

**STOCKTON COLLEGE**

THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

2011 - 2012

# Student handbook



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NEW JERSEY'S  
**DISTINCTIVE**  
Public College

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While every effort has been made to provide the most current information in this publication, changes to local, state or federal regulations may require College policy changes that are not included herein. The College reserves the right to make revisions at any time without prior notice. Please refer to the College Web site for updated information.

A Publication of the Division of Student Affairs  
Available online at [www.stockton.edu/studenthandbook](http://www.stockton.edu/studenthandbook)  
and in the *goStockton portal*



# STOCKTON COLLEGE

THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

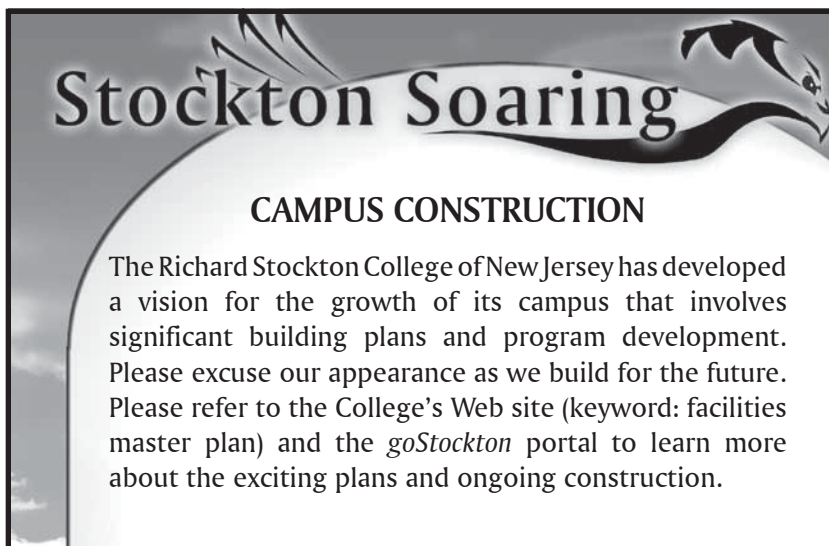
101 Vera King Farris Drive  
Galloway, NJ 08205  
(609) 652-1776  
[www.stockton.edu](http://www.stockton.edu)

*The Richard Stockton College of New Jersey  
is an equal opportunity college.*

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All students should become familiar with the information in the *College Bulletin* found on the College’s Web site. Residential students must understand their responsibilities and know the services offered by reading the *Guide to Residential Life*, available in print and online through the *goStockton* portal, Student Life tab, Campus Living channel.



**Stockton Soaring**

**CAMPUS CONSTRUCTION**

The Richard Stockton College of New Jersey has developed a vision for the growth of its campus that involves significant building plans and program development. Please excuse our appearance as we build for the future. Please refer to the College’s Web site (keyword: facilities master plan) and the *goStockton* portal to learn more about the exciting plans and ongoing construction.

# Message From The President

Welcome to The Richard Stockton College of New Jersey. Founded in 1969, Stockton College has the look and feel of a private college because of our size and park-like location. Stockton College is regarded for its innovative programs in the liberal arts, the sciences and professional studies and supported by highly credentialed and dedicated faculty. We continue to build on our standing as the academic, economic and cultural hub for all of southern New Jersey. In addition, Stockton College is ranked among the Best Universities/Master's in the North by U.S. News and World Report and among the top public institutions.

At Stockton College, we continue to look to the future to provide our students with an outstanding learning environment that is accessible and affordable, while also stressing the importance of diversity and engagement in an ever-changing global environment. The acquisition of the world class Seaview Resort, the opening of the Campus Center, the two-story L-Wing Art Gallery and expansion and the soon-to-be constructed Unified Science Building are just a few examples of our commitment to enhancing and enriching student learning and success, while also building leaders for our community, state, and nations. As "*New Jersey's Green College*" we are also committed to being a steward of the environment and a leader in the development of campus-wide sustainability.

Through course study and involvement in the extensive college activities, students prepare for a larger civic engagement and for the habits of service and philanthropy that enable our nation to prosper. Our graduates contribute to the community and state through their professional commitments, civic engagement and community leadership.

As a student, you will have many opportunities to learn from distinguished faculty who are dedicated to enabling students to think critically, to understand the significant issues of the sciences, to appreciate why societies flourish and perish, to value the arts and the importance of acting responsibly and living humanely. You will also have opportunities to participate in campus activities with individuals from various backgrounds and perspectives.

Your student years are likely to be some of the best years of your life and they will prepare you for future success. However, much of the success of your student years depends on you. This handbook is a guide to student and campus life. Use it well and have a delightful and rewarding time as one of our excellent Richard Stockton College students.



Dr. Herman J. Saatkamp Jr.  
President

# Message From The Dean of Students

Welcome to Stockton's vibrant learning community, an exceptional environment for intellectual and personal development. Our entire campus serves as a laboratory for interactive academic experiences alongside our highly credentialed, accessible and engaged faculty. Stockton's programs are based on the precepts of leadership and civic engagement and, as such, Stockton offers its students the opportunity to experience learning on and off campus through our diverse student development and service learning programs.

Our institution has had a long history of commitment to our students and their personal development. This year while we mark 40 years of teaching and learning at Stockton College, we also celebrate the opening of our state of the art, newly constructed Campus Center. The 154,000 square foot Center was designed to meet the growing needs of our diverse student body and offer within it many of the services and programmatic offerings that students will depend upon during their time here at Stockton.

We distinguish ourselves from other institutions by creating meaningful student-centered approaches that attempt to further a student's overall academic, personal and social growth and learning. At Stockton, we are committed to living up to our motto, "An Environment for Excellence." This environment is created through the collective work of Stockton students, faculty and staff.

The Office of the Dean of Students at The Richard Stockton College of New Jersey is committed to quality and excellence while serving as a primary advocate for student life. In doing so, the office provides programs and services that contribute to total student learning. Student life functions ranging through counseling and health services, athletics and recreation, and career services are available to students as they work toward their degrees. Students are encouraged to become involved in co-curricular programs, leadership opportunities and the residential student experience. Programs designed around issues impacting student life, including residential and commuter concerns, safety and security, personal development, alcohol and drug awareness, interpersonal relationships and more are part of our campus life curriculum.

I would like to wish you the best for the upcoming year and ask that you join me in supporting our intercollegiate sports teams, arts performances and exhibitions and community service opportunities throughout the year.



Pedro J. Santana  
Dean of Students

# Fall Term 2011 Academic Calendar

## AUGUST '11

10	Wednesday	New Graduate Student Orientation and Registration
22	Monday	Unregistered freshmen and Transfers with < 16 credits
23	Tuesday	Registration for new transfer students
28	Sunday	S.O.A.R. begins
30	Tuesday	S.O.A.R. ends
30	Tuesday	Graduate non-matriculated student registration
31	Wednesday	New residents move in

## SEPTEMBER '11

1	Thursday	Fall Faculty Conference
2	Friday	Registration for late transfers non-matric
2	Friday	Returning students move in
5	Monday	Labor Day Holiday
6	Tuesday	Classes begin
6-13	Tues	Drop/Add
6-13	Tues	Distance Education orientations
10	Saturday	Saturday classes begin; Day of Service
13	Tuesday	Deadline to drop a course with a 100% refund
13	Tuesday	Deadline to file FERPA hold for release of student information
21	Wednesday	Board of Trustees Meeting
21	Wednesday	Deadline for a 50% refund (part time students only) for Sub-Term A course withdrawal

## OCTOBER '11

1	Saturday	Deadline to apply for Fall 2011 graduation without financial penalty
7	Friday	Deadline to withdraw from a full-term course with a 50% refund (part time students only)
10	Monday	Columbus Day observed - classes held
14	Friday	Deadline to withdraw from sub-term A course with W grade
21	Friday	Spring 2012 Preregistration Schedule of Classes posted
25	Tuesday	Preceptorial Advising - no classes
25	Tuesday	Sub-term A classes end
26	Wednesday	Sub-term B classes begin / Sub-term B Drop/Add begins

26-27	Wed-Thurs	Seniors and Matriculated Graduate students preregister
28-31	Fri-Mon	Juniors preregister
28	Friday	Sub-term B Drop/Add ends

### **NOVEMBER '11**

2	Wednesday	Preceptorial Advising - no classes until 3:35PM
3-4	Thurs-Fri	Sophomores preregister
7-8	Mon-Tues	Freshmen preregister
8	Tuesday	Election Day - classes held
11	Friday	Veteran's Day observed - classes held
12	Saturday	Deadline to withdraw from a Sub-term B course with 50% refund (part time students only)
23	Wednesday	Deadline to withdraw from a full-term course with a W grade
23	Wednesday	Final deadline to apply for Fall 2011 graduation
23	Wednesday	Classes end at 3:25PM
24	Thursday	Thanksgiving Holiday
25	Friday	No Classes

### **DECEMBER '11**

3	Saturday	Deadline to withdraw from a Sub-term B course with W grade
7	Wednesday	Board of Trustees Meeting
13	Tuesday	Fall term classes end
14	Wednesday	Fall term graduating student grades due in the Office of the Registrar 10PM
18	Sunday	Summer and Fall term commencement
23	Friday	Fall term grades due in the Office of the Registrar
24	Saturday	Holiday closing - College reopens January 2

Calendars subject to change.

Academic Year Calendars, including Summer 2012 Session Calendars, are available on The Richard Stockton College of New Jersey's Web site at [www.stockton.edu](http://www.stockton.edu) and through the *goStockton* portal.

# Spring Term 2012 Academic Calendar

## JANUARY '12

10	Tuesday	New residents move in; registration for new freshmen and < 16 credit transfers
11	Wednesday	New Graduate Student Orientation and Registration
11-12	Wed-Thurs	Registration for new transfer students
12	Thursday	Graduate non-matriculated student registration
13	Friday	Registration for non-matriculated students
16	Monday	Dr. Martin Luther King Jr. Day; community service day; College closed
17	Tuesday	Classes begin
17-24	Tues-Tues	Drop/Add
17-24	Tues-Tues	Distance Education orientations
21	Saturday	Saturday classes begin
24	Tuesday	Deadline to file FERPA hold for release of student information
24	Tuesday	Deadline to drop with 100% refund

## FEBRUARY '12

1	Wednesday	Deadline to file for Spring 2012 graduation application
13	Monday	Deadline for a 50% refund (part time students only) for Sub-term A course withdrawal
15	Wednesday	Board of Trustees Meeting
17	Friday	Deadline to withdraw with a 50% refund (part time students only)
20	Monday	President's Day - normal campus operations
24	Friday	Deadline to withdraw from a Sub-term A course with a W grade

## MARCH '12

7	Wednesday	Sub-term A classes end
8	Thursday	Sub-term B Classes Begin/ Subterm B Drop/Add begins
8-10	Thurs-Sat	Sub-term B Drop/Add
10	Saturday	Deadline to withdraw with 100% refund for Sub-term B course
10-18	Sat-Sun	Spring Recess (no classes for 2 Saturdays)
23	Friday	Fall 2012 Preregistration Schedule of Classes posted

26	Monday	Deadline to withdraw from Sub-term B course with a 50% refund(part time students only)
27	Tuesday	Preceptorial Advising- No Classes
28-29	Wed-Thurs	Seniors and matriculated Graduate students preregister

#### **APRIL '12**

2-3	Mon-Tues	Juniors preregister
4	Wednesday	Preceptorial Advising - no classes
5-6	Thurs- Fri	Sophomores preregister
6	Friday	Holiday - normal campus operations
9-10	Mon-Tue	Freshmen preregister
17	Tuesday	Deadline to withdraw from a full-term course with a W grade
17	Tuesday	Final deadline to file for Spring 2012 graduation application
20	Friday	Deadline to withdraw from Sub-term B course with a W grade
30	Monday	Spring Term classes end

#### **MAY '12**

2	Wednesday	Graduating student grades due in the Office of Student Records by 10:00PM
2	Wednesday	Board of Trustees Meeting
6	Sunday	Spring Term 2012 Commencement
14	Monday	Non-Graduating student grades due in the Office of Student Records by 12:00PM

Calendars subject to change.

Academic Year Calendars, including Summer 2012 sessions, are available on The Richard Stockton College of New Jersey's Web site at [www.stockton.edu](http://www.stockton.edu) and through the *goStockton* portal.

# QUICK CONTACT GUIDE

Unless noted otherwise, all extensions begin with (609) 652

CC denotes Campus Center; SC denotes Sports Center;

Other alphabetical wing notations are in the main complex.

Academic Advising Center	4504	CC Suite 242
Academic Affairs	4514	K-201
Academic Schools		
Arts and Humanities (ARHU)	4505	K-150
Business (BUSN)	4534	J-203
Education (EDUC)	4688	H-201
General Studies (GENS)	4542	J-202
Graduate/Continuing Studies (GRAD)	4298	E-226
Health Sciences (HLTH)	4501	H-208
Natural Sciences/Mathematics (NAMS)	4546	B-108
Social and Behavioral Sciences (SOBL)	4512	H-210
Academic Tutoring Center	4440	J-105
Affirmative Action/Ethical Standards	4693	K-204-A
Alcohol and Drug Education	(609) 626-6855	J-204
Athletics and Recreation	4217	SC-303
Bursar's Office	4597	CC Suite 202
Campus Center Information	4706	CC 103
Career Center	4650	CC Suite 104
Carnegie Library Center, Atlantic City	(609) 347-2160	
Computer Lab Help Desk	4340	D-Wing
Counseling Center	4722	J-204
Dean of Students	4645	CC Suite 243
EOF Office	4647	F-109
Event Services/Campus Center Operations	4878	CC Suite 241
Financial Aid	4203	CC Suite 201
Food Service	<a href="http://www.dineoncampus.com/RSC/">www.dineoncampus.com/RSC/</a>	
Health Services	4701	WQ-108
Lakeside Convenience Store	4981	Lakeside
Lakeside Pizza Parlor	4978	Lakeside
Learning Access Program	4988	J-204
Library	4345/4346	E-104
Performing Arts Center Box Office	4661	M-Wing
President's Office	4521	K-203
Provost's Office	4514	K-201
Public Safety and Campus Police	4390	Bldg. 71
Registrar	4235	CC Suite 203
Residential Life, A-100	4332	A-100
Residential Life, Lakeside	4697	82-4

Student Development	4205	CC Suite 240
Student Rights and Responsibilities	(609) 626-3585	F-107
Student Senate	4211	CC Suite 212
Tutoring Centers	4440	
Math	4897	J-110
Writing	4441	J-105
Veteran Affairs	4315	F-109

**EMERGENCIES: POLICE—FIRE—AMBULANCE: DIAL 911**

**Offices and services may be relocated as the campus expands. Please verify locations and other information on the College’s Web site.**



2011 - 2012

# *Chapter 1*

## **Academic Life**



NEW JERSEY'S  
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Public College

## ACADEMIC LIFE

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## Academic Life

Stockton strongly encourages student participation in the decision-making processes that shape academic life; thus, the College provides the individual student with real opportunities to determine the composition and nature of his/her academic experiences. Detailed information regarding the specific requirements of each major, minor, certificate program and College-wide policies are found in the *College Bulletin*. The 2010-2012 *Bulletin* is posted on the College's Web site. Previous editions of the *Bulletin* can be accessed in the library, in school administrative offices and on the *Bulletin* page on the College's Web site. Each student's matriculation date determines the requirements of his or her academic program and the appropriate *Bulletin* in which to find those requirements.

## Academic Advising

Each undergraduate student is assigned a faculty preceptor who is available for educational and career advising. (Graduate student advising takes place between each student and his/her faculty advisor in accordance with guidelines established by each graduate program.) Preceptor assignments and changes of preceptor are administered by the Center for Academic Advising. The Center serves as a resource to students and faculty regarding academic policies and procedures. Declarations and changes of major are also handled by the Center for Academic Advising.

Each student is responsible for meeting the requirements of his or her academic program at Stockton. Official matriculation is determined by the term in which the student has been admitted to the College and enrolls; this date establishes the academic policies in effect for that student. Re-admission establishes a new term of matriculation and may change the academic policies in effect for the student at the time of re-admission.

Curriculum outlines of course requirements for each program of study are available online through CAPP, found in the Academic Advising channel on the Student Services tab of the *goStockton* portal.

## Academic Courses

The College offers classes in various formats and in different locations including the main campus, the marine science lab, the Carnegie Library Center and others. Formats include lectures, labs, seminars, telecourses and hybrids. The Office of Distance Education assists with online instruction and other emerging technologies.

This section is intended to provide an overview of academic requirements; for complete details regarding requirements for graduation from your intended major, please refer to the *College Bulletin* online for your matriculation date. It is each student's responsibility to meet all College, general studies and program requirements.

### General Education Goals

All students must take and pass at least one course in each of four areas:

**Arts (A)**

**Historical Consciousness (H)**

**International/Multicultural (I)**

**Values/Ethics (V)**

### Freshman Seminar

Stockton requires a Freshman Seminar of all first-semester freshmen in order to provide an appropriate introduction to academic life. The Freshman Seminar will provide students with an early authentic seminar in which they will encounter the essential processes of academic discourse. Students will be required to develop and demonstrate skills in writing, reading, speaking, listening, and critical reasoning and judgment. Classes are small enough to allow the full expression of these skills as well as to allow ample individualized attention. Students will also increase information literacy skills and gain experience as college-level researchers.

### Quantitative Reasoning

Stockton's quantitative reasoning program is designed to equip students with important quantitative skills that are useful throughout the academic disciplines. Before graduating, all matriculated students must complete three quantitative-reasoning-designated courses. Two types of "Q" courses are offered: Q1, Quantitative-Reasoning-Intensive, and Q2, Quantitative-Reasoning-Across-The-Disciplines.

### Writing Program

The College offers a wide variety of writing courses to help students develop the skills necessary for success in college and crucial to many areas of professional and personal life after college. Students must complete four Writing-Designated courses before graduation. Writing is the subject of W1 designated courses. W2 courses use the students' writing as an important mode of learning and evaluation within the course.

## Academic Honesty

As an academic institution of merit and integrity, The Richard Stockton College of New Jersey affirms its commitment to the honesty and excellence of research and pedagogy conducted by members of the Stockton academic community. Academic dishonesty is a serious violation of academic policy and the Campus Conduct Code, and is punishable by severe sanctions including suspension and expulsion. The range of sanctions imposed is contingent on several factors, including the decision of the faculty member making the charge, whether it is the student's first or a repeat offense, and the extent and nature of the offense.

Please refer to the *College Bulletin* for information on types of academic dishonesty, policies and procedures in regard to academic dishonesty, student rights, and punitive actions. The *College Bulletin* can be found on the College's Web site.

## Academic Honor Societies

In connection with some areas of study, students have the opportunity to apply for membership in national academic honor societies. Interested students should make inquiries regarding eligibility criteria through faculty members in their area. Areas for which honor societies are currently in operation are:

Allied Health	Alpha Eta
Business Studies	Delta Mu Delta
Criminal Justice	Rho Sigma Chi
Dance	Nu Delta Alpha
Economics	Omicron Delta Epsilon
Historical Studies	Phi Alpha Theta
Hospitality & Tourism	
Management Studies	Eta Sigma Delta
Literature	Sigma Tau Delta
Nursing	Sigma Theta Tau
Philosophy	Phi Sigma Tau
Psychology	Psi Chi
Sociology and Anthropology	Alpha Kappa Delta

## Academic Progress

Students who do not minimally meet the College's standard of academic progress toward graduation will be placed on Academic Probation. Each student's record will be reviewed for a 2.0 cumulative GPA every term, including summer terms. When a student's performance falls below a 2.0 cumulative GPA, this student will be placed on Academic Probation. Any student on Academic Probation must meet with the Center for Academic Advising to review plans for improvement in his/her academic standing before he/she will be permitted to register for additional courses.

A student on probation who subsequently earns a term GPA of at least 2.0 will be continued on probation until the cumulative GPA is at least 2.0. However, if the cumulative GPA is not at least 2.0 after attempting 24 credits (excluding W grades) following the initial term of probation, the student will be subject to Academic Dismissal.

Financial aid recipients are responsible for obtaining and adhering to the Institutional Academic Progress Policy for Federal and State Financial Aid. The Office of Financial Aid can provide this policy information to students. Likewise, scholarship students may have to abide by grade and other requirements.

Refer to the appropriate *College Bulletin* online for complete information regarding academic progress and grade appeals.

## Academic Schools

There are eight academic schools within the College. The deans of these schools report to the Provost. Consult the directory link on the College's home page for the school, phone number and office location of your faculty member or adjunct instructor. Additional information and assistance may be obtained from the school staffs as follows (all phone numbers are 609 area code and 652 exchange):

<b>ARHU</b>	Arts and Humanities, x4505
<b>BUSN</b>	Business, x4534
<b>EDUC</b>	Education, x4688
<b>GENS</b>	General Studies, x4542
<b>GRAD</b>	Graduate and Continuing Studies, x4298
<b>HLTH</b>	Health Sciences, x4501
<b>NAMS</b>	Natural Sciences and Mathematics, x4546
<b>SOBL</b>	Social and Behavioral Sciences, x4512

## Academic Tutoring Center

The Academic Tutoring Center provides tutorial assistance to students who want or need supplemental help with their course work. The Center serves as an extension of the classroom experience, supporting the efforts of the College's faculty. Part of the Academic Tutoring Center's mission is to provide an informal and active learning environment on campus. Acknowledging that learning is a collaborative activity, the Center provides an environment where students can test their perceptions on peer tutors who are trained as listeners, readers and questioners.

The Writing Center assists students who need help in any courses, particularly those who are enrolled in W1 (writing intensive) and W2 (writing across the curriculum) courses.

The Math Center plays an integral role in the College's QUAD (Quantitative Reasoning Across the Disciplines) program, providing tutoring for students enrolled in all Q1 (quantitative reasoning intensive) as well as Q2 (quantitative reasoning across the disciplines) courses.

## Course Registration

Consult the Schedule of Courses online through the Registration Tools channel on the Student Services tab of the *goStockton* portal for information regarding courses offered during a specific semester. Below are some basic terms you will read; complete information about registration can be found in the *College Bulletin* online.

**Academic Overload:** more than 20 credits per term; several restrictions apply

**Attendance:** Refer to each course syllabus for specific attendance requirements. If illness or personal situation prevents attendance for a prolonged period, contact the Office of the Registrar or Wellness Center.

**Class level:** based on the number of credits earned, including transfer credits

Freshman, fewer than 32 credits

Sophomore, 32-63 credits

Junior, 64-95 credits

Senior, 96 or more credits

**Corequisite:** course for which you must register concurrently with a particular course

**Credits:** units by which academic work is measured

**Credit by Examination:** Credits may be earned by successful examination for subjects that are part of the College's regularly scheduled course offerings

**Drop/Add:** period during the first week of the semester when schedules may be adjusted

**End of Matriculation:** reached by a student who does not attend College for two consecutive terms and has not formally applied for Leave of Absence

**Leave of Absence/Withdrawal from College:** Students seek permission to interrupt education without applying for readmission. Students may make written requests for extension for up to five years

**Permission of Instructor:** An instructor must admit student by electronic permit or written note

**Permission to Take Courses at Another Institution:** Matriculated students requesting credit for courses taken at other institutions must have such request approved before registering at the other college

**Pre-registration:** Matriculated students may request courses for the next term during pre-registration in November and April

**Prerequisites:** courses, experiences, class status or other requirement that must be met before registration in a particular course

**Special Project Request Form:** required for independent study projects and other special study

**Syllabus:** unique instructor-developed outline of course content, requirements and policies for a course

**Withdrawal from a Course:** Refunds correspond to a specific schedule; failure to properly withdraw can result in posting of an “F” grade.



2011 - 2012

# Chapter 2

## Community Life & Student Services



NEW JERSEY'S  
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# COMMUNITY LIFE AND STUDENT SERVICES

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## **COMMUNITY LIFE AND STUDENT SERVICES**

In order to promote a sense of community among students, various College services, programs and facilities are provided to assist individuals and groups in fulfilling their educational goals.

### **Academic Tutoring Center**

J-105 (609) 652-4440, [www.stockton.edu/career](http://www.stockton.edu/career)

The Academic Tutoring Center provides tutorial assistance to students who want or need supplemental help with their course work. The Center serves as an extension of the classroom experience, supporting the efforts of the College's faculty. Part of the Academic Tutoring Center's mission is to provide an informal and active learning environment on campus. Acknowledging that learning is a collaborative activity, the Center provides an environment where students can test their perceptions on peer tutors who are trained as listeners, readers and questioners.

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### **Bank/Wells Fargo**

In the lower level of the Campus Center is a full-service financial center offering assistance with account openings, student loans, and teller transactions including deposits, withdrawals and money orders. Wells Fargo provides one ATM outside the branch in the Campus Center and another in the Lodge at Lakeside.

### **Career Center**

Campus Center Suite 104 (609) 652-4650, [www.stockton.edu/career](http://www.stockton.edu/career)

The staff in the Career Center is available to help students develop, evaluate and implement career and life plans through a variety of programs and services. During the fall and spring semesters, hours are 8:30 a.m. to 7 p.m. (Monday through Wednesday) and 8:30 a.m. to 5 p.m. (Thursday and Friday). During the summer, the office is open from 8 a.m. to 5:15 p.m. (Monday through Thursday).

Following are some of the services offered by the Career Center:

#### **Career Counseling**

Individual counseling sessions help students identify skills, interests and values,

and relate them to specific majors and career/life goals. Counselors will also critique résumés, job search letters and graduate school essays as well as prepare students for a job search or graduate school selection.

## **Career Library**

The Career Library contains materials on graduate and professional schools, careers, the job search process (résumé preparation, interviewing techniques and employer research), standardized tests and employer profiles. Online job listings and internship opportunities are maintained for the benefit of Stockton students and graduates. Computers are also available to explore all aspects of the career decision-making/planning process as well as employment opportunities.

## **FOCUS**

This computer-based career inventory system assesses students' interests, values, personalities, skills, educational preferences and leisure-time activities, and generates reports containing career options and job possibilities. To utilize this system, students can visit the Career Center Web site: [www.stockton.edu/career](http://www.stockton.edu/career); anywhere, anytime. The keycode is osprey.

## **CAREERCONNECT**

CareerConnect ([www.stockton.edu/careerconnect](http://www.stockton.edu/careerconnect)) allows students to search for and apply for job and internship opportunities; review information on resume writing, cover letter writing and interviewing basics; post and manage multiple resumes, cover letters, and other employment related documents; and maintain an online personal calendar for special events including career fairs, etiquette dinners and alumni panel discussions.

## **Graduate and Professional School Recruitment Fair**

At this campus event held each November, representatives from a wide variety of graduate, law and professional schools converge to provide students with information about programs of study, application requirements and admissions processes. Visit the Career Center's Web site, [www.stockton.edu/career](http://www.stockton.edu/career), or the *goStockton* portal for specific dates and details.

## **Career Fairs**

These events, held each fall and spring, host numerous employers from the private, governmental and non-profit sectors who are available to discuss career and internship opportunities within their organizations. Visit the Career Center's Web site, [www.stockton.edu/career](http://www.stockton.edu/career), or the *goStockton* portal for specific dates and details.

## **Peer Career Advisor Program**

Through this program, professionally trained student mentors help fellow students with the career planning process. Activities include reviewing résumés, facilitating

workshops and presentations, providing job search guidance and assisting in the utilization of Career Library resources. Anyone interested in becoming a Peer Career Advisor should contact the Career Center at (609) 652-4650.

## **Standardized Testing**

Stockton College is a participating test site for administration of various admission tests for graduate and professional schools. Information, test dates, and registration materials relating to these tests are available in the Career Center.

## **Child Care Center, Free To Be**

Pomona Rd. (Rt. 575), (609) 652-4572, [www.stockton.edu/freetobe](http://www.stockton.edu/freetobe)

Free To Be, the campus child-care facility, offers affordable, top-quality care for preschool-age children of the Stockton community (students, faculty, staff and alumni). The program is licensed by the Department of Human Services and staffed by early childhood certified teachers. Flexible scheduling allows students to take classes on campus and pay only for the care they need.

The Center is organized as a parent co-operative. This atmosphere helps parents to feel a part of the Center, develop a sense of belonging and ownership, and results in longer lasting educational gains for the children. There are a variety of ways for parents to participate, which creates a unique environment each semester.

The program supports the College mission by providing a diverse, well-balanced educational experience for children. The holistic, life-oriented approach created at Free To Be is rich in experiences that promote learning, creation and exploration. Emphasis is placed on building a caring environment in which children develop trust, independence and initiative.

## **College Bookstore/Follett**

Campus Center and Lower E-Wing, (609) 652-4357, [www.stockton.edu](http://www.stockton.edu)  
(key word: bookstore)

There are two College Bookstore locations which maintain convenient weekday hours throughout the year. At the beginning of each term, extended hours are maintained for the first two weeks. The Campus Center Store located on Level One off the Grand Hall offers for sale trade books (including paperbound), technical and reference books, study aids, general and special school supplies, personal computers, imprinted clothing and gifts, stationery items, and special services, including class ring sales, academic regalia rentals, and special order service. Textbooks, supplies, and sundry items will be offered in the bookstore located in Lower E-Wing.

A textbook list for the following semester is available online as well as information about the merchandise that is carried in the store. Certain textbooks are available for rental; check Follett's Web site for available titles. Unwanted textbooks may be sold back to the bookstore at any time throughout the year. However, the

best time to sell back books is at the end of the semester during final exams. The price paid for your books depends solely on supply and national demand. The bookstore's Web site gives details of the buyback policy and lists most wanted titles and prices.

Enter "bookstore" in the search box on the College's home page for complete details about Follett's inventory and services; or call the Stockton bookstore at (609) 652-4357.

## **College Facilities**

Stockton's facilities are designed to support the academic mission of the College and its vibrant co-curricular life. Student organizations interested in utilizing facilities must submit a faculty/advisor approved "Request for Use of College Facilities" form to the Office of Student Development, located in Suite 240 of the Campus Center. Students requesting space on behalf of an academic project may submit their faculty/advisor approved request form directly to the Office of Event Services and Campus Center Operations, located in Suite 241 of the Campus Center.

### **Athletic and Recreation Facilities**

Stockton's diversified Athletics and Recreation program is supported by excellent indoor and outdoor facilities. College community members actively utilize the different facility areas through a variety of intercollegiate, intramural, club and special recreational sports programming. In addition, open recreational schedules are published throughout the year for individuals preferring not to participate in any structured program.

The Sports Center officially opened in the spring of 2000 and includes four full size basketball/ volleyball courts, indoor tennis, a fitness center, athletic training room, locker rooms, team rooms and staff offices. The center also provides seating for 5,000 people for events such as commencement.

The outdoor facilities include a lighted soccer game field and NCAA 400 meter track and field venues. Baseball, softball and field hockey fields are located on Route 575 along with a lighted synthetic grass field that is used for lacrosse, field hockey, soccer and intramurals.

The I-Wing Gymnasium includes a full-size basketball court, locker rooms, steam room, three racquetball courts, a squash court and three weight rooms. For more information, go to the Stockton homepage using keyword "athletics facilities."

### **Campus Center**

The 154,000 square foot Campus Center opened in Spring 2011. The "front door to the campus" was designed to meet Silver LEED certification (Leadership in Energy and Environment Design); the Center will use 40% less water and up to 25% less energy than conventionally constructed buildings of this size.

Students will appreciate the convenience of having all of their business, academic and co-curricular services within this one building. Offices strategically located in the Campus Center include Admissions and the Career Center on the first floor and Financial Aid, Bursar, Student Records, Dean of Students, Academic Advising, Event Services and Campus Center Operations and Student Development on the second floor.

Retail spaces have been incorporated into the Center including an expanded bookstore featuring Stockton logo items and more; a coffee house and game room featuring Dunkin Donuts; and a 400 seat food court featuring Johnny Rockets, Chick-fil-A, Primo's Pizza and more. Lockers will be available for Commuter Students to reserve through the Office of Student Development. The Operations Center provides services such as general information, student event ticketing and a lost and found depository.

The Campus Center has more than 20 offices for student clubs and organizations and a student conference room on the second floor. In this same location, students will find all of the spaces dedicated to our student media organizations such as WLFR, Stockton Student Television and the Argo student newspaper.

Event planning will be facilitated by the availability of an 8,800 square foot event room, four smaller meeting rooms, one larger flexible event room and a 255 seat performance theater. The Campus Center has more than two dozen security cameras and more than a dozen public viewing, flat panel TV's for broadcasting advertising, public service announcements, sports and news. Other amenities include a bank, ATM machine, a convenience store, computer kiosks and three public-use elevators.

## **Carnegie Library Center**

The Richard Stockton College of New Jersey, the Casino Reinvestment Development Authority (CRDA), and the City of Atlantic City collaborated in restoring the historic Carnegie Library in Atlantic City. The award-winning, renovated and expanded Beaux-Arts building provides the College with modern facilities in the heart of Atlantic City. A multi-use facility, the Carnegie Library Center hosts undergraduate and graduate courses, continuing professional education programming and special events relevant to the needs of Atlantic City and its surrounding region.

## **Housing IV Commons Building**

The Commons Building is located in the Housing IV Apartment Complex. This building offers a computer lab and electronic classroom, a spacious lobby and outdoor quad area.

## **Instructional Facilities**

Stockton's instructional facilities include classrooms, performance and lecture halls, studios, music rooms and specialized laboratories. Each facility is carefully designed to create the most effective learning environment.

## **Lodge at Lakeside**

The Lodge at Lakeside is a student-life building located behind Cedar Court

between the Housing I apartments and Lake Fred. The Lodge houses a large multipurpose room with built-in stage with sound and lighting, an outdoor concert area, a computer lab, offices, a convenience store, and a pizza parlor/deli. Considered to be one of the most attractive buildings on campus, the Lodge serves as a focal point for student programming and co-curricular activities.

### **Noyes Museum of Art**

Stockton and the Noyes Museum of Art recently established a partnership to blend the arts and education. The Museum has two locations, one in Oceanville (Galloway Township) and one in Hammonton. The partnership will provide a venue for artwork, musical performances, continuing education classes and other community activities. The College's new bachelor of fine arts program will be enhanced by the collaboration. Visit the Museum's Web site for information about events and directions, <http://noyesmuseum.org>.

### **Performing Arts Center**

The Performing Arts Center is the venue for student productions as well as a diverse season of high-quality professional theater, music and dance performances. Student ticket prices maintain the accessibility of the PAC's offerings. The box office is open Monday through Friday, 9:00 am until 3:00 pm.

### **Stockton Seaview Resort**

Stockton purchased the historic Seaview Resort in 2010. Ownership of the iconic regional landmark, including the hotel, restaurant and golf courses, allows the College to improve curriculum development, ameliorate a student housing shortage, attract a variety of well-qualified students and address its need for guest housing and conference space. Hospitality and Tourism Management students will be able to gain experience in the resort as a "learning lab."

### **Townsend Residential Life Center**

Within the residence hall complex is the Townsend Residential Life Center (TRLIC) designed primarily for expanded programming opportunities for resident students and the commuter community. The Townsend Center contains a large multipurpose room with a kitchen, one smaller meeting room, a microcomputer lab and the Residential Life Budget Office. It is staffed by Office of Residential Life personnel during evenings and weekends.

### **Commuter/Non-Traditional Student Services**

Commuter and non-traditional student services are coordinated in the Office of Student Development (Campus Center 240). In addition to assisting individual students, the commuter coordinator works with the Commuter On The Go Student Organization, plans orientation programs for new, traditional and non-traditional age commuters and acts as a contact point for students interested in carpooling.

## **Commuter On The Go Student Organization**

The Commuter On The Go Student Organization represents the interests of adult students on campus. The time and location for meetings are advertised on the kiosks and gallery televisions. This organization meets to coordinate activities for commuters and non-traditional students, discuss recommendations for policies and procedures affecting this population and to bring issues before the Student Senate.

### **Commuter Student Locker Rentals**

Commuter students will appreciate the convenience of lockers dedicated for their use in the Campus Center. Please contact the Office of Student Development at (609) 652-4205 or visit Campus Center 240 for more information on commuter student locker rentals.

## **Computer and Telecommunications**

The Office of Computer and Telecommunication Services provides a variety of resources to meet and support technology needs. Students can access the *Guide to Computer and Telecommunication Services* by typing “Computer Services” into the search box on Stockton’s homepage and then clicking on the Students tab

Each residential bedroom is equipped with high-speed local area network connections for each occupant. Residents who own a PC with an installed Ethernet adapter can connect directly to the College’s local area network and the Internet. Students needing assistance in connecting to the campus network should call the Office of Computer and Telecommunication Services at (609) 652-4779.

Telephones and voice mailboxes are provided to all students in the College’s residence halls and apartments. Each residential unit is equipped with a telephone. The residence hall and apartment telephones are restricted for on-campus (4-digits) and emergency (911) calling only. Students are responsible for providing their own means for making off-campus telephone calls. The College recommends either the use of a cellular telephone or a calling card for making off-campus telephone calls.

## **Educational Opportunity Fund Program**

The Educational Opportunity Fund Program is designed to meet the educational and financial needs of students whose potential for college may not be reflected in their academic grades and whose economic backgrounds make it extremely difficult for them to pursue a college education without financial aid.

As such, the EOF Program focuses on the academic development of disadvantaged students. While the primary emphasis is on the development of students’ intellectual skills and habits, efforts are also made to increase confidence, develop social skills and broaden horizons.

## **Event Services and Campus Center Operations**

Campus Center Suite 241, (609) 652-4878, [www.stockton.edu/eventservices](http://www.stockton.edu/eventservices)  
Operations Center, Office 103 (609) 652-4706 [www.stockton.edu/campuscenter](http://www.stockton.edu/campuscenter)

The Office of Event Services and Campus Center Operations serves as a centralized location for the scheduling, planning and management of campus-wide events. In addition to scheduling facilities, the Office coordinates support services for events including room setup, audio-visual equipment and Campus Police services.

The Office manages building operations including a lost and found depository, student event ticketing service, the Game Room and a variety of Campus Center sponsored programs.

The Office also manages announcements posted on the campus television system airing on Channel 2 as well as the LED signs located on Vera King Farris Drive and at the entrance to the College at Jimmie Leeds Road.

To view calendars for daily and upcoming events, visit the Stockton Today channel on the Home tab of the *goStockton portal*; or click “calendars” from the upper tool bar at [www.stockton.edu](http://www.stockton.edu).

## **Financial Aid/Scholarships**

Campus Center Suite 201 (609) 652-4203, [www.stockton.edu/financial\\_aid](http://www.stockton.edu/financial_aid)

Financial assistance can include scholarships, grants, loans, and/or work. Aid is awarded on a competitive basis or according to need. Financial aid programs require a student to be matriculated.

The student seeking financial aid from Stockton should file a Free Application for Federal Student Aid (FAFSA) online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) by the priority date of March 1 of each year. This application is used in evaluating an applicant’s eligibility to receive federal, state, and/or campus-based aid. An informative pamphlet “State and Federal Financial Aid Programs” is available in the Office of Financial Aid, Campus Center Suite 201.

### **Federal Work Study**

The Federal Work Study Program is designed to expand part-time employment opportunities for students. It allows those students who are eligible for financial aid to work on or off campus in order to defray the cost of their college education. Information about work-study is available in the Office of Financial Aid.

### **Student Assistant Program**

The Student Assistant Program allows the College to hire students with specific skills who are in need of funds to meet their college expenses. It is not necessary for students to file for financial aid to be considered for a student assistant position. Under the program, students work an average of 20 hours a week

when classes are in session. In general, the salary paid is at least equal to the current minimum wage. Information on student employment is available from the Office of Financial Aid.

Some Graduate Assistantships are available to support degree-seeking graduate students. Graduate Assistantships are meant to enhance the student's educational experience, the duties involved serving as a meaningful experience. Individual programs make selections with the final appointment offered through the Dean of the School of Graduate and Continuing Studies. If an interview is required, an individual program will contact candidates.

## **The Richard Stockton College of New Jersey Foundation and Scholarships**

The Richard Stockton College of New Jersey Foundation is a non-profit organization founded for the purpose of providing private support for College programs with an emphasis on scholarship awards. A number of scholarship programs, for both freshmen and upperclassmen, are administered by the Foundation. Applications and brochures are available through the Office of College Development and the Office of Enrollment Management.

### **Stockton Foundation College Scholar Program**

Awarded to students already enrolled at the College, this program is based on academic merit. In some cases, other criteria (student's major, residency, financial need, etc.) specified by the scholarship sponsor must also be met. A scholarship brochure is published annually outlining available scholarships and criteria for each award. Applications are available in January and must be submitted by the deadline specified on the form.

## **Graduate Fellowships And Scholarships**

Awards are available on a limited basis for some graduate programs. Generally merit-based, College fellowships and scholarships are awarded on a competitive basis to degree-seeking graduate students. Fellowships and scholarships do not require the student to perform services for the College and are awarded without regard to financial need.

### **Board Of Trustees Fellowships For Distinguished Students**

The Stockton Board of Trustees Fellowships for Distinguished Students program was established by the Board of Trustees in April 1986. It supports student-initiated projects of undergraduate research and/or creative work in keeping with the educational philosophy and mission of The Richard Stockton College of New Jersey. Fellowship awards in amounts up to \$1,000 each are provided semi-annually contingent upon available funds. While fellowships are intended to be utilized during time periods when the College is not in normal academic session (i.e., winter and summer semester breaks), projects that extend into the

academic semester will be considered. Information, guidelines and applications can be obtained by visiting [www.stockton.edu/deanofstudents](http://www.stockton.edu/deanofstudents).

## **Food Service Chartwells**

Breakfast, lunch and dinner are served during the academic year by Chartwells food service in the N-Wing Student Restaurant, the Campus Center, the Lodge at Lakeside and C-Wing. The Campus Center includes Dunkin Donuts in the Coffee House and Johnny Rockets, Chick-fil-A, Primo Pizza, Mondo Café and Passport International Cuisine in the Food Court, as well as a convenience store. Chartwells also operates Papa John's Pizza, Mondos Subs and a convenience store at the Lodge at Lakeside. Operating on the main campus are Chartwell's Bean's List coffee shop in E-Wing and Au Bon Pain in C-Wing. The restaurant in N-Wing may be used by the Stockton community through the cash purchase of single meals. Check locations, hours and menus in the Dining Services channel on the *goStockton* portal's Home tab or at [www.dineoncampus.com/rsc/](http://www.dineoncampus.com/rsc/).

## **Meal Plan**

Stockton offers a variety of meal plans through Chartwells that may be purchased by any student attending the College. Meal plan descriptions and costs are available online at [www.stockton.edu/bursars](http://www.stockton.edu/bursars).

## **Health Insurance**

West Quad 108, (609) 652-4701, [www.stockton.edu/wellness](http://www.stockton.edu/wellness)

Health insurance is mandatory for all matriculated students. When you register for classes, a health insurance charge will be included on your account. Please visit our Web site, [www.stockton.edu/wellness](http://www.stockton.edu/wellness), and choose one of two options.

An Electronic Application must be filled out, if you do not have any health insurance or you wish to participate in the College plan in addition to your own health insurance. You may review the health insurance coverage by visiting [www.firststudent.com](http://www.firststudent.com).

An Electronic Waiver must be filled out, if you have your own health insurance and do not wish to participate in the plan. **NO WAIVERS WILL BE ACCEPTED AFTER THE FIRST 30 DAYS OF CLASSES.**

If you do not submit an application or waiver within the first 30 days of classes, a registration hold will be placed on your student account.

## **Travel Assistance**

Enrollment with UnitedHealthcare Student Resources includes a unique global emergency service from Scholastic Emergency Services (SES). This program immediately connects you to doctors, hospitals, pharmacies and certain other services when faced with a medical emergency while traveling 100 miles or more

from your permanent residence or abroad. Find more information online at [www.firststudent.com/html/travel\\_assistance.htm](http://www.firststudent.com/html/travel_assistance.htm).

If you have not enrolled in the UnitedHealthcare Insurance, you have the option of purchasing SES Global Emergency Medical Services.

If you have any questions regarding health insurance, please call (609) 626-6078.

## **Housing**

### **On-Campus Housing (Residential Life)**

Office of Residential Life, A-100 Central Office, (609) 652-4332,

Office of Residential Life, 82-4 Office, (609) 652-4697

*NOTICE: Residential students should also read **The Guide to Residential Life**, available in print and online.*

Approximately 2,080 students reside on-campus in two distinct residential areas—the apartment complexes and the residence halls—each with its own distinct lifestyle. All housing facilities are wired for computer access and are furnished completely.

All students residing in on-campus housing must provide proof of a meningitis vaccine PRIOR to moving into housing facilities. Documentation should be sent to Health Services, West Quad 108.

General upkeep of the housing complex grounds is provided by the College, which is also responsible for preventive maintenance of the housing units and general painting and refurbishing annually. Day-to-day upkeep and cleaning of interior rooms and common areas is the responsibility of the occupants. (Details are included in the rental agreement.) On-campus services include laundry facilities, convenience stores and bus service.

### **Apartments**

Housing I is a 255-unit, 1,012 bed garden-style apartment complex allowing four students, two in each bedroom, to live in close proximity while being part of a larger court community of 128 students. Housing IV consists of eight buildings with a total of 246 beds that accommodate four residents, two in each bedroom, in each apartment. Housing V consists of six buildings of four private bedroom suites offering a total of 384 beds. Each unit shares a common living room, bath and kitchen. All units are furnished with basic furniture. The units are heated and air conditioned; all utilities are provided by the College. Several special interest housing options are available throughout the residential complexes.

### **Residence Halls**

Housing II is an 11 building, suite-style complex, housing 520 students with 17 residents per floor and 51 per building. Housing III is a 5 building complex housing 300 students with 20 students per floor and 60 per building. The Residence Halls consist of double or single rooms with a common living room and bath. All units

are furnished with basic furniture. The units are heated and air conditioned; all utilities are provided by the College. The Residence Halls offer a more traditional college lifestyle for the first-year experience.

### **Property Insurance**

The personal belongings of students in the apartments and residence halls are not insured by the College. It is highly recommended that you check to see if you are covered by your parents or guardians homeowners insurance or purchase a renter's policy yourself. Consult the *Guide to Residential Life* for more information about property insurance.

### **Off-Campus Housing**

Information about off-campus housing is available at [gardenstateapartments.com](http://gardenstateapartments.com), linked from the Residential Life Web site, [www.stockton.edu/housing](http://www.stockton.edu/housing). For additional information about off-campus housing, contact Commuter/Non-Traditional Student Services at (609) 652-4205.

## **Identification Card/Osprey Card**

Campus Center, (609) 652-4597, [www.stockton.edu/bursars](http://www.stockton.edu/bursars)

The College offers students, faculty and staff an alternative purchasing option. Your Osprey Card acts as a debit card for on-campus purchases. A select number of off-campus merchants also accept this card; visit [www.ospreycash.com](http://www.ospreycash.com) for more information and a list of merchants accepting the card. Cash cannot be withdrawn from this card. Visit the Bursar's Web site for details about this convenient option.

Presentation of the ID card will be necessary for admission to certain activities and facilities, borrowing privileges at the Stockton Library, access to a student's records and admission to registration.

Lost or stolen cards must be reported to [ManageMyID.com](http://ManageMyID.com) and will be replaced at the Office of the Registrar upon payment of a \$25 fee.

## **Take Care of Your ID Card**

Taking care of your ID card includes avoiding magnets and devices that generate or may generate a magnetic field such as electrical appliances, medical diagnostic equipment, security devices, small metal objects and eelskin wallets. Care should be taken not to bend, tear, scratch or wash ID cards; intense temperatures and chemicals may damage cards. Just as cuts or scratches can render the card unreadable, so too can stickers or tape applied to the card.

# Immunization Requirements For Matriculated Students

West Quad 108; (609) 626-6081; [www.stockton.edu/wellness](http://www.stockton.edu/wellness)

All new or continuing undergraduate and graduate students enrolled in a program of study leading to an academic degree at any 4-year public or independent institution of higher education in NJ are required to provide evidence of immunization as a prerequisite to enrollment as follows:

**Measles:** Evidence of two doses of a live measles-containing vaccine, or any vaccine combination containing live measles vaccine that was administered after 1968—first dose administered on or after the student’s first birthday and second dose administered no less than one month after the first dose, or documented laboratory evidence of measles immunity.

**Mumps:** One dose of live mumps virus vaccine, or any vaccine combination containing live mumps virus vaccine on or after the student’s first birthday, or documented laboratory evidence of mumps immunity.

**Rubella:** One dose of live rubella virus vaccine, or any vaccine combination containing live rubella virus vaccine on or after the student’s first birthday, or documented laboratory evidence of rubella immunity.

**Hepatitis B:** Three-dose adult series of Hepatitis B vaccine, or two-dose adolescent vaccination given between the ages of 11 and 15, or documented laboratory evidence of Hepatitis B immunity.

**Meningitis:** One dose of meningococcal vaccine for all full-time students residing in campus residence halls, as a condition of attendance.

The only exemptions from these requirements are students born before 1957, certain medical conditions in which immunizations pose a health risk and clearly proscribed and documented religious exclusions. All students regardless of age are required to show proof of immunity to Hepatitis B. The College must enforce student compliance within 30 days of enrollment.

Documented proof of immunity must be submitted to Health Services. Forms for this purpose are available from Health Services and on the Health Services Web site. Failure to submit the required documentation will result in a hold being placed on your record. This hold will prevent you from registering for classes. You can send or fax original documentation signed by a licensed health care provider, a copy of a signed and authorized school record or the completed and signed RSCNJ Immunization Information form to Health Services in West Quad 108.

Please reference the Wellness Center’s Web site, through the Health and Wellness channel on the *goStockton* portal’s Student Life tab, for specific details about the vaccinations, documentation, and consequences of noncompliance.

# Information Resources

## Campus Calendars and Event Listings

Calendars for daily and upcoming events can be viewed by visiting the Stockton Today channel on the Home tab of the *goStockton* portal or click on “calendars” from the upper tool bar at [www.stockton.edu](http://www.stockton.edu).

## Operations Center

Individuals seeking information on campus can obtain assistance at the Operations Center located in the Campus Center, 103.

## Portal

The *goStockton* portal is a campus-wide resource for news and information. Tabs are present for different constituencies on campus—students, faculty and staff. Within the tabs, content and announcement channels contain relevant information from registration and grade information to special events and emergency announcements. As the College embraces the digital age and practices the conservation of resources, the *goStockton* portal has become an important source of information.

## Social Media

Many campus offices and student organizations can be found on social media sites such as Facebook and Twitter.

## Television Information Networks

The Richard Stockton College operates The Stockton Channel, an educational access channel that is carried on Comcast Cable Channel 9, twenty-four hours a day, seven days a week. Programming includes educational and cultural content. Stockton Student Television, SSTV, provides on-campus programming on Channel 14. SSTV is overseen by the School of Arts and Humanities, (609) 652-4505. For information on daily events and special announcements, turn to Channel 2 on your television or check the television monitors in the galleries.

## Text Messaging

The College maintains an emergency text messaging system as one means of emergency communications. Students must “opt into” the service by subscribing on the *goStockton* portal’s Student Services tab, the Personal Information channel; click on “Update Emergency Text Message Contacts.” Up to two additional contacts may be designated to receive emergency text messages.

## Legal Aid

Stockton does not provide personal legal counsel or representation for students or staff. Persons who require legal assistance should contact local legal aid agencies or private attorneys.

## Library

The library is integral to a student's work and development at the College. Its collection consists of more than 800,000 volumes, including books, videos, reference materials, periodicals, newspapers, microforms, computer software, archival materials and government documents. The library provides access to these collections and a wide range of electronic resources. Access the Library channel through the *goStockton* portal's Home tab.

The library has study areas throughout its three floors. Every seat has access to a wireless computer network. Laptop computers and wireless network cards are available for circulation. There are more than 150 public-access computers available in the building. Library instruction is provided through freshman seminars and courses requiring research. Reference services are provided at the information desk.

Students may borrow books, media and other circulating materials by presenting their valid Stockton ID at the circulation desk. Stockton alumni and residents of New Jersey are also welcome to use the collections and to borrow from the library. The library's resources and services are provided 95 hours per week during the fall and spring semesters.

## Mailroom on Campus

F-025, (609) 652-4577

OPEN: 8:30 am to 10:30 am  
CLOSED: 10:30 am to 12:00 noon  
OPEN: 12:00 noon to 4:30 pm

Students who live on campus are eligible to apply for a mailbox by coming to the mailroom in person and present a valid Stockton ID. Mailboxes are for personal mail only. Mail without the student's full legal name and individual box number *will not be* accepted. A valid photo ID is required to pick up items that do not fit into the mailbox. To protect themselves from identity theft, students should safeguard their mailbox combinations. All student mailboxes are located in lower F-Wing adjacent to the mailroom.

The student address format is:

\*MSC \_ \_ \_ \_ (insert student's four-digit box number)

\*\*RSC

Student Name

101 Vera King Farris Drive

Galloway, NJ 08205

\*MSC stands for Mail Stop Code

\*\*RSC stands for Richard Stockton College

When a student moves off campus for any reason, the mailbox is canceled and mail is returned to sender.

The following types of mail *will not be* accepted:

Candy Grams

Chain letters

Mail smaller than 3.5" x 5"

Mass mailings or stuffing mailboxes

Off-campus mail without postage

Outgoing mail without postage

## Office of Student Development

Campus Center Suite 240, (609) 652-4205, [www.stockton.edu/studentdevelopment](http://www.stockton.edu/studentdevelopment)

MISSION STATEMENT: The Office of Student Development provides opportunities that are purposeful and holistic. It is through involvement in leadership programs, community service initiatives, organizations, and major campus events that student learning and development are enhanced.

The Office of Student Development provides a variety of opportunities for students to get involved at The Richard Stockton College of New Jersey. The office oversees more than 100 student organizations and 20 fraternities and sororities. These student organizations offer a range of leadership opportunities for their members and plan a variety of social and educational events open to all Stockton students. The Office of Student Development additionally offers workshops and conferences around leadership education and coordinates community service events to increase our involvement with the local community. For more information on The Office of Student Development, please refer to Chapter 4 of this handbook or visit our website at [www.stockton.edu/studentdevelopment](http://www.stockton.edu/studentdevelopment).



## Public Safety And Campus Police

Police Building (across from Housing 4), Vera King Farris Drive, (609) 652-4390, [www.stockton.edu/police](http://www.stockton.edu/police)

The Richard Stockton College of New Jersey Police Department is a fully sworn law enforcement agency operating within the State of New Jersey and is responsible for maintaining law, order and public safety within the College community. The Police Department is located on Vera King Farris Drive, near the intersection with Pomona Road (County Route 575). The Police Department is staffed 24 hours a day, 7 days per week. Uniformed police officers patrol the campus and surrounding roadways in marked police vehicles, on bicycle and on foot in order to respond to any emergency or request for police services. Continual in-service training

in all levels of law enforcement following successful completion of the basic police academy provides for the professional delivery of these services. All of these efforts are geared toward maintaining a safe and pleasant environment in which to live, learn and work.

## **Campus Safety**

We encourage all students to be mindful of the need to exercise prudence with respect to their personal safety at all times on and off campus. Accordingly, we advise all students to plan their route and take well-lighted walkways when traveling through the campus. Never walk alone-- especially at night. The Police Department offers a free Campus Safe Escort Program on campus to students, faculty, staff and visitors. For information or to arrange an escort, please call (609) 652-4390.

Stockton's Police Department offers many programs and services to the community in its efforts to advance public safety. Some of the programs offered are Operation Identification to assist in the engraving of personal property, bicycle registration, community watch programs within the residential areas, Rape Aggression Defense (RAD) program for women, and the Campus Safe Escort Program, just to name a few. Internships are available in conjunction with the Criminal Justice Program.

Police officers are always available to conduct talks with any student or groups on campus. These talks are designed to educate the community about the Police Department and the various techniques that can be used to prevent crime and promote safety.

## **Emergency Operations Planning**

The College has extensive emergency operations plans in place using an "all-hazards" approach to planning. We work closely with the Galloway Township Office of Emergency Management (OEM), Atlantic County OEM and New Jersey State Police OEM in developing and testing these plans. Incident Command System (ICS) is used in the management of our plans. We test these plans several times annually and update them in accordance with needs. We have established an emergency procedures booklet to assist our community in preparing for most emergencies. That booklet is available throughout campus including the offices of the Dean of Students, Human Resources, Student Development, Police Department and many other locations. It is also available on the Police Department Web site [www.stockton.edu/police](http://www.stockton.edu/police), on the "Emergency Procedures" page and in the *goStockton* portal.

# **U.L.T.R.A., Undergraduate Learning, Training and Awareness Program**

The Office of Student Development offers students a personal development program known as U.L.T.R.A., Undergraduate Learning, Training and Awareness. This program is designed to assist students in the exploration of factors that generally contribute to a student's academic growth, personal and interpersonal development, and likelihood for success as a collegian and as a graduate of The Richard Stockton College of New Jersey.

Students may take advantage of structured activities that will help them make a smooth transition from high school to college to alumni life. Getting involved in learning more about cultural differences, improving communication skills, and being aware of alcohol-related issues gives students an increased advantage as graduates. Through U.L.T.R.A., students are exposed to information that assists them in establishing positive patterns necessary to be successful in the modern day work force.

The U.L.T.R.A. program is composed of four components—Learning, Training, Awareness, and Community Service. The learning component introduces students to a multitude of areas in which they acquire specific skills. Units include modules in academic survival/study skills, resumé construction, and the development of coping and lifelong learning skills.

The training component offers students certifications in physical health, wellness and safety. American Red Cross certificates may be obtained in various safety courses including, CPR/AED for Schools and Communities and CPR/AED for the Professional Rescuer. Students may also become certified as peer educators.

The awareness component educates students through exposure to a vast number of human relations areas and issues. Modules on mental health, human relations and drug awareness are included. This component is designed to empower students by helping them to more effectively and productively manage their lives by improving self-esteem and communication skills, recognize drug and alcohol problems or eating disorders and develop stress management skills and multi-cultural awareness.

The community service component provides opportunities for students to engage in community service activities on and off campus. The program also facilitates a learning experience for students to connect their community services with academic and life experiences.

Students earn U.L.T.R.A. credit for the workshops they attend and are encouraged to attend all those workshops in which they have an interest. Individuals who participate in eight or more U.L.T.R.A. programs are eligible for a Co-Curricular Transcript. The purpose of this document is to provide students with a record of their co-curricular activities, including U.L.T.R.A. programs, leadership roles, honors and distinctions, professional/educational training, participation in student

organizations/activities, and community service/volunteerism/contributions to the campus and/or the community. The Office of Student Development monitors this program along with the Office of the Dean of Students. Students are encouraged to take advantage of these workshops and become “U.L.T.R.A. involved.”

### **Leadership, Education, Awareness, Development Certification**

Student involvement in academic and co-curricular activities is an essential part of today’s total educational experience. In collaboration with the Division of Academic Affairs and faculty who advise student clubs and organizations, the Division of Student Affairs offers the Leadership Education Awareness Development (L.E.A.D.) Certification Program, available to students who complete a variety of academic courses and programs and participate in assorted co-curricular experiences at The Richard Stockton College of New Jersey. This initiative is set up as a complement to the Undergraduate Learning, Training and Awareness (U.L.T.R.A.) program. Students can contact the Office of Student Development for details and requirements.

### **Veteran Affairs**

F-109, (609) 652-4315, [www.stockton.edu/veteranaffairs](http://www.stockton.edu/veteranaffairs)

Stockton College has been designated a Veteran Friendly institution. The College was awarded membership in the Servicemember Opportunity College Consortium. As a member of SOC, the College is committed to reasonable credit transfer, credit for military training and experience, credit for nationally recognized testing programs and reduced on-site course requirements for veterans and active service members.

The Office of Veteran Affairs provides comprehensive services to veteran students by working closely with the offices of academic affairs, academic advising, distance education, the registrar, financial aid and student affairs to facilitate the academic and co-curricular lives of veterans and active service members. Veteran students receive assistance in exploring their eligibility for GI education benefits and referral to a wide range of support services. Veterans can connect with fellow veteran students through the Student Veteran Organization and a lounge provided exclusively for veteran and military students.

Some other services and programs provided to our veteran and service member students are:

- Fulltime Veteran Coordinator
- Veteran Designated Housing Units
- Veteran In-State Tuition (VISTAS) Program
- State-Wide Veteran Conferences
- Collaboration with the VFW and the American Legion
- Veteran’s Web site
- Honor cords for veteran graduates
- Veteran job fairs
- Operation Promise for Service Members

# Wellness Center

West Quad 110, (609) 652-4722, [www.stockton.edu/wellness](http://www.stockton.edu/wellness)

Actively supporting the Richard Stockton College of New Jersey mission, the Wellness Center is designed to develop the highest level of health and well-being for the campus community. Through academic and support service programming, the Wellness Center will promote healthy decision-making and behaviors for Stockton students, staff and faculty in the following ways:

- Increase awareness of healthy lifestyle options on campus
- Contribute to decreasing health care costs for the College community
- Create an atmosphere of fun, motivation and incentives at the College

## Alcohol and Drug Education Program

J-204, (609) 652-6855, [www.stockton.edu/wellness](http://www.stockton.edu/wellness)

The Alcohol and Drug Education program provides confidential counseling, assessment and referral services for students. Services are available for students who are concerned about their substance use/abuse or are addicted to alcohol and/or drugs. Procedures for treatment options, including referral to intensive outpatient treatment, inpatient treatment centers, and community 12-step groups, are offered. Symptoms of chemical dependency are also reviewed.

Students can also receive counseling if they have a relationship (family or friend) with an alcoholic, addict or problem drinker. Students will receive information on support systems available. For further information, please check the College Web site at [www.stockton.edu/wellness](http://www.stockton.edu/wellness). To make an appointment, please call (609) 652-6855 or visit the office in J-204.

## Certified Peer Education Program

West Quad 108, (609) 626-6088, [www.stockton.edu/wellness](http://www.stockton.edu/wellness)

The Certified Peer Education Program is a comprehensive training program designed to empower students to listen to, educate, confront and help their peers. Once trained, these students help peers make healthier lifestyle choices. They also present educational programs and participate in the promotion of events related to positive student development and overall community relations. Peer educators can choose to specialize in one or more important areas such as Career Development, Substance Abuse Prevention, Healthy Bodies/Healthy Minds, Sexual Health, and Sexual Assault Facts and Education.

## Counseling Services

J-204, (609) 652-4722, [www.stockton.edu/wellness](http://www.stockton.edu/wellness)

Stockton's Counseling Services provides short-term confidential counseling services to Stockton students. Counseling Services is staffed by a team of mental health professionals from various disciplines within the mental health field. At the initial appointment, the student and the counselor decide which resources

currently available at the Center, at other campus offices, and/or in the community, are best suited to help with particular concerns. Services include short-term assessment and referral, short-term therapy, crisis intervention, and consultation with faculty, staff and students.

## **Health Educator**

West Quad 108, (609) 626-6088, [www.stockton.edu/wellness](http://www.stockton.edu/wellness)

A health educator is available to provide health education workshops regarding a variety of health related topics to groups. Presentation topics and times are flexible. Individual appointments can also be scheduled by students, faculty and staff Monday through Friday.

## **Health Services**

West Quad 108, (609) 652-4701, [www.stockton.edu/wellness](http://www.stockton.edu/wellness)

Student Health Services is an outpatient clinic open to all students, with no charge for services rendered. Funds to operate this facility are provided through a Health Services Fee paid by all students. Please check the College Web site at [www.stockton.edu/wellness](http://www.stockton.edu/wellness) for services offered, hours of operation, immunization requirements and health insurance information.

Persons requiring emergency first aid treatment after regular Health Services hours, or during semester breaks, are advised to contact the Stockton Police at (609) 652-4390 or at their 24-hour emergency telephone, 911. Treatment is also available at the Mainland Division of AtlantiCare Regional Medical Center (ARMC), located on campus. Services provided by ARMC will be charged to students by the hospital at the regular rates.

## **His and Her Healthy Options Clinic**

West Quad 108, (856) 365-3519, ext. 4, [www.stockton.edu/wellness](http://www.stockton.edu/wellness)

The campus His and Her Healthy Options Clinic is a preventive reproductive healthcare services program that provides entry into the health care system for women and men of reproductive age.

The His and Hers clinic accepts most private health insurance including Medicaid, New Jersey.

A sliding fee scale, based on income and family size, is in place for clients who do not qualify for any financial assistance. For information and appointments, call (856) 365-3519, ext. 4.

## **Nutritionist**

West Quad 108, (609) 652-4701, [www.stockton.edu/wellness](http://www.stockton.edu/wellness)

The nutritionist is available by appointment to provide individual confidential nutrition counseling to students regarding such issues as healthy eating strategies,

eating for energy, weight management, gaining weight and sports nutrition. In addition, she is able to assist students with nutritional medical concerns, such as diabetes, high blood pressure, elevated blood cholesterol levels and eating disorders. Group workshops for students are offered regarding healthy eating and a non-diet approach to weight management. Group workshops are also offered for sports teams regarding optimal nutrition for performance.

## **Resources For Students With Disabilities**

### **Learning Access Program**

J-204, (609) 652-4988, [www.stockton.edu/wellness](http://www.stockton.edu/wellness)

The professional staff of the Learning Access Program is available to assist students and faculty. Every effort will be made to provide assistance and/or referral so that individuals with physical, psychological or learning disabilities can participate fully in the life of the College community.

If you have a disability, contact the Learning Access Program (LAP) with current (within three years) documentation of your disability. Contact the LAP office to obtain documentation requirements.

### **Accessible Campus Housing**

Spaces are available in both the residence halls and apartments for students with physical disabilities. Students with disabilities who elect to live in campus housing and who require the assistance of an attendant must make arrangements to hire an attendant. For more information, please contact the Office of Residential Life at (609) 652-4332 or the Learning Access Program.





2011 - 2012

# *Chapter 3*

## **Community Policies & Student Grievances**



NEW JERSEY'S  
**DISTINCTIVE**  
Public College

# COMMUNITY POLICIES AND STUDENT GRIEVANCES

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# Community Policies and Student Grievances

Since every community requires that individual members learn how to interact with others and respect the rights of others, specific policies and guidelines have been established for providing a safe and secure community environment at Stockton College.

While every effort has been made to provide the most current information, changes to local, state or federal regulations may require College policy changes that are not included in this publication. Please refer to the College Web site for updated information.

## AIDS Policy

The Richard Stockton College of New Jersey AIDS Policy is derived from the best, currently available medical facts about Human Immunodeficiency Virus (HIV) and Acquired Immune Deficiency Syndrome (AIDS). This policy applies to all students and employees.

Under both Federal and New Jersey law, a person with HIV/AIDS may be considered handicapped and may be entitled to protection as a disabled person. It is the policy of Stockton not to discriminate against any applicant, employee or student on account of a diagnosis of AIDS or HIV infection.

In order to ensure compliance with the law, Stockton maintains procedures related to the handling of individuals who have AIDS and HIV. To promote the health, wellness and safety of the campus, Stockton will implement educational programs on AIDS and HIV.

Current knowledge indicates that students or employees with any form of HIV infection do not pose a health risk to other students or employees in an academic setting. HIV is transmitted perinatally, by intimate sexual contact, and by exposure to contaminated blood. Although HIV may be found in many body fluids and secretions of people who are infected, its presence is clearly correlated with transmission only in blood, semen, and female genital secretions; breast milk may also transmit the virus.

The procedures that follow apply to all students and employees:

- No person applying for admission to the College or seeking employment with the College shall be required to disclose the existence of HIV/AIDS.
- No person employed by the College, enrolled in the College, or interested in applying to the College will be required to respond to questions concerning whether they have contracted AIDS or have had a positive HIV antibody test.
- All medical and psychological information shall be handled in the strictest confidential manner in accordance with the student and employee procedures and requirements in effect at Stockton.

- College students who have AIDS or a positive HIV antibody test, whether they are symptomatic or not, shall be given access to their classrooms in an unrestricted manner as long as they are physically and mentally able to attend their classes.
- College employees who have AIDS or a positive HIV antibody test, whether symptomatic or not, shall be permitted to continue in their present roles as long as they are physically and mentally capable of performing their assigned functions.
- Individuals who have AIDS or a positive HIV antibody test will be permitted access to all College facilities including the gymnasium, recreational facilities, theater, cafeterias, town hall, student center or any other common areas on the campus.
- The College shall not maintain medical or psychological records in a student's permanent file or an employee's personnel file, including those identified as People with AIDS (PWA) except as required by the General Statutes of the State of New Jersey and Federal Regulations.
- The Dean of Students shall, on a case by case basis, make decisions about residential housing in consideration of those students who test positive for AIDS or HIV. The Dean of Students, after consultation with the student who tests positively for any of the above mentioned conditions, could assign a private room for the protection of the health of those students with AIDS or HIV.
- Consistent with the College's policy concerning the handling of all personal information, the College shall not provide any medical or psychological information without prior specific written consent of the person with AIDS or a positive HIV antibody test, unless the law requires otherwise.
- PWAs are encouraged to contact the Offices of Health Services and/or Counseling Services or Employees Advisory Service in order to avail themselves of the services of the offices as needed.
- To the extent provided by law, the confidentiality and privacy of PWAs must be protected and the generation of unnecessary fear and anxiety among students and college employees should be avoided.

## **Alcohol Policy**

As an institution of higher education whose primary purpose is the pursuit of academic excellence, The Richard Stockton College of New Jersey emphasizes development of the whole student, personally, socially and educationally. In doing so, the College has established a policy regarding the consumption, distribution and/or possession of alcoholic beverages on College property. It follows that with the academic mission at the forefront, co-curricular activities must enhance and

not detract from academic pursuits of the community. This policy is based on the philosophy that community life at Stockton must demonstrate a respect for others as well as uphold the laws of the State of New Jersey. Consequently, the following policy guidelines are established and are in effect at Stockton:

A. Legal Drinking Age: All individuals of the Stockton community are expected to uphold all New Jersey State statutes relating to the sale, possession, and consumption of alcoholic beverages. Senate Bill No. 885, introduced January 19, 1982, stipulates the legal drinking age for the State of New Jersey: "The Legislature finds and declares and by this act intends, pending the revision and amendment of the many statutory provisions involved, to . . . extend to persons 21 years of age and older the right to purchase and consume alcoholic beverages on January 1, 1983, provided that anyone attaining the age to purchase and consume alcoholic beverages legally prior to January 1, 1983, shall retain that right."

B. Permission to Serve Alcoholic Beverages: No programming event will be approved where consumption of alcohol is the primary or sole purpose of gathering.

C. Drinking in Public Areas: Drinking is NOT permitted, regardless of age, in Housing 2 and 3 residential facilities, and in any public area of the campus except when special permits are obtained through the College's Food Service Vendor. The disciplinary action for minor alcohol violations that occur in the housing and residence life areas will be administered by the Director of Residential Life or his/her designee. The sanctions outlined in the Guide to Residential Life will apply in these cases. If the situation warrants, any violation can be referred to Campus Police or the Campus Hearing Board.

D. Responsibility for Conduct: Intoxication and/or disorderly conduct resulting from the use and consumption of alcohol, whether in private or public areas of the campus, will be dealt with according to College policies/regulations and other municipal and/or state laws. Any group or organization of the campus community sponsoring a function where alcohol is served will be held responsible to College, local and state authorities for ensuring adequate security and maintenance of the event at all times.

E. Violations of This Policy: Violations of this policy include violations of federal, state and local laws and are subject to College disciplinary procedures and prosecution by local and/or state law enforcement officials.

F. License to Dispense Alcohol: The College Food Service Vendor is the only authorized body permitted to sell alcohol on the campus. Beer, wine and any other beverage containing alcohol are lawfully considered alcoholic beverages. Any individual or organization must obtain permission from our Food Service Vendor to dispense alcoholic beverages on campus. The Food Service Vendor will obtain a license or special permit from the New Jersey State Division of Alcoholic

Beverage Control in order to dispense alcoholic beverages at events or activities where alcoholic beverages are sold; tickets, donations or other special assessments are purchased for admission; or at events where the price of alcoholic beverage is included in the price charged for food, refreshments and/or entertainment.

G. College Priorities: The College reserves the right to prohibit the serving and consumption of alcoholic beverages on campus whenever such activity is considered detrimental to the conduct of educational functions. Alcohol is not permitted at any student club/organization sponsored event, unless the club/organization obtains permission from the College's Food Service Vendor (see F. above). Student clubs/organizations are responsible for assuring that no alcohol is present at their events unless the club/organization obtains permission from the College's Food Service Vendor (see F. above).

H. Housing and Residential Areas: Students who are of legal drinking age (i.e., 21 years of age and older) may consume alcoholic beverages only within the confines of Housing I, IV and V apartments, pursuant to College regulations established in the *Guide to Residential Life*. Students who reside in the Housing I, IV and V apartment complexes and who are of legal age (i.e., 21 years of age or older), and who wish to sponsor social events involving alcohol, may do so by registering the event with the Office of Residential Life. Specific guidelines and regulations regarding these events can be found in the *Guide to Residential Life*. Events of this nature are restricted by occupancy, time limits and amount of alcohol. The Campus Police and members of Residential Life staff reserve the right to prevent loitering of individuals carrying or consuming alcohol in or around our housing, dormitory and courtyard residences. Violations of the alcohol policy occurring in residential areas are subject to administrative disciplinary sanctions as outlined in the *Guide to Residential Life* and the lease agreement.

I. Driving and Intoxication: The State of New Jersey enforces a law which indicates that minors who drink and drive will be cited with a D.W.I. offense if they have a blood alcohol level of .01. You should be aware that one drink of beer, wine, or liquor will raise your blood alcohol level to .02 or higher.

#### PARENTAL NOTIFICATION

The Family Education Rights and Privacy Act of 1974 authorizes institutions of higher education to inform a parent or legal guardian of any student, under the age of 21, who has been found in violation of any law or college policy governing the use or possession of alcohol or controlled substances. Therefore, the College reserves the right to notify parents (or guardian) of students under the age of 21 regarding any violation related to alcohol or drug policies. The Dean of Students or designee at his/her discretion may notify parents of alcohol/drug related disciplinary/judicial matters.

The student will normally receive notice before any notification to parent (guardian) occurs unless emergency circumstances warrant otherwise.

# Computer and Communication Facilities Standards

D-001, (609) 652-4447, [www.stockton.edu](http://www.stockton.edu)

The Richard Stockton College of New Jersey has established standards that apply to the acceptable use of the College's computing and communication facilities, which include all computing, video, data and telecommunication hardware and software systems owned, leased, or granted to the College.

These Standards are defined and established to assure the integrity, reliability and availability of our computing and communication facilities. The College is strongly committed to the goal of infusing advanced computer and communication technology into the fabric of the curriculum. Users are enthusiastically encouraged to explore and use the College's computing and communication facilities within the limits of these Standards.

The Standards set forth below apply to all users of Richard Stockton College computing and communication facilities. Violations of any of these Standards may result in revocation of facility usage privileges and/or appropriate disciplinary action under the College's Campus Code of Conduct or applicable Federal and State laws and regulations (e.g., New Jersey Computer Crimes Act, N.J.S.A. 2C:20-23, et seq.).

The Standards of acceptable computer and communication usage follow below. Current, detailed explanatory discussions of their intent and applicability can be found on the College's Web site at [www.stockton.edu](http://www.stockton.edu), keyword "computer services," or through the *goStockton* portal

**STANDARD 1 - Appropriate Use of Facilities.** Authorized use of and access to the College's computing and communication facilities is intended and permitted solely to support the legitimate educational, administrative and mission-centered programs of the institution.

**STANDARD 2 - Appropriate Use of Accounts.** Computer accounts or other identifiers used to gain access to computer systems or data can be used only by the individual authorized to use the account or identifier and only for the purposes for which the account was granted.

**STANDARD 3 - Appropriate Use of Accessible Materials.** Users shall observe discretion when viewing materials using the College's computing and communication facilities.

**STANDARD 4 - Reliability and Integrity of Facilities.** Computer and communication facility users shall not knowingly develop, use or transmit through the College's facilities programs or data that interfere, infiltrate or damage facilities.

**STANDARD 5 - Rules and Regulations.** It is prohibited to use electronic communication facilities such as mail, phone, Internet or systems with similar functions to send fraudulent, harassing, obscene, indecent, profane, intimidating, or unlawful messages that are sufficiently severe, pervasive, or persistent and are objectively offensive as to substantially disrupt or undermine a person's ability to participate in or receive the benefits, services or opportunities of the College. Additionally, users are prohibited from using electronic communication facilities to access or attempt to access remote computing facilities without authorization from the remote site. Users shall adhere to the rules and regulations governing the use of facilities and equipment and the Code of Conduct.

**STANDARD 6 - Proprietary Rights.** Users shall respect and observe proprietary rights associated with software, data, and documents.

**STANDARD 7 – Privacy.** Users shall respect the privacy of other users.

**STANDARD 8 - System Safeguards.** Computing and communication facilities will be safeguarded to maintain the overall integrity and ensure reliability to all users.

## **Discrimination, Harassment Or Hostile Environment Policy**

**Student Policy Prohibiting Discrimination, Harassment or Hostile Environment in the Academic/Educational Environment**

### **A. PROTECTED CATEGORIES**

The Richard Stockton College of New Jersey is committed to providing every student with an environment free from discrimination or harassment. Under this policy, discrimination/ harassment based upon the following protected categories are prohibited and will not be tolerated: race, creed, color, national origin, nationality, ancestry, age, sex/gender (including pregnancy), marital status, civil union status, domestic partnership status, familial status, religion, affectional or sexual orientation, gender identity or expression, atypical hereditary cellular or blood trait, genetic information, liability for service in the Armed Forces of the United States, or disability.

### **APPLICABILITY**

Prohibited discrimination/harassment undermines the integrity of the student relationship, compromises equal opportunity, debilitates morale and interferes with educational productivity. This policy applies to all students of Richard Stockton College of New Jersey. The College will not tolerate behavior and conduct that violates this policy by anyone in the community. This policy applies to conduct which occurs in the workplace/educational environment and also extends to conduct which occurs at any location that can be reasonably regarded

as an extension of the college, such as any field location, any off-site campus-related social function, or any facility where Richard Stockton College of New Jersey business is being conducted and discussed.

This policy also applies to third party harassment. Third party harassment is unwelcome severe, pervasive or persistent conduct involving any of the protected categories referred to in (A) above that is not directed at an individual but is a part of that individual's academic environment. Third party harassment based upon any of the aforementioned protected categories is prohibited by this policy.

Outside groups contracted by the College to perform on campus services come under the purview of this statement.

## **Prohibited Conduct**

### **Definition**

It is a violation of this policy to engage in conduct that is sufficiently severe, pervasive, or persistent and is objectively offensive as to substantially disrupt or undermine a person's ability to participate in or receive the benefits, services, or opportunities of the College based upon any of the protected categories referred to in (A) above.

It is also a violation of this policy to use derogatory or demeaning references regarding a person's race, gender, age, religion, disability, affectional or sexual orientation, ethnic background, or any other protected category set forth in (A) above: A violation of this policy can occur even if there was no intent on the part of an individual to harass or demean another, but which had the effect of affecting the educational environment of another.

Examples of behaviors that may, when severe, pervasive, or persistent, constitute a violation of this policy include, but are not limited to:

- Discriminating against an individual with regard to terms and conditions of academic standing because of being in one or more of the protected categories referred to in (A) above;
- Treating an individual differently because of the individual's affiliation with the protected categories noted in section (A) above;
- Treating an individual differently because of marriage to, civil union to, domestic partnership with, or association with persons of a racial, religious or other protected category; or due to the individual's membership in or association with an organization identified with the interests of a certain racial, religious or other protected category; or because an individual's name, domestic partner's name, or spouse's name is associated with a certain racial, religious or other protected category;

- Outside of classroom discourse calling an individual by an unwanted nickname that refers to one or more of the above protected categories, or telling jokes pertaining to one or more protected categories;
- Outside of classroom discourse using derogatory references with regard to any of the protected categories in any communication;
- Engaging in threatening, intimidating, or hostile acts toward another individual in the academic setting because that individual belongs to, or is associated with, any of the protected categories; or
- Outside of classroom discourse displaying or distributing material (including electronic communications) in the academic setting that contains derogatory or demeaning language or images pertaining to any of the protected categories.

## **Sexual Harassment**

It is a violation of this policy to engage in sexual (or gender-based) harassment of any kind, including hostile environment harassment, quid pro quo harassment, or same-sex harassment. For the purposes of this policy, sexual harassment is defined, as in the Equal Employment Opportunity Commission Guidelines, as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when, for example:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic standing;
- Submission to or rejection of such conduct by an individual is used as the basis for employment and/or academic decisions affecting such individual; or
- Such conduct has the purpose or effect of unreasonably interfering with an individual's academic/work performance or creating an intimidating, hostile or offensive academic/work environment.

Examples of conduct that may, when severe, pervasive or persistent, constitute sexual harassment and are therefore a violation of this policy include, but are not limited to:

- Generalized gender-based remarks and comments;
- Unwanted physical contact such as intentional touching, grabbing, pinching, brushing against another's body or impeding or blocking movement;
- Verbal, written or electronic lewd, vulgar or obscene comments, jokes or unwanted propositions including letters, notes, e-mail, text messages, invitations, gestures or inappropriate comments about a person's clothing;

- Visual contact, such as leering or staring at another's body; gesturing; displaying sexually suggestive objects, cartoons, posters, magazines or pictures of scantily-clad individuals; or displaying sexually suggestive material on a bulletin board, on a locker room wall, or on a screen saver in areas where individuals besides the poster can view these materials;
- Explicit or implicit suggestions of sex by a faculty/staff/administrator in return for a favorable educational or employment action such as hiring, compensation, promotion, retention, grades, recommendations, etc.;
- Suggesting or implying that failure to accept a request for a date or sex would result in an adverse educational/employment consequence with respect to any academic/employment practice such as evaluation or promotional opportunity; or
- Continuing to engage in certain behaviors of a sexual nature after an objection has been raised by the target of such inappropriate behavior.

## **Consensual Relationships**

Because the relationship between teacher and student is central to the academic mission of the college, it is essential to establish that a standard of expected conduct in that relationship goes beyond the proscription against sexual harassment. Non-academic or personal ties should NOT be allowed to interfere with the academic integrity and ethics of the teacher/student relationship. With respect to sexual relations in particular, what might appear to be consensual, even to the parties involved, may in fact not be so. On this basis, any sexual relations between teacher and a student of that teacher are inappropriate and unethical. Any person in a supervisory capacity or a position of authority enters at peril into sexual relations with a student and/or subordinate.

## **Student Responsibilities**

Any student who believes that she/he has been subjected to any form of prohibited discrimination/harassment, including sexual harassment, or who witnesses others being subjected to such harassment or discrimination is encouraged to promptly report the incident(s) to either a supervisor, manager or Affirmative Action Officer. All students are expected to cooperate with investigations. Failure to cooperate in any investigation may result in disciplinary action.

## **Faculty/Staff Responsibilities**

Faculty/Staff should make every effort to maintain an environment that is free from any form of prohibited discrimination/harassment and are expected to take all allegations of discrimination/harassment, including sexual harassment, seriously, and to immediately refer the matter to the Affirmative Action Officer. All complaints will be reviewed and prompt and appropriate remedial action will be taken to address any substantiated claim. All supervisors receiving complaints of unlawful discrimination/harassment must immediately advise the Affirmative Action Officer of the complaint.

# Complaint Process

A student can make a complaint of unlawful discrimination/harassment, including sexual harassment against a student, college employee or official, by filing a charge with the Affirmative Action Officer. A complaint may be filed against a third party, who is not an employee or student of the college (e.g. visiting speaker, contractor). Complaints may be filed with the Campus Hearing Board; however, the Executive Committee of the Campus Hearing Board may refer the case to the Office of Affirmative Action and Ethical Standards for disposition.

A complainant may be accompanied by a support person of their choice at all meetings with the Affirmative Action Officer.

The complaint may be pursued on an informal or formal basis. Once reported, the Affirmative Action Officer must proceed pursuant to judicial precedent.

- A. A formal complaint by the student shall consist of a signed statement detailing the sequence and nature of events.
- B. Informal complaints shall follow the same procedures; however, there will be discussions with the Affirmative Action Officer, and there will be no written reports unless the issues involved are of a nature that would require a written report.
- C. Once a complaint has been filed with the Affirmative Action Officer, that Officer shall initiate an investigation. The purpose of such investigation is to determine whether there is a reasonable basis for believing that the alleged violation of this policy has occurred. In conducting the investigation, the Affirmative Action Officer may interview the complainant, the accused, and other people believed to have pertinent factual knowledge.

Information gathered in the course of the investigation will remain confidential within constraints of conducting an investigation.

The steps of the procedure to be followed will be:

- Review of complaint.
- Notification to the accused. The accused will be provided with a copy of the complaint and will be afforded a full opportunity to respond to the allegations.
- Request for additional information as necessary.
- Inform complainant and the accused of the finding.
- Report to the President, if necessary.

If the Affirmative Action Officer determines that the allegation is not warranted, the Officer shall so advise the complainant, who can appeal that finding by a written statement indicating his/her disagreement with the finding addressed to the President.

If the Affirmative Action Officer concludes that there is a reasonable basis for believing that the alleged violation occurred, the Officer can attempt to negotiate or mediate a settlement except where it is determined that sexual assault has occurred; in such cases, mediation shall not be appropriate. If there is no resolution to the dispute, the Affirmative Action Officer must refer the dispute to the President for appropriate action.

If the Affirmative Action Officer determines that violations of other campus codes have occurred, the Affirmative Action Officer shall refer those violations to the appropriate vice president for review and action

### **Prohibition Against Retaliation**

Retaliation against any student who alleges that she/he was a victim of discrimination/harassment, or against any student who provides information in the course of an investigation into claims of prohibited discrimination/harassment in the educational environment is prohibited by the policy. Any student bringing a complaint providing information for an investigation, or testifying in any proceeding under this policy will not be subjected to adverse academic consequences based upon such involvement or be the subject of retaliation.

### **False Accusations Or Information**

If any student knowingly makes a false accusation of unlawful discrimination/harassment or knowingly provides false information in the course of an investigation of a complaint, such conduct may be grounds for discipline. Complaints made in good faith; however, even if found to be unsubstantiated, will not be considered a false accusation.

### **Confidentiality**

All complaints and investigations shall be handled, to the extent possible, in a manner that will protect the privacy interests of those involved. To the extent practical and appropriate under the circumstances, confidentiality will be maintained throughout the investigatory process. In the course of an investigation it may be necessary to discuss the claims with the alleged harasser and other persons who may have relevant knowledge. It therefore may be necessary to disclose information to persons with a legitimate need to know about the matter. All persons interviewed will be directed not to discuss any aspect of the investigation with others in light of the important privacy interests of all concerned. Failure to comply with this confidentiality directive may result in disciplinary action.

### **Disciplinary Action**

Students found to have violated this policy may be subject to appropriate disciplinary action, up to and including expulsion. Referral to another appropriate

authority for review for possible violation of State and Federal statutes may also be appropriate.

## **Educational Programs**

Richard Stockton College of New Jersey will provide students and employees with information regarding the prevention of prohibited discrimination/harassment and the procedure to be followed in filing complaints.

## **Outside Agencies**

Students have the right to file a complaint with the following agency:

Office for Civil Rights/New York  
U.S. Department of Education  
32 Old Slip, 26th Floor  
New York, NY 10005-2500

Telephone: (646) 428-3900, Fax: (646) 428-3843

TDD: (877) 521-2172

Email: [OCR.NewYork@ed.gov](mailto:OCR.NewYork@ed.gov)

## **Drug Policy**

All state, federal and local laws and ordinances regarding the possession, use and distribution of drugs, both legal and illegal, as well as laws pertaining to the use and sale of alcohol, apply to activities at The Richard Stockton College of New Jersey. Stockton has incorporated, by reference, the State law prohibiting the use, possession or distribution of narcotics, dangerous drugs or controlled dangerous substances into its Campus Code of Conduct. Accordingly, members of the college community, their guests and visitors who violate the laws are in violation of the Campus Code of Conduct. Members of the college community and their guests who are charged with possession, possession with intent to distribute and/or intent to sell drugs will be held accountable through both the legal system and the appropriate administrative offices of the college (e.g., Campus Police or Office of Residential Life) and through the Campus Hearing Board, as appropriate.

Resident students charged with possession of drugs with intent to distribute or with selling drugs may have their housing privileges temporarily suspended pending the results of the campus judicial process. Students found guilty of selling drugs will be immediately and permanently evicted from campus housing and will be subject to disciplinary proceedings, which may result in suspension or expulsion from the College.

Students charged with possessing or using drugs or possessing drug paraphernalia or that are present in any residential, recreational or academic area on campus where a drug violation is taking place, even if not actually in possession of or

consuming the substance, are subject to disciplinary action through the campus judicial process. If found guilty, minimal sanctions include probationary status, community service and participation in an approved drug education program. Certification demonstrating completion of this program shall be necessary for continued residency on campus.

The College provides alcohol and drug education programs, including individual counseling and referral through the Counseling Center and Office of Alcohol and Drug Education in J-204, (609) 652-4722. Students who seek peer support can contact the Peer Educators in the Office of the Health Educator, West Quad 108, (609) 652- 4701.

## **Fire Safety**

The use or possession of any type of open flame(s) is prohibited in any College facility. The Stockton Police Department works closely with all the various departments on campus, the local fire prevention bureau, the local fire department and the State Office of the Fire Marshal regarding all fire safety matters. Professionally trained communication operators with the police department staff a fire command system, which monitors fire alarm systems around the clock. Disrupting the operation of a smoke alarm or carbon monoxide detector is a serious offense and may be punishable through a criminal action and/or a College sanction.

The use of outdoor fires for cooking and/or other types of recreation or other use on campus requires a fire permit issued by the Safety and Health Compliance Coordinator. Fire permit information can be found on the Risk Management & Environment/Health/Safety Web site. This is in conjunction with the following agencies and/or departments: New Jersey State Forest Service, Office of Plant Management, Office of Event Services, and/or Office of Residential Life, depending upon the area of the campus affected.

## **Hazing Policy**

Stockton College recognizes that student organizations are an integral part of the College. They provide an alternative lifestyle contributing to the academic and social experience of students. This relationship carries with it certain rights of the College to protect and preserve an appropriate environment in which student organizations may operate.

**HAZING DEFINED:** The following act was passed by the New Jersey Legislature in 1980 with regard to hazing and aggravated hazing under the New Jersey Criminal Codes:

A. A person is guilty of hazing, a disorderly persons offense, if, in connection with initiation of applicants to or members of a fraternal organization, he/she knowingly or recklessly organizes, promotes, facilitates or engages in any conduct

other than competitive athletic events, which places or may place another person in danger of bodily injury.

B. A person is guilty of aggravated hazing, a crime of the fourth degree, if he/she commits an act prohibited in subsection "A" that results in serious bodily injury to another person.

C. Consent shall not be available as a defense to disciplinary action and/or prosecution for committing acts of hazing.

**NEW MEMBER BILL OF RIGHTS:** A new member shall have the right to be free of all activities that may constitute hazing while attempting to become a member of a student organization. Student organizations and their members are prohibited from engaging in or encouraging others to engage in activities that are defined as hazing. (See also N.J.S.A. 18A:3-24 et seq.)

## Lake Usage

Fishing and boating are permitted on Lake Fred on the main campus. State of New Jersey rules and regulations governing both sports are applicable when using the lake. Persons fishing are required to have a New Jersey Fishing License. Boats used on the lakes may only be powered by electric motor; no gasoline outboard motors are permitted. Also, swimming and ice skating are prohibited at any of the campus lakes. Hunting and trapping are prohibited on campus. It is prohibited to introduce any foreign aquatic fish, reptiles or vegetation into the lake. Enforcement officers of the Division of Fish, Game and Wildlife assist campus police in enforcing these regulations. Camping (tent/RV) is prohibited on the College campus.

## Recognized Student Groups Policy

Students are expected to know and abide by the regulations governing recognized student groups, as set forth in the *Student Organizations Manual* and the *Operating Procedures for Fraternities and Sororities*. These publications are available in the Office of Student Development and on their Web site ([www.stockton.edu/studentdevelopment](http://www.stockton.edu/studentdevelopment)). Failure to abide by these regulations may result in judicial action for individuals and/or groups. For example, accepting membership into a group either suspended or withdrawn from recognition by the College is a violation of college policy and subject to judicial action.

## Recycling

The Office of Plant Management coordinates the recycling of glass, aluminum, Styrofoam, paper, plastics, newspaper, cardboard, oil, asphalt, concrete, metals, tires, batteries, grass clippings, branches, and food wastes. Each student, faculty and staff member must do his or her part to ensure that the College's recycling program is successful. Specially labeled containers for recyclable items including

paper, plastic and aluminum are located throughout the campus. Questions concerning recycling should be addressed to the Office of Plant Management, (609) 652-4221.

## **Sexual Assault Policy**

### **SEXUAL ASSAULT IS A UNIVERSAL CRIME**

Sexual assault is an act committed against a person's will, involving the threat of or use of force. Both men and women can be victims. People who sexually assault come from all walks of life and ethnic backgrounds. They commit sexual assault in order to control and humiliate other human beings. Sexual assault is an act of violence.

Anyone is a potential sexual assault victim. Assaults can happen anywhere at any time. Due to many misconceptions surrounding sexual assault, victims often do not seek support or professional help. If you are a victim of sexual assault, know that you are not alone. Resources are available both on campus and in the community to assist and support you.

### **If You Are Sexually Assaulted:**

- Get to a safe place. (see list of safe places following)
- Do not bathe, shower, douche or change your clothes.
- Do not eat, drink, smoke, or urinate.
- Get immediate medical attention as soon as possible for possible injuries, sexually transmitted diseases and pregnancy. A medical examination allows evidence to be collected by a sexual assault nurse examiner.
- Talk to someone you trust so that you are not alone.
- Believe in yourself, it is not your fault. You are not to blame for someone else's actions.
- Give yourself time to heal.
- Seek professional help. Resources are listed throughout this handbook.

### **Reporting Allegations of Sexual Assault**

The following SAFE PLACES are available on campus and in the surrounding community for reporting allegations of sexual assault. Individuals choosing to report an incident of sexual assault to trained college officials will be informed of reporting options and supplied with medical and counseling referrals. Trained college officials are available to assist victims throughout the reporting process.

## Safe Places to Report Allegations of Sexual Assault

Affirmative Action Office, K-Wing.....	(609) 652-4693
Campus Police*, Bldg. 71 .....	<b>911</b>
Campus Center	
Campus Ministry.....	(609) 804-0200
Dean of Students Office, Suite 243 .....	(609) 652-4645
Counseling Center, J-204 .....	(609) 652-4722
Office of Student Rights and Responsibilities, F-107 .....	(609) 626-3585
Residential Life	
Office of Residential Life**, A-100 .....	(609) 652-4332
Housing IV, Apt. 82-3 and 82-4.....	(609) 652-4697
West Quad Building	
Health Services, Suite 108.....	(609) 652-4701

\* 24-Hour Operations

\*\* Weekdays until midnight, weekends from noon until midnight

### OFF-CAMPUS SUPPORT

AtlantiCare Regional Medical Center City Division.....	(609) 344.4081
AtlantiCare Regional Medical Center, Mainland .....	(609) 652.1000
Atlantic County Women’s Center/SART Team .....	800.286.4184
Rape Abuse & Incest National Network (RAINN)	800.656.HOPE
	<a href="http://www.rainn.org">www.rainn.org</a>

## Confidentiality Statement

The decision to report a sexual assault to campus police or to file a complaint with the Campus Hearing Board is entirely the victim’s choice. Reporting to police or filing a complaint is not necessary for a victim to receive counseling or other supportive services. If a victim discloses an incident of sexual assault to a staff or faculty member, an anonymous report must be made to the Dean of Students in order to comply with campus safety laws; however, the victim’s anonymity is of highest priority and his or her name will not be disclosed or in any way connected to the report.

## Sexual Assault Policy

Sexual assault is a crime prohibited by College policy, and by state and federal law. The Richard Stockton College of New Jersey seeks a safe and healthy environment for all community members and visitors. Our community depends upon trust. A willingness to recognize the dignity and worth of each person at the College is essential to our mission. Thus, it is the responsibility of each person affiliated with the institution to respect the personal dignity of others. Every member of our community has a right to an environment void of coercion and assault.

## What Is Sexual Assault?

In the State of New Jersey, sexual assault is defined as an act of sexual penetration with another person using either force or coercion, or committing an act of sexual

penetration on a victim who is physically helpless, mentally defective or mentally incapacitated at the time of the sexual assault. The College will impose sanctions in accordance with appropriate College processes upon any person found to have violated this policy, including, but not limited to, suspension or permanent expulsion. In addition, an individual charged may be subject to prosecution by the appropriate law enforcement agencies.

## NEW JERSEY CODE

Sex crimes in New Jersey fall under Chapter 2C of the Criminal Code.

### 2C:14-1 Definitions

- a. **“Actor”** means a person accused of an offense proscribed under this act;
- b. **“Victim”** means a person alleging to have been subjected to offenses prescribed by this act;
- c. **“Sexual Penetration”** means vaginal intercourse, cunnilingus, fellatio, or anal intercourse between persons or insertion of the hand, finger, or object into the anus or vagina either by the actor or upon the actor’s instruction. The depth of insertion shall not be relevant to the question of commission of the crime;
- d. **“Sexual Contact”** means an intentional touching by the victim or actor, either directly or through clothing, of the victim’s or actor’s intimate parts for the purpose of degrading or humiliating the victim or sexually arousing or sexually gratifying the actor. Sexual contact of the actor with himself must be in view of the victim whom the actor knows to be present;
- e. **“Intimate Parts”** means the following body parts: sexual organs, genital area, anal area, inner thigh, groin, buttock, or breast of a person;
- f. **“Severe Personal Injury”** means severe bodily injury, disfigurement, disease, incapacitating mental anguish or chronic pain;
- g. **“Physically Helpless”** means that condition in which a person is unconscious or is physically unable to flee or is physically unable to communicate unwillingness to act;
- h. **“Mentally Defective”** means that condition in which a person suffers from a mental disease or defect which renders that person temporarily or permanently incapable of understanding the nature of his conduct, including, but not limited to, being incapable of providing consent;
- i. **“Mentally Incapacitated”** means that condition in which a person is rendered temporarily incapable of understanding or controlling his conduct due to the influence of a narcotic, anesthetic, intoxicant, or other substance administered to that person without his prior knowledge of consent, or due to any other act committed upon that person which rendered that person incapable of appraising or controlling his conduct;
- j. **“Coercion”** as used in this chapter shall refer to those acts which are defined as criminal coercion in section 2C:13-5(1), (2), (3), (4), (6) and (7).

### NJSA2C: 14-2a Sexual Assault

- a. An actor is guilty of **aggravated sexual assault** if he commits an act of sexual

penetration with another person under any one of the following circumstances:

- (1) The victim is less than 13 years old.
- (2) The victim is at least 13 but less than 16 years old: and
  - a. The actor is related to the victim by blood or affinity to the third degree; or
  - b. the actor has supervisory or disciplinary power over the victim; or
  - c. the actor is a foster parent, a guardian, or stands in loco parentis within the household;
- (3) The act is committed during the commission, or attempted commission, whether alone or with one or more other persons, of robbery, kidnapping, homicide, aggravated assault on another, burglary, arson, or criminal escape;
- (4) The actor is armed with a weapon or any object fashioned in such a manner as to lead the victim to reasonably believe it to be a weapon and threatens by word or gesture to use the weapon or object;
- (5) The actor is aided or abetted by one or more other persons and the actor uses physical force or coercion;
- (6) The actor uses physical force or coercion and severe personal injury is sustained by the victim;
- (7) The victim is one whom the actor knew or should have known was physically helpless, mentally defective or mentally incapacitated.

**Aggravated sexual assault is a crime of the first degree.**

**NJSA2C: 14-2b, c Sexual Assault**

b. An actor is guilty of **sexual assault** if he commits an act of sexual contact with a victim who is less than 13 years old and the actor is at least 4 years older than the victim.

c. An actor is guilty of sexual assault if he commits an act of sexual penetration with another person under any one of the following circumstances:

- (1) The actor uses physical force or coercion, but the victim does not sustain severe personal injury;
- (2) The victim is one whom the actor knew or should have known was physically helpless, mentally defective, or mentally incapacitated;
- (3) The victim is on probation or parole, or is detained in a hospital, prison, or other institution and the actor has supervisory or disciplinary power over the victim by virtue of the actor’s legal, professional or occupational status;
- (4) The victim is at least 16 but less than 18 years old and:
  - a. The actor is related to the victim by blood or affinity to the third degree; or
  - b. the actor has supervisory or disciplinary power over the victim; or
  - c. the actor is a foster parent, a guardian, or stands in loco parentis within the household;
- (5) The victim is at least 13 but less than 16 years old and the actor is at least 4 years older than the victim.

**Sexual assault is a crime of the second degree.**

**NJSA2C:14-3a Aggravated Criminal Sexual Contact**

a. An actor is guilty of **aggravated criminal sexual contact** if he commits an act of sexual contact with the victim under any circumstances set forth in 2C:14-2a (2) through (7) – See above.

**Aggravated criminal sexual contact is a crime of the third degree.**

**NJSA2C:14-3b Criminal Sexual Contact**

a. An actor is guilty of **criminal sexual contact** if he commits an act of sexual contact with the victim under any of the circumstances set forth in 2C:14-2C (1) through (4) – See above.

**Criminal sexual contact is a crime of the fourth degree.**

**NJSA2C:14-4 Lewdness**

a. A person commits a **disorderly persons offense** if he does any flagrantly lewd and offensive act which he knows or reasonably expects is likely to be observed by other nonconsenting persons who would be affronted or alarmed.

b. A person commits a crime of the fourth degree if:

(1) He exposes his intimate parts for the purpose of arousing or gratifying the sexual desire of the actor or of any other person under circumstances where the actor knows or reasonably expects he is likely to be observed by a child who is less than 13 years of age where the actor is at least four years older than the child.

(2) He exposes his intimate parts for the purpose of arousing or gratifying the sexual desire of the actor or of any other person under circumstances where the actor knows or reasonably expects he is likely to be observed by a person who because of mental disease or defect is unable to understand the sexual nature of the actor's conduct.

c. As used in this section: "**lewd acts**" shall include the exposing of the genitals for the purpose of arousing or gratifying the sexual desire of the actor or of any other person.

The College will impose sanctions in accordance with appropriate college processes upon any person found to have violated this policy, including, but not limited to, suspension or permanent expulsion. In addition, an individual charged may be subject to prosecution by the appropriate law enforcement agencies.

**New Jersey Campus Sexual Assault Victim's Bill Of Rights**

A college or university in a free society must be devoted to the pursuit of truth and knowledge through reason and open communication among its members. Academic communities acknowledge the necessity of being intellectually stimulating where the diversity of ideas is valued. Its rules must be conceived for the purpose of furthering and protecting the rights of all members of the college community in achieving these ends.

The boundaries of personal freedom are limited by applicable state and federal laws and institutional rules and regulations governing interpersonal behavior. Respect for the individual and human dignity is of paramount importance in creating a community free from violence, sexual assault and non-consensual sexual contact.

The State of New Jersey recognizes that the impact of violence on its victims and the surrounding community can be severe and long lasting. Thus, it has established this Bill of Rights to articulate requirements for policies, procedures and services designed to insure that the needs of victims are met and that the colleges and universities in New Jersey create and maintain communities that support human dignity.

**BILL OF RIGHTS NJSA18A:61E-1 et.seq.:**

The following Rights shall be accorded to victims of sexual assault that occur:

- on the campus of any public or independent institution of higher education in the State of New Jersey, and
- where the victim or alleged perpetrator is a student at that institution, and/or
- when the victim is a student involved in an off-campus sexual assault.

**Human Dignity Rights:**

- to be free from any suggestion that victims must report the crimes to be assured of any other right guaranteed under this policy
- to have any allegations of sexual assault treated seriously; the right to be treated with dignity
- to be free from any suggestion that victims are responsible for the commission of crimes against them
- to be free from any pressure from campus personnel to:
  - o report crimes if the victim does not wish to do so
  - o report crimes as lesser offenses than the victim perceives the crime to be
  - o refrain from reporting crimes
  - o refrain from reporting crimes to avoid unwanted personal publicity

**Rights To Resources On and Off Campus:**

- to be notified of existing campus and community based medical, counseling, mental health and student services for victims of sexual assault whether or not the crime is formally reported to campus or civil authorities
- to have access to campus counseling under the same terms and conditions as apply to other students in their institution seeking such counseling
- to be informed of and assisted in exercising:
  - o any rights to confidential or anonymous testing for sexually transmitted diseases, human immunodeficiency virus (HIV) and/or pregnancy

- o any rights that may be provided by law to compel and disclose the results of testing of sexual assault suspects for communicable diseases

### **Campus Judicial Rights:**

- to be afforded the same access to legal assistance as the accused
- to be afforded the same opportunity to have others present during any campus disciplinary proceeding that is allowed the accused
- to be notified of the outcome of the sexual assault disciplinary proceeding against the accused

### **Legal Rights:**

- to have any allegation of sexual assault investigated and adjudicated by the appropriate criminal and civil authorities of the jurisdiction in which the sexual assault is reported
- to receive full and prompt cooperation and assistance of campus personnel in notifying the proper authorities
- to receive full, prompt and victim-sensitive cooperation of campus personnel with regard to obtaining, securing, and maintaining evidence, including a medical examination when it is necessary to preserve evidence of the assault

### **Campus Intervention Rights:**

- to require campus personnel to take reasonable and necessary actions to prevent further unwanted contact of a victim by the alleged assailant
- to be notified of the options for and provided assistance in changing academic and living situations if such changes are reasonably available

### **Statutory Mandates:**

- Each campus must guarantee that this Bill of Rights is implemented. It is the obligation of the individual campus governing board to examine resources dedicated to services required and to make appropriate requests to increase or reallocate resources where necessary to ensure implementation
- Each campus shall make every reasonable effort to ensure that every student at the institution receives a copy of this document
- Nothing in this act or in any “Campus Assault Victim’s Bill of Rights” developed in accordance with the provisions of this act shall be construed to preclude or in any way restrict any public or independent institution of higher education in the state from reporting any suspected crime or offense to the appropriate law enforcement authorities

## **Smoking Policy**

Smoking poses a significant risk to the health of both the smoker and the non-smoker. The New Jersey Legislature finds tobacco to be the leading cause of preventable disease and death and that tobacco smoke constitutes a substantial

health hazard to the non-smoking majority. The “New Jersey Smoke-Free Air Act” prohibits smoking of tobacco products and the use of electronic smoking devices in all enclosed indoor places of public access and workplaces, with few exceptions. N.J.S.A. 26:3D-56. Therefore, smoking is prohibited on all campus property except within the gazebo structures specifically erected for such purpose.

All buildings in the residential hall complexes are designated as smoke-free; therefore, all residents and guests are prohibited from smoking in any residence hall or apartment-style building. No smoking is permitted in these facilities at any time. Additionally, no candles, ignitable lanterns, incense, flammable accelerants or similar products are permitted in any buildings.

All Stockton employees, students and visitors are required to comply with this policy. Normal administrative disciplinary procedures or the appropriate negotiated agreement grievance procedure will prevail for employee violators. Student violators will be called before the Campus Hearing Board. Violators may also be criminally charged with a disorderly persons offense and a penalty fine of up to \$200 (N.J.S.A. 2C:33-13).

## **Stormwater Pollution Prevention**

The College is mandated to comply with the New Jersey Stormwater Pollution Prevention Program, under N.J.A.C. 7:8, and New Jersey has enacted laws that require a public complex to adopt policies and procedures designed to protect against pollution resulting from stormwater runoff. (See N.J.S.A. 40:55D-95 et seq.) There are specific mechanisms designed within the laws for enforcement of the Program. General guidelines and educational information about the plan follows:

### **A Guide to Healthy Habits for Cleaner Water**

Pollution on streets, parking lots and lawns is washed by rain into storm drains, then into our drinking water supplies, the ocean and lakes. Stockton’s own Lake Fred and Moss Mill Stream are vulnerable to stormwater pollution. As a member of the Stockton community, it is each student’s responsibility to make small, easy changes to daily routines to protect our water supply.

- Stockton prohibits feeding the wildlife on campus, except at approved bird feeders. Do not feed wildlife such as ducks and geese whose waste will be carried by stormwater into drains and eventually into Lake Fred. Excess nutrients can lead to nuisance algae blooms and harm fish.
- Don’t litter; place litter in trash receptacles
- Recycle
- Participate in community Water Watch cleanups
- Dispose of cigarette butts in proper receptacles found on campus
- Properly use and dispose of hazardous products. Hazardous products include some household or commercial cleaning products, lawn and garden care products, motor oil (motor oil may not be changed on

campus), antifreeze, and paints. Do not pour any hazardous products down a storm drain.. Make an effort to use natural or less toxic alternatives whenever possible. You are responsible for safe storage of all materials in your possession. Contact the Department of Risk Management and Environment/Health/Safety at (609) 626-3548 for more information about storage and disposal of hazardous materials.

Stockton College is required to mark certain storm drain inlets with messages reminding people that storm drains are connected to local campus water bodies. Do not let sewage or other wastes flow into a storm water system. Contaminating these systems leads to the pollution of our water supply, including Lake Fred!

## **Vehicles On Campus**

### **Motor Vehicle Policies**

#### **Parking on Campus**

Only motor vehicles, motorcycles and mopeds bearing current state registration tags and valid inspection stickers may be operated or parked on the campus in accordance with all state and local statutes. Except for residents, long-term parking within main parking lots is prohibited. Residential students must keep their Stockton-registered vehicles parked within their respective residential parking areas between 8:00 a.m. and 5:00 p.m., Monday through Friday, while on campus. Parking and vehicle registration information for residential students may be found in the *Guide to Residential Life*, on the *goStockton* portal's Student Life tab in the Campus Living channel and in print from the Office of Residential Life, or on the Campus Police Web site. Handicapped residential students must register their vehicle on the HousingNET link in the *goStockton* portal's Campus Living channel and are exempt from this parking regulation with the proper display and use of a valid handicapped parking tag.

Faculty, staff and commuter students may park in Lots 1, 2, 3, 4, 5, and 6 and designated sections of Lot 7. Students who attend class in Housing IV Commons Building (Building #80) may park in the Housing IV North or South lots only during class modules. Parking spaces/areas are not reserved except for physically handicapped persons and authorized service vehicles. Permits are required to park within these areas. All persons utilizing campus parking are subject to proper identification requests by campus police and/or other law enforcement agencies. The Richard Stockton College of New Jersey assumes no responsibility for the care and/or protection of any vehicle or its contents at any time it is operated or parked on the campus. For protection, all vehicles should be locked when left unattended.

Complete and current parking regulations for residents and guests, as well as information regarding approved parking lot locations for the various residential facilities can be found on the Campus Police Web site, [www.stockton.edu/police](http://www.stockton.edu/police).

In addition to parking regulations, the Campus Police will enforce the following:

- All roadway signs and traffic regulations must be observed as on any other public thoroughfare.
- Pedestrians have the right-of-way in crosswalks.
- Disabled vehicles left in any lot, or along any roadway or street, must be removed within 24 hours. The owner/operator must notify police of such a vehicle as soon as possible. Disabled vehicles left over 24 hours are subject to removal at the owner's/operator's expense.
- All-terrain vehicles (ATVs) may not be operated on any area of the campus.

## **Vehicle Registration**

Currently, only residential students must register their vehicles through HousingNET link accessed through the Campus Living channel on the goStockton portal's Student Life tab. Residential parking regulations can be found on the police department's Web site under "Parking."

## **Violations and Adjudications**

The Stockton Police Department, Galloway Township Police Department, Atlantic County Sheriff's Department and the New Jersey State Police have the authority to issue motor vehicle summonses on campus to violators of the New Jersey Motor Vehicle Statutes, Title 39. These law enforcement agencies, along with many other such agencies, both state and federal, also have the authority to enforce all applicable state and federal laws and statutes and municipal ordinances. Violations of motor vehicle statutes, both moving and parking, municipal ordinance violations and non-indictable offenses are adjudicated through the Municipal Court of Galloway Township. Indictable offenses are referred to the Superior Court of Atlantic County for adjudication. In addition, certain cases also may be referred to the College's Campus Hearing Board when a violation of the Campus Code of Conduct occurs. The Stockton Police Department also issues campus citations for on-campus parking and other violations that are payable at the Bursar's Office. Further information on these citations and the appeal process can be found on the police department's Web site on the Parking page. Students are reminded to adhere to posted signs.

## **Non-motorized Vehicles Policies**

The Richard Stockton College recognizes non-motorized vehicles are important and legitimate means of transportation provided they are operated with due regard and concern for the safety of the general public. Non-motorized vehicles may be operated on campus sidewalks and paths provided they are used solely as a means of transportation and not for purposes prohibited by this regulation. Pedestrians in all locations designated for pedestrian traffic shall have the right-of-way over non-motorized vehicles. For purposes of this regulation "non-motorized vehicles" shall include: bicycles, tricycles, unicycles, skateboards, roller skates, in-line skates, and any other human powered transportation device.

- Non-motorized vehicles shall not be operated:
- In a reckless or hazardous manner
- In a manner that is unreasonable for existing conditions
- In a manner that interferes with pedestrian or vehicular traffic
- Inside any College buildings, dormitory or apartment
- On ramps established for the use of persons with disabilities
- Immediately adjacent to building doors
- On stairs, railings, landings, loading docks, benches, picnic tables, and all surfaces not intended for pedestrian or vehicular travel
- In areas posted against their use
- In an acrobatic or stunting manner, i.e. activities causing one or more sets of wheels to leave the ground or other surfaces intended for pedestrian or vehicular travel

Nothing in this regulation shall prohibit the operation of non-motorized vehicles consistent with any authorized College activity.

Penalties for persons not affiliated with the College:

**First Offense** -- Receive a verbal warning. A record of this warning shall be kept on file at the Police Department.

**Second and Subsequent Offense** -- Offender is subject to arrest for defiant trespassing or criminal mischief to College property. Juveniles may be referred to Family Court or subject to a Station House Adjustment.

Penalties for faculty, staff, students, and other persons affiliated with the College:

**First Offense** -- Receive a verbal warning. A record of this warning shall be kept on file at the Police Department.

**Subsequent violations** -- Will be issued a Campus Citation payable at the Bursar's Office and/or be subjected to a Campus Hearing Board charge.

## **Bicycles**

Outside racks are provided for bicycle storage throughout the campus. Residents may keep their bicycles in their apartments or bedrooms. Bicycles are not to be parked, chained, locked, etc. to handrails, stairways or doorways. They may not be stored in hallways or any stairways. Bicycles in halls or stairways create a safety hazard by blocking emergency egress routes. Students who improperly park or store bicycles, may be subject to disciplinary action. Bicycles are NOT permitted within the main campus buildings. Any damages to College property caused by a bicycle rider may result in arrest and/or fines being charged to the offender. Bicycle registration is free to the College community through the Stockton Police Department and may be accomplished online at the department's Web site through the Equipment Registration link.

## **Rollerblades and Skateboards**

Members of the Stockton community, their visitors and guests are permitted to skateboard, rollerblade and roller skate on campus. These persons, including minors, must be accompanied and supervised at all times by a member of the College community. These recreational activities are not permitted inside any College facility or building, and as noted below:

- the track
- the tennis courts
- the basketball courts
- J/K circle area
- A&S/A-Wing area
- any other area posted prohibiting such activity

In addition, persons engaged in these activities are prohibited from doing so on, or utilizing, any of the College's outdoor areas/facilities, including but not limited to seating, stairways, steps, safety rails, etc. Careless or dangerous operation of skateboards, rollerblades or roller skates will not be tolerated. All applicable College rules and regulations and/or state statutes will be enforced. Any damages to college property caused by this activity may result in arrest and/or fines being charged to the offender.

Any persons engaged in these activities are reminded to remain clear of any construction and/or maintenance projects and are reminded to follow these safety guidelines:

- Do not engage in any of these activities after dark
- Wear the appropriate safety equipment required and/or recommended for these types of activities
- Heed regulatory signs
- Do not speed or attempt "stunts/jumps" while engaged in any of these activities
- Use extreme caution when engaged in any of these activities in areas used by pedestrians

## **Visitation Policy**

Please refer to the *Guide to Residential Life* for complete and current information (e.g. registration, parking, etc.) regarding guests in student housing areas.

The Guest Visitation and Registration Policy is formulated to address the needs of the Stockton community. The policy's purpose is to foster a living learning environment in an open bucolic campus while recognizing privacy interests of students living in college housing. The College's housing areas are not open to the public and open to non-residential students on a limited basis as set out below. The policy is anchored in a concern for safety and security where guest registration

will provide invaluable information to the College in emergency situations. Because of the layout and openness where there are secured but multiple points of access to campus housing, it is the housing resident's responsibility to register a guest. Moreover, all guests must be mutually agreed upon by all assigned roommates as negotiated through roommate or community agreements. Where a roommate does not consent, students and guests may meet in common areas including residence hall lounges prior to 10 p.m.

While College staff cannot know with 100% accuracy if all guests are properly registered, it is the goal of the College that guests in residential complexes between 10 p.m. and 8 a.m. will be registered. If the College learns such "Overnight Guests" are not properly registered, 1) the guest may be considered a trespasser and subject to arrest; 2) to immediate removal and 3) the resident subject to College discipline and revocation of housing privileges with the forfeiture of any housing payments(s) made. The College may exercise its judgment as to how to proceed given the totality of the circumstances involved.

This policy strives for but does not guarantee absolute safety to students, employees, guests, Overnight Guests, or visitors to the campus. The College is housed on an open campus that cannot be patrolled at all times in all places, and all employees, students, guests, Overnight Guests and visitors are advised to exercise prudent preventative safety measures.

### **Who is Considered a Guest**

A guest is any individual, including non-residential Stockton students, non-Stockton students and family members or any individual invited to Stockton by a resident.

### **Who May Enter Stockton's Housing Complexes**

All individuals who enter the housing complexes must either be Stockton housing residents or invited by a residential student. The only exception to this rule is where a matriculating Stockton student uses a computer lab located in the housing complex areas such as, Townsend Residential Life Center, Lakeside Lodge and Housing IV Commons Building. Should a non-residential student remain in a computer lab after 10 p.m., they must be registered as a guest as set out below upon leaving a lab and entering any residential facility.

### **When Guests Are Permitted**

Students may have guests twenty-four hours a day; however, guests remaining after 10 p.m. or guests present between 10 p.m. and 8 a.m. must be registered, are considered "Overnight Guests" and are subject to specific rules.

### **Procedure to Register Overnight Guests**

Residents may use their personal computer or a computer in the College Library

or any of the College's computer labs to access the Registration Form. Students can complete electronic guest registration at HousingNET through the *goStockton* portal's Student Life tab in the Campus Living channel. A Guest Pass and Parking Pass (if needed) can then be printed out. Overnight Guests are required to have the Guest Pass with them and, if not in possession of a valid Guest Pass, will be considered a trespasser and subject to arrest and the resident subject to sanctions. Parking passes must be placed inside and visible from the car's dashboard.

### **Why Overnight Guests Must Be Registered**

Registration serves as validation of roommate endorsement. It also serves as a means to contact your guest in family or health situations and provides the College information as to those in housing should there be a health, fire or national emergency.

### **Maximum Number of Guests**

Each resident of a housing unit may register up to two Overnight Guests where the total Overnight Guests may not exceed two guests per resident student; however, the Office of Residence Life reserves the right to limit the number of guests and/or Overnight Guests at any given time.

### **Length of Overnight Visit**

Overnight Guest passes are valid for three consecutive days. Extended overnight visitation beyond three consecutive days is not permitted without written approval of the Director of Residential Life. Residents may host guests for a maximum stay of three days per month per guest.

Overnight Guests shall not be permitted in housing complex areas during Welcome Week orientation, exam periods and other times as determined by the Office of Residential Life.

### **Individuals NOT Allowed as Overnight Guests**

Individuals in the following categories *may not be* hosted as Overnight Guests:

1. Students who left Stockton housing within the last 30 days;
2. Any individual banned from campus and any individual, including Stockton students, banned from campus housing
3. Minors under 18 without prior knowledge and consent of roommates and written approval of the Director of Residential Life. In the event the roommate(s) does not consent, students and their child guest may meet in lounges or other common areas. The student host is responsible for all actions of their guests. Minor guests are not permitted to visit in the residence halls/apartments after 10:00 p.m. Only one child guest may be entertained at a time per student. Babysitting is not permitted in any residential facility.

## **Responsibility for Overnight Guests**

The Stockton residential student is responsible for the behavior of his or her guests and Overnight Guests. Students are subject to disciplinary action, if their guests or Overnight Guests violate Stockton College's policies and/or procedures.

## **Guest Policy Non-compliance**

Violators of the guest and Overnight Guest Registration Policy will be subject to sanctions and will be referred for appropriate disciplinary action. In addition to being arrested for trespassing, non-resident students and non-students may be arrested for trespassing and resident student subject to disciplinary action for failing to register a guest.

**THE POLICE AND THE OFFICE OF RESIDENTIAL LIFE RESERVE THE RIGHT TO TEMPORARILY SUSPEND GUEST PRIVILEGES WHEN IT IS IN THE INTEREST OF THE COLLEGE COMMUNITY.**

## **Resident Complaints of Policy Violation**

Residents with complaints concerning violations of the policy, questions regarding how to follow the policy or the enforcement of the policy are asked to contact:

- Office of Residential Life, A-100, (609) 652-4332, A-100
- Office of Residential Life, Housing IV, (609) 652-4697
- Campus Police (609) 652-4390 (non-emergency)

## **Weapons Policy**

The Richard Stockton College of New Jersey prohibits the use or possession of any weapons as defined in N.J.S.A. 2C:39-1 in all campus buildings and on all College properties and at all College sponsored events. The prohibition of the use and possession of weapons as defined below applies to students, employees, independent contractors and visitors/members of the public, including those who have a valid permit to carry a concealed weapon. Violators of this policy may be removed from campus, arrested, expelled, suspended, placed on probation or given a lesser sanction for good cause consistent with due process. Individuals shall be held accountable through the criminal justice system and/or the Campus Hearing Board. The prohibition may not apply to authorized law enforcement personnel pursuant to N.J.S.A. 2C:39-6 if an exemption applies to carry a weapon on campus.

All state and federal statutes and local ordinances regarding the possession of firearms and weapons, including imitation firearms, both legal and illegal apply on all College property and at College-sponsored events and any applicable statutes, laws, regulations and ordinances, are hereby incorporated by reference as if set forth here at length. Under New Jersey statutes, weapons mean:

Anything readily capable of lethal use or of inflicting serious bodily injury.

The term includes, but is not limited to: air guns, spring guns or pistols or weapons of a similar nature in which the propelling force is from an elastic band, carbon dioxide, compressed or other gas or vapor, air or compressed air or ignited by compressed air and ejecting a bullet or missile, knives, clubs, night sticks, metal knuckles, firearm silencers, armor piercing ammunition, zip guns, chemical substances, i.e. pepper spray over 3/4oz. (See, N.J.S.A.2C:39-6(i) setting out permissible conditions for carrying chemical substances for personal self-defense.)

Note is taken that pursuant to N.J.S.A. 2C: 39-5(e)(1), any person who knowingly has in his/her possession any firearm in or upon any part of the buildings and grounds of any college or university without authorization of the governing officer of the institution, is guilty of a crime of the third degree, irrespective of whether one possesses a valid permit to carry the firearm or a valid firearms purchaser identification card.

It is acknowledged that there may be special circumstances when a weapon or imitation weapon may be needed for use in a theatrical performance, class demonstration, movie shoot, or student sponsored event, etc. If the use and/or possession is necessary, written authorization to use and/or possess such shall be obtained through the Stockton Police Department, Chief of Police (609) 652-4390. Stockton Police reserve the right to inspect such firearm or weapon and determine where such may be authorized for use and storage, the times that such may be used and the manner in which the firearm or weapon may be used and stored. Approval will be based on College safety standards, applicable state and federal law, as well as a documented plan for the secure storage, handling and care of the weapon.

## **Student Grievances**

Students who have questions or complaints regarding a college policy or procedure regarding civil rights issues, e.g., race, creed, color, national origin, ancestry, disability, age, sex, affectional or sexual orientation, marital status, liability for service in the Armed Forces of the United States or nationality, should file written grievances with the Affirmative Action Officer. All such complaints will be promptly reviewed according to the following principles:

1. The person bringing the complaints will not suffer any retaliation;
2. The complaint will not be discussed with anyone else without the complainant's written permission unless required by judicial precedent;
3. In conducting any investigation or review, the right to confidentiality, both of the complainant and of the accused, will be respected within the guidelines of conducting an investigation.
4. The review will be conducted as quickly as is reasonable and the conclusions reported to the complainant;
5. If the complaint is found to be appropriate, the perpetrator of harassment will receive appropriate counseling, referral and/or disciplinary action.

All complaints resulting from disciplinary matters covered by the Campus Conduct Code shall be handled as prescribed by the Campus Hearing Board and Administrative Hearing Procedures. Contact the Office of Rights and Responsibilities (F-107) for more information. Students charged with an academic irregularity (such as dishonest conduct during an examination or plagiarism in the preparation of an essay, laboratory report, or oral presentation) should direct their grievances or appeals to the Provost (K-201).

### **Grievance Procedures for Students with Disabilities**

Students who have a complaint regarding a handicap/disability issue, or who feel they have been the subject of possible discriminatory treatment on the basis of their handicap/disability, should direct their initial complaint to the Section 504 Coordinator, the Affirmative Action Officer, in K-204. Upon written receipt of said complaint, the Section 504 Coordinator will refer the complaint for a first-level resolution with the appropriate administrative unit head. Such resolution will be conducted within 20 days of the written complaint being filed. If the complaint remains unresolved at this first level, the student should direct an appeal within 20 days to the Section 504 Coordinator for a final-level review and/or resolution. This second-level review shall be completed within a 20-day time period.

### **Administrative Case Review**

The Administrative Case Review is a form of resolution used when a student acts in a manner contrary to the mission of the college, such as affecting the health, safety and well-being of the individual or members of the Stockton community and in circumstances when a student is deemed unable to function successfully at The Richard Stockton College of New Jersey as result of possible psychological or related personal situations. To protect the interests of the student, the Administrative Case Review may be invoked prior to or in lieu of Campus Hearing Board disciplinary action involving alleged violations of the Campus Conduct Code. An Administrative Case Review hearing will allow the student an opportunity to present any explanation of his/her actions. In all instances, the Office of the Dean of Students will notify the student, in writing, regarding the specific nature of the case review.

### **Overview of Case Review Process**

Professional staff from the Office of Residential Life and/or Counseling Services may request the Office of the Dean of Students to initiate an Administrative Case Review for students who, by virtue of their behavior, demonstrate actions that may affect the health, safety and well-being of the individual or members of the Stockton community. When the Dean of Students initiates an Administrative Case Review, the student will be notified in writing immediately.

An immediate mandatory interim suspension from housing and/or the College shall be imposed if deemed necessary. Where an interim housing suspension is invoked, the student must reside off campus pending the results of the

Administrative Case Review. Administrative staff will notify family or next of kin when an interim suspension is invoked.

The student's ability to return to the campus and/or residential community will be based on the final disposition of the Administrative Case Review. In order to conduct an Administrative Case Review, the Dean of Students or designee will require the student to complete a psychiatric evaluation by a board certified psychiatrist of the student's choosing. Upon receipt of required documentation (e.g., a diagnosis and treatment plan) from the evaluating psychiatrist, the Office of the Dean of Students will conduct an assessment of the case with a team of representatives from the Offices of Counseling Services and Residential Life, the College's consulting psychiatrist, and/or other College officers as appropriate. A case review hearing will be scheduled with the team and the student, allowing the student to present any explanation of his/her actions. Final disposition of a case review must be concluded and notice of the outcome sent from the Office of the Dean of Students within seven business days after a case review hearing is held.

An appeal of Administrative Case Review final disposition may be made in writing to the Vice President for Student Affairs within seven business days following the notification from the Office of the Dean of Students. Where a student is removed from the College by the action of the Vice President for Student Affairs, an appeal can be made to the President within seven business days following the notification of the case review final disposition.

In the event that there is a reoccurrence by said student of behavior that may affect the health, safety and well-being of the individual or members of the Stockton community, a special administrative hearing will be held to address the student's actions.

### **Campus Mediation Program**

Mediation is a voluntary process chosen by persons in conflict to resolve their disputes collaboratively. The mission of the Campus Mediation Program is to provide an informal means for students to reconcile differences with their peers. The program is an alternative to more-formal complaint or judicial procedures such as the Campus Hearing Board. The program consists of trained mediators who provide an informal, confidential option for solving conflict. The program mediates student interpersonal, inter-group and intra-group conflicts using a mediation model that respects differences among disputing parties.

If you are experiencing conflict with your roommate(s) (on or off campus), classmate(s), teammates or club/organization members, you can contact the Campus Mediation Program at (609) 652-4997 or by email at [mediate@loki.stockton.edu](mailto:mediate@loki.stockton.edu). If you would like more information about the Campus Mediation Program, contact the Office of the Dean of Students or the Office of Residential Life.

## **Campus Conduct Code**

Stockton is dedicated to the transmission of knowledge, the pursuit of truth, the development of students and the general well-being of society. The rules, regulations and procedures enumerated in this section are designed to establish standards of civil and considerate behavior that are fundamental to a realization of these goals. The responsibility to respect and hold these regulations must be shared by all members of the Stockton community, who are expected to be fully informed of these regulations.

## **Campus Conduct Code Violations**

The following regulations govern the conduct of all administrators, faculty, staff, other employees and students and all visitors, guests and licensees while they are on the campus or in College-owned or controlled facilities. These regulations shall not preclude enforcement of applicable federal, state and local laws or ordinances. The College is in no way a sanctuary from the law, and all persons who violate the law must expect to pay the penalties of the law.

Procedures for charges involving academic honesty are listed under the section “Academic Honesty” found elsewhere in this publication.

### **The Campus Conduct Code specifically prohibits the following:**

1. Dishonesty, including but not limited to cheating, plagiarism or knowingly furnishing false information to any College administrator, staff or faculty.
2. Forgery, alteration or misuse of College documents, records, identification cards, other official College database files or other misuse of the College’s computerized systems.
3. Obstruction or disruption of teaching, research, administration, disciplinary procedures, public service functions or other College activities on College premises.
4. Theft, obtaining property under false pretenses, knowingly possessing or receiving stolen property or destroying or damaging, or threatening to destroy or damage property of the state or any person.
5. Any action that harms, threatens bodily harm or presents an imminent danger of harm to any person. (See also Disposition of Domestic Violence Complaints.)
6. Any act of sexual assault or sexual contact under circumstances of physical force, intimidation or any other nonconsensual circumstance. (See Campus Sexual Assault Policy.)
7. Conduct which is severe, pervasive or persistent in nature and constitutes a) an invasion of an individual’s right to privacy, or b) conduct that violates the College’s policy prohibiting discrimination. (See Student Policy Prohibiting Discrimination in the Academic/Educational Environment.)
8. Possession, use, distribution or attempted distribution of narcotics, dangerous drugs, controlled dangerous substances or drug paraphernalia that are prohibited by state or federal laws or knowingly being present at the time of the prohibited conduct.

9. Possession or use of a firearm, explosive, dangerous chemical or other dangerous weapon in contravention of federal, state or local laws or College policies and procedures.
10. Inciting or inducing others to engage in any conduct or to perform acts prohibited herein. Inciting means the advocacy of imminent lawless conduct by the person(s) addressed and must be coupled with a reasonable apprehension of imminent danger to the property, functions and purposes of the College, including the safety of College community members. Inducing means offering another person any incentive to engage in prohibited conduct or prevailing upon them to engage in such conduct.
11. Disorderly, lewd, indecent or obscene conduct, such as exhibitionism, on or off the College property or at a College-sponsored or a supervised function.
12. Unauthorized use of the College's name, logo, finances, materials and supplies (including stationery bearing the College's letterhead), or facilities (including computer facilities) for commercial, personal or political purposes.
13. Refusal to comply with a request, directive or order from an official of the College, including campus police officers, members of the College administrative staff or other authorized persons acting in the performance of their official College duties and responsibilities.
14. Unauthorized entry into and/or use of College facilities/equipment, including but not limited to the library, athletic facilities and equipment, galleries, classrooms, College centers' television/video equipment, computers or confidential files. (See Standards Concerning Acceptable Use of Stockton's Computing Facilities on the Computer Services Web site.)
15. Possession, consumption and/or distribution, or attempted distribution of alcoholic beverages in contravention of federal, state or local laws or College regulations.
16. Off-campus actions and/or behaviors that violate laws and regulations of federal, state and local agencies, as well as policies of the College. When considering this code a Complainant must specify which other code violation, law and/or regulation(s) herein represents misconduct occurring off-campus. (See Off-Campus Actions and Behaviors, below.)
17. Violations of established College policies or regulations and any other procedures or regulations officially promulgated by the College and/or the State of New Jersey. When considering this code a Complainant must specify which policies or regulations, not included herein, represent a violation of this code.

## **Off-Campus Actions and Behaviors**

The College reserves the right to take necessary and appropriate disciplinary action to protect the safety and well-being of the campus community when representatives of the College become aware of alleged misconduct occurring off-campus. While the College will not routinely invoke the disciplinary process for individual misconduct occurring off College premises, it may be necessary to take such action in order to protect the campus community when there are

reasonable grounds to believe that an individual's behavior off College premises indicates that he/she poses a serious and substantial danger to others. Normally, such "substantial danger" will be manifested by a pending criminal charge, usually relating to a crime of violence, burglary, substantial theft or fraud, the distribution of illegal drugs or the possession of substantial quantities of illegal drugs.

Moreover, in meeting its educational mission, the College recognizes the importance of establishing and enforcing acceptable community standards of behavior. Individuals who are members of this College community have a responsibility to represent themselves in a lawful and responsible manner at all times, both on and off the campus. In doing so, members of the College community should know that they will be held accountable for their off-campus actions and/or behaviors as they relate to established laws and regulations of federal, state and local agencies, as well as policies of the College even if a violation does not rise to the level of creating substantial danger to others or themselves. If the College becomes aware that a College community member has been arrested, the College may take the opportunity to educate them. This provision creates no duty in the College to investigate all actions of its members.

### **Disposition of Domestic Violence Complaints**

Domestic Violence pursuant to NJSA 2C:25-(17)-(33) means the occurrence of one or more offenses such as physical harm, bodily injury, assault or the infliction of fear of imminent physical harm, bodily injury or assault between family members, household members or residents sharing a room.

In cases when Campus Police make an arrest and/or when a Temporary Restraining Order has been issued for an allegation of domestic violence, the Campus Police shall file Campus Hearing Board charges and serve as the complainant in these matters.

### **Definitions**

**Complainant:** A person who alleges another person violated the Code of Conduct and filed a complaint to be adjudicated through the Campus Hearing Board.

**Respondent:** A person who has been named in a Code of Conduct complaint as an alleged code violator and is asked to respond via the Campus Hearing Board.

**Victim:** A person who has been involved in an incident(s) where s/he has been subjected to a Code of Conduct violation. S/he may serve as a complainant or another party may file a complaint on behalf of the victim.

### **Campus Hearing Board**

The regular membership of the Campus Hearing Board consists of students, faculty, unclassified and classified staff members.

## **Selection of Members**

All members of the Campus Hearing Board will be appointed by the Vice President for Student Affairs. Members will serve a two-year term, generally October 1 through September 30, and are encouraged to participate in at least one panel as an observer prior to serving as a voting panelist. Members may be removed from the Board by unanimous vote of the Executive Committee for failure to meet assignments and/or responsibilities.

**Students:** In consultation with the Dean of Students, the Vice President for Student Affairs shall nominate a minimum of twelve currently enrolled matriculated students who must currently not be on academic probation or have no previous violations of the Campus Conduct Code; and they must remain in such status in order to serve on the Campus Hearing Board. Prior to submitting nominations, the Vice President for Student Affairs should have the agreement of those nominated that they are willing to serve if appointed. Nominations will be made by October 1.

**Faculty:** In consultation with the faculty deans, the Provost will nominate a minimum of ten faculty members. Prior to submitting nominations, the Provost should have the agreement of those nominated that they are willing to serve if appointed. Nominations should be made by October 1.

**Staff:** Unclassified: In consultation with the Dean of Students and the Vice President of Administration and Finance, the Vice President for Student Affairs will nominate a minimum of six unclassified staff who are willing to serve if appointed.

**Classified:** In consultation with the Dean of Students and the Vice President for Student Affairs, the Vice President for Administration and Finance will nominate a minimum of six classified staff who are willing to serve if appointed. Nominations will be made by October 1.

## **Member Responsibilities**

Campus Hearing Board members are expected to be responsible for:

- Understanding of the Campus Conduct Code and sanctions for violation of that code
- Working knowledge of the Board's functions and operations
- Adherence to the format and procedures for the conduct of hearings established by the Board and administered by the moderators
- Maintenance of the confidentiality of all complaints, hearings and actions of the Board
- Recommendations for improving the operations and applicability of the Campus Conduct Code

## **Executive Committee**

Though the Executive Committee is organized as a subgroup of the Campus Hearing Board for the primary purpose of assigning cases, it can hear certain cases itself.

**Composition:** The Executive Committee, which consists of a chairperson, faculty, staff, student, recorder and the Dean of Students or designee (ex-officio), meets regularly to conduct the general business of the Campus Hearing Board. The board, at its discretion, may include on the Executive Committee one at-large member drawn by lot from members of the Board. The chairperson is recommended by the Dean of Students and appointed by the President of the College. Additionally, the Director of Human Resources Management or designee shall serve as a member of the Executive Committee in cases where a complaint is filed against a faculty or staff. Selection will be made at the annual reorganizational meeting of the Board, generally held in October. Nominees for the positions will be current members who are available to serve for the upcoming term of office, i.e., October 1 to September 30. In the event vacancies occur, the chairperson of the Campus Hearing Board, in consultation with the Dean of Students, will forward to the President the names of three Board members who are willing to serve on the Executive Committee.

**Function:** The Executive Committee will review any complaints submitted; a pre-hearing interview may be conducted by the Dean of Students, or designee in the case of a student, prior to the Executive Committee review. The Committee will determine the assignments of such complaints for proper action and disposition, direct the secretary to the Campus Hearing Board to establish a calendar for hearings, and notify the parties involved of their rights and responsibilities. Additionally, the Executive Committee reserves the right to review any complaint submitted, prior to a pre-hearing interview, to determine if the Campus Hearing Board is the appropriate venue for resolution of the complaint. The Executive Committee will act with the authority of the Campus Hearing Board between meetings of the board and will keep members of the board and the College community informed of operations of the campus judicial system.

The Executive Committee may constitute itself as a hearing panel to hear complaints and recommend sanctions to the Dean of Students (if a student is a respondent). In those cases the complaint should be heard by at least a simple majority of the members of the Executive Committee. At least one member of the Executive Committee will be from the same constituency (faculty, staff or student) as the respondent. Decisions of the Executive Committee sitting as a hearing panel must be unanimous.

Annually by October, the Executive Committee of the Campus Hearing Board shall recommend to the Vice President for Student Affairs at least eight members of the College community to serve as moderators. The Vice President for Student Affairs shall designate a minimum of six persons from those recommended to serve in this capacity, and they shall be assigned to specific hearings by the chairperson of the Campus Hearing Board. If the caseload warrants, additional moderators may be selected according to the same process.

## **Schedule of Operation**

The Campus Hearing Board will operate throughout the College year. During summer session, the Executive Committee of the Campus Hearing Board will handle the cases brought before it, as appropriate. Besides convening for necessary hearings, the board will meet publicly at least once a year to review operations and procedures and to prepare an annual report for the President.

## **Campus Conduct Code Violation Procedures**

### **How to File a Complaint**

Complaints can be filed electronically by accessing the Conduct Complaint Form through the *goStockton* portal's Home or Student Life tabs. The complaint form, once submitted, will be delivered to the Office of Student Rights and Responsibilities for processing.

Charges may be filed by any member or non-member of the College community against any student, faculty or staff member of the College community. In all cases, any charge filed must include:

1. Complainant's name and address
2. Respondent's name, local address and permanent address
3. College regulation(s) allegedly violated and nature of alleged violation(s)
4. Date and place of alleged violation(s) and
5. Name and addresses of proposed witnesses, when known

### **What Happens After A Complaint Is Filed**

When a charge of misconduct has been filed against a student of the College community, the Dean of Students will determine if the alleged misconduct warrants an interim suspension. If not, the Director of Student Rights and Responsibilities will refer the case to the Executive Committee of the Campus Hearing Board. The committee will review the complaint to determine if the Campus Hearing Board is the appropriate venue to handle the complaint and will assign the case to the resolution process it believes most appropriate.

When a charge of misconduct has been filed against a faculty and/or staff member of the College community, the Executive Committee of the Campus Hearing Board will review the complaint to determine if the Campus Hearing Board is the appropriate venue to handle the complaint. If it is determined not to be the appropriate venue, the complaint will then be filed by the Executive Committee with the Office of Human Resources or the Office of Affirmative Action as appropriate.

Correspondence for members of the College community will be sent via electronic mediums. Where appropriate, duplicate correspondence will be sent to other local or permanent addresses on record at the College.

## **Prehearing Interview**

When complaints against a student are accepted, the respondent will be scheduled to have a prehearing interview with the Dean of Students or designee. The Dean of Students or Vice President for Student Affairs may automatically assign the complaint to a hearing panel when an interim suspension has been invoked.

During the prehearing interview, the student respondent will have the opportunity to respond by:

- Electing not to plea except at a hearing to be scheduled at a later date
- Not accepting responsibility for stated code violations
- Accepting responsibility for stated code violations. The respondent can elect to submit an explanation when accepting responsibility for a code violation(s).

In those instances where the student respondent accepts responsibility, a sanction meeting will be scheduled with a Dean of Students designee. No hearing panel is convened. Sanctions are developed during this meeting. Sanction recommendations are forwarded to the Dean of Students for review and implementation. If the respondent indicates that he/she is not responsible for code violations and therefore contests the validity of the charges or chooses not to enter a plea, the respondent will sign a statement to that effect. The case is then referred to the Executive Committee, which determines the type of hearing panel or takes other actions such as recommending informal resolution or sending the matter to another sector of the institution for resolution.

When the respondent is a faculty and/or staff member, the respondent will be scheduled to have a prehearing interview with the Director of Human Resources (or designee) or be referred to the Affirmative Action Officer for appropriate action. During the prehearing interview, the respondent will have the opportunity to respond by:

- Not electing to plea except at a hearing to be scheduled at a later date
- Not accepting responsibility for stated code violations
- Accepting responsibility for stated code violations. The respondent can elect to submit an explanation when accepting responsibility for a code violation(s).

In those instances where the faculty/staff member accepts responsibility, a sanction meeting will be scheduled with the Director of Human Resources or designee. No hearing panel is convened.

If the respondent indicates that he/she is innocent and therefore contests the validity of the charges or chooses not to enter a plea, the respondent will sign a statement to that effect. The case is then referred to Executive Committee, which determines the type of hearing panel or takes other actions such as recommending informal resolution or sending the matter to another sector of the institution for resolution.

## **Methods of Resolution**

### **1. Withdrawal of Charges**

The complainant may request withdrawal of his/her charges not later than 24 hours prior to conduct of the sanction meeting or the hearing selected by the Executive Committee. A request to withdraw the charges must be submitted, in writing, by the complainant to the chairperson of the Campus Hearing Board.

### **2. Refusal to Assign Case**

If the Executive Committee refuses to assign a case involving a student as the respondent to a hearing or to another sector of the institution, the complainant may, within five business days, appeal in writing to the Campus Hearing Board as a whole for assignment to a formal hearing or to another sector for the College. The Board must respond to this appeal within five business days. The Executive Committee will not vote on an appeal of its decision.

Student respondent: Appeals to decisions rendered by the Executive Committee will be made by the Dean of Students or his/her designee.

Faculty/staff respondent: The Executive Committee will not vote on an appeal of its decision. A majority vote of the remaining board members is sufficient to decide appeals.

### **3. Informal Resolution**

The Executive Committee may seek informal resolution by working directly with both parties or by assigning a regular or alternate board member to discuss the case informally with the affected parties for the purpose of effecting an informal resolution. In the case of student respondents, the written results of the informal resolution will be filed with the Executive Committee and the Dean of Students. If informal resolution cannot be accomplished within seven business days after the affected parties have been contacted, the case will be returned to the Executive Committee for disposition.

### **4. Student Respondents: Executive Committee may refer the matter to the Office of Residential Life**

### **5. Student Respondents: Refer Matter to Academic Affairs**

If it appears that the issues raised are academic in nature rather than disciplinary, the Executive Committee may refer the matter to the Provost for resolution. If resolution cannot be accomplished within seven business days after the referral, the case will be returned to the Executive Committee for disposition.

6. **Student Respondents: Assignment of a Case to the Affirmative Action Officer**  
**Faculty/Staff Respondents: Assignment of a Case to the Office of Human Resources and/or the Affirmative Action Officer**
7. **Assignment of a Case to a Campus Hearing Board Panel**

If the complaint cannot be resolved by one of the preceding methods, the Executive Committee will assign the case to a hearing panel.

## **Campus Hearing Board Panels**

Assignment to one of four panels is possible depending on the factual circumstances involved: the Administrative Hearing Panel, the Campus Hearing Board Panel, the Executive Committee Hearing Panel or a Special Administrative Hearing Panel.

### **A. Administrative Hearing Panel**

#### **COMPOSITION**

**Student Respondent:** An Administrative Hearing will consist of a panel of from one to three members of the College administration where one individual will act as moderator. An effort will be made to include College administrators from each division of the College. The panel members will be designated by the Dean of Students or Director of Student Rights and Responsibilities.

**Faculty/Staff Respondent:** An Administrative Hearing will consist of a panel of from one to three College staff, one of whom will act as chair. The panel members will be designated by the Director of Human Resources Management.

**Function:** The Administrative Hearing Panel will review the case in a manner that provides opportunities for the complainant and respondent to present information in substance and form comparable to that provided by a Hearing Panel. The decision of an Administrative Hearing Panel must be unanimous.

Administrative Hearing Panels are generally utilized based upon unique circumstances surrounding a particular code violation, as determined by the Executive Committee. Examples include the timing of cases being filed (e.g., near the end of the semester or during the semester breaks when students, faculty and/or staff may not be available enough to ensure the speedy resolution of a case), cases involving sensitive medical or health related information, and serious violations that may not have resulted in the imposition of an interim suspension.

The Executive Committee may evaluate a case and determine that the matter(s) at issue can be resolved by an administrative hearing. In such an event, the chairperson will advise the complainant and the respondent and request the conduct of an administrative hearing. The request is made of the Director of Student Rights and Responsibilities, if the respondent is a student and the Office of Human Resources, if the respondent is faculty or staff.

**Student Respondent:** Within five business days of notification of a complaint, a student respondent may request an administrative hearing in place of a hearing panel by putting this request in writing to the chairperson of the Campus Hearing Board. Student Respondents: A written summary of the administrative hearing will be forwarded to the Dean of Students and the chairperson of the Campus Hearing Board with recommendations for dismissal of the case or imposition of sanctions. The Dean of Students will advise the complainant, the respondent and the chairperson of the Campus Hearing Board of the decision within seven business days of receipt of the recommendations of the Administrative Hearing Panel.

**Faculty/Staff Respondents:** A written summary of the administrative hearing will be forwarded within seven business days to the Director of Human Resources Management, the chairperson of the Campus Hearing Board, the respondent and the complainant with recommendations for dismissal of the case or imposition of sanctions. Exceptions to the findings shall be made in writing and directed to the Director of Human Resources Management within seven business days. The President will advise the complainant, the respondent and the chairperson of the Campus Hearing Board of the decision within seven business days of receipt of the recommendations of the Administrative Hearing Panel and any exceptions to them.

### **B. The Executive Committee Hearing Panel**

Though the Executive Committee is organized as a subgroup of the Campus Hearing Board for the primary purpose of assigning cases, it can hear certain cases itself. For more information, please refer to previous section entitled “Executive Committee.”

### **C. Campus Hearing Board Panel**

Regular hearing panels are generally utilized to hear cases where constituency-based representation on the hearing panel is available and particularly desirable. Examples include general violations of the College policy, such as disorderly conduct, some alcohol/drug violations, theft and unauthorized entry.

## **COMPOSITION**

**Student Respondent:** The panel is composed of three students, one faculty and one staff.

**Faculty/Staff Respondent:** When a faculty member is the respondent, the panel shall consist of three faculty, one student and one staff. When a staff member is the respondent, the panel shall consist of three staff, one student and one faculty.

If five members hear a case, the majority will govern the decision. If four or fewer members hear a case, the decision must be unanimous. No fewer than four may be present except in cases heard by an Administrative Hearing Panel, a Special Administrative Hearing Panel or an Executive Committee Hearing Panel.

Membership on hearing panels is thus weighted to allow the maximum participation

by Board members from the same constituency as the respondent. The Board members assigned to a hearing from other constituencies will be appointed on a rotating and schedule-availability basis. Each hearing will be conducted by a non-voting moderator.

**Function:** Cases that do not involve interim suspension or otherwise involve unusual circumstances, such as those considered when an administrative hearing is utilized, are generally referred to a Campus Hearing Board panel by the Executive Committee.

#### **D. Special Administrative Hearing Panel and Interim Suspension**

**Student Respondent:** In cases where the Dean of Students makes a judgment that the presence of an alleged student violator of the Campus Conduct Code presents an imminent danger to the individual and/or others on the campus or to the orderly conduct of the College, the respondent student may be suspended and barred from the campus by the Dean of Students prior to a hearing. In all cases of interim suspension, a Special Administrative Hearing will be held within seven business days of the date the suspension was imposed.

**Faculty/Staff Respondent:** In cases where the President makes a judgment that the presence of an alleged faculty/staff violator of the Campus Conduct Code presents an imminent danger to the individual and/or others on the campus or to the orderly conduct of the College, the respondent faculty/staff may be suspended and barred from the campus by the President prior to a hearing.

#### **COMPOSITION**

**Student Respondent:** A Special Administrative Hearing Panel will consist of a panel of from one to three College staff where one individual will act as moderator. An effort will be made to include College administrators from each division of the College.

**Faculty/Staff Respondent:** A Special Administrative Hearing Panel will consist of a panel of from one to three College administrators where one individual will act as chair. An effort will be made to include College administrators from each division of the College. The panel members will be designated by the President.

**Function:** In instances where the alleged violation is of such a type that it has resulted in the imposition of an interim suspension, a Special Administrative Hearing Panel will review the case in a manner that provides opportunities for the complainant and respondent to present information in substance and form comparable to that provided by a hearing panel.

**Student Respondent:** The Dean of Students will designate the Special Administrative Hearing Panel. All recommendations from such an administrative hearing will go directly to the Dean of Students for review and appropriate action.

**Faculty/Staff Respondent:** The President will designate the Special Administrative

Hearing Panel. All recommendations from such a hearing will go directly to the President for review and appropriate action.

## **Conduct of Hearings**

1. All charges will be presented through the chairperson to the respondent in written form at least five business days prior to the scheduled hearing. The notice will include:

- a. Name and address of the complainant
- b. The regulation(s) allegedly violated and the nature of the alleged violation(s)
- c. Date, time and place of alleged violation(s)
- d. Date, time and place of hearing
- e. Reference to the pages of the Student Handbook where sanctions and Campus Hearing Board procedures are defined
- f. Names and addresses of proposed witnesses, when known.

2. Within five business days after receipt of notification, the respondent may appeal the decision to assign the case to mediation, an Executive Committee Hearing Panel or Campus Hearing Board Hearing Panel, and may request an Administrative Hearing panel.

3. No recommendation for the imposition of sanctions may be based solely upon the failure of the respondent to answer the charges or appear at the hearing. If a respondent, who is not present at a hearing, submits written evidence, it will be read into the record by the moderator and considered before action is recommended.

4. No member or alternate member of the Campus Hearing Board will participate in any case in which he/she is the respondent, a complainant, a witness, has a direct personal interest or in which he/she has acted previously in an advisory capacity. If a board member's eligibility to participate in a case is challenged by parties to the case, a decision in this regard will be made by the moderator. Replacement will be made from board members of the same constituency as the ineligible board member.

5. Each hearing will be conducted by a moderator. The moderator's responsibility will be to provide for the effective conduct of the hearing. The moderator will only vote in actions taken by an administrative panel or a special administrative panel in which case he/she will also serve as chair.

6. Picture taking, filming or use of any electronic device (e.g., cell phone, computer) is prohibited during the hearing as are audio/visual recording devices, other than those employed by the Hearing Board. Use of electronic devices pertinent to presentation at the hearing may be granted with explicit permission of the hearing moderator. A summary digest and a verbatim record, such as a tape recording, will be produced for all hearings in cases that may result in the imposition of the sanctions of restitution, suspension or expulsion from the College.

7. The Campus Police Department may serve as a resource for the complainant and/or respondent to conduct fact finding for a Code of Conduct complaint prior to its adjudication through a hearing. Discretion is given to College administrators and/or Campus Police as to which College records can be accessed, viewed and/or duplicated for the requesting party. The Office of Student Rights and Responsibilities may serve as a resource for a respondent to conduct fact finding when the Campus Police serve as a complainant.

8. Hearings may be open to the public with the consent of both parties. In hearings involving more than one respondent, severance will be allowed; that is, one respondent and the complainant may agree to and receive a hearing closed to the public, while another respondent receives a hearing open to the public. At all hearings, the moderator has the right to move to a closed hearing by removing spectators, witnesses not currently being interviewed and any other persons except the panel members and Campus Hearing Board Chairperson or designee, complainant, complainant's advisor, respondent and respondent's advisor. In a closed hearing, witnesses will be present only for the time necessary to present testimony and respond to cross-examination.

9. The complainant and the respondent have the right to present witnesses subject to the right of cross-examination by the other parties. The moderator may limit the number of witnesses to be heard.

10. The hearing panel may direct questions through the moderator to any party to the proceedings or to any witness called by the parties or by the hearing panel.

11. The respondent will not be compelled to testify against his/her will.

12. The hearing panel will receive and consider relevant and material oral and/or documentary evidence. The moderator may exclude irrelevant or unduly repetitious evidence. Verbal testimony must have direct relevance to the case as opposed to character witness statements. Witnesses who knowingly furnish false information during a hearing will be charged with a violation of the Campus Conduct Code as appropriate.

13. Each complainant, respondent or victim (in cases where the complainant is someone other than the victim), has the right to be assisted at the hearing by one advisor of their choosing, e.g., an attorney, counselor, parent or roommate. The role of the advisor is to assist and advise and not to offer testimony, question witnesses, make statements or speak before the panel in place of the respondent, complainant or victim. Further, an advisor may not interfere with the proceedings of the hearing.

14. After hearing testimony and receiving pertinent evidence, the hearing panel will render a decision within seven business days of the date of the hearing. If five members hear a case, the majority will govern the decision. If four or fewer members hear a case, the decision must be unanimous. No fewer than four may be

present except in cases heard by an Administrative Panel, a Special Administrative Panel or an Executive Committee Panel Hearing.

15. The findings of the hearing panel will be forwarded to the chairperson of the Campus Hearing Board. The Dean of Students, if a student is a respondent, will be responsible for notifying the complainant and the respondent of the decision and for implementing it in a timely manner. In cases of suspension, dismissal or expulsion from the College, the Dean of Students will notify the respondent, complainant, appropriate offices and external agencies/entities as required by statute. In cases of expulsion from the College, the President will implement the sanction. A copy of the sanction letter will be placed in the student's official file in the Office of the Registrar.

16. All summaries of proceedings, notes, audio or written records, etc., pertaining to the conduct of the hearings are maintained by the Office of Student Rights and Responsibilities.

### **Sanctions Defined**

In addition to those listed below, sanctions may be applied as deemed appropriate in order to deal with specific needs not addressed herein, such as awareness/rehabilitation programs. It should be noted that misconduct that is motivated by discriminatory intent may result in the imposition of a more serious sanction.

### **Student Respondent**

In the case of probation, deferred suspension, suspension or expulsion, notification will be made to the appropriate offices of the College. A copy of any written sanction will be placed in the student's official college file and will remain there in accordance with the Records Retention Policy.

**Warning:** Oral or written notice to the offender that his/her conduct was questionable and continuation or repetition of the conduct will be treated more severely.

**Reprimand:** Written notice to the offender for violation of specified regulations, including the possibility of a more severe disciplinary sanction in the event of future violations.

**Community Service:** Performance of useful duties that benefit the Stockton and/or local community in general.

**Probation:** a defined period of time for the student to reflect on behavior and be given notice that future violation of Code of Conduct or College policies during the probationary period will result in more serious disciplinary action. Other restrictions or conditions of the probationary period may apply and will be stated in the sanction letter.

**Restitution:** Reimbursement for damage to or theft of property. Reimbursement may take the form of appropriate service to repair damages, payment to

compensate for damages or replacement. Restitution may not be made by the College on behalf of the respondent utilizing any refund directly from federal or state financial aid grants or loans to the complainant or College.

**Fine:** Sum of money to be paid as the direct result of an offense or in lieu of community service (community service fine is \$25 an hour). Money collected will defray costs associated with education/intervention programs for campus offenders and/or victims, as appropriate. Restitution may not be made by the College on behalf of the respondent utilizing any refund directly from federal or state financial aid grants or loans to the complainant or College.

**Deferred Suspension:** Pending exclusion for a definite period of time from College classes, programs and/or activities set forth in the notice of suspension. Permitted to enroll in classes and use academic facilities, but restricted from participation in extracurricular activity, including use of non-academic facilities. Other conditions, restrictions, educational and/or remedial action may apply and will be stated in the sanction letter. Established violation of the Code of Conduct or provisions of defined sanctions during the defined period of deferred suspension will result in suspension from the College.

**Suspension:** Exclusion for a definite period of time from College classes, programs and/or activities as set forth in the notice of suspension. The suspension requires absence from campus and life of the College. The conditions of readmission or reinstatement of privileges shall be stated in the letter of suspension and may include or be limited to loss of on campus housing and visitation privileges.

**Dismissal:** Separation from the College with no promise of future return.

**Expulsion:** Permanent withdrawal of a student's privilege to register for and attend classes, reside on campus or use College facilities.

## **Faculty/Staff Respondent**

In the case of suspension or removal, notification will be made to the appropriate offices of the College. A copy of any written sanction will be placed in the employee's file.

**Warning:** Oral or written notice to the offender that his/her conduct was questionable and continuation or repetition of the conduct will be treated more severely.

**Reprimand:** Written notice to the offender for violation of specified regulations, including the possibility of a more severe disciplinary sanction in the event of future violations.

**Restitution:** Reimbursement for damage to or theft of property may take the form of providing appropriate services to repair damage to property paying full compensation for the damages, completely replacing the property or such other appropriate action as may be required.

**Suspension:** Exclusion for a definite period of time from College classes, programs, employment and/or activities as set forth in the notice of suspension. The suspension requires absence from campus and life of the College. The conditions of readmission or reinstatement of privileges shall be stated in the letter of suspension.

**Removal:** Termination of employment.

## **Good Samaritan Policy**

In an effort to promote responsible student behavior and respect for the health and welfare of all members of the collegiate community, panel members may take into account when determining the appropriate sanctions whether a respondent student attempted to take remedial action to assist a victim in a life-threatening situation. Providing students with necessary medical assistance due to over-consumption of alcohol and/or other drugs takes priority over judicial or criminal considerations. Students are therefore strongly encouraged to seek immediate assistance for themselves or their friends without regard for possible disciplinary or criminal concerns. Consideration for disciplinary leniency will be given to students who require medical support or who request medical support for others due to dangerous consumption of alcohol or drugs.

## **Appeal Process**

### **Student Respondent**

Within seven days after a decision by the Dean of Students, Executive Committee, Special Administrative Hearing Panel or a hearing panel, the complainant and/or the respondent may appeal to the Vice President for Student Affairs to review the decision. Within seven days after a decision is made in cases of suspension, dismissal or expulsion from the College, appeals are directed to the Vice President for Student Affairs. The appellant must present a written statement that argues that he/she was denied a fair hearing. The Vice President for Student Affairs may refuse to review an appeal he/she believes to be without merit. Those appeals accepted will only be reviewed to determine whether or not a fair hearing occurred. Upon review, the Vice President for Student Affairs will take one of the following actions:

1. Sustain the original judgment
2. Adjust the charges and/or modify sanctions
3. Order a rehearing. The rehearing will be held within seven business days before panel members and alternates who did not participate in the original hearing. The number of students, faculty and staff who rehear the case will be identical to the original hearing.
4. Dismiss the case.

### **Faculty/Staff Respondent**

Within ten business days of a decision of the President, either party may appeal

in writing such decision to the Board of Trustees.

1. Where the President adopts the recommendation of the Hearing Panel and the imposition of a sanction, or where the President accepts the findings of the Hearing Panel but modifies the sanction, the respondent may appeal the President's action;
2. Upon review of the record, the Board of Trustees will take one of the following actions:
  - a. sustain the original judgment
  - b. adjust the charges and/or modify sanctions
  - c. direct a rehearing with the findings going to the Board of Trustees
  - d. dismiss the case

## **Records Maintenance**

The official records for the Campus Hearing Board are maintained by the Office of Student Rights and Responsibilities, with appropriate copies of sanction letters sent to specified offices. Student letters are also sent to the Office of Student Records for inclusion in the student's official file. Faculty/Staff letters are also sent to the Office of Human Resources. Campus Hearing Board files are kept for a period of five years from the date of the sanction letter. Sanction letters in a student's official file are removed at the time of the student's graduation.

## **Double Jeopardy**

Technically, the principle of double jeopardy is a criminal law concept, and because the courts agree that college disciplinary hearings are not criminal proceedings, criminal law principles do not apply.

But, even dismissing the civil-criminal technicality, it would be unreasonable to suggest that a person committing a wrong act, on or off campus, which violated both the Campus Conduct Code and criminal statutes could not be punished by all injured parties. The fact that a single act evokes concurrent sanctions does not make it "double jeopardy" nor does it necessarily offend any sense of fair play. What is important is that each prosecuting party be able to identify the particular way in which it was damaged. Thus, the College may institute its own proceedings against a person who, while on campus, violates a civil or criminal law that is also a violation of a College regulation.

## **Civil Law and Civil Authorities**

When there is an imminent danger to persons or property on the campus, and/or when the College's resources are not adequate to sustain normal operation of the College, the College president may request assistance from civil law enforcement officers.

Students and all other members of the College community should be aware that

off-campus law enforcement officers have legal access to the campus at all times. When federal, state or local law enforcement officers have reason to believe the law is being violated on the campus, they may proceed to take appropriate action on their own initiatives, without the prior request or approval of the College. The Campus Hearing Board is not designed nor authorized to enforce local, state or federal criminal and civil laws. However, once a matter is brought to the College's attention or a student, faculty or staff member is adjudged guilty in a civil or criminal court of law, the College may initiate Campus Hearing Board procedures, if the misconduct is so serious as to demonstrate that the person can no longer effectively contribute to the College community. Generally such action should be anticipated when a person is convicted of a felony.





2011 - 2012

# Chapter 4

## Student Involvement



NEW JERSEY'S  
**DISTINCTIVE**  
Public College

# STUDENT INVOLVEMENT

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## GET INVOLVED!

This is the call to action for all Stockton students! Participate in student organizations, programs and special events that will interest, educate and engage you, such as:

- Student Organizations; Student Senate
- Sororities and Fraternities
- Student Senate
- Community Service Opportunities
- Campus Media Organizations
- Stockton Entertainment Team (SET)
- Stockton After Hours (SAH)
- Leadership Opportunities
- Intercollegiate and Intramural Sports
- Dance, Music and Theater Performances
- Art Gallery Exhibits and Receptions
- Lectures and Guest Speakers Across the Disciplines



## **Co-Curricular Life and Student Involvement**

Co-curricular activities are an extremely important aspect of the college experience; they provide many opportunities for the student to develop leadership, social and recreational skills outside the formal academic setting. These “life skills” will prove to be extremely beneficial to the total education of the student. Stockton offers a wide variety of co-curricular activities and students are strongly encouraged to participate.

## **Athletics and Recreation**

The mission of the Office of Athletics and Recreation is to plan, develop, implement and maintain a diversified program of athletic and recreational activities that is open to all members of the College community. Through this programming, it is the goal of the office to enhance physical well-being, foster interpersonal relationships, and develop organizational skills and team work. The office is also responsible for the implementation of all intramural, intercollegiate, club and recreational sports programs and the U.L.T.R.A. Training component of the College. Athletics and Recreation encourages input from the College community to enhance the quality of program offerings and delivery of service.

### **Athletics Website**

The Athletics webpage ([www.stockton.edu/ospreys](http://www.stockton.edu/ospreys)) is an excellent source of information for parents and the Stockton community. All areas of Athletics and Recreation are represented and updated on a regular basis including, athletic staff, intercollegiate sports scores and schedules, athletic training, intramurals and recreation, and the facilities schedules.

### **Intercollegiate Athletics**

The mission of intercollegiate athletics at Stockton College is to provide student-athletes the opportunity to participate in a highly selective and skilled sports program that provides a balance to academic life. The intercollegiate athletic program is an integral part of the institution and a way to enhance the overall quality of the educational experience. A primary objective of the department is to foster academic excellence and graduation. This works to foster confidence and the team concept, as well as enhance school spirit and pride.

All student-athletes, coaches and athletic staff members are expected to abide by the principles of fair play and amateur competition. Each program is expected to recruit quality student-athletes regardless of race, religion, or ethnicity, and work towards achieving diversity in the composition of its team. Equal opportunities are provided to men’s and women’s sports. Each member of the department is expected to abide by the regulations of the NCAA, NJAC, Stockton College, and/or affiliated conferences and the laws of the State of New Jersey.

The Office of Athletics and Recreation offers seventeen intercollegiate sports and co-ed cheerleading. These sports include seven men’s sports and ten women’s sports:

## MEN

### FALL

Cross Country  
Soccer

### WINTER

Basketball  
Indoor Track & Field

### SPRING

Baseball  
Lacrosse  
Outdoor Track & Field

## WOMEN

Cross Country  
Soccer  
Volleyball  
Tennis  
Field Hockey

Basketball  
Indoor Track & Field

Softball  
Rowing  
Outdoor Track & Field

The College is a Division III member of the National Collegiate Athletic Association, Eastern College Athletic Conference and the New Jersey Athletic Conference. Students must maintain a 2.0 cumulative GPA and fulfill normal progress requirements to remain in good standing. Students interested in participating as a “walk-on” for an intercollegiate sport should contact the Office of Athletics and Recreation in the Sports Center Room 303, (609) 652-4217. Intercollegiate sports schedules may also be obtained in this office or from the Stockton homepage, type in “intercollegiate athletics”.

## **Athletic Training Services**

Athletic training services provide support for the entire athletics program in the areas of education, prevention, care/management and rehabilitation of athletic injuries. This area is actively involved in research and has had several original research articles published regarding the prevention of athletic injuries. The staff is made up of two full-time certified athletic trainers (ATC), six part-time ATCs, and 15 student staff. The Athletic Training Room is open Monday through Friday from 9:30 a.m. to 3:00 p.m. and Monday through Thursday evenings from 7:00 p.m. to 10:00 p.m. Students are provided with the opportunity for optimum care and information in all areas of athletic injuries. It is located in Sports Center, Room 309, (609)652-4544, [www.stockton.edu/ospreys/athtr.htm](http://www.stockton.edu/ospreys/athtr.htm).

## **Insurance**

The College provides limited insurance coverage for students participating in intercollegiate sports. Claims for these athletic injuries must be filed through athletic training services in Sport Center Room 309, (609) 652-4544 .

Students who use the athletic facility or participate in intramural or the recreational programs are encouraged to provide their own insurance coverage, as participation in these activities is not covered by the College. For more information on the General Student Insurance Policy contact the Health Services Office in the West Quad Building at (609) 652-4701.

## **Intramural Recreational Council**

The Intramural Recreational Council (IRC) was proposed in 1981 to enable students to have a vehicle for inputting their requests and ideas to the administration of the College, as a means to provide an array of intramural and recreational programming which will satisfy the desires of the Stockton community, as well as becoming a mechanism to allow the student users to more fully benefit from their activity fee dollars. Individuals wishing to provide additional activities for student participation are invited to speak with an officer or advisor of the council, prior to the written submission of the proposed venture. Further information concerning the IRC, its officers and activities, may be obtained through the Intramural Office in Lower I-Wing, L-003, (609) 652-4873 or (609) 626-6056.

## **Intramural Sports**

The intramural program, which consists of flag football, volleyball, dodgeball, basketball, soccer, street hockey and softball, operates under the auspices of the Intramural Recreational Council and is a major part of campus life for many Stockton students, faculty and staff. It is designed primarily for those members of the College community who do not have the time, ability and/or interest to compete at the intercollegiate level. The intramural program provides wholesome, competitive, physical activity throughout the College's academic year. The goals of the Stockton intramural program are to provide participants with an opportunity to develop good sportsmanship, fair play, social poise and team loyalty in a fun and enjoyable atmosphere. The intramural structure also gives students the opportunity to learn to compete within a system of rules and establish a long term interest in sports and physical activity that will benefit them in later life.

Anyone interested in joining an intramural team should contact the Intramural Office in Lower I-Wing, L-003, (609) 652-4873 or (609) 626-6056. Anyone interested in organizing a team should also pick up an intramural roster, collect names and Z numbers of other students, faculty or staff interested in playing, and submit the form to the office. Additional in-depth information regarding intramural procedures, to include eligibility, code of conduct, forfeiture, appeals, awards and captain's responsibilities, is also contained in the IRC Handbook. For more information, visit the Stockton homepage and type in "intramurals" in the keyword search.

## **Recreational Programs**

The recreational programs at Stockton provide opportunities for participation in a wide variety of sports and recreational activities for the entire College community. In addition to the obvious benefit of physical fitness, it is hoped that participants will also obtain from this program improved skills, new and lifelong friends, self-satisfaction and enjoyment, lifelong leisure time skills, as well as social and ethical qualities such as cooperation, trust, and regard for others. There are six basic aspects of the program:

- open recreation
- recreational instruction
- recreational competitions
- recreational leagues
- outdoor action
- undergraduate learning, training and awareness (U.L.T.R.A.)

## **Early Morning Exercise**

The Trustee Memorial Fitness Room, located on the third floor of the Sports Center, opens at 6:30 a.m. on weekdays. There is also a Fitness Program Coordinator on staff to assist you with any questions on exercise programs or use of equipment. Please stop by the Trustee Memorial Fitness Room between 6 a.m. and 1 p.m. or call (609) 652-4983 to make an appointment.

## **Equipment Policy**

Equipment can be signed out on a daily basis at the Sports Center or I-Wing front desk. The athletics equipment includes racquetball racquets, racquet balls, table tennis paddles and basketballs. A valid Stockton ID card must be presented and left with the Fitness Center desk aide for any of the above mentioned equipment.

Overnight equipment signout is conducted out of the equipment room, I-003, located near the gymnasium lobby. Please call (609) 652-4985 to make an appointment for overnight equipment usage. A valid Stockton ID must be presented and left for any equipment. Certain types of equipment require permission from the club sport organization responsible for the care and inventory of club equipment.

## **Athletics and Recreation Facilities**

Stockton's diversified Athletics and Recreation program is supported by excellent indoor and outdoor facilities. College community members actively utilize the different facility areas through a variety of intercollegiate, intramural, club and special recreational sports programming. In addition, open recreational schedules are published throughout the year for individuals preferring not to participate in any structured program.

The Sports Center officially opened in the spring of 2000 and includes four full size basketball/ volleyball courts, indoor tennis, a fitness center, athletic training room, locker rooms, team rooms, and staff offices. The center also provides seating for 5,000 people for events such as commencement.

The outdoor facilities include a lighted lacrosse/ soccer game field and NCAA 400 meter track and field venues. Baseball, softball and field hockey fields are located on Route 575 along with a lighted synthetic grass field that is used for lacrosse, field hockey, soccer and intramurals.

The I-Wing Gymnasium includes a full-size basketball court, locker rooms, steam room, three racquetball courts, a squash court, and three weight rooms. For more

information, go to the Stockton homepage using keyword “athletics facilities.”

## **Club Sports**

The club sports program at Stockton is designed as a vehicle for students to create organizations that help to meet the co-curricular needs of the College community members. It is coordinated through the Office of Athletics and Recreation under the club guidelines described in the Student Manual for Organizations. Club sports can be categorized into the competitive and non-competitive variety. Competitive club sports include bowling, men’s rowing, golf, ice hockey, men’s volleyball and ultimate Frisbee. Non-competitive club sports include deep sea fishing, fencing, scuba, table tennis and weight training. Students interested in participating can contact club leaders through the Sports Center Room 303c, (609) 652-4985 or by visiting Club Sports on the Athletics Web site.

## **Commuter Life**

Commuter Student Forums are held periodically throughout the academic year. Each features a combination of a short presentation followed by a question and answer period. Commuters are encouraged to attend and actively participate. Highlights of the programs will include:

- Random drawings for prizes given out to student attendees
- Timely and relevant information
- Networking opportunities with peers, faculty and staff
- Conversation and a chance to make new friends

The goals of this program are to increase campus awareness of commuter student issues, to recognize commuter students’ needs and to promote interaction between campus service providers/organizations and commuter students. Additionally, the Commuter On The Go Student Organization strives to enhance commuter life at Stockton.

Commuter student locker rentals are available in the Campus Center. Please contact The Office of Student Development at (609) 652-4205 or visit Campus Center 240 for more information on Commuter Student Locker Rentals.

For more information on Commuter Life, visit the Office of Student Development’s Web site at [www.stockton.edu/studentdevelopment](http://www.stockton.edu/studentdevelopment) or the Student Life tab of the *goStockton* portal.

## **Greek Life**

Being a part of Greek Life can be a very rewarding experience. There are ten recognized fraternities and ten recognized sororities that make up Greek Life at Stockton. Stockton’s Greek community provides countless hours of community service and raises thousands of dollars for worthwhile philanthropies each year. Unfortunately, not all organizations have understood the goals of Greek Life,

resulting in the suspension of a handful of groups. These groups are acting alone in their pursuits, as their national offices have disassociated their affiliation. If you are approached by an individual wanting you to join one of the suspended groups, we highly discourage you from doing so, as involvement with any suspended group puts your health, safety, and education at risk, and is a direct violation of college policy.

**Recognized Fraternities:**

Alpha Chi Rho Fraternity  
Alpha Phi Alpha  
Alpha Phi Delta  
Iota Phi Theta  
Kappa Alpha Psi  
Kappa Sigma  
Lambda Sigma Upsilon  
Lambda Theta Phi  
Omega Psi Psi  
Phi Beta Sigma  
Tau Delta Phi

**Recognized Sororities:**

Alpha Kappa Alpha  
Delta Delta Delta  
Delta Sigma Theta  
Delta Zeta  
Lambda Tau Omega  
Lambda Theta Alpha  
Mu Sigma Upsilon  
Sigma Sigma Sigma  
Zeta Phi Beta  
Zeta Tau Alpha

**Suspended Groups:**

Alpha Gamma Delta Sorority  
Pi Kappa Phi Fraternity  
Tau Kappa Epsilon Fraternity  
Zeta Beta Tau Fraternity

All prospective members of fraternities and sororities at Stockton must meet *both* of the following minimum standards for membership in a chapter:

- A minimum of 12 credits earned at Stockton or 16 credits transferred
- A minimum grade point average of 2.00 on a 4.0 scale

For additional information on Greek Life policies and procedures, please refer

to the **Operating Procedures for Social Fraternities and Sororities Manual** available in the Office of Student Development, Campus Center Suite 240, and online at [www.stockton.edu/studentdevelopment](http://www.stockton.edu/studentdevelopment).

The following umbrella groups govern the fraternities and sororities on the Stockton campus:

### **Greek Council (GC)**

The Greek Council serves as the governing board for all Greek organizations. The council will protect and promote the interests of all Greek organizations, as well as serve as judiciary in matter of violations, conflicts, or grievances.

### **The National Association Of Latino Fraternal Organizations (NALFO)**

Established in 1998, NALFO has 24 member organizations from across the United States. Its purpose is to promote and foster positive interfraternal relations, communications and development of all Latino Fraternal organizations through mutual respect, leadership, honesty, professionalism and education.

### **The North American Interfraternity Conference (NIC)**

Founded in 1909, the North American Interfraternity Conference is an association composed of 58 men's social fraternities. The Conference operates a central office in Indianapolis, Indiana, and meets annually with one delegate representing each of the member organizations.

### **The National Multicultural Greek Council (NMGC)**

In 1998, the NMGC was founded to ensure that all multicultural organizations could work together under a national entity.

### **National Panhellenic Conference (NPC)**

Twenty-six women's fraternities and sororities comprise the National Panhellenic Conference. Founded in 1902, the NPC is an organization "established to foster interfraternity relationships, to assist collegiate chapters of the NPC members groups, and to cooperate with colleges and universities in maintaining the highest scholastic and social standards."

### **National Pan-Hellenic Council, Inc. (NPHC)**

The National Pan-Hellenic Council, Inc., was organized in May 1930 at Howard University, Washington, D.C. The charter members were Kappa Alpha Psi and Omega Psi Phi Fraternities, and Alpha Kappa Alpha, Delta Sigma Theta and Zeta Phi Beta Sororities. In 1931, Alpha Phi Alpha and Phi Beta Sigma Fraternities joined the Council and in 1937, Sigma Gamma Rho Sorority joined the list of organizations. In 1997, Iota Phi Theta Fraternity was the latest organization to join the NPHC.

## **International Students**

The international student population is a very important part of the Stockton Community. We want you to feel that your basic concerns as students and special considerations as F1 visa holders are being addressed. If you have any questions

or concerns regarding Stockton or SEVIS please contact the Office of the Registrar, in the Campus Center, (609) 626-6428, [SEVIS@stockton.edu](mailto:SEVIS@stockton.edu).

Social activities are planned by the Multicultural Connections student organization and the Office of Student Development, Campus Center Suite 240, (609) 652-4205.

## Spiritual Life

The spiritual needs of the College community are ministered through a variety of resources including the Campus Religious Council. For additional information, contact the Office of Student Development, in the Campus Center, (609) 652-4205.

**CATHOLIC CAMPUS MINISTRY ADVISING** is available for religious and personal counseling and confession for students, faculty and staff. Mass is celebrated every Sunday evening at 8:00 p.m. in the Campus Catholic Ministry Center during the academic year. Mass during Lent and Advent is offered on Wednesdays at lunchtime. Discover Level II Retreats are available certain weekends, as well as Newman Club events, such as prayer events, discussion groups and service activities. For information or assistance call (609) 804-0200.

**CHRISTIAN STUDENT COUNSELING** is provided by a clergy member. Services include counseling for successful living, bible studies and other services designated to meet the needs of the whole person. He may be reached by calling (609) 652-4205 or, during off-campus hours, (609) 425-5397.

**JEWISH STUDENT COUNSELING** is provided through advisors to Hillel. They may be accessed through the Office of Student Development, (609) 652-4205.

**MUSLIM STUDENT COUNSELING** is provided through the advisor to the Muslim Student Association through the Office of Student Development, (609) 652-4205.

## Student Newspaper, *The Argo*

Published twelve times each semester, *The Argo* seeks to inform the Stockton community about news, sports, entertainment, and events on and around campus. *The Argo* is an independent, non-profit student-run newspaper and is not an official publication of The Richard Stockton College of New Jersey. All members of the College community are welcome to join the staff of *The Argo*, and submissions and story ideas are encouraged. *The Argo* office is located in the Campus Center and can be reached at (609) 652-4560 or [argo@yahoo.com](mailto:argo@yahoo.com). Student organizations or campus offices wishing to purchase advertising space in *The Argo* can do so by emailing [argoadvertising@yahoo.com](mailto:argoadvertising@yahoo.com) or by calling (609) 652-4296.

## Student Organizations

Office of Student Development, Campus Center Suite 240, (609) 652-4205,  
[www.stockton.edu/studentdevelopment](http://www.stockton.edu/studentdevelopment)

There are more than 100 officially recognized student organizations at Stockton.

These organizations can be categorized as special interest, service, or independent. Activities will correspond with a student's academic interest, cultural or social interests or provide service to the community. Some student organizations have been established by graduate students to augment academic work in their Masters program. There are eleven fraternities and ten sororities recognized on campus.

Refer to the Office of Student Development for the most current listing of recognized student clubs and organizations. The Clubs and Organizations channel on the Student Life tab of the *goStockton* portal is the source for information about programs, meetings and events.

## Student Senate

The 27-member Student Senate develops and recommends policies for the allocation and management of funds derived from the College Activity Fee. There are five standing committees: Academic Policies, Finance, Public Relations, School Spirit and Student Welfare. The Senate reviews requests for the allocation of funds, recommends allocations to the Dean of Students, evaluates the use of allocated funds, and recommends to the Dean of Students disciplinary actions against those who fail to meet the conditions under which funds are allocated.

The Office of Student Development assists persons interested in developing programs and organizations which could qualify for funding from the College Activity Fee.

Students may nominate themselves to the Student Senate by submitting a petition signed by 75 registered Stockton students. Nominated students will be placed on a ballot for general election by the student body in the spring. The 25 students with the highest number of votes will sit on the Senate. The incoming senators will take their seats on the last day of the outgoing senate in April. In a fall general election, two additional students are elected; each must be a member of one of the following groups of first-semester students: freshman, transfer, nonmatriculated or graduate.

All senators must serve two consecutive semesters, must have a 2.0 GPA, and must abide by the *Student Organizations Manual* and the *College Bulletin*. For more information about the Student Senate, visit the link at [www.stockton.edu/studentdevelopment](http://www.stockton.edu/studentdevelopment) or the *goStockton* portal's Student Life tab, Clubs and Organizations channel.

## WLFR-FM

**Campus Center Suite 205 (609) 652-4780**

WLFR-FM is the Stockton non-commercial radio station operated under the direction of the Communications Program of the School of Arts and Humanities. It is dedicated to satisfying the needs of its southern New Jersey listeners through a wide variety of alternative entertainment and cultural programs. WLFR is located in the Campus Center and can be heard at 91.7 on the FM dial or at [www.wlfr.fm](http://www.wlfr.fm). Internship opportunities in managerial positions and academic credits are available to Stockton students.

NEW JERSEY'S  
**DISTINCTIVE**  
Public College

What distinguishes you from other students? Get involved in the many activities on campus and celebrate your uniqueness!



### August

- 17 Athletes move in
- 28-30 SOAR
- 31 Welcome Week begins  
New residents move in

### September

- 1 Go Ospreys! Fall sports
- 5 Return residents move in
- 6 Classes begin
- 10 Day of Service
- 20 Get Involved Fair begins

### October

- Homecoming and Family Weekend  
Athletics Hall of Fame Career Fair  
Legacy Run/Walk
- 25 Preceptorial Advising

### November

- 2 Preceptorial Advising
- 16 Grad/Prof'l. School Fair
- 17 Student/Faculty/Staff Annual Dinner
- 19 Fall Day of Leadership
- 24 Thanksgiving (no class Fri)

### December

- 13 Fall Term Classes End
- 18 Summer/Fall Commencement

### January

- 10 New Residents Move In
- 16 Dr. MLK Jr Day of Service
- 18 Classes Begin

*Watch for Spring Get Involved Fair!*

### February

- 1 Deadline to Register for Spring Graduation

*There's always something happening—get involved!*

### March

- 10 Spring Break Begins
- 27 Preceptorial Advising

*Consider an "alternative spring break" on a community service trip.*

### April

- 4 Preceptorial Advising
- 30 Spring Term Classes End

*Watch for Greek Week, Graduation Salute Events, Art Shows, Awards Banquets, Spring Concert and more!*

### May

- 6 Spring Commencement

Search "get involved" on the College's home page or go to the *goStockton* portal.

**STOCKTON COLLEGE**  
THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

[www.stockton.edu](http://www.stockton.edu)

NEW JERSEY'S  
**DISTINCTIVE**  
Public College

# STOCKTON COLLEGE

## Campus Map

Revised 3/11

### Legend

-  NJ Transit Stops
-  ESC Shuttle Stops
-  Emergency Phones
-  Handicapped Parking
-  Deliveries
-  Picnic Areas
-  Construction Areas
-  Construction Entrances
-  Housing 1
-  Housing 2
-  Housing 3
-  Housing 4
-  Housing 5
-  Lakeside Lane Gate (Authorized Access Only)

NEW JERSEY'S  
**DISTINCTIVE**  
Public College

**40 YEARS OF EXCELLENCE**

1971-2011



Pomona Road (Route. 575)

Parkway North (Exit 44)

Route 20 & Atlantic City Expressway

Duerer Street

Louisville Ave.

Vera King Farris Drive

Jimmie Leeds Road

Parkway South

