board, tuition or fees as result of the suspension shall be in accordance with applicable Finance Office policies.
- d. **Expulsion** — Permanent separation from the University effective immediately. The record of expulsion is maintained in both the Dean of Students' Office and the Office of the Registrar. Any refund of room, board, tuition or fees as result of the expulsion shall be in accordance with applicable policies. No academic credit may be earned for that semester.
- e. **Degree Revocation** — Revocation of any degree awarded for a student who is found responsible for prohibited conduct but has already received a degree. Revocation of a degree requires Board of Trustee approval.

## Accountability Plans

In addition to the above sanctions, the Hearing Panel may consult with the Dean of Students to impose an Accountability Plan, including but not limited to terms such as:

- a. Restitution for loss, damage or actual expenses incurred as a result of the Respondent's behavior.
- b. Volunteer service as a corrective measure or learning experience within the University or Lewisburg communities.
- c. Online tutorials designed to educate the Respondent on a particular topic that is relevant to the prohibited conduct and/or designed to improve the Respondent's decision-making.
- d. Participation in educational programming, including alcohol and other drugs evaluations, assessment or reflection activities.
- e. Restriction on or prohibition against participation in student activities and/or eligibility to represent the University in any official function or leadership position (e.g. varsity athletics, student leadership positions, cheerleader, committee chair, Bucknell Student Government congress member or officer, or elected office in any recognized student organization).
- f. Change in housing assignment or academic schedule.
- g. Loss of privileges, including housing, organization participation or event attendance.
- h. Restriction of contact with other specified members of the University community.
- i. Any other measure determined appropriate by the Dean of Students.

See Appendix A *Sanctions and Remedies for TIX regulations*

## X. REMEDIES

Following a hearing, the Title IX Coordinator, in consultation with the Dean of Students, will determine whether remedies for the Complainant and/or the University community are necessary to eliminate any Hostile Environment, prevent its occurrence, and remedy its effects.



Remedies for the Complainant may include, but are not limited to, the imposition or continuation of a no-contact order; employment, transportation, residence or academic modifications; support services; and other measures to ensure safety.

Remedies for the broader University community may include, but are not limited to, training and education, support services, review and, if appropriate, revision of policy, assessment of campus climate and other measures to promote safety.

**See Appendix A *Sanctions and Remedies for TIX regulations***

## **XI. APPEAL**

Either Party may appeal a Hearing Panel decision on responsibility or sanctions (but not accountability plans or recommendations) in writing to the Dean of Students within five (5) calendar days from the time of written notification of the decision. The appeal may be based only on one or more of the following grounds:

1. There is previously unavailable relevant evidence that likely would have significantly impacted the outcome of a hearing.
2. There was procedural error that likely would have significantly impacted the outcome of the hearing.
3. The sanctions imposed were substantially disproportionate to the findings.
4. The Title IX Coordinator, investigator or decision-maker had a conflict of interest or bias that affected the outcome.

The appeal shall consist of a written statement requesting review of the conduct decision or sanction and explaining grounds for appeal. The Appellee will be provided a copy of the appeal (with grounds not subject to appeal redacted) and will have three (3) calendar days from the date of the written notification to submit a written response to the Dean of Students, if desired. A copy of the response will be provided to the Appellant. No further communications from the Parties in support of or opposition to the appeal will be accepted. The Hearing Panel Chair may have the opportunity to submit a statement explaining the basis for the decision and/or sanction(s).

In cases where the Respondent is a student organization, the appeal deadlines are the same as stated above. The appeal must be filed with the Provost.

The appeal decision by the Dean of Students or designee will typically be made within 10 calendar days after the time for the Appellee to respond to the appeal has passed.

If the Dean of Students or designee determines that previously unavailable relevant information is presented that likely would have significantly impacted the outcome of the hearing, the Dean of Students or designee will ask the original Hearing Panel to reconvene to consider the information and render a determination after considering the new information.

If the Dean of Students or designee determines there was procedural error that likely would have significantly impacted the outcome of the hearing, the Dean of Students or designee will order a new hearing before a new Hearing Panel.

If the Dean of Students or designee determines the sanction to be substantially disproportionate to the findings, the Dean of Students or designee may revise the sanction or order a new hearing before a new Hearing Panel solely for the purpose of sanctioning.

The Dean of Students or designee will provide written notification (which may include by email) of the result of the appeal (consistent with the University's obligations under federal law) to the Parties within three (3) calendar days from the date of the decision.

**See also Appendix A *Appeals for TIX regulations***

## **XII. INFORMATION FOR STUDY ABROAD STUDENTS**

Students who have experienced Sex Discrimination (including Sexual Misconduct), Relationship Violence or Stalking in a study-abroad program are encouraged to promptly report incidents to on-site program staff, who can explain options for disciplinary action and reporting criminal offenses to local authorities, arrange for medical treatment, and offer resources and interim measures.

Students may also report incidents to the Title IX Coordinator:

**Title IX Coordinator**  
570-577-1554  
232 Marts Hall  
Bucknell University  
Lewisburg, PA 17837  
[titleix@bucknell.edu](mailto:titleix@bucknell.edu)  
[bucknell.edu/TitleIX](https://bucknell.edu/TitleIX)

### **XIII. RESOURCES AND SUPPORT SERVICES**

Bucknell University recognizes that in instances of alleged Sex Discrimination (including Sexual Misconduct), Relationship Violence and Stalking, community assistance is both necessary and helpful. Parties are encouraged to access the support services identified below:

#### **CONFIDENTIAL RESOURCES**

##### **INTERPERSONAL VIOLENCE PREVENTION & ADVOCACY COORDINATOR**

**570-577-1542**

306 H Elaine Langone Center

[bucknell.edu/TheAdvocates](http://bucknell.edu/TheAdvocates)

#### **FOR COMPLAINANTS**

The Interpersonal Violence Prevention & Advocacy Coordinator (IVPAC) is a trauma-informed staff member whose responsibility is to provide confidential support and information for students about the medical, academic and legal options or needs they may have following a sexual assault. With a focus on empowering the survivor to make their own decisions, the IVPAC can facilitate referrals, accompany survivors to medical treatment, answer questions about legal options, and ensure appropriate follow-up and support. They also connect survivors with resources that can minimize the impact an assault may have on a student's academic career.

##### **BUCKNELL COUNSELING & STUDENT DEVELOPMENT CENTER (CSDC)**

**570-577-1604** (business hours and after-hours crisis service)

Graham Building

Bucknell University

Lewisburg, PA 17837

[bucknell.edu/counseling](http://bucknell.edu/counseling)

CSDC provides individual and group counseling, psychiatric consultation, crisis intervention, consultation and outreach programming. Services are available for all students free of charge.

##### **BUCKNELL STUDENT HEALTH**

**570-577-1401**

Graham Building

Bucknell University

Lewisburg, PA 17837

[bucknell.edu/StudentHealth](http://bucknell.edu/StudentHealth)

Bucknell Student Health provides medical attention that includes treatment of any physical injuries and treatment to prevent pregnancy and certain sexually transmitted infections (generally most effective within 72 hours).

##### **BUCKNELL RELIGIOUS & SPIRITUAL LIFE**

**570-577-1592**

109 Rooke Chapel

Bucknell University

Lewisburg, PA 17837

[bucknell.edu/chaplains](http://bucknell.edu/chaplains)

Chaplains for Catholic, Jewish, Muslim and Protestant communities are available to discuss religious and personal issues.

##### **TRANSITIONS OF PA**

**800-850-7948** (24 hours/day)

Lewisburg, PA 17837

Transitions is a local crisis center that provides confidential counseling services, advocacy, emergency shelter and relocation assistance to survivors of sexual assault, domestic violence and other serious offenses.

## **EVANGELICAL COMMUNITY HOSPITAL**

**570-522-2640**

Lewisburg, PA 17837

Evangelical Community Hospital's Sexual Assault Nurse Examiners (SANE nurses) are on call 24 hours a day to conduct sexual assault evidentiary examinations to collect and preserve evidence (generally within 96 hours of an incident). Ordinarily, when an evidentiary examination is performed, the hospital will contact local police to inform them that evidence was collected, but this does not mean that one has to proceed with criminal charges. Treatment is also available to prevent pregnancy and certain sexually transmitted infections (generally within 72 hours of an incident) and for injuries.

## **ADDITIONAL RESOURCES**

### **Title IX Coordinator**

**570-577-1554**

232 Marts Hall

Bucknell University

Lewisburg, PA 17837

[titleix@bucknell.edu](mailto:titleix@bucknell.edu)

[bucknell.edu/TitleIX](http://bucknell.edu/TitleIX)

The University's Title IX Coordinator is responsible for overseeing all reports of Sex Discrimination (including Sexual Misconduct), Relationship Violence and Stalking, and identifying and addressing any patterns or systemic problems that arise during review of such reports. Allegations may be reported directly to the Title IX Coordinator. The Title IX Coordinator can answer questions and provide information concerning this Policy, available resources and support services, and external criminal and legal options. The Title IX Coordinator may issue no-contact orders. The Dean of Students may arrange other supportive measures in consultation with the Title IX Coordinator. A Complainant who wishes to initiate disciplinary proceedings should submit a Complaint to the Title IX Coordinator.

### **Dean of Students\*\***

**570-577-1601**

211 Elaine Langone Center

Bucknell University

Lewisburg, PA 17837

### **Department of Public Safety**

24 hours/day, 7 days/week

**570-577-1111** (emergency)

**570-577-3333** (non-emergency)

580 Snake Road

Bucknell University

Lewisburg, PA 17837

[bucknell.edu/PublicSafety](http://bucknell.edu/PublicSafety)

### **Buffalo Valley Regional Police Department**

911 (emergency, 24 hours/day, 7 days/week)

**570-524-5151** (non-emergency)

1610 Industrial Boulevard

Lewisburg PA 17837

### **Bucknell Human Resources**

**570-577-1631**

1st floor, Cooley Hall

Bucknell University

Lewisburg, PA 17837

[hr@bucknell.edu](mailto:hr@bucknell.edu)

[bucknell.edu/HumanResources](http://bucknell.edu/HumanResources)

\*\* These resources will protect privacy and confidentiality to the extent possible and allowed by law, but they are required to inform the Title IX Coordinator of any reports of sexual misconduct or relationship violence. The Title IX Coordinator will evaluate any request for confidentiality in the context of the University's responsibility to provide a safe and nondiscriminatory environment to all members of its community.

Sex Discrimination (including Sexual Misconduct), Relationship Violence and Stalking allegedly committed by a faculty or staff member may also be reported to Human Resources. Complaints against faculty or staff members will be handled consistent with applicable procedures in the faculty or staff handbook and policies.



## PROCEDURES FOR ALLEGATIONS OF SEXUAL HARASSMENT, SEXUAL ASSAULT, DATING AND DOMESTIC VIOLENCE, AND STALKING VIOLATING TITLE IX

Under the Department of Education's Title IX Regulations, published May 19, 2020, the following procedures will apply only to a narrow category of cases. Those cases meeting the definitions and jurisdictional elements below will follow procedures. Those cases that do not fit within these new guidelines will be handled through Bucknell University's Sexual Discrimination, Sexual Misconduct, Relationship Violence, and Stalking Policy & Procedures for Resolving Complainants Against Students; this is not to suggest that any case is more or less important, but instead a reflection of federal regulations that apply only to a specifically-identified set of cases.

The effective date of these procedures is on August 14, 2020. These procedures will apply in all cases where a Formal Complaint of prohibited conduct under these procedures is made on or after August 14, 2020.

Should these procedures be revoked in this manner, any conduct covered under them shall be investigated and adjudicated in accordance with Bucknell University's Sexual Discrimination, Sexual Misconduct, Relationship Violence, and Stalking Policy & Procedures for Resolving Complainants Against Students.

**If you are unclear about any of the provisions below and would like to get more information, you may speak on a non-confidential basis with the Title IX Coordinator. If you would like to have more information but prefer to speak with someone confidentially, you may speak with an Advocate or the Counseling & Student Development Center.**

### DEFINITIONS APPLICABLE UNDER APPENDIX A:

**Sexual Harassment** — Conduct committed by any person upon any other person, regardless of the sex, sexual orientation and/or gender identity of those involved, which is one of the following:

**Quid Pro Quo** — When a Bucknell University employee conditions the provision of a benefit or service of the University on an individual's participation in unwelcome sexual conduct.

**Sexual Harassment** — Unwelcome conduct\* determined by a reasonable person to be so severe and pervasive and objectively offensive that it effectively denies a person equal access to an educational program or activity of the University.

*\*Unwelcomeness is subjective and determined by the Complainant (except when the Complainant is below the age of consent). Severity, pervasiveness and objective offensiveness are evaluated based on the totality of the circumstances from the perspective of a reasonable person in the same or similar circumstances ("in the shoes of the Complainant"), including the context in which the alleged incident occurred and any similar, previous patterns that may be evidenced.*

**Sexual Assault includes both forcible and non-forcible sexual offenses, as defined below:**

**Sexual Offenses, Forcible** — Any sexual act directed against another person without the consent of the Complainant, including instances in which the Complainant is incapable of giving consent

- a. Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the Complainant.
- b. Oral or anal sexual intercourse with another person, forcibly, and/or against that person's will (nonconsensual), or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
- c. The use of an object or instrument to penetrate, however slightly, the genital or anal opening of the body of another person, forcibly, and/or against that person's will (non-consensually), or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
- d. The touching of the private body parts of another person (buttocks, groin, breasts), for the purpose of sexual gratification, forcibly, and/or against that person's will (non-consensually), or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.

**Sex Offenses, Non-Forcible, includes any of the following:**

- a. **Incest** — Non-forcible sexual intercourse between persons who are related to each other, within the degrees wherein marriage is prohibited by Pennsylvania law.
- b. **Statutory Rape** — Non-forcible sexual intercourse with a person who is under the statutory age of consent of 16 years of age.

**Dating Violence** — Violence committed by a person who is in or has been in a social relationship of a romantic or intimate nature with the Complainant. The existence of such a relationship shall be determined based on the Complainant’s statement and with consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of Domestic Violence.

**Domestic Violence** — Violence, on the basis of sex, committed by a current or former spouse or intimate partner of the Complainant, by a person with whom the Complainant shares a child in common, or by a person who is cohabitating with or has cohabitated with the Complainant as a spouse or intimate partner, or by a person similarly situated to a spouse of the Complainant under the domestic or family violence laws of Pennsylvania, or by any other person against an adult or youth Complainant who is protected from that person’s acts under the domestic or family violence laws of Pennsylvania.

**Sex-based Stalking** — Engaging in a course of conduct on the basis of sex directed at a specific person, that would cause a reasonable person to fear for the person’s safety, or the safety of others or suffer substantial emotional distress. For the purposes of this definition, “course of conduct” means two or more acts, including but not limited to acts in which the Respondent directly, indirectly or through third parties, by any action, method, device or means, follows, monitors, observes, surveils, threatens or communicates to or about a person, or interferes with a person’s property.

***This procedure applies only to the following cases:***

1. Nature of Complaint:

- A complaint of Dating Violence, Domestic Violence, Stalking or Sexual Assault as defined above.
- A complaint of sexual harassment in which the harassment was so severe and pervasive and objectively offensive that it denied the complainant equal access to an educational program or activity, or denied the employee the ability to continue their work at Bucknell University.
- A complaint of quid pro quo sexual harassment by an employee respondent against a student.

*If yes to one of the above, continue. If no, please see Sexual Discrimination, Sexual Misconduct, Relationship Violence, and Stalking Policy & Procedures for Resolving Complainants Against Students.*

2. Location:

- The incident(s) occurred on the institution’s campus, within the United States.
- The incident(s) occurred in a building under institution’s control, such as in a sorority or fraternity house of an affiliated sorority or fraternity, and within the United States.
- The incident(s) were part of one of the institution’s programs or activities, such as part of a field trip or team athletics event, and within the United States.

*If yes to one of the above, continue. If no, please see Sexual Discrimination, Sexual Misconduct, Relationship Violence, and Stalking Policy & Procedures for Resolving Complainants Against Students.*

3. The institution has control over the respondent, meaning the Respondent is a student (whether applicant, admitted or currently enrolled) or employee (applicant, hired but not yet working, or employed).

*If yes to one of the above, continue. If no, please see Sexual Discrimination, Sexual Misconduct, Relationship Violence, and Stalking Policy & Procedures for Resolving Complainants Against Students.*

4. Complainant is participating in, or attempting to participate in, a University program or activity.

*If yes to one of the above, continue. If no, please see Sexual Discrimination, Sexual Misconduct, Relationship Violence, and Stalking Policy & Procedures for Resolving Complainants Against Students.*

## **Reporting a Title IX Complaint**

Reports of violations of this Policy may be made to the Title IX Coordinator, or to any University official with authority to institute corrective measures on behalf of the University. This standard is not met when the only University official with actual knowledge is a Respondent.

A Formal Complaint is a document signed and filed by a Complainant, or signed by the Title IX Coordinator, against a Respondent alleging conduct which would constitute a violation of the policies as set forth in this Appendix, and requesting that the University investigate the allegations(s). A Formal Complaint may not be filed anonymously. When the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a Complainant or otherwise a Party under this Policy and the Title IX Coordinator will comply with the requirements of impartiality under this Policy.

The Formal Complaint shall include a concise statement describing the incident, when and where the misconduct occurred, the identity (if known) of the person against whom the complaint is being made, why the Complainant believes it violates University

policy, and a proposed resolution (whether investigation and adjudication, or an alternative resolution). The Complainant shall be instructed to provide and preserve all corroborating or potentially relevant evidence in any format, list potential witness names and sign the statement. From this information, the Title IX Coordinator shall determine whether the case falls within the jurisdiction of this policy.

You may file a Formal Complaint at any time by using the form provided by the Title IX Coordinator. You may return the form by dropping it off at the Title IX office, by email or by mail. Upon receipt of a formal complaint, the Title IX Coordinator or designee will reach out to the complainant to conduct an intake interview (see below).

*Note: In the event that the Complainant declines to participate in an intake interview, if the Formal Complaint contains an allegation meeting all of the jurisdictional elements of this policy, the Formal Complaint is signed, and the Formal Complaint requests an investigation, the Title IX Coordinator will within two business days put the Respondent on notice of the allegation and commence the investigation process.*

You may also notify the Title IX Coordinator if you believe you, or someone else, may have experienced conduct that would be a violation of this policy. The Title IX Coordinator will then reach out to the Complainant and schedule an intake interview.

### **Intake Interview**

Upon notice of alleged sex-based discrimination, sexual harassment and/or retaliation, the Title IX Coordinator will reach out to the Complainant to schedule a meeting or intake interview. During the intake interview, the Title IX Coordinator will assess the potential Title IX complaint for all of the jurisdictional elements required to proceed under this Policy. In the event the allegation involves a sexual assault, dating or domestic violence, or stalking, within Clery geography, the Title IX Coordinator will also notify the Clery Coordinator of the allegations.

The Title IX Coordinator will offer supportive measures. Supportive Measures are non-disciplinary, non-punitive, free of charge individualized services offered to the Complainant and/or the Respondent by the University as appropriate and reasonably available. Such measures are designed to restore or preserve equal access to the University's education program or activity without unreasonably burdening the other Party. The Title IX Coordinator will consider the complainant's wishes with respect to these measures. These measures are available with, or without, the filing of a Formal Complaint. Such Supportive Measures may include but are not limited to:

- Counseling
- Extensions of deadlines or other course-related adjustments
- Modifications of work or class schedules
- Campus escort services
- Mutual no-contact directives
- Changes in work or housing locations
- Leaves of absence
- Increased security
- Monitoring of certain areas of the campus

*Note: Any Supportive Measures put in place will be kept confidential, except to the extent that doing so impairs the ability of the institution to provide the supportive measures. For example, in order to effectuate a housing change, staff in Residential Education shall be informed of the need to assist with a housing change as directed by the Title IX Coordinator, but will not be provided with any of the details of any complaint.*

*Supportive measures are free of charge supportive services offered to the Complainant and/or the Respondent by the University as appropriate and reasonably available. At the time that supportive measures are offered, the Title IX Coordinator will inform the Complainant, in writing, that the Complainant may file a formal complaint with the University either at that time or in the future, if Complainant has not done so already. A Complainant does not have to file a Formal Complaint in order to receive supportive measures.*

## Notice to Respondent

Upon the filing of a Title IX Formal Complaint requesting an investigation, or when the Title IX Coordinator signs the Formal Complaint and commences an investigation, written notice shall be provided to the Respondent. Such notice shall include the following information:

- *The specific allegation and the specific conduct that is alleged to have occurred*
- *The identity of the Complainant*
- *The date and location (if known) of the conduct that is alleged to have occurred*
- *A copy of this Policy, which contains the process that will be followed, including an explanation that each Party as well as their Advisers (if Parties have Advisers) shall have the right to inspect and review all evidence directly related to the allegation(s) prior to the completion of the investigation*
- *A statement indicating that the decision to accept a complaint does not presume that the conduct at issue has occurred, and that the Respondent is presumed not responsible, unless and until, at the conclusion of the process below, there is a determination of responsibility*
- *An explanation that each Party may be accompanied by an Adviser or support person of their choice, who may be a parent, friend, faculty or staff member, or an attorney*
- *The date and time of the initial meeting with the Title IX Coordinator, with a minimum of three business days' notice*
- *The Bucknell University alcohol and drug amnesty policy*
- *The name and contact information for the assigned Investigator*
- *Information regarding Supportive Measures, which are available equally to the Respondent and the Complainant*
- *Information regarding prohibition of providing false information*

*Note: Should additional allegations be added at a later time, the Respondent will again be provided with a full written notice.*

## Emergency Removal Provisions

If Bucknell determines that the conduct, as alleged, poses a safety risk to one or more students, or to Bucknell's educational environment, Bucknell may instruct that the Respondent be suspended, on an interim basis, from Bucknell, from residence halls, or from specific programs or activities. Any such assessment will be made on a case-by-case basis, based on an individualized safety and risk analysis. If Bucknell determines that an immediate physical threat to the health or safety of students or others justifies removal, then a Respondent may be suspended on an interim basis. The decision to do so will be provided to the Respondent in writing.

The Party must be given the opportunity to challenge the determination. The challenge must be in writing to the Dean of Students within two days of receipt of the notice.

The decision to place any Respondent on an interim suspension shall not be considered as evidence that any determination has been made regarding potential responsibility.

## Standard of Evidence

The decision regarding a Respondent's responsibility will be determined by a preponderance of the evidence. This means that the Decision Maker will decide whether it is "more likely than not," based upon all of the evidence, that the Respondent is responsible for the alleged violation(s).

## Prohibition On False Evidence Provided During Title IX Process

Each party and every witness is expected to provide truthful information to the Investigator, Hearing Officer and Appeals Officer. Should any Party, or a Witness, provide, possess or use false information, including furnishing false information to any University official, enforcement officer or emergency response/medical personnel, faculty member, department or office; forging, altering or misusing any University document, record or instrument of identification; or assuming the name of a University official, faculty member or another student as part of this process, this may be considered a violation of Student Code of Conduct and will be referred to the appropriate office for further handling.

## **Mandatory Dismissal**

At any time prior to the commencement of a hearing, any case proceeding under this Policy will be dismissed if it is determined that the conduct at issue does not meet the jurisdictional or definitional requirements of this Policy. If the alleged conduct would, if true, support a finding that another Bucknell policy has been violated, Bucknell may, in its sole authority, transfer the case for further handling under the appropriate policy.

Upon a dismissal, the Title IX Coordinator will promptly send written notice of the dismissal and the rationale for doing so simultaneously to the parties. This dismissal decision is appealable by any party under the procedures for appeal below. The decision not to dismiss is also appealable by any party claiming that a dismissal is required or appropriate.

## **Transfer of Cases, Sharing of Information**

For any case brought under this Policy, should the case be dismissed and then transferred to another office, Bucknell shall have the right to transfer all communications and information gathered to any other School administrator who will be reviewing and/or handling the case. For those cases that are dismissed under this Appendix A and resolved under any other policy or procedure, all communications and information gathered may be considered as part of that investigation or adjudication process.

## **No Conflict of Interest or Bias**

Any individual carrying out this Policy shall be free from any actual conflict of interest or bias that would impact the handling of this matter. Should the Title IX Coordinator have a conflict of interest, the Title IX Coordinator is to immediately notify the Associate Dean for Health & Wellness, who will take the role of Acting Title IX Coordinator for purposes of carrying out the handling and finalization of the matter at issue. Should any Investigator have a conflict of interest, the Investigator is to notify the Title IX Coordinator upon discovery of the conflict.

Each party may object to the Title IX Coordinator or designated Investigator, Hearing Officer or Appeals Officer, on the grounds of an actual bias or conflict of interest. If either of the parties objects, they must notify the Title IX Coordinator (or the Associate Dean for Health & Wellness in the event of an actual conflict of interest or bias on the part of the Title IX Coordinator), in which case the Title IX Coordinator will evaluate whether the objection is substantiated. The party raising the objection will be notified in writing of the findings within two business days. If it is determined that an actual bias or conflict of interest exists, the person who was the subject of the objection will be removed and replaced.

## **Presumption of Non-responsibility**

The decision to proceed with an investigation is not a determination that the respondent has engaged in the conduct as alleged. Any respondent is presumed not responsible for the conduct that is the subject of the investigation, unless and until a decision of responsibility has been made upon the completion of the adjudication process.

**Adviser** — All persons who are a Complainant or a Respondent are permitted to bring an Adviser of their own choosing to any meeting or interview to provide support. The Adviser may be any person, including a family member or an attorney. The Adviser may accompany the student Party to any and all portions of the grievance process. Other than asking questions of the other Party, or of witnesses, at the hearing, the Adviser may not participate directly in, or interfere with, the proceedings. Although reasonable attempts will be made to schedule proceedings consistent with an Adviser's availability, the process will not be delayed to schedule the proceedings at the convenience of the Adviser. The Title IX Coordinator has the discretion to remove the Adviser from the proceedings if the Adviser interferes with the proceedings. For any Complainant or Respondent who does not have an Adviser at the hearing, one shall be provided, at no charge, for purposes of cross-examination of the other Party or Witnesses.

During a Title IX Hearing, the Adviser's role is to ask questions of the other Party, or of Witnesses (cross examination). Other than performing this function, the Adviser is not to otherwise address the Hearing Officer, the Party whom they do not represent, or any witness. The University will provide a trained Adviser of its choosing to any Complainant or Respondent who does not have an Adviser at the hearing.



## Requests for Delays and Extensions of Time

The Title IX Coordinator may extend any deadlines within this Policy, for good cause shown and documented. Complainant and Respondent will be notified in writing of any extension, the reasons for it, and projected new timelines.

## Resolution Methods

### *Alternative Resolution*

When the Complainant requests an Alternative Resolution, the Title IX Coordinator will provide the Complainant and Respondent written notice that includes:

- The specific allegation and the specific conduct that is alleged to have occurred
- The identity of the Complainant
- The date and location (if known) of the conduct that is alleged to have occurred
- A copy of this Policy, which contains the information about both the Alternative Resolution process as well as the formal complaint process
- A statement indicating that the decision to accept a complaint does not presume that the conduct at issue has occurred, and that the respondent is presumed not responsible, unless and until, at the conclusion of the process below, there is a determination of responsibility
- An explanation that each Party may be accompanied by an Adviser or support person of their choice, who may be a parent, friend, faculty or staff member, or an attorney
- The date and time of the initial meeting with the Title IX Coordinator, with a minimum of three business days' notice
- Information regarding Supportive Measures, which are available equally to the Respondent and to the Complainant
- An explanation of the consequences of participating in the Alternative Resolution process, including a summary of the records that will be maintained or could be shared if the parties elect an Alternative Resolution.

The Alternative Resolution process is generally expected to be completed within 20 calendar days, and may be extended for good cause by the Title IX Coordinator. Both parties will be notified, in writing, of any extension and the reason for the extension.

Participation in an Alternative Resolution is voluntary, and both parties must agree, in writing. Even if the parties agree to an Alternative Resolution, it is within the discretion of the Title IX Coordinator to determine that a report must proceed through Formal Complaint process in certain cases (e.g., where a Respondent is alleged to have violated the Title IX Policy on multiple occasions or with multiple Complainants, or where the reported conduct, if true, presents a threat to the safety of Bucknell community). If either party does not voluntarily agree in writing to pursue an Alternative Resolution, or if the Complainant, Respondent or Title IX Coordinator, at any time, determines that Alternative Resolution is no longer appropriate, the Title IX Coordinator will promptly inform the Complainant and Respondent in writing that the complaint will proceed through Formal Resolution.

Once the final terms of an Alternative Resolution have been agreed upon by both parties, in writing, the matter shall be considered closed, and will not then proceed to a Formal Complaint process. Any resolution reached through an alternative resolution process will be confirmed in writing and provided to the parties within five business days of reaching a resolution.

Records of any Alternative Resolution will be maintained and can be shared with other offices as appropriate.

Allegations of quid pro quo harassment of a student by an employee shall not be handled through the Alternative Resolution process, and instead only through the Formal Complaint process.

## Investigation Process

The Investigation process, up to evidence review, is generally expected to take 40 business days, which may be extended for good cause by the Title IX Coordinator. Both Parties shall be notified, in writing, of any extension granted and the reason for the extension.

The Investigator will interview all Parties and relevant witnesses, and gather relevant documentary evidence provided by the Parties and any identified witnesses. Interviews may be conducted in person, or via video conference. The Investigator shall take notes and provide a copy of those notes to the person interviewed, who shall have three business days to make any changes or corrections. If no changes or corrections are received, the notes, as taken, shall be presumed correct.

The Investigator shall also prepare an Interview Summary of each interview. The Investigator will share the Interview Summary with the interviewee. The interviewee will have three business days opportunity to correct or comment on any statements made in the Interview Summary. The deadline may be extended for good cause, upon request to the Investigator. If the interviewee has no corrections to, or comments on, the Interview Summary, the interviewee will sign an acknowledgment that the

interviewee has reviewed and agrees that the Interview Summary is accurate. If the interviewee has corrections or comments to the Interview Summary, the interviewee may submit a written response within three days reflecting any additions or changes which the interviewee believes are necessary to ensure the accuracy of the interviewee's statement. If no response is received from the interviewee by the deadline, their Interview Summary will be presumed to be accurate. In all instances where the Investigator includes the Interview Summary as an exhibit to a report, the Investigator will either adjust the Interview Summary as may be appropriate, or include any response provided with the Investigation Report.

Each party shall be provided with an opportunity to offer relevant witnesses and evidence. The Investigator will consider all relevant evidence, both inculpatory and exculpatory.

Any and all information for consideration by the Hearing Officer must be provided to the Investigator as part the investigation process. Information that was not provided to the Investigator will not be allowed during the hearing itself, unless it can be clearly demonstrated that such information was not reasonably known to or available to the Parties at the time of the investigation. In the event that new evidence that was not previously available is provided at the hearing, either the Hearing Officer or Title IX Coordinator may send the case back to the Investigator.

### **Evidence Review**

At the conclusion of all interviews and fact gathering, and when the evidence has been gathered, the Investigator will provide each Party the opportunity to review all of the evidence gathered that is directly related to the allegation(s). This shall include both inculpatory and exculpatory evidence. Given the sensitive nature of the information provided, the information will be provided in a secure manner (e.g., by providing digital copies of the materials through a protected, "read-only" web portal or by email). Neither the Complainant nor the Respondent (nor their advisers) may copy, remove, photograph, print, image, videotape, record, or in any manner otherwise duplicate or remove the information provided. Any student or employee who fails to abide by this policy may be subject to discipline. Any Adviser who fails to abide by this policy may be subject to discipline and/or may be excluded from further participation in the process.

Each Party may respond to the evidence gathered. Each party shall have ten days in which to respond to the evidence. Each may provide a response in writing, to the Investigator. The Investigator will incorporate any response provided by the Parties into the Summary of Evidence Report. Along with their response to the evidence, each Party may also submit a written request for additional investigation, such as a request for a follow-up interview(s) with existing witnesses to clarify or provide additional information, including offering questions to the Investigator to pose to witnesses or to the other Party. This response may include written, relevant questions that a Party would like the investigator to ask of any Party or Witness. If any of the questions posed will be excluded as not relevant, or not likely to lead to relevant information, the Investigator shall explain to the party who proposed the questions any decision to exclude a question as not relevant.

Upon receipt of each Party's response to the evidence reviewed, the Investigator will determine if any additional investigation is needed.

In addition, either Party may offer new witnesses or other new evidence. The Investigator will take into account the responses provided, shall pose questions to Parties or Witnesses as appropriate, interview new witnesses and accept new relevant evidence.

If new relevant evidence is provided by either Party, or gathered by the Investigator, the newly gathered evidence (including answers to clarifying questions) will be made available for review by each Party. Each Party shall have five days in which to respond to the new evidence. Each may provide a response in writing, or verbally, to the Investigator. The Investigator will incorporate any written response provided by the Parties into the Summary of Evidence Report.

Any evidence to be considered by the Hearing Officer must be provided to the Investigator. Information that was not provided to the Investigator will not be allowed during the hearing itself, unless it can be clearly demonstrated that such information was not reasonably known to, or available to, the Parties at the time of the investigation. Should new evidence be presented at hearing, the Hearing Officer has the authority to send the matter back for further limited investigation.

### **Exclusion of Questions Regarding Complainant's Past Sexual Behavior or Predisposition**

Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant and will not be asked during either the investigation or hearing, unless such questions and evidence about the Complainant's prior sexual behavior are offered for one of two reasons: (a) to prove that someone other than the respondent committed the conduct alleged by the complainant, or (b) if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent.

## Investigation Report

The Investigator shall then prepare a written report summarizing all of the relevant evidence gathered and all investigative steps taken to date. Each Party shall be provided with a copy of the written report and shall have 10 days to provide a response. Upon receipt of any response(s), the Investigator shall then complete the Investigation Report, which shall include as an attachment all relevant evidence gathered during the investigation, as well as all interview notes and interview summaries, showing the original (as sent to each interviewee for review) and the revised version, after corrections or additions by each interviewee.

## Conclusion of Investigation, Notice of Hearing

The Title IX Coordinator will review the final Investigation Report, with attachments. The Title IX Coordinator may require that the Investigator conduct additional investigation. Once the Investigation Report is final, it shall be provided through a protected, read-only, server, together with all attachments, to each Party, their Adviser and the Hearing Officer.

At the same time, each Party shall be provided with a Notice of Hearing, which shall include information regarding the date of the hearing, the identity of the Hearing Officer and hearing panel, and any deadlines for submission of evidence, names of witnesses or questions to be reviewed by the Hearing Officer to ensure relevance. The hearing shall be scheduled no less than 10 business days from the date of the Notice of Hearing.

Within three days of receipt of the Notice of Hearing, either Party may object to the Hearing Officer, or hearing panel, on the basis of an actual bias or conflict of interest. Any objection is to be in writing and sent to the Title IX Coordinator. Should the Title IX Coordinator determine that there is an actual bias or conflict of interest, the Title IX Coordinator shall remove the Hearing Officer and appoint another.

**Adviser for Hearing** — Each party is entitled to one Hearing Adviser at the hearing. The role of the Hearing Adviser is to ask questions of the other Party and of Witnesses, but not to advocate for, or otherwise speak on behalf of, the advisee during the hearing. No party shall be permitted to ask questions of the other Party, or of a Witness. An Adviser of Bucknell's choosing shall be provided for any party who does not have an Adviser. During the pre-hearing meeting with each Party, should the Complainant or Respondent not have an Adviser, one may be assigned.

**Hearing** — Hearings may be in person or via videoconferencing. If by videoconference, Parties will receive written procedures for the videoconference within ten days of the hearing. Prior to the hearing, the Hearing Chair shall have received instruction regarding the operation of any audio-visual equipment for the hearing.

Each hearing shall be audio recorded. No other individual is permitted to record while the hearing is taking place. The recording is the property of Bucknell University but shall be available for listening by contacting the Title IX Office.

The Complainant, Respondent and the Hearing Officer all have the right to call Witnesses. Witnesses must have information relevant to the incident. No Party will be permitted to call as a Witness anyone who was not interviewed by the Investigator as part of the University's Investigation. Each Party shall submit the names of witnesses they would like to call no less than five days in advance. The request must be made in writing to the Hearing Chair.

Three days prior to the hearing, each Party shall submit in writing to the Hearing Officer a preliminary list of questions they wish to pose to the other Party, or to a witness. If the Hearing Officer determines that any are not relevant, the Hearing Officer shall explain the reason for the exclusion of the question at the hearing. Each Party shall also be permitted to ask additional questions at the hearing.

The Hearing Officer shall have the authority to limit the time allotted to any phase of the hearing and/or to limit the time allotted to the full hearing. Any such limitation shall be communicated to the parties no later than three days before the hearing.

The hearing shall start with an overview of the hearing process from the Hearing Officer. The hearing officer will then pose questions to the Complainant. When the hearing officer has concluded, the Respondent's Adviser will then pose questions to the Complainant. If the hearing officer has any additional questions, those will be posed by the Hearing Officer. If the Respondent's Adviser has any follow-up questions for the Complainant, the Adviser will ask those questions. The same process will then be followed for questions posed to the hearing officer, followed by questions from the Complainant's advisor to the Respondent. This process will then be followed for any Witnesses who are to be interviewed.

The Hearing Officer may refuse to allow those questions that seek information that is not relevant under this Policy. The Hearing Officer is not required to provide a lengthy or complicated explanation, but is required only to explain the reason why a question is not relevant.

During the hearing, if either Party has any follow-up or clarifying questions for the other Party, or for Witnesses, the Party will inform the Hearing Officer regarding the additional questions, and the Party's Adviser will be permitted to ask questions that are determined to be relevant by the Hearing Officer.

Any Party or Witness may choose not to answer questions at the hearing either because they do not attend the hearing, or because they attend but refuse to participate in some or all questioning. The decision-makers can only rely on whatever relevant evidence is available through the investigation and hearing in making the ultimate determination of responsibility. The decision-makers may not draw an inference solely from a party's or witness's absence from the hearing or refusal to submit to cross-examination or answer other questions.

The Hearing Officer will then prepare a report. To the extent credibility determination needs to be made, the determination shall not be based on a person's status as Complainant, Respondent or Witness. The Hearing Officer's report shall be provided to the parties 10 business days after the hearing.

The Hearing Officer's report will include:

- The allegations
- Description of all procedural steps
- Findings of fact
- Conclusion of application of facts to the Policy
- Rationale for each allegation
- Sanctions and Remedies
- Procedure for appeal

The written decision shall not be redacted, and shall be sent simultaneously to each Party and their Adviser(s).

### Sanctions and Remedies

Upon conclusion of the adjudication process, when there is a finding of responsibility, the Complainant will be offered such remedies designed to restore or preserve equal access to the institution's education program or activity. Some examples of individualized supportive measures may include, but are not limited to the imposition or continuation of a no-contact order; employment, transportation, residence or academic modifications; support services and other measures to ensure safety; tutoring; and counseling.

### Potential Sanctions

- Letter of Censure** — Official disciplinary action conveying to the student that the student's behavior was unacceptable and that any future prohibited conduct may result in more severe disciplinary action, including Disciplinary Probation, Suspension or Expulsion.
- Disciplinary Probation** — Pre-suspension period in which the student's behavior is under University review, conveying that the student's behavior was unacceptable and that any future prohibited conduct may result in more severe disciplinary action, including Suspension or Expulsion.
- Suspension** — Separation from the University for a period of time no less than the remainder of the current semester and no more than seven semesters. Suspension may be effective immediately or deferred until the end of the current semester, subject to the limitations on University representation during the period that suspension is deferred. During the period of suspension, the Respondent is not permitted on campus without the written permission from the Dean of Students. The record of suspension will be maintained by the Dean of Students' Office in accordance with the retention of student record policy. The record will be maintained by the Office of the Registrar only during the period of Suspension. Any refund of room, board, tuition or fees as result of the suspension shall be in accordance with applicable Finance Office policies.
- Expulsion** — Permanent separation from the University effective immediately. The record of expulsion is maintained in both the Dean of Students' Office and the Office of the Registrar. Any refund of room, board, tuition or fees as result of the expulsion shall be in accordance with applicable policies. No academic credit may be earned for that semester.
- Degree Revocation** — Revocation of any degree awarded for a student who is found responsible for prohibited conduct but has already received a degree. Revocation of a degree requires Board of Trustee approval.

### Appeals

Appeals may be filed by either Party. Appeals shall be sent to the Dean of Students. When an appeal is filed, the other Party shall be notified, in writing, within one business day, and shall then have five days to respond to the appeal. Any Party's decision not to submit a reply to an appeal is not evidence that the non-appealing Party agreed with the appeal.

The appeals process is documentary only, and no hearing is held.

The Appeals Officer shall not have any actual conflict of interest or bias. Within three days of receipt of the Hearing Officer's report at the conclusion of the hearing, either Party may object to the Appeals Officer on the basis of an actual bias or conflict

of interest. Any objection is to be in writing, and sent to the Title IX Coordinator. Should the Title IX Coordinator determine that there is an actual bias or conflict of interest, the Title IX Coordinator shall remove the appeals officer and appoint another.

Appeals may be filed on the following grounds:

- **Procedural Error** — A procedural error occurred that significantly impacted the outcome of the investigation or hearing. This may include a conflict of interest or substantiated bias by the Title IX Coordinator, Investigator or Decision-Maker that affected the outcome. A description of the error and its impact on the outcome of the case must be included in the written appeal.
- **New Evidence** — New evidence or information has arisen that was not available or known to the Party during the investigation or hearing, and that could significantly impact the findings. Information that was known to the Appellant during the investigation or hearing but which they chose not to present is not new information. A summary of this new evidence and its potential impact on the investigation findings must be included in the written appeal.
- **Sanctions** — The sanctions imposed were substantially disproportionate to the findings.
- **Bias or Conflict** — The Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias that affected the outcome.

The written appeals decision shall be sent simultaneously to both parties. The findings are now final and there is no further appeal.

### **Consolidation of Cases**

In the event that the allegations under this Policy involve allegations of a violation of a separate policy, whether Student Code of Conduct, Faculty Handbook or Staff Handbook, Bucknell shall have the right, within its sole discretion, to consolidate those other allegations within one investigation and/or hearing. Allegations of a violation of a separate policy are not required to be handled using the procedural requirements set forth in this Policy.

### **Training for Investigators, Hearing Officers, Hearing Panel, Appeals Officers, Title IX Coordinator**

The Title IX Coordinator, Sanctioning Official, and Appeals Officer must have had the following training prior to commencing any role in any case under this Policy:

- The definition of sexual harassment under § 106.30(a)
- The scope of the University's education program or activity as defined by the same regulations
- How to conduct investigations (not required for hearings or appeals officers), hearings, appeals and informal resolution processes
- How to serve impartially, including by avoiding prejudice of the facts at issue, conflicts of interest and bias

#### ***Hearing officers and hearing panel must have training on the following:***

- The definition of sexual harassment under § 34 C.F.R. § 106.30(a)
- The scope of the University's education program or activity as defined by the same regulations
- How to conduct investigations (not required for hearings or appeals officers), hearings, appeals and informal resolution processes
- How to serve impartially, including by avoiding prejudice of the facts at issue, conflicts of interest and bias
- Issues of relevance of questions and evidence, including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant per the regulations

Any individual who will be coordinating any hearing under this process must also have training on how to use any technology that will be used at a live hearing, such as recording equipment, or platforms designed to permit virtual attendance at a live hearing.

#### ***Investigators shall receive the following training:***

- The regulations' definition of sexual harassment
- The scope of the University's "education program or activity" as defined by the regulations
- How to conduct investigations, hearings, appeals and informal resolution processes
- How to serve impartially, including by avoiding prejudice of the facts at issue, conflicts of interest and bias
- Issues of relevance
- How to create an investigative report that fairly summarizes relevant evidence

### **Record Retention**

All records relating to any procedure or training carried out under this process shall be maintained for seven years.



## WORKING TOWARD A DRUG-FREE UNIVERSITY COMMUNITY

### Bucknell University Drug and Alcohol Policies

The University has long had standards of conduct addressing unlawful and/or improper behavior with respect to alcoholic beverages. Distribution, possession or use of alcoholic beverages in violation of stated University policy and/or local ordinances and state law will subject members of the University community to disciplinary review and action. Students should consult the Student Handbook for a full list of prohibited conduct with regard to alcohol, which includes generally “engaging in irresponsible, unsafe or otherwise improper conduct involving alcohol on or off campus.” Employees should consult the faculty and staff handbooks and other University policies for more information.

With regard to drugs, Bucknell University unequivocally prohibits the unlawful manufacture, distribution, dispensation, possession or use of controlled substances and illicit drugs by employees and students in the workplace, on University property or as part of any University activity. Students should consult the University Student Code of Conduct in the Student Handbook for more information. Employees are reminded to consult the faculty and staff handbooks and other University policies for more information, specifically the Drug Free Workplace/Campus Community policy.

### Alcohol and Other Drug Prevention Programs at Bucknell University

Bucknell University has established an Alcohol and Other Drug (AOD) Prevention Committee. Bucknell Student Health has a designated RN Health Educator, the Counseling & Student Development Center has a designated professional to address AOD programming, and the Student Conduct Administrator integrates alcohol and other drug education efforts as part of the student conduct process.

#### First-year Educational Programs

Finally, all first-year students are required to participate in intentional programming, or the First-year Integration series (FYIs), during their first semester. This program has a focus on harm reduction and social norms. One required FYI program, administered by Bucknell’s Student Community Directors, addresses the Student Handbook, community expectations, AOD issues and the transition to college.

### Engagement Opportunities (Prevention Efforts)

A robust offering of campus activities and programs for students continues to be a centerpiece of our efforts to prevent unlawful use and/or abuse of alcohol and drugs. These include multiple opportunities for indoor and outdoor recreational activities; a craft studio and makerspace; festivals, concerts, lectures and special events; social spaces offering student programming; and more.

At events where alcohol is available, Bucknell utilizes trained, TIPS (Training for Intervention Procedures) certified servers. Bucknell imposes the following additional restrictions and parameters:

1. The provision of alcohol is restricted to those of legal age at the time of the event.
2. Only beer or wine may be served.
3. A limit of three drinks per person is maintained.
4. Alternative beverages and food are readily available at the venue.
5. The department of Public Safety provides an on-site, contracted safety officer for each function.

Bucknell has continued to develop a strong programming platform to provide students with social engagement opportunities and alternatives to high-risk drinking gatherings. One area of focus has been the improved programming and marketing centered on Uptown, an on-campus, student-run social venue that offers entertainment and other events. Uptown also provides alcohol to students who are 21 years of age and older using a chad system and TIPS-trained bartenders.

## Employee-related Efforts

Bucknell University is committed to maintaining a drug- and alcohol-free workplace for our employees.

In addition to offering medical insurance coverage that includes drug and alcohol treatment provisions for our benefits-eligible staff, Bucknell provides an Employee Assistance Program (EAP) that covers all employees and their families. The EAP is a confidential program that individuals may access via telephone or the internet at no cost. Features of this program include a Health Advocacy service to provide personalized assistance navigating the complexities of the healthcare system as well as an EAP + Work/Life comprehensive program designed to help employees and their eligible family members lead happier and more productive lives at home and at work.

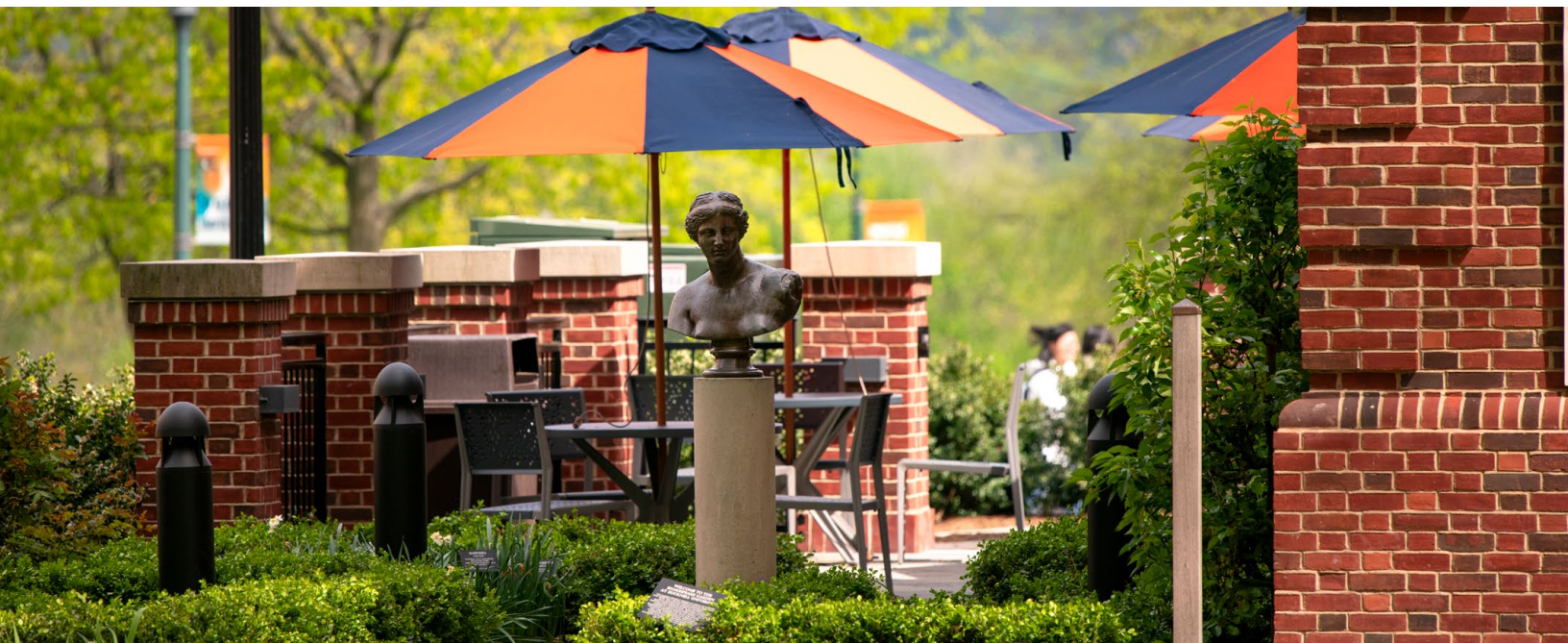
Our efforts to prevent the use of illicit drugs and abuse of alcohol by our employees extend beyond our medical insurance and EAP program. We also maintain drug and alcohol policies that are regularly reviewed and updated to maintain their relevance and legal compliance. Additionally, certain positions on our campus require random drug screening due to either the duties of their position and/or licensing requirements (i.e. commercial driver's license or "CDL").

We also extend training opportunities to all our staff on topics including but not limited to general acceptable workplace behaviors, wellness, work/life balance and lifestyle topics. These opportunities are available in person (group or individual settings) and online through our wellness portal.

## Sanctions for Drug and Alcohol-related Violations

### EMPLOYEES

In 2020, 2021 and 2022, no Bucknell employees were terminated for a drug-related violation.





## **PUBLIC SAFETY**

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