

In accordance with the Cleary Act, anonymous statistics of sexual assaults will be maintained by the director of counseling services and reported to Campus Police.

The survivor of sexual assault may report an assault to Campus Police as follows:

### Informal Report

Survivors of sexual assault may informally report a sexual assault to Campus Police. Campus Police will inform the survivor of their rights and options. A police investigation will not be conducted.

### Criminal Complaint

The survivor of sexual assault may make a criminal complaint of sexual assault with Campus Police. Campus Police will inform the survivor of their rights and options. A police investigation of the assault will be conducted. The survivor will be a part of the decision process with regard to prosecution. If the investigation indicates that the case should be prosecuted, the case may be referred to the Worcester County district attorney for prosecution, regardless of the survivor's wishes. This would be rare, but could occur if a crime was particularly brutal or if there were unusual circumstances, which require prosecution to protect the community.

The survivor may choose to orally report a sexual assault without pressure to submit a written report. Written reports may be submitted to Campus Police 24 hours a day, seven days a week.

Individuals interested in submitting an incident report involving allegations of sexual assault are encouraged to contact the Campus Police or the vice president of Student Affairs about available options.

## Policy Against Sexual Harassment

Fitchburg State College prohibits any member of the college community, male or female, from sexually harassing another employee, student or other person having dealings with the institution.

Sexual harassment is a form of behavior which fundamentally undermines the educational, and employment goals and philosophy of Fitchburg State College. By definition, sexual harassment is a form of discrimination which consists of unwelcome verbal, non-verbal and/or physical contact of a sexual nature which has the effect of interfering with student or employment status by creating an intimidating, hostile or offensive work or learning environment. Such behavior constitutes sexual harassment when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education.
- Submission to or rejection of such conduct by an individual is used as a basis for academic or employment decisions affecting that individual.

- Such conduct has the purpose or effect of substantially interfering with an individual's academic or professional performance or creating an intimidating, hostile or offensive employment, educational or living environment.

Examples of harassment may include but not be limited to: verbal harassment or abuse; subtle pressure for sexual activity; sexist remarks about an individual's clothing, body or sexual activities; unnecessary touching, patting or pinching; demanding sexual favors accompanied by implied or overt threats concerning one's job, grades or letter of recommendation, etc.; and physical sexual assault.

Students who are aware of any incident involving harassment of any kind or who believe they are being sexually harassed, are strongly encouraged to confidentially consult with the affirmative action officer or the vice president for Student Affairs.

## Poster Policy

Only organizations recognized by the Student Government Association (SGA) can promote events. An individual cannot promote an event using a poster, flyer or promotional items on an SGA bulletin board. Example: a local concert or party at a club cannot be advertised by an interested person or employee who attends Fitchburg State College. The individual may have to appear before the Student Discipline Systems for this offense.

The organization's name must appear on the poster, flyer, notice, table tent or handout. The advertisement will be removed if the sponsoring organization's name does not appear anywhere on the item.

No poster may contain any advertising for, reference to or theme of alcohol. For example: names of beer brands, pictures of alcohol, Booze Cruise, Get Wrecked Party, Free Drinks, 2 for 1, Open Bar; or any numerical prices for drinks, such as 0 cents suds, \$1 for a drink or \$4 a pitcher. These will not be approved. Mass posting in parking lots is not allowed.

Only SGA bulletin boards can be used to display posters. Administrative and departmental bulletin boards are not to be used.

All posters/flyers must be SGA approved with the official stamp and signed by a current SGA member. Those not stamped and signed will be removed. In the event of multiple flyers, one flyer must be stamped and kept on display in the SGA Office. No more than 40 flyers or notices will be approved unless requested in writing to the Public Development Committee.

All posters/flyers will be approved for a maximum of 14 days. Items must be removed by the sponsoring organization by the expiration date.

No poster larger than 3 feet by 3 feet will be approved. Larger ones will be removed.

All flyers and notices of wanted, for sale, for rent and services such as typing must also be approved. A maximum of two copies for each posting of this type are allowed.

All flyers must be placed in specific bulletin board space. If the flyer is found outside this space for any reason or is not SGA approved, the poster will be removed and no poster for the same individual, address or phone number will be approved for the remainder of the semester. Please refer to the bulletin board locations at the end of this section.

Posters found covering other posters or in violation will be taken down. Posters in violation will be kept in the SGA Office for 24 hours. The organization in violation will then be notified of the offense. Poster privileges of the organization will be revoked until it meets with the Public Development Committee.

After two violations in one semester, the Public Development Committee will decide on appropriate disciplinary action or refer it to the Student Discipline Systems.

Unauthorized persons found taking down posters may be brought to the Student Discipline Systems. Authorized persons are members of the Public Development Committee or any official SGA member.

Any specific concerns should be submitted to the Public Development Committee in writing two weeks in advance.

Posters from outside vendors are approved in the Campus Center Office.

SGA Bulletin Boards are located as follows:

- Thompson Hall lobby
- Edgerly Hall on the left when entering either door from Quad
- Condike Science Building front door
- White wall in the M & M Lounge
- Anthony Building hall bulletin board
- Conlon Fine Arts Building front lobby
- Three specified SGA bulletin boards in the Conlon Industrial Arts Building;
- Designated area in G-Lobby
- Commuter Café round wall (only)
- Percival Hall lobby

Off-campus advertisements must be approved in the Student Activities Office; posting will be done by office staff. Poster size is limited to 8.5 inches by 11 inches and posting is limited to designated G-lobby bulletin boards.

## **Raffle Policy**

Recognized student organizations may sponsor raffles when authorized by the director of Student Activities and Campus Center and coordinated with the Treasurer's Office. All raffles must be conducted in compliance with the Massachusetts General Laws Chapter 271, Section 7A.

## **Smoking Policy**

Effective July 1, 1994, Fitchburg State College became a smoke-free environment. Smoking is not allowed inside any college building including residence halls.

Those members of the college community who have special difficulties in complying with a smoke-free environment are urged to seek the assistance of either the Human Resources or the Health Services offices.

## **Solicitation Policy**

Each year the college receives requests from students, community and national agencies to sell products or services on the campus. To ensure student privacy, the college adheres to the following policy: no individual solicitation of any kind will be permitted except when students wish to market a product or service which is unavailable through present campus agencies and which is needed by the campus community as determined by the Student and Academic Life Office. Recognized campus organizations may, however, solicit for worthy projects. Permission for solicitation must be obtained from the Student Activities Office. All organizations or individuals not affiliated with the college who wish to distribute printed materials must work with the associate dean of student and academic life.

## **Student Parking Policy**

All individuals must obtain a parking permit to use college regulated parking facilities, with the exception of the Wallace Civic Center parking lot. Permit holders must adhere to all parking regulations, which are available from either the Housing and Residential Services or Campus Police offices. Permits are available at Housing and Residential Services. The college is not responsible for any loss or damage to vehicles while parked in lots on the main campus or at the Civic Center.