

## Student Life

College is a total educational experience. Learning takes place both in and outside the classroom and contributes to the growth and development of all students.

The division of student affairs provides students services and leadership programs and activities that enhance and supplement classroom experiences which enrich the student-centered environment at FDU for all students.

This catalog provides a brief overview of services, policies, procedures and regulations. For more detailed information, please see the *Student Handbook*, available on FDU's website ([www.fdu.edu](http://www.fdu.edu)).

### Dean of Students

The deans of students provide administrative leadership, supervision and coordination for the division of student affairs on each campus. The deans assist in carrying out the overall objectives of the division, which is committed to enhancing the quality of life for students. The deans contribute to the overall intellectual, social and personal development of the students and represent students' needs to the University administration and faculty.

The division includes Residence Life (not at the Metropolitan Campus), Student Life, Student Health Services and Student Counseling and Psychological Services.

Among the responsibilities of the deans are the overall coordination of disciplinary matters, student government advisement, student handbook, orientation, honors convocation and commencement. The Dean of Students Offices are available to respond to all aspects of students' needs and should be used to mediate and resolve difficulties.

### Campus Life

#### Florham Campus

##### *Office of Campus Life*

The Office of Campus Life promotes student leadership opportunities and provides co-curricular experiences that encourage personal development and learning in a responsible, respectful and supportive community environment. The staff promotes a quality of life that responds to and

supports the changing nature of students by empowering them to become leaders in a global-based society.

The Office of Campus Life is responsible for residential and housing services, student activities, Greek life, multicultural affairs, First Year Experience, community service and student clubs/organizations. The office is located in the Student Center.

The *Student Handbook*, which includes rules, regulations and helpful information necessary for campus life, is provided to all students at orientation and is also available on the FDU website ([www.fdu.edu](http://www.fdu.edu)).

#### Metropolitan Campus

##### *Office of Student Life*

The Office of Student Life at the Metropolitan Campus promotes student leadership opportunities and provides co-curricular experiences that encourage personal development and learning in a responsible, respectful and supportive community environment. The staff promotes a quality of life that responds to and supports the changing nature of students by empowering them to become leaders in a global-based society.

The Office of Student Life is responsible for student activities, the Student Programming Board, Greek life, multicultural affairs, Student Union Building operations and 90 plus student clubs and organizations. The office is located in the Student Union Building of the Metropolitan Campus.

The *Student Handbook*, which includes rules, regulations and helpful information necessary for campus living, is provided to students at check-in and also is available from the Dean of Students Office or on the FDU website ([www.fdu.edu](http://www.fdu.edu)).

#### Student Organizations and Activities

Through participation in student organizations and activities, students can apply ideas and theories learned in the classroom, share common interests and develop friendships with many people.

The Student Government Association (SGA) acts as the governing body of the students and is elected from and by the student body. A major function of the SGA

is to establish a budget and apportion student activities' monies to the various activities, clubs and organizations. With the advice of the deans of students at the Metropolitan Campus and the Florham Campus, the SGA is responsible for monitoring and reporting on the status of the budget. Student government maintains a liaison with faculty and administration and offers considered student opinion as an aid in developing curricular and co-curricular policies of the University.

Participation in well-planned social, recreational, educational, spiritual and governance activities is encouraged as an important part of each student's development. Social programs are diverse in their representation of campus culture and may include a variety of events, trips, outdoor activities, lectures, museum trips and athletics.

Membership in fraternities and sororities is important to many of our students. The University supports a wide variety of national Greek organizations that are reflective of our global campus community. The Office of Student/Campus Life oversees policy concerning new-member process. Greek organizations contribute to the positive social and educational environment on campus by providing students with the opportunity for community service and philanthropic activities.

Student clubs provide cultural, educational and social activities at each campus and are reflective of student interests. Student clubs may include groups focusing on accounting, advertising, art, athletics, biology, choral, debate, dramatics, the entertainment industry, finance, hotel and restaurant management, engineering, international relations, law, literary, marketing, mathematics, philosophy, photography, political activism, prelaw, psychology, radio, religion, social services and many others.

Professional associations with student chapters represented on campus include the American Chemical Society, Institute of Electrical and Electronic Engineers, Student National Education Association and National Society of Black Engineers.

The University holds memberships in national honorary and service organizations: Psi Chi for psychology, Pi Delta Epsilon for journalism, Omicron Delta Epsilon for economics, Alpha Delta Sigma

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for advertising, Theta Alpha Phi (Metropolitan Campus) and Alpha Psi Omega (Florham Campus) for drama, Beta Beta Beta for biology (Florham Campus), Beta Gamma Sigma for business, Epsilon Rho for nursing, Eta Kappa Nu for electrical engineering, Eta Sigma Delta for hospitality management, Omicron Pi chapter (Metropolitan Campus) for service, Phi Alpha Theta for history, Pi Mu Epsilon for mathematics and Pi Sigma Alpha for government, political science, public administration and international relations. There has been, for several years, a Fairleigh Dickinson University Club of Sigma Xi, the Scientific Research Society of North America, Phi Zeta Kappa and Phi Omega Epsilon.

Student publications include the two principal campus newspapers, issued under the titles of *The Equinox* (Metropolitan Campus) and *The Pillar* (Florham Campus); two literary magazines — *Knightscapes* and *Iron Horse Magazine*; and the *Journal of Psychology and Behavioral Science*.

The University encourages all students to become involved in co-curricular activities and programs. Specific eligibility requirements for participation will vary from organization to organization, but in general, all students must meet the following standards:

- At the Metropolitan Campus — at least a 2.50 cumulative grade point ratio (CGPR) is required for membership and a CGPR of 2.50 for executive board members and to join a Greek organization; enrollment as full-time students (12 credits or more) during the semesters of their participation; and the successful completion of at least 24 credits each year. Certain leadership positions may require a higher CGPR; consult with the Office of Student Life for specific information.

- At the Florham Campus — a CGPR of 2.00 to participate in any organization and a CGPR of 2.30 to hold a major office. Greek life members must maintain a minimum overall CGPR of 2.50 for general membership and a minimum of 2.30 to hold a major office. All members of the SGA must maintain a CGPR of 2.50.

These standards have been established to ensure that students maintain reasonable progress toward their academic goals, while permitting the opportunity to participate in the co-curricular activities and programs of the University.

## Career Development

The Career Development Center is dedicated to educating and empowering Fairleigh Dickinson University students through career advising, education and preparation.

### Career Advising

One-on-one career advising and assessment are offered to students to explore possible career paths and learn more about academic majors. Advisers help students discover their skills, abilities, interests and values so they can make more informed career decisions. As part of the process, workshops and individual appointments on résumé writing, job-search strategies, interviewing techniques and internships are available.

### Internships

The internship program integrates academic study with supervised work experiences. This component helps students clarify goals, develop marketable skills, build their professional network and achieve a better understanding of the workplace. The career development team collaborates with faculty mentors to guide students through the process and help them gain meaningful work experience. Whether students choose to earn academic credit or pursue a non-credit internship, the ultimate goal is the same: empowering, motivating and engaging students to make connections beyond the classroom.

### Employer Connections

Throughout the year, employers from a variety of industries in business, education, government and nonprofit visit the Florham Campus, Metropolitan Campus and Vancouver Campus to recruit students for full-time, internship, part-time and volunteer opportunities.

Recruitment can be through informational presentations, on-campus recruitment, career fairs and networking events.

### Job Search

The Career Development Center works with students individually and through classroom interactions to provide job-search assistance and tools. Some tools are online so that students may access them at any time even when they're not on cam-

pus. Online resources include a jobs database (students and alumni can upload their résumés and apply for positions) networking resources, interviewing preparation and much more.

### Community Service

While many individuals become involved in volunteer activities for altruistic reasons, community service can be a valuable career-development avenue. Volunteering can help students explore interests in a potential career while developing critical skills. Career development also works with the Office of Financial Aid to develop community-service opportunities for students who are eligible for the Federal Work Study Program.

## Counseling and Psychological Services

A comprehensive, coordinated program of counseling and psychotherapy is available for the University community through the student counseling and psychological services (see this page and page 29) and through the Center for Psychological Services.

### Center for Psychological Services

The services provided by the Center for Psychological Services, located at the Metropolitan Campus, include psychological counseling, psychotherapy and psychodiagnostics. These services are available to the entire University community, including students, staff, faculty and their families, as well as to the general non-University community, regardless of residence. Services are provided by licensed psychologists and doctoral psychology students and are available on a sliding-scale basis.

Students should feel comfortable applying to the center. The clinic functions on a purely confidential basis, and records are not part of any University records. Also, for the student, fees can be reduced to a minimal level when indicated.

The center offers a full range of outpatient services for adolescent children and adults. Services include individual, group and family therapy; marital and premarital therapy; and various specialized behavior-modification programs. Psychological assessment also is available, including vocational testing.

## Student Counseling and Psychological Services

Student counseling and psychological services complements the academic experience of the student body by facilitating healthy personal, social and intellectual development of students. Life circumstances, skills deficits and/or mental health problems may at times interfere with a student's ability to successfully achieve important academic and life goals. The office's unique environment and role allows it to help students identify their problems, manage their emotions, learn new problem-solving skills and successfully meet the academic and social challenges of University life. This is accomplished by offering counseling, diagnostic evaluation, psychotherapy, advocacy and mental health referrals; developmental, preventative and remedial counseling to University students; consultation, educational and training services to the University community; and experiential workshops on essential life skills (i.e., assertiveness, stress management, sleep hygiene).

A particular effort in outreach education focuses on substance use and abuse. Alcohol- and drug-use assessments, initial treatment and referrals for higher levels of care are provided by substance-abuse professionals.

The student counseling and psychological services staff offers groups and workshops to the campus community on a variety of interest areas such as stress management, study skills, time management, drug abuse, etc. Student counseling and psychological services on the Metropolitan Campus also offers a "Stress Lab" resource room. Students are invited to utilize the resources in this facility to learn more about the sources and symptoms of stress in their lives and develop their own personalized stress-management programs.

Student counseling and psychological services on the Florham Campus also offers holistic approaches to stress management such as Pet Therapy. Students are provided opportunities to destress and experience living more fully in the moment with certified therapy dogs.

Records are completely confidential and separate from University files. All services are completely free of charge to any FDU student. Only professional counselors and psychologists with master's and doctoral degrees provide services. There are no student trainees.

## Student Health Services

Fairleigh Dickinson University student health services is a free and onsite outpatient health care facility serving all registered FDU students. This includes students who have waived the University's United Health Care insurance. Student health services provides individual direct care, health counseling, patient education and programs. Its main objective is to provide accessible high-quality health care and education in a University setting with academic success as the ultimate goal.

All matriculated FDU students are required to submit medical and immunization records prior to beginning classes at FDU. Medical forms are available at [www.fdu.edu/shsmetro](http://www.fdu.edu/shsmetro) (Metropolitan Campus) and <http://view2.fdu.edu/florham-campus/health-services/requirements-and-forms/> (Florham Campus). Requirements vary depending on a student's major, age and location of classes, and it is the responsibility of the student to submit the required records. Medical records are maintained by student health services and are separate from the academic record.

Information about the University-sponsored Injury and Sickness Insurance Program is available for full-time undergraduate students at <http://firststudent.com/schools/fairleighdickinsonuniversity.htm> where ID cards are available along with many other resources including contact information for any insurance-related matter. All students are encouraged to be aware of their personal insurance company's medical and prescription coverage while attending college. FDU's Bursar's Office manages any waiver-related matters at (201) 692-2214 (Metropolitan Campus) or (973) 443-8600 (Florham Campus).

The student health service on each campus is staffed with competent, experienced registered nurses and college health certified nurse practitioners. Scheduled appointments are encouraged but not mandated. Every attempt is to provide medical care to all students based on urgency and the student's class/work commitments. The centers are open Monday to Friday, 9 a.m. to 5 p.m. For major emergencies and surgery, the neighboring community hospitals are used. However, a student may choose his or her own physician at any time, either in or out of the hospital.

## Dining Services

The dining service programs are designed to provide students, faculty, staff and guests with a wide array of nutritionally balanced and appealing menus. Several meal plans are available as well as a special commuter-program package. All dining hall meals include salad bars, soups of the day, entrée varieties, vegetable choices, beverages and desserts on an "all-you-can-eat" basis. Premium entrées as well as festive holiday meals are presented several times a year. Each campus has a main dining hall and other convenient snack bar locations.

Dining hall hours of operation\* are:

7:30 a.m.–9:30 p.m., Monday–

Thursday

7:30 a.m.–7:30 p.m., Friday

11:30 a.m.–7:30 p.m., Saturday and

Sunday

A detailed breakdown of the meal-serving times is below:

### Breakfast

- Full Breakfast Menu: Monday–Friday, 7:30–10 a.m.

- Modified Breakfast Menu: Monday–Friday, 10–11:30 a.m.

### Brunch

- Saturday–Sunday: 11:30 a.m.–2 p.m.

- Modified Brunch Menu during changeover: 2:30–4:30 p.m.

### Lunch

- Full Lunch Menu: Monday–Friday, 11:30 a.m.–2:30 p.m.

- Modified Lunch Menu: Monday–Friday, 2:30–4:30 p.m.

### Dinner

- Monday–Thursday, 4:30–9:30 p.m.

- Friday–Sunday, 4:30–7:30 p.m.

Snack bar locations/hours of operation are posted. Sick trays and take-out lunches are available upon request.

## Campus Ministry

The objective of the campus ministry program is threefold: to advocate for the spiritual wellness of the University community; to coordinate formal and informal religious services for a diverse student, faculty, staff and administrative community; and to provide the general coordination of all religious activities on campus including, but not limited to, the education of the University community about various religious heritages.

\*Hours subject to change at discretion of University.



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As members of the division of student affairs, the chaplains are available for consultation. Working with colleagues in the division, the chaplains advocate the spiritual wellness of the University community.

## Living on Campus

### Florham Campus

#### Residence Halls

*Living/Learning Communities:* The Florham Campus offers several learning communities as an option for first-year residential students. These programs, supported via partnerships between academic programs and the Office of Campus Life, allow students with similar academic interests or participating in other specialized programs, such as the University Honors Program, to live together in close-knit communities in suite-style housing. This environment provides additional study and social space so students can take full advantage of what these learning communities have to offer.

Students participating in one of the campus's learning communities also enjoy unique academic experiences that are an opportunity to interact with both faculty and peers inside and outside of the classroom. Residents in a Florham Campus learning community will take at least one course together their first semester. Dynamic faculty mentors and resident assistants also provide in-hall educational and social programming as well as special trips and events just for the members of the learning community.

*Park Avenue Residence Hall:* The Park Avenue Residence Hall contains 73 four-person apartments. Each apartment has a kitchen with an apartment-size stove and refrigerator, along with a furnished living room and two furnished bedrooms. Each bedroom has its own bathroom. All bedrooms are double occupancy. Apartments are climate controlled. Laundry and trash facilities are located on each floor near the elevators. The building has been designated for upperclassmen only.

*Rutherford Hall:* Named after the University's first campus, Rutherford Hall is a 300-bed residence hall which opened its doors in September 2003. Rutherford Hall houses upperclassmen in double bedrooms with a private bath. All rooms are climate controlled. Laundry, vending and trash

facilities are located near the elevator on each floor. All floors have a common lounge.

*Twombly Halls:* Florence and Hamilton Twombly Halls are traditional residence halls that provide double- and triple-room occupancy and a common hall bathroom facility. Both buildings are used to house first-year residents.

*The Village:* The Village is composed of nine buildings and primarily is used to house upperclassmen. These buildings consist of four-, six- and seven-person suites. All suites, with the exception of those in Wilder, Danforth and Vanderbilt Halls, have a common living room and bathroom and two or three bedrooms. Wilder, Danforth and Vanderbilt Hall suites have a bathroom and four bedrooms and have been designated primarily for first-year students. The Village residence halls are coed by suites.

### Metropolitan Campus

#### Office of Residence Life

The Office of Residence Life strives to provide and sustain a safe, comfortable, secure and nurturing living-and-learning environment for students that is conducive to their personal growth, supports their academic pursuits, encourages and fosters a sense of community, civic responsibility and cultivates an appreciation of diversity.

The Office of Residence Life is responsible for the overall management, administration and program development of all University residential facilities with a capacity for approximately 1,000 residents. Living in the residence halls affords and encourages each resident the opportunity to participate in the shaping of their community.

*University Court:* This residence hall is comprised of 10 townhouse-style buildings. Each building has one to three same-gender sections on two floors of double-occupancy rooms with some single- and triple-occupancy rooms. There are shared bathrooms and a common area in each section. University Court is open to upperclassmen and graduate students. Special living options are located in this area: L.I.F.E. House (Living in a Free Environment), Global Scholars' Hall and Honor's House. University Court is open to graduate and undergraduate students. Freshmen admitted to L.I.F.E. House, the Global Scholars or Honors Scholars programs

may choose to reside in this area in designated buildings that may include building sections with same-gender floors.

*Lindens:* The Lindens are comprised of eight buildings with three co-ed floors of same-gender suites, each consisting of three double-occupancy rooms. Each suite has a shared bathroom and common area. Specific Linden buildings may be designated for upperclass and graduate students only. Academic year-round housing (August to May), when available, is provided in Linden 6 on a first-come, first-served basis. There are two kitchens in Linden 6. Building entry doors are staffed with a 24-hour hall security assistant when classes are in session. New freshmen are not eligible to request a single room.

*Northpointe:* A traditional corridor-style residence hall consisting of four co-ed floors housing approximately 290 residents in same-gender, double-occupancy rooms. Each bedroom has a private bathroom. A common lounge, laundry room and vending machines are located on each floor. A kitchenette is available on the third floor. ADA-compliant rooms are available. The Northpointe main entry door is staffed with a 24-hour hall security assistant when classes are in session.

All residence-hall rooms have cable television plus wired and wireless internet access.

Visit the residence life website at [www.fdu.edu/reslifemetro](http://www.fdu.edu/reslifemetro).

## Athletics

Athletics play a key role in the educational experience at Fairleigh Dickinson University and serve as an important building block for development of school spirit among students, faculty, staff, alumni and friends of the University.

The varsity athletics program offers opportunities for all students, men and women, to enhance and refine their physical skills at the highest competitive level and to improve personal attributes such as discipline, leadership, teamwork and sportsmanship. In recognition of geographic factors, the varsity programs are divided between the Metropolitan Campus (Division I) and the Florham Campus (Division III). The athletics program also offers intramural and recreational opportunities to meet the needs and interests of the diverse campus population by providing a variety of activities in a relaxed environment.

## Metropolitan Campus

The Metropolitan Campus offers competition on the prestigious and highly competitive National Collegiate Athletic Association (NCAA) Division I level. The Knights sponsor the following eight men's teams: baseball, basketball, cross country, golf, soccer, tennis as well as indoor and outdoor track and field. The following 11 varsity sports are sponsored for women: basketball, bowling, cross country, fencing, golf, soccer, softball, tennis, indoor and outdoor track and field and volleyball. The University's commitment to women's athletics is reflected in the addition of women's soccer and softball teams in the 2000–2001 academic year, women's bowling in 2002–2003 and women's golf in 2006–2007 academic year. The addition of these new teams brings the Metropolitan Campus' total sports sponsorship to 19. Athletic scholarship assistance is offered in all sports to deserving student-athletes. Prospective student-athletes are encouraged to contact the athletics department for further information.

FDU is a member of the Northeast Conference (NEC) and has won the NEC Commissioner's Cup, emblematic of the overall success of the athletic program, on six occasions. In the fall of 2001, the men's soccer team returned to national prominence, advancing to the NCAA Division I Tournament, advancing to the Elite Eight, dropping a 3-3 triple overtime decision to eventual national champion, the University of North Carolina. The team has made a total of four trips to the NCAA Tournament since then, the last time in 2012 when the team advanced to the Sweet 16, where the team was again eliminated by the University of North Carolina in overtime 0-1. The women's bowling team has competed in the NCAA National Championships in nine out of 10 years the championship was contested, winning the national championship twice, in 2006 and 2010.

FDU's Metropolitan Campus also holds membership in the Eastern Collegiate Athletic Conference, the National Intercollegiate Women's Fencing Association and the Intercollegiate Amateur Athletic Association of America.

An important facet of the University's commitment to athletics is the George and Phyllis Rothman Center on the banks of the Hackensack River. The Rothman Center features facilities for the varsity teams as well as cultural and social events. The

center has the versatility to accommodate many different activities. Four basketball courts, three volleyball courts and two tennis courts, along with three racquetball courts, a weight room and a six-lane, 200-meter track, allow the University a wide variety of recreational activities.

A renovated fitness center, a state-of-the-art facility, features basketball courts, cardiovascular equipment, circuit-training equipment and a commuter lounge.

The intramural and recreation department offers activities for the entire campus community. Intramural football, softball, soccer, basketball, billiards and volleyball, along with recreation aerobics, are open for participation by all students, staff, faculty and administration.

Whether students are interested in recreation or intercollegiate competition, FDU is committed to providing them with opportunities to develop their bodies as the classroom develops their minds.

## Florham Campus

The University's Florham Campus holds membership in the NCAA (Division III), the Eastern Collegiate Athletic Conference, the Freedom Conference and the Middle Atlantic States Conference. Men's varsity teams compete intercollegiately in baseball, basketball, cross country, football, golf, lacrosse, soccer, swimming and tennis. Women athletes compete in basketball, cross country, field hockey, golf, lacrosse, soccer, softball, swimming, tennis and volleyball.

An important facet of the University's commitment to athletics is the Roberta Chiaviello Ferguson and Thomas G. Ferguson Recreation Center, an 82,000-square-foot complex which contains three full-size basketball courts; a performance court which seats 3,000; a suspended three-lane jogging track; weight-training, aerobic and dance facilities; a 25-yard competition swimming pool; two racquetball courts; and offices and locker rooms for student and intercollegiate use.

The Devils have added a new synthetic turf field to the outdoor facilities in 2005. The FieldTurf surface is on the cutting edge of playing-field technology and is used by several professional teams and major colleges. The field is able to accommodate football, field hockey, men's and women's soccer, as well as men's and women's lacrosse. It is the primary home field for football, men's lacrosse, field

hockey and women's lacrosse. New aluminum bleachers and a press box were included in the construction.

The athletic department sponsors intramural competition in volleyball, basketball, softball, touch football, kick ball and soccer. Several recreation and fitness programs, such as aerobics, karate and dance, also are offered by the athletic department. A majority of students at the Florham Campus are actively involved in the intercollegiate and intramural programs that are offered.

## International Student Services

The Office of International Student Services serves the international community at the University. The department offers a wide array of programs and services to more than 1,000 international students, research scholars and visiting professors from approximately 80 countries. Orientation programs are presented to facilitate the adjustment of international students to the American system of education and to offer insight into the cultural life of the United States. Cultural and social programs are offered for students to experience the surrounding New York/New Jersey metropolitan area.

Through immigration services, the department helps students maintain their status in compliance with immigration regulations and apply for the immigration benefits for which they are eligible.

Numerous student clubs and organizations cater to the international population. The International Student Association was initiated to develop and carry out — in a spirit of fraternity, equality and collaboration — all cultural expressions of these countries represented.

## Student Regulations

The University reserves the right in its sole judgment to make changes of any nature in the University's academic program, courses, schedule or calendar whenever in its sole judgment it is deemed desirable to do so. The University also reserves the right to shift colleges, schools, institutes, programs, departments or courses from one to another of its campuses. The foregoing changes may include, without limitation, the elimination of colleges, schools, institutes, programs, departments or

courses; the modification of the content of any of the foregoing; the rescheduling of classes, with or without extending the announced academic term; and the cancellation of scheduled classes or other academic activities. If such changes are deemed desirable, the University may require or afford alternatives for scheduled classes or other academic activities and will give adequate notification of any change such as is reasonably practical under the circumstances.

Students who accept enrollment at the University must abide by the rules and regulations promulgated from time to time by the University including, but not limited to, those rules and regulations in this bulletin. Students are expected to live up to the highest standards of academic integrity. Fairleigh Dickinson University will not tolerate academic dishonesty in any form. Students should also conduct themselves with decorum and responsibility and comply with the requirements of the applicable Code of Student Rights, Responsibilities and Conduct in the *Student Handbook* and on the University's website. The University reserves the right to dismiss or suspend students who fail to comply with the foregoing.

The University may suspend classes if they cannot be held for reasons beyond its reasonable control, such as fire, destruction of buildings, civil disturbances, work stoppage, labor dispute, strike, lock out (and whether or not in any of the last four cases it is within the University's power to concede to or meet the demands of its faculty or other employees), wars or governmental actions. If such suspension lasts for an extended period of time and the University does not schedule appropriate makeup classes, a partial refund of tuition will be made as the University deems appropriate under the circumstances. Payment of tuition or attendance at any classes shall constitute a student's acceptance of the University's rights as set forth in this and the two preceding paragraphs.

## **Policy on Prohibited Discrimination, Harassment and Related Misconduct**

The University is committed to maintaining a fair and respectful environment for living, work and study. To that end, and in accordance with federal and state law, the University prohibits any member of the faculty, staff, administration, student body, volunteers or visitors to campus, whether they be guests, patrons, independent contractors or clients, from harassing and/or discriminating against any other member of the University community because of that person's race, creed, color, religion, handicap/disability, gender, age, marital status, sexual orientation, veteran status, pregnancy status, ancestry or national origin. Incidents of harassment and discrimination will be met with appropriate disciplinary action, up to and including dismissal from the University.

## **Nondiscrimination and Equal Opportunity**

The University is committed to maintaining a discrimination-free academic environment for its students and employees. No one will be denied employment or admission to the University on the basis of race, creed, color, religion, handicap/disability, gender, age, marital status, sexual orientation, veteran status, pregnancy status, ancestry or national origin. The University does not discriminate on the basis of any of the aforementioned protected classes in the recruitment and admission of students, the recruitment and employment of faculty and staff and the operation of any of its programs and activities as specified by the federal or state law and regulations.

Every member of the University community is expected to uphold this policy as a matter of mutual respect and fundamental fairness in human relations. Every student of this institution has a responsibility to conduct himself/herself in accordance with this policy as a condition of enrollment. Further, every University employee has a responsibility to conduct himself/herself in accordance with this policy as a condition of employment.

## **Reporting of Complaint**

Any University student who feels subjected to harassment or discrimination in any manner should immediately report the matter to law enforcement and/or deputy Title IX coordinator or investigating officer. A list of these individuals may be found in the Dean of Students Office or on the University's website as an addendum to the "Policy on Prohibited Discrimination, Harassment and Related Misconduct."

Employees should report cases of harassment to the director of benefits and training with the Human Resources Office located in Dickinson Hall on the Metropolitan Campus and can be reached directly at (201) 692-2704. In addition, employees can report to his/her supervisor or anyone employed in a supervisory capacity at the University.

If for any reason, including the unavailability of one of the deputy Title IX coordinators or the complainant's discomfort with their designated deputy Title IX coordinators, complaints of discrimination and/or harassment under this policy can be made to the associate vice president of human resources (University Title IX coordinator), located in Dickinson Hall on the Metropolitan Campus and can be reached directly at (201) 692-2706. This includes complaints concerning administrators, supervisors, employees, staff, faculty, volunteers, students and visitors.

Please refer to the University's Policy on Prohibited Discrimination, Harassment and Related Misconduct for more information regarding the adjudication process. The policy is located on the following link: <http://fdu.edu/hr/nondiscriminationandantiharassmentpolicy.pdf>.

## **Family Educational Rights and Privacy Act (FERPA)**

As a recipient of federal educational funds, Fairleigh Dickinson University is bound by the requirements of the Family Educational Rights and Privacy Act (FERPA). Subject to specified exceptions, the University is required to have a student's written consent before disclosing personally identifiable information from a student's educational records to third parties. An educational record is information directly related to a student, which is maintained by the University or any individual on behalf of the University, in any recorded form. Grades,

evaluations, financial records, class-attendance records and financial-aid records are common examples of educational records.

FERPA gives students a right to review and copy their educational records and to challenge any educational record for being inaccurate or misleading. The University must provide a hearing to any student who wishes to challenge an educational record on either ground. If the University grants the student's challenge, then it must amend the record in question. If the University does not grant the student's challenge, it must nevertheless allow the student to append a statement to the disputed record. This right of review and challenge does not include the right to challenge grades; that right is provided through the University's Grade Appeal Procedures policy. The University maintains a log which identifies persons who have accessed a student's record. Students have a right to review logs. FERPA does not require the University to have student consent to disclose personally identifiable information to parents of students who are listed as dependents on their parents' federal income tax returns. In the event of a health or safety emergency, the University may disclose personally identifiable information, without student consent, if the information is needed to protect the health or safety of the student or other persons. The University may disclose to the parents of students below 21 years of age disciplinary action for illegal use or possession of alcohol or illegal drugs. FERPA requires the University to disclose the final outcomes of student disciplinary hearings, including sanctions, to victims of misconduct, if they so request, when the misconduct constitutes a crime of violence or a nonforcible sex offense.

FERPA allows the University to disclose students' directory information but requires the University to give students an opportunity at the start of each academic year to request that the University not disclose their directory information. Directory information is information such as name, address, telephone number, date of birth, dates of attendance, major field of study, class level, registered credits for the current term, major field of study, honors and awards, degree conferred, participation in sports and recognized activities.

## Clery Act

In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act or Clery Act, FDU's Department of Public Safety reports information relating to crime statistics and security measures to the appropriate government agencies. These statistics are also open for public inspection. Current and prospective students, University employees and job applicants are also advised of the availability of these reports. The University will provide a paper copy of the report upon request. Visit the following link for more information: <http://view2.fdu.edu/facts-about-fdu/clery-act-statistics>.