

# 2023 Annual Security & Fire Safety Report

*Containing Information for the 2023-2024 Academic Year*



**Worcester Polytechnic Institute**



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## Preparation of the Annual Security & Fire Safety Report

This Annual Security & Fire Safety Report was prepared by WPI's Clery Compliance Coordinator in collaboration with the WPI Police Department, the Dean of Students Office, the Office of Equal Opportunity & Outreach, Residential Services, the Student Development & Counseling Center, Athletics, students, and employees who have been designated as Campus Security Authorities (CSAs) at WPI, and other law enforcement agencies. These individuals and agencies provide crime statistics to WPI's Clery Compliance Coordinator that are disclosed in compliance with the Clery Act. This Annual Security & Fire Safety Report is posted for employees and students on the [WPI Police website](#). Printed copies may be obtained by calling 508-831-5533.

## Law Enforcement Authority and Interagency Relationships

### Overview

The WPI Police Department is located in the lower level of Founders Hall and has personnel on duty 24 hours a day, 7 days a week, 365 days a year. Founders Hall is located at 26 Boynton Street, Worcester, Massachusetts 01609.

The WPI Police Department is a full-time, full-service law enforcement agency comprised of sworn police officers and civilian employees who have the responsibility in providing police services and crime prevention to all WPI Community members within their jurisdictional boundaries.

### Authority and Jurisdiction

The WPI Police Department is accredited by the Massachusetts Police Accreditation Commission and is recognized by the Commonwealth of Massachusetts as a criminal justice agency. All sworn WPI police officers are "special state police officers" pursuant to Massachusetts General Laws Chapter 6E§ 1-16 and Chapter 22C, §63.5.1 Under this state law, these officers shall have the same power to make arrests as regular police officers for any criminal offense committed in or upon lands or structures owned, used, or occupied by the University.

WPI Police Department's jurisdiction encompasses the facilities and grounds owned or controlled by the university. WPI Police may extend its jurisdictional authority under the guidance of the City of Worcester Police Department within the confines of a transfer of authority. WPI Police works closely with Worcester Police on matters of safety and security on our campus, as well as in the neighborhoods surrounding the campus.

### Professional Training

WPI Police Officers are graduates of a police academy conducted or sanctioned by the Massachusetts State Police and the Massachusetts Police Training Committee. Upon graduation, the Massachusetts Peace Officer Standard and Training Commission (POST) certify them as police officers in Massachusetts. WPI Police Officers must recertify every three years.

The recruit training academies consist of several months of full-time, in-depth training in all aspects of police operations and are followed by several weeks of field training under the close supervision of a WPI Police supervisor. Annual in-service training is mandated to all officers. Officers are frequently assigned to attend in-depth training in a variety of specialized topics as well as other subjects, which enhances the ability of the WPI Police Department to provide comprehensive public safety services. Some examples are:

Crime Prevention Theory	Weapons of Mass Destruction	Firearms Training
Investigation of Sexual Assaults	CPR-First Responder	Terrorism
Rape Aggression Defense (R.A.D)	Narcan	ICS/NIMS (Incident Command)
Diversity, Sensitivity and Multicultural Awareness	Defensive Tactics	Active Shooter
Bias related training	De-escalation	Defibrillator (AED)
Investigation of Hate/Bias-Motivated Crimes	Use of Force	Mental Health and Suicide Awareness
Duty to Intervene	OSHA Regulations	

WPI Police are trained as first responders and are certified in cardiopulmonary Resuscitation (CPR), and fully equipped with automatic external defibrillator (AED) and Narcan.

## Interagency Relationships

In March 2022, the WPI Police Department entered into a memorandum of understanding (MOU) with the City of Worcester Police Department to comply with MGL C.6§168E (c) and 610 CMR 14.00. The purpose of this MOU is to facilitate opportunities for communication between the WPI and the Worcester Police, as well as their respective roles and responsibilities regarding the prevention of and response to alleged sexual misconduct.

In addition, the WPI Police Department maintains a close working relationship with the City of Worcester Police Department, the City of Boston Police Department, the Massachusetts State Police, and other state and federal law enforcement agencies along with various other elements of the criminal justice system such as the Worcester County District Attorney's Office.

These collaborations include sharing of intelligence and statistical data related to criminal activity impacting the WPI community, reciprocal cooperation and assistance with alleged criminal activity affecting the WPI community. WPI Police Department attends meetings with the City of Worcester Police Department to exchange ideas, discuss crime trends, and identify problems, which may be of concern for the WPI community.

The WPI Police Command and Supervisory staff participate in professional associations that foster increased proficiency in their areas of responsibility. Members of the staff maintain active memberships in the following associations:

International Association of Campus Law Enforcement Administrators	Northeast Colleges and Universities Security Associations
Massachusetts Association of Campus Law Enforcement Administrators (MACLEA)	Massachusetts Latino Police Officers Association
Massachusetts Chiefs of Police Association	Greater Boston Police Council (Plymouth County Commissioners Membership)
New England State Police Information Network (NESPIN)	Massachusetts Police Accreditation Commission (MPAC)
Boston Consortium for Higher Education (WEB EOC)	

## WPI Daily Crime Log

The WPI Police Department maintains, and makes available, a Daily Crime Log, which records all criminal incidents and alleged criminal incidents reported to the WPI Police Department. New incidents will be recorded not more than two (2) business days after they are first reported, and generally changes to, or dispositions of, existing incidents will be updated not more than two (2) business days after they are changed or closed, and within sixty (60) days after the incident was recorded on the log.

The Daily Crime Log contains only those criminal incidents and alleged criminal incidents taking place within WPI's Clery Geography and outside the WPI Police Department's expanded patrol jurisdiction. For information about criminal incidents and alleged criminal incidents taking place outside the WPI's Clery geography and outside the WPI Police Department's expanded patrol jurisdiction, please contact the City of Worcester Police Department at 508-799-8600 or visit their [website](#).

Information reported in the Daily Crime Log includes:

- Date the crime was reported
- Date and time the crime occurred
- Nature of the crime (classification)
- General location of the crime
- Disposition of the complaint, if known

The WPI Police Department reserves the right to exclude criminal incidents and alleged criminal incidents from the Daily Crime Log if the disclosure is prohibited by law or would jeopardize the confidentiality of the victim.

The WPI Police Department reserves the right to temporarily withhold information about criminal incidents and alleged criminal incidents if the disclosure would jeopardize an ongoing criminal investigation, jeopardize the safety of an individual, cause a suspect to flee or evade detection, or result in the destruction of evidence.

The Daily Crime Log is viewable on-site at the WPI Police Department located in the lower level of Founders Hall, 26 Boynton Street, Worcester, Massachusetts 01609, Monday through Friday (except for Massachusetts and Federal holidays), 8:00am – 4:00pm. For entries older than 60 days, the log is available within two business days of a request.

## **Monitoring and Recording Criminal Activity**

### **On Campus:**

Our computerized information management system assists officers in documenting reports of crimes, injuries, emergencies, unusual events, or suspicious activity on campus, and facilitates the collection of monthly and annual crime statistics that are disclosed in compliance with the Clery Act. The WPI Police Department is linked nationwide through the LEAPS/NCIC/CORI Law Enforcement Network, allowing the department access to criminal activity, motor vehicle history/information, and priority communication between law enforcement agencies.

### **Non-Campus and Public Property:**

The City of Worcester Police Department (and Boston Police Department as applicable to WPI Seaport) provide the WPI Police Department with statistics for crimes committed on public property located within the same reasonably contiguous geographic area of the university (i.e., sidewalk, street, thoroughfare, parking facility) and is adjacent to a facility that is owned or controlled by the university the facility is used by WPI in direct support of, or in a manner related to, the university's educational purposes. These departments also provide the WPI Police Department statistics for crimes committed in any building or property owned or controlled by student organizations that are officially recognized by WPI.

### **Criminal Activity by Students at Non-Campus Locations of Recognized Student Organizations:**

WPI has officially recognized student organizations that own or control housing facilities outside of the WPI core campus, but located in Worcester, Massachusetts. If the City of Worcester Police Department is called by a citizen to respond to one of those locations, the City of Worcester Police Department will typically notify WPI Police Department to respond with them or they will notify the WPI Police Department after they have responded to inform WPI of the situation. However, the City of Worcester Police Department does this out of courtesy and is not “required” to notify or involve WPI Police Department when they respond to a call involving private property.

When a serious crime occurs at the non-campus location of a recognized student organization, the WPI Police Department will contact the City of Worcester Police Department and the WPI Police Department will work closely with the City of Worcester Police Department in a coordinated investigative effort to collaboratively respond to crimes. Such areas include Fraternities, Sororities, and other student housing contiguous to the WPI Campus. Depending upon the nature of the crime, Massachusetts State Police specialists may be contacted by the WPI Police Department and requested to assist in the investigation.

## **Crime Prevention and Security Awareness Programs**

The WPI Police Department believes it is more beneficial to prevent crimes than to react to them after the fact.

One of the essential ingredients of any successful crime prevention program is an informed public. It is the intent of the WPI Police Department employ these programs to inform students and employees about campus security procedures and practices, and to encourage students and employees to be responsible for their own security and the security of others.

A primary vehicle for accomplishing this goal is the department's crime prevention strategy, a program based on the concepts of eliminating or minimizing criminal opportunities whenever possible and encouraging students and employees to be responsible for their own security and the security of others. This strategy is also based on a multilevel approach that includes proactive area patrols of the campus, crime prevention education and training, and building and area surveys, to assess risk and recommended compensatory measures.

The following are some of the crime prevention programs and services, available to both students and employees, offered by the WPI Police Department.

<b>Crime Prevention Programs</b>	<b>Description</b>	<b>Frequency</b>	<b>Available to Students/ Employees</b>
<b>RAD Program</b>	Rape Aggression Defense. Realistic, self-defense tactics and techniques against various types of assault.	Various dates and times throughout the Academic Terms A-D	Students
<b>STOP Program</b>	Security Tracking Office Property and Operation ID. Provide deterrent markings for personal property to aid in identification if stolen.	Various dates and times throughout the Academic Terms A-D	Students and Employees
<b>National Bicycle Registration</b>	Allows owners of bicycles to register bike into national database to assist LE in returning stolen bicycles to rightful owners	Various dates and times throughout the Academic Terms A-D	Students and Employees
<b>Identity Theft</b>	Safety Talk to explain various ways to protect your identity.	Various dates and times throughout the Academic Terms A-D	Students and Employees
<b>Critical Incident Awareness</b>	Training on Active Incident (Active Shooter training to members of WPI community.	Various dates and times throughout the year	Students and employees
<b>Domestic Violence/ Sexual Assault/ Misconduct Awareness</b>	Provides services to students and employees to prevent sexual assault, domestic violence and supports victims in obtaining any necessary support.	Various dates and times throughout the year	Students and employees
<b>Crime Prevention Presentations/Street Smart Seminars</b>	At the request of the WPI community, provide presentations for any students and employees on crime and safety topics.	Various dates and times throughout the year	Students and Employees
<b>Coffee with a Cop</b>	Meet and Greet event that fosters community engagement between the WPI Police and WPI community	Various dates and times throughout the academic terms A-D	Students and Employees
<b>Pizza with a Cop</b>	Meet and Greet event that fosters community engagement between the WPI Police and WPI community	Various dates and times throughout the academic terms A-D	Students and Employees
<b>New Student Orientation</b>	WPI Police will conduct various safety talks, with new students and provide information on campus safety, parking, transportation, sexual misconduct, discrimination, and a variety of other topics	Various dates and times in August and September annually.	Students
<b>Employee Orientation</b>	Employees receive training from WPI Talent and Inclusion on sexual misconduct, discrimination, diversity, parking, transportation, WPI Police services upon hire	Upon hire	Employees
<b>Sexual Assault Awareness Committee</b>	WPI Police will assist other committee members in programming, prevention and awareness initiatives related to sexual misconduct on campus	Various dates and times throughout the academic terms A-D	Employees and Students



Services	Description	Frequency	Available to Students/ Employees
<b>Traffic Safety</b>	WPI Police partner with Residential Life and local law enforcement when necessary to solve issues of traffic and pedestrian safety concerns in and around the WPI campus	Various dates and times throughout the year	Students and Employees
<b>Emergency Medical Services (EMS)</b>	WPI Police work closely with WPI EMS Squad and provide medical staffing for Residential students and provide service at special events on campus.	Evenings and Weekends in Academic Terms A-D	Students and Employees
<b>Campus Safety Transportation Program</b>	Throughout the school year, WPI's Campus Safety Transportation Program provides safety transportation services operated by Valet Park of America. Community members that reside within a 1-mile radius of campus can utilize these services during the evening and early morning hours 7 days a week when classes are in session. Transportation services operate on a reduced schedule during recess and break periods.	Various dates and times through Academic Terms A-D	Students and Employees
<b>Safety Escort Program</b>	In addition to Campus Safety Transportation, WPI Police is also available to provide transportation to students and employees	24/7 throughout the year	Students and Employees
<b>Safe Haven Program</b>	Community safety initiative that pairs the WPI Police with civic-minded area businesses to provide emergency assistance to all members of the WPI community. <a href="#">Click here for an interactive map of participating businesses</a>	24/7 throughout the year	(Also available to members who live and reside within the WPI community)
<b>Emergency Phones</b>	To safeguard the WPI environment, emergency phones are located throughout the WPI campus. These "Blue Light" emergency phones link callers directly to WPI Police. <a href="#">Click here for a map of the locations of these "Blue Light" Emergency Phones.</a>	24/7, 7 Days a week, 365 days a year	Students and Employees
<b>Safety Notification (Timely Warnings) and/or Emergency Notifications of Criminal Activity</b>	In the event of a substantiated serious security or safety concern, either on university property or in the near vicinity of the campus, WPI will inform students and campus community members of threatening situations and how they can best protect themselves from harm.	24/7, 7 Days a week, 365 days a year	Students and Employees

Members of the WPI community seeking specific crime prevention programs or seminars may arrange a meeting with a representative of the Community Service Unit, who will help tailor a program to fit your needs. Call the WPI Police Department at 508-831-5433.

## Reporting Crimes and Emergencies

The WPI Police Department has primary responsibility for patrolling the WPI campus and it has been designated as the University's primary reporting structure for crimes and emergencies.

In compliance with the Clery Act, WPI encourages employees and students to report all emergencies and criminal activity accurately and promptly to the WPI Police Department. In addition, WPI employees and students who are designated as Campus Security Authorities (CSAs) are encouraged to accurately and promptly report all Clery reportable crimes to the WPI Police Department to ensure inclusion in the annual crime statistics and to aid in providing Safety Notifications (timely warnings) to the WPI community, when appropriate.

Anyone with information regarding a crime or other situation that poses a threat to the campus community is encouraged to accurately and promptly notify the WPI Police Department, including when the victim of an alleged crime elects to, or is unable to, make such notification.

Individuals can contact the WPI Police Department by calling the emergency number 508-831-5555 or using any one of the “Blue Light” Emergency phones (recognized by their blue lights). Click [here](#) for an interactive map of where these “Blue Light” Emergency Phones are located. These phones ring directly into the WPI Police Department, automatically registering the location of the caller. Individuals may also dial 9-1-1 for law enforcement response in an emergency. Individuals may also be report, in-person, at the WPI Police station, located in the lower level of Founders Hall, 26 Boynton Street, Worcester, Massachusetts 01609.

The Dean of Students Office, Residential Services, and the Student Development and Counseling Center (SDCC), Office of Equal Opportunity & Outreach/Title IX, Health Services and the Center for Well Being are available to assist students in reporting serious incidents to the WPI Police Department. The Division of Talent & Inclusion is available to assist all employees with issues of concern and outside support.

A crime that occurs off campus should be reported to the police department having legal jurisdiction. The WPI Police Department will assist faculty, staff, or students in the event they are unsure of the appropriate police department to contact.

While the City of Worcester Police Department has primary jurisdiction in all areas off campus in Worcester, Massachusetts, WPI Police Officers may respond to student-related incidents that occur on property not owned and leased by the university. If the City of Worcester Police Department is contacted about criminal activity off campus involving WPI students, the City of Worcester Police Department may notify the WPI Police Department. Students in these cases may be subject to arrest by the local police and may be subject to WPI’s disciplinary proceedings through the WPI Dean of Students Office under WPI’s Code of Conduct or through WPI’s Office of Equal Opportunity & Outreach under WPI’s Title IX & Sexual Misconduct Policy.

WPI also has property in the City of Boston, Massachusetts. The WPI Seaport is a 6,400 square-foot facility that accommodates tech suites, meeting areas, open- concept spaces, and working spaces located in Boston, Massachusetts. The City of Boston Police Department has primary jurisdiction in the area around the WPI Seaport Building, 303 Congress Street, Boston, MA.

WPI participates in FBI’s Uniform Crime Reporting Program for campus crime published in the annual U.S. Department of Justice publication, Crime in the United States. The following numbers are provided to assist you in reporting incidents of crime:

## **Emergency:**

### **WPI Police Department:**

By Phone, Dial: 508-831-5555; on campus, dial 5555

In-Person at: WPI Police Department located in the lower level of Founders Hall, 26 Boynton Street, Worcester, Massachusetts 01609.

### **City of Worcester Police Department:**

By Phone, Dial: 911

In-Person at: 9-11 Lincoln Square, Worcester, MA 01608

### **City of Boston Police Department:**

By Phone, Dial: 911

In-Person at: 101 W Broadway, South Boston, MA 02127 A map of Emergency Phone locations can be found [here](#).

## **Non-emergency:**

### **WPI Police Department:**

By Phone, dial: 508-831-5433; on campus, dial 5433

In-Person at: WPI Police Department located in the lower level of Founders Hall, 26 Boynton Street, Worcester, Massachusetts 01609

SNAP (Personal Safety Transport) TransLoc App (Download) <https://transloc.com>

**City of Worcester Police Department:**

By Phone, dial: The non-emergency Complaint Line: 508-799-8606

In-Person at: City of Worcester Police Department located at 9 -11 Lincoln Square, Worcester, Massachusetts 01608.

**City of Boston Police Department:**

By Phone, dial: The non-emergency phone number: (617) 343-4730

In-Person at: City of Boston Police Department, District C-6, 101 W Broadway, South Boston, MA 02127

**WPI Dean of Students Office:**

By Phone, dial 508-831-5201; on campus, dial 5201

In-Person at: Rubin Campus Center, Rms 226-228.

**Office of Equal Opportunity & Outreach / Title IX Office:**

By Phone, dial 508-831-6514, on campus, dial 6514

In-Person at: Rubin Campus Center 234

**WPI Residential Services:**

By Phone, dial 508-831-5645; on campus, dial 5645

In-Person at: East Hall 30 Boynton St, Worcester, MA 01609

**WPI Student Development & Counseling Center:**

By Phone, dial 508-831-5540; on campus, dial 5540

In-Person at: 16 Einhorn Rd, Worcester, MA 01609

**WPI Student Health Services:**

By Phone, dial 508-831-5520; on campus dial 5520

In-Person at: Daniels Hall 82 Institute Road, Worcester, MA 01609

**Division of Talent & Inclusion:**

By Phone, dial 508-831-5470; on campus, dial 5470

In-Person at: Division of Talent & Inclusion office located in Boynton Hall

**Reporting Crimes to Campus Security Authorities (CSAs)**

The Clery Act requires WPI to collect crime reports from the WPI Police Department, as well as individuals and organizations known as Campus Security Authorities (CSAs).

At WPI, CSAs are:

- The WPI Police Department.
- Any individual responsible for campus security, such as access monitors, contract and event security, and individuals who provide safety escorts around campus.
- Officials of WPI with significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. An official is defined as any person who has the authority and the duty to act or respond to particular issues on behalf of WPI.
- Any individual or organization specified in this Annual Security and Fire Safety Report or another WPI campus security policy as an individual or organization to which students and employees should report criminal offenses.

While WPI encourages all WPI community members promptly report crimes and other emergencies directly to the WPI Police Department, WPI recognizes that some may prefer to report to other individuals. A WPI community member can report a crime to a Campus Security Authority (CSA) who will provide the information to the WPI Police Department. For crimes that involve sexual misconduct, a CSA is required to report that information to the Office of Equal Opportunity & Outreach / Title IX Office as well as the WPI Police Department.

Professional counselors and pastoral counselors (as defined below) are not considered CSAs when acting within the scope of their duties.

## Reporting Sexual Misconduct to Any WPI Employee or Your Supervisor

WPI's Title IX & Sexual Misconduct Policy requires all employees, except those designated as confidential resources (identified below), and all supervisors who learn of an alleged violation of WPI's Title IX & Sexual Misconduct Policy involving students or their supervisors (respectively) to immediately report such information to the Title IX Office. WPI's Director of Equal Opportunity & Outreach / Title IX Coordinator can be reached at (508) 831-6514 or via email at: [TitleIX@wpi.edu](mailto:TitleIX@wpi.edu).

WPI will administer any report involving an alleged violation of WPI's Title IX & Sexual Misconduct Policy, including any formal complaint under such policy, using the utmost degree of privacy and confidentiality possible under the circumstances of each matter, and as permitted by law.

## Confidential Reporting of Crimes and Sexual Misconduct

If an individual reporting a crime would like the details of the incident to be reported to the WPI Police Department, but the individual would like to remain confidential, the individual may report to WPI Police in person, 26 Boynton St, Founders Hall, Basement level. By Phone, 508-831-5433 or 508-831-5555. The individual's identity will remain confidential unless there is cause for fear of victim safety, or the safety of other members of the community.

If an individual reporting a crime would like the details of the incident to be kept completely confidential, they may seek support from certain resources who are not required to tell anyone else private, personally identifiable information unless there is cause for fear of victim safety, or the safety of other members of the community.

**Confidential Resource Advisors (CRAs)** are WPI employees (who are not pastoral counselors, professional counselors, or therapists) that have received special training to be a confidential source of support for WPI community members reporting Sexual Misconduct. Confidentially reporting to a CRA means that no report will be made to the Office of Equal Opportunity & Outreach or the WPI Police Department, unless required by law.

**Professional Counselors, Therapists, and/or Medical Personnel:** Communication between a patient and their mental health or medical provider, or their pastoral or professional counselor is confidential. This includes confidential communication with an off-campus mental health counselor or medical provider, off-campus rape crisis center and relationship violence centers, as well as on-campus counselors at the Student Development & Counseling Center and on-campus medical providers at Student Health Services. Reports to professional counselors, therapists, and/or medical personnel will not be included in WPI's crime statistics that are disclosed in compliance with the Clery Act.

**Student Development & Counseling Center (for WPI students only)** Phone: 508-831-5540, E-mail: [sdcc@wpi.edu](mailto:sdcc@wpi.edu)

**Student Health Services (for WPI students only)** Phone: 508-831-5520, E-mail: [healthcenter@wpi.edu](mailto:healthcenter@wpi.edu)

**Pathways for Change Rape Crisis Center** Phone: 800-870-5905 (24/7 hotline)

**YWCA Daybreak** Phone: 508-755-9030 (24/7 hotline)

**Pastoral Counselor:** Communication between a pastoral counselor and any individual seeking spiritual advice from them in the pastoral counselor's professional capacity is confidential. Under the law, a "Pastoral Clergyman" is a minister, priest, rabbi, accredited Christian Science practitioner, or other similar functionary of a religious organization or an individual reasonably believed to be so by the person consulting him. At WPI, the Campus Chaplains are considered pastoral counselors.

**Campus Chaplains**, available here: <https://www.wpi.edu/student-experience/resources/collegiate-religious-center/advisors>

## Anonymous Reporting of Sexual Misconduct:

WPI has an anonymous reporting option for any individual who has experienced sexual misconduct or is aware of someone who may have experienced sexual misconduct. Individuals can report sexual misconduct to the Office of Equal Opportunity & Outreach by completing the [anonymous report form](#). This form is electronically sent directly to the general e-mail of the Office of Equal Opportunity & Outreach which is accessible only by the Director of Equal Opportunity & Outreach / Title



IX Coordinator and the Deputy Title IX Coordinators. WPI's response to any anonymous reports may be limited unless the reporting individual includes their contact information. If the reporting individual does not provide any contact information, WPI will not contact them, and they will remain anonymous.

NOTE: WPI's anonymous report form is not for emergencies or for reports of crimes beyond sexual misconduct. In case of an emergency, please contact the WPI Police Department.

## **WPI's Response to Reports of Crimes**

All reports made to the WPI Police Department will be investigated. The WPI Police Department, in cooperation with local law enforcement agencies, investigates all reported criminal activity. Violations of Massachusetts law will be referred to the appropriate law enforcement agency having jurisdiction over the location where the crime or serious incident occurred and when appropriate, reported to the university judicial discipline process for review.

In addition, several efforts are made to notify members of the WPI community in a timely fashion about incidents and campus crime. Some of these efforts include the following:

- Emergency Notifications and/or Safety Notifications (Timely Warnings)
- Emergency evacuations or shelter-in-place orders
- Special articles (student newspaper)
- Annual Security and Fire Safety Report

When a potentially dangerous threat to the college community arises, Safety Notification (Timely Warnings) or Emergency Notifications (as applicable) will be issued through email announcements, text messages or other appropriate means. An incident report is then completed by WPI Police personnel in accordance with departmental policies and procedures. WPI Police exercises victim confidentiality and withholds victim's names when issuing timely reports and warnings.

## **Protecting Confidentiality**

Victims of crime and other necessary parties may request that directory information on file with the University remain private by contacting the Registrar's Office at 508-831-5211.

Regardless of whether a victim of a crime or other necessary party has opted-out of allowing WPI to publicly share directory information. WPI will provide the utmost degree of privacy and confidentiality possible under the circumstances of each matter and as permitted by law.

WPI will keep confidential the personally identifying information any individual who has made a report or formal complaint, including the identity of any individual who has made a report under WPI's policies, any Complainant, any Respondent, and any witness, except when disclosure of such personally identifying information permitted or required by FERPA, the Clery Act, or other applicable federal or state law and when disclosure of such personally identifying information is necessary to carry out the purposes of applicable federal or state law, including for WPI to conduct any investigation, hearing, or judicial proceeding under WPI's Title IX & Sexual Misconduct Policy.

WPI does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Clery Act or state law. Furthermore, if a Safety Notification (timely warning) is issued due a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

WPI will also maintain as confidential any supportive measures provided to a victim of a crime, to the extent that maintaining such confidentiality does not impair the ability of the University to provide such supportive measures or comply with WPI's policies or applicable federal or state law. WPI's Director of Equal Opportunity & Outreach / Title IX Coordinator is responsible for determining what information about a Complainant may need to be shared and to whom this information may be shared for purposes of implementing the supportive measures. WPI will only disclose information that is necessary to provide supportive measures in a timely manner.

## Emergency Notifications

WPI issues Emergency Notifications upon the confirmation of a significant emergency or dangerous situation occurring on the campus that involves an immediate threat to the health or safety of students or employees. Unlike a Safety Notification (timely warning), Emergency Notifications are broader than Clery crimes and can include weather incidents, gas leaks, fires, disease outbreak and anything that poses an immediate threat to the WPI community.

WPI uses the WPI (RAVE) ALERT emergency communication system to send out Emergency Notifications through phone, text, and/or email. All WPI community members are automatically enrolled to receive WPI (RAVE) Alerts through their WPI e-mail address. To receive WPI (RAVE) Alerts by text message and/or phone call, WPI community members must log into the WPI (RAVE) Alerts website: <http://wpialerts.wpi.edu> and enter their personal information; this is strongly encouraged! WPI parents are eligible to receive WPI (RAVE) alerts by text; if interested, send a text to WPI (RAVE) Alerts (67283) with WPI parent in the body of the message. Contact the IT Service Desk directly at [ITS@wpi.edu](mailto:ITS@wpi.edu) or 508-831-5888 with any questions or concerns.

<b>WPI (RAVE) Alert</b>	<p>The WPI (RAVE) Alerts service gives campus leaders and security professionals the ability to reach all students and staff with time-sensitive information during unforeseen events or emergencies using voice, email, and text messaging. During critical situations, WPI officials can use the system to broadcast pertinent information and provide details on appropriate response.</p> <p>By providing accurate, up-to-date emergency contact information, you enable WPI (RAVE) Alerts to send simultaneous text messaging, voicemail, and email to you and your designated emergency contacts</p>	<p>Email (automatically signed up) All WPI community members are strongly encouraged to opt into text messages and phone calls</p>	<p>All WPI community members are automatically enrolled to receive WPI (RAVE) Alerts through their WPI email. You cannot remove your WPI email address.</p> <p><a href="#">Log in to WPI (RAVE) Alerts</a> with your WPI username and password to opt into receiving WPI (RAVE) Alerts by text message and phone calls. This is strongly encouraged.</p> <p><b><u>WPI (RAVE) Alerts</u></b></p> <ul style="list-style-type: none"> <li>• Voice 508-831-5000</li> <li>• Text (SMS) 67283</li> <li>• Email <a href="mailto:wpi@getrave.com">wpi@getrave.com</a></li> </ul>
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The WPI's Crisis Response Team, in conjunction with the Director of Public Safety and the Emergency Management Director, plans, publicizes and conducts a test of the emergency response and notification system at least annually and maintains a record documenting each test, including a description of the exercise, the date, time and whether it was announced or unannounced. This task is handled and managed by the WPI Emergency Management Director.

These tests, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the University.

## Emergency Notification Procedure

WPI has a full-time Emergency Management Director to coordinate emergency planning, preparation,

and response measures on campus. The Emergency Management Director will assess all emergencies, in conjunction with WPI Police Department and other university departments.

WPI maintains an Emergency Response Plan that outlines responsibilities of campus units during emergencies. This plan outlines incident priorities, campus organization and specific responsibilities of particular units or positions. University units are responsible for developing emergency response and continuity of operations plans for their areas and staff. Campus Emergency Management provides resources and guidance for the development of these plans.

The Director of Public Safety/Chief of Police or designee will make a decision regarding Emergency Notification and/evacuation without delay, taking into account several factors. Among the factors to be considered are as follows:

- The safety of the community
- The nature of the emergency
- The duration of the emergency
- Does the emergency impact an entire building, entire campus, or a segment of the population, and based on the nature of the emergency, should an evacuation plan be activated?
- Whether community notification is needed
- The content of such message(s)
- Whether to send the emergency message to all or some of the campus
- Will the notification, in the professional judgment of the responsible authorities and/or first responders, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency?

WPI will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system. If a significant threat exists, the university's Crisis Response Team will be immediately notified, the WPI Emergency Operations Center will be activated, and response operations will be initiated, including additional emergency notifications, as necessary.

The WPI Chief of Police, the WPI Police Command Staff, and/ or the Emergency Management Director will use some or all of the systems described below to communicate the threat to the WPI Community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population. The Division of Marketing Communications may assist in preparing and disseminating messages and updates.

If a threat involving imminent risk to personal safety is confirmed, the Command Staff of the WPI Police

Department and/or the Emergency Management Director may activate any and/or all means of the emergency notification systems prior to notifying the Crisis Response Team. In the event of an emergency, WPI will initiate and provide, without delay, immediate notifications to the appropriate segment(s) of the University community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employee, and visitors.

The WPI Campus Police staff is responsible for responding to reported emergencies and confirming the existence of an emergency, sometimes in conjunction with campus administrators, local first responders and/or the national weather center.

Upon confirmation of a dangerous situation or significant emergency involving an immediate threat to the health and safety of students or employees on campus, the following methods will be activated:

- A notice will be posted on WPI's website.
- A notice may be posted on campus electronic bulletins.
- A notice may be posted in each residence hall and may be disseminated to fraternities and sororities.
- The activation of WPI (RAVE) ALERT emergency communication system, our emergency notification system that utilizes email, text messaging and telephone voice messaging. The message will include pertinent details as well as direct community members to where they can find additional information. The university will also post updates during critical incidents on the WPI website.
- Face to face communication may also be used to notify community members about an emergency situation.

Follow-up information and updates will be distributed using some or all of the identified communication systems (except fire alarm).

The local news media may be utilized to disseminate emergency information to members of the larger community, including neighbors, parents, and other interested parties. The larger community can also access emergency information via the WPI homepage and/or social media.

If there is an immediate threat to the health or safety of students or employees occurring on campus, WPI must follow its emergency notification procedures. If it follows its emergency notification procedures, WPI is not required to issue a timely warning based on the same circumstances; however, WPI will must provide adequate follow-up information to the WPI community as needed.

## **Safety Notifications (Timely Warnings)**

WPI uses Safety Notifications (timely warnings) to inform the campus community of potential threats against which they can take preventive measures. These ongoing disclosure requirements, when implemented, can help to create, and promote a safe campus environment.

In the event a Clery Crime is reported or a situation arises within the WPI Clery Geography that in the judgment of the WPI Police Department constitutes a serious or continuing threat, a campus wide Safety Notification (timely warning) will be issued.

The WPI Police Department may consult with relevant offices, e.g., Office of Equal Opportunity & Outreach, Student Affairs Office, Dean of Student's Office, Office of the General Counsel, etc. to determine if a Safety Notification (timely warning) is needed.

Safety Notifications (timely warnings) are typically issued on a case-by-case basis in light of all the facts surrounding a crime, including factors such as the following:

The nature of the crime.

- The continuing danger to the campus community.
- The possible risk of compromising law enforcement efforts.
- WPI will not issue Safety Notification (timely warning) for crimes exclusively reported to a pastoral or professional counselor.

Safety Notifications (timely warnings) are typically written, issued, and distributed by the WPI Police Department. Safety Notifications (timely warnings) will be issued to students and employees via email and viewable at this link. <https://www.wpi.edu/about/policies/emergency-management/safety-notifications>. Safety Notifications (timely warnings) may also be issued through building postings by building administrators.

Safety Notifications (timely warnings) will be distributed as soon as pertinent information is available, in a manner that withholds the names of victims as confidential, and with the goal of aiding in the prevention of similar occurrences.

## **Emergency Evacuation Procedures**

Evacuation procedures are addressed in the WPI Emergency Preparedness Manual. Any modification of these procedures would be a decision made by the Director of Public Safety or Emergency Management

Director based upon unique characteristics associated with the precipitating event. In these cases, community members will be given the precise steps they are to execute in evacuating.

The emergency evacuation procedures are tested at least twice each year. Students and employees learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation.

The WPI Police Department does not tell building occupants in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the various



designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In such cases, WPI Police Department staff on the scene will communicate information to community members regarding the developing situation or any evacuation status changes.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of a fire or other emergency. WPI evacuation drills are used as a way to educate and train occupants on fire safety issues specific to their building. During the drill, occupants 'practice' drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm.

Note: Due to the COVID-19 pandemic, there were no emergency evacuation drills conducted in the spring of 2020.

## General Evacuation Procedures

At the sound of a fire alarm or if you are instructed to evacuate, leave your work area immediately and proceed to the nearest exit and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit and notify WPI Police Department at 508-831-5555.

- Remain calm
- Do NOT use elevators, use the stairs
- Assist the physically impaired. If they are unable to exit without using an elevator, secure a safe location near a stairwell, and immediately inform WPI
- Police or the responding Fire Department of the individual's location
- Proceed to a clear area at least 500 feet from the building. Keep all walkways clear for emergency vehicles
- Make sure all personnel are out of the building
- Do not re-enter the building until instructed to do so

## Shelter-in-Place Procedures

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to "shelter-in place" means to make a shelter of the building that you are in until it is safe to go outside.

A shelter-in-place notification may come from several sources including WPI Police or other authorities utilizing the WPI (RAVE) Alert emergency communication system, or the City of Worcester Police Department.

The campus publicizes WPI's emergency response and evacuation procedures on WPI's Emergency Management web page as well as on the WPI mobile application. For more information on please visit the WPI Emergency Management website at: <https://www.wpi.edu/about/emergency-management>.

## On-Campus Missing Student Protocol

As required by federal laws, WPI has adopted this missing student notification protocol.

If any member of the WPI Community believes that a student who is living in an on-campus housing facility is missing the WPI Police Department must be notified immediately at 508-831-5555. The WPI Police Department will initiate an investigation to locate the student and notify the Dean of Students and/or Administrator-on-call.

All students residing in on-campus housing facilities have the option to identify confidentially an individual to be contacted by WPI in the event the student is determined to be missing for more than 24 hours using the "Student Confidential Contact Form" located in Workday. When students provide a confidential contact, their contact information will be registered confidentially and this information will be accessible only to authorized campus officials, and it may not be disclosed, except to law enforcement officers in furtherance of a missing person investigation.

## Missing Student Procedures

If members of the WPI community believe that a student has been missing for 24 hours, it is critical that they immediately report that information to the WPI Police Department by calling 508-831-5555.

Within 24 hours of determining that a student is missing in accordance with its internal operating procedures, WPI will notify the City of Worcester Police Department, unless the City of Worcester Police Department was the entity that made the determination that the student is missing. Additionally, the police department of the community where the missing student maintains a home of record, and the individual designated as the student's confidential contact, will be notified that the missing student has been missing for 24 hours. If the missing student is under the age of 18 and not an emancipated individual, WPI is also required to notify the missing student's custodial parent or guardian not later than 24 hours after determining that the student has been missing for 24 hours, in addition to notifying the student's confidential contact. If the missing student is under the age of 21, WPI will also post a missing person notice on the national police information network. WPI reserves the right to notify additional individuals or law enforcement agencies or authorities in its discretion if an emancipated student over the age of 18 is determined to be missing, including the parents or guardians of the missing student.

Regardless of whether the student has identified a confidential contact person, is above the age of 18, or is an emancipated minor, WPI will inform the City of Worcester Police Department (or the local law enforcement with jurisdiction) that the student is missing within 24 hours.

## Security of & Access to Campus Grounds & Facilities

Access to campus facilities and grounds is a privilege extended to students, faculty, staff, and guests. WPI encourages an open environment, with limitations, to assure adequate protection of all members of the WPI community. WPI Police Officers conduct routine patrols of campus facilities to evaluate and monitor security related matters.

## Academic and Administrative Buildings

Campus academic and administrative buildings are accessible to WPI community members and visitors during the days and evenings that classes are in session. Specific hours of operation are determined by University Leadership based upon academic and operational needs. Access to these academic and administrative buildings after hours (and when classes are not in session) is in accordance with the access control policies established by the designated department head and the WPI Police Department. Faculty, staff, and students will receive proper and advanced authorization when these buildings are closed.

## Residence Halls

WPI residence halls are only accessible to building residents and their authorized guests, and authorized WPI staff. WPI residence halls are secured by key and lock systems 24 hours a day / 7 days a week.

Members of the Residential Services staff routinely walk the interior common areas, spaces, and hallways. Resident Assistants also enforce campus policies and security measures within the residence halls.

During holidays and other periods when classes are not in session, some residence halls are closed. Students authorized to live on campus during those times may be asked to register with Residential Services and the WPI Police Department. Safety and security policies and procedures that apply during the academic school year are in effect during these periods as well.

In the 2020-2021 and 2021-2022 academic years, the Hampton Inn was being administered as a residence hall. The Hampton Inn was secured by a key system 24 hours a day / 7 days a week. Residents living in the Hampton Inn had a key card that opened the front door and their room door. Only the residents of the Hampton Inn and Residential Services staff have access. There were 8 Resident Advisors who lived at the Hampton Inn and worked for Residential Services.

## Residential Services Program

WPI's Residential Services staff provides resident students with information concerning security and safety policies and procedures, including guest access policies, in its housing and dining contract.

Security in the residence halls is an extremely important issue. Resident students play a key role in ensuring that residence halls areas are safe and secure because they know best who lives there and who does not. Students serve as the eyes and ears for their fellow students and the WPI community. If something looks suspicious to them, they are advised to call the WPI Police Department. WPI Police Officers patrol residence halls, including the perimeter, lobbies, dining areas and basements.

## Keys and Key Card Access

Most of WPI's students, faculty, and staff use keycards or keys to access buildings and rooms on campus. The lock shop in the Facilities Department maintains the central key control at WPI, but all WPI community members share in the responsibility to maintain security for all WPI students, staff, faculty, and property. Brass keys are issued by Residential Services to certain students who live in a residence hall or by the Facilities Office on an as-needed basis to any other building.

## Lost or Stolen Keys

Lost or stolen keys should be reported to the WPI Police Department immediately. A report will then be documented and forwarded to the Customer Service Center in the Facilities Department. Keys issued are nontransferable. WPI will prosecute unauthorized persons found trespassing on University property or found in possession of unauthorized keys, keycards, or access codes.

For additional information on property and property damage, malfunctioning locks, lost keys/keycards, and costs, please see the [Facilities Website](#).

## Maintaining the Physical Security of Campus Grounds and Facilities

The Facilities Department provides maintenance and repair of campus buildings and grounds. WPI Police officers routinely check the campus grounds and facilities and report unsafe conditions to the Facilities Department. If any member of the WPI community has concerns for personal safety and property protection (i.e., inoperative locking hardware, hazardous conditions) in WPI facilities, you may alert the WPI Police Department by calling 508-831-5433 or 508-831-5555. Facilities Customer Service Center by calling 508-831-5500 between 7am and 5pm.

## Medical and Emergency Medical Services

The WPI Health Services, located at 82 Institute Road, Daniels Hall, is open Monday through Friday, 9 a.m. to 5 p.m. A health care provider can be reached at 508-831-5520. For after-hours urgent calls, a medical doctor is on call and can be reached at 508-334-8830 (identify yourself as a WPI student). Any off-campus services may be billable to your health insurance.

WPI Police are trained as first responders and are certified in cardiopulmonary resuscitation, and fully equipped with automatic external defibrillator (AED) and Narcan.

During the academic year, a group of students certified first responders volunteer their services to the community by assisting WPI police with medical emergency calls. Sick or injured persons are transported by a local ambulance service to a nearby hospital if determined necessary.

Ambulance transport charges may apply. It is your responsibility to familiarize yourself with the exclusions and/or limitations of your health insurance plan.

## Global Projects Program

WPI is committed to the health, safety, and security of all students who participate in the Global Projects Program. While off-campus study can present unique challenges and risks, careful preparation, diligent planning, and adherence to recommended safety practices all support a productive and rewarding project experience. The Global Experience Office (GEO) promotes safety in all programs through a series of mandatory pre-departure orientations that address key issues related to health, safety, and security at off-campus project locations. GEO provides detailed logistics and safety information through the handbooks prepared for each site and relies on its international medical and security provider, International SOS, to provide participants with up-to-date health, safety, and security destination specific information.

GEO maintains a 24-hour emergency response service that is available to assist all participants at global project centers. The Global Experience Office works closely with International SOS, the Dean of Students Office, the Student Development and Counseling Center (SDCC), the WPI Police Department, and other campus resources to address incidents that do arise.

It is imperative that all students undertaking off- campus study through the Global Projects Program and

Individually Sponsored Residential Projects at WPI adhere to health and safety recommendations distributed through the handbooks and pre departure orientations in addition to the communications issued by International SOS. All students traveling off-campus are strongly encouraged to supplement these formal preparations with their own research to learn more about issues concerning personal health, safety, security, crime prevention, and cultural differences at their planned project site. Through the decisions they make before and during their project experience and by their day-to-day choices and behaviors, students can have a major impact on their own health and safety while they are completing projects off campus. Please contact GEO with questions or for more information on how to best prepare for your experience in the [Global Projects Program](#). The Global Experience Office (GEO): 508- 831-5547 or [global@wpi.edu](mailto:global@wpi.edu).

## **WPI's Approach to Sexual Misconduct, including the Crimes of Domestic Violence, Dating Violence, Sexual Assault, and Stalking**

This section of WPI's Annual Security Report is intended to inform the WPI community of WPI's procedures for responding to victims who report crimes of domestic violence, dating violence, sexual assault, and stalking whether the offense occurred on or off campus, as well how WPI responds to reports of alleged Title IX Sexual Misconduct and Non-Title IX Sexual Misconduct, which includes but is not limited to alleged crimes of domestic violence, dating violence, sexual assault, and stalking.

Students and employees not seeking to report confidentially should contact the Director of Title IX Director of Equal Opportunity & Outreach / Title IX Coordinator: 508-831-6514, [TitleIX@wpi.edu](mailto:TitleIX@wpi.edu), the WPI Police Department at 508-831-5555, or 5555 from a campus phone or via a blue light phone on campus; or call 911 if you are off campus (emergencies) or 508-831-5433 (if it is not an emergency).

Regardless of whether a student or employee elects to pursue a criminal complaint or whether the crime is alleged to have occurred on or off campus, WPI will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide victims with a written explanation of their rights and options.

Specifically, WPI will provide students and employees with information on:

- How WPI will protect the confidentiality of the victim and others.
- The availability of on and off-campus resources for victims in counseling and mental health, health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, assistance in notifying appropriate law enforcement, and other services.
- The availability of supportive measures for victims, such as changes to academic, living, transportation, and working situations as well as court-issued protective orders and WPI no-contact orders. WPI will make such supportive measures available if the victim requests them and if the supportive measures are reasonable available, regardless of whether the victim chooses to report the crime to the WPI Police Department or local law enforcement.
- Procedures the victim should follow, including the grievance procedure for alleged violations of dating, domestic, stalking and sexual are found in WPI's Title IX Sexual Misconduct Policy.

In addition, WPI's Title IX & Sexual Misconduct Policy provides the institution's grievance process for addressing incidents of "Title IX Sexual Misconduct" and "Non-Title IX Sexual Misconduct" (as those terms are defined in the Policy) that occur among all faculty members (including academic administrators), staff members (including non-academic administrators), students, trustees, alumni, applicants for admission or employment, and all visitors to the WPI campus. A copy of WPI's Title IX & Sexual Misconduct Policy is available [here](#).



The requirements and protections of WPI's Title IX & Sexual Misconduct Policy apply equally regardless of sex, gender, sexual orientation, gender identity or expression, or other protected classes under federal or state law. All requirements and protections are equitably provided to individuals regardless their status as a Complainant, a Respondent, or a witness.

The University has designated the following individuals as having oversight responsibility for receiving complaints of and investigating allegations under WPI's Title IX & Sexual Misconduct Policy

**Director of Equal Opportunity & Outreach / Title IX Coordinator Stanley Horton**

100 Institute Road  
Worcester, Massachusetts 01609  
Office: Rubin Campus Center Room 234  
508-831-6514  
[TitleIX@wpi.edu](mailto:TitleIX@wpi.edu)

**Deputy Title IX Coordinators**

- **Emily Perlow**, Assistant Dean of Students, 508-831- 5060, [eperlow@wpi.edu](mailto:eperlow@wpi.edu)
- **Kathryn Keyes**, Talent & Inclusion Partner, Boynton Hall, 508-831-5470, [kkeyes@wpi.edu](mailto:kkeyes@wpi.edu)
- **Dr. Debora Jackson**, Dean of WPI Business School, 508-831-5218, [djackson2@wpi.edu](mailto:djackson2@wpi.edu)

**Crimes of Domestic Violence, Dating Violence, Sexual Assault, and Stalking**

WPI's Title IX & Sexual Misconduct Policy prohibits the crimes of domestic violence, dating violence, sexual assault, and stalking (as defined by the Clery Act) and reaffirms the University's commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the university community.

The Clery Act defines these crimes as follows:

**Domestic Violence:** A Felony or misdemeanor crime of violence committed by:

- a current or former spouse or intimate partner of the victim;
- a person with whom the victim shares a child in common;
- a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
- any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

- The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- For the purposes of this definition— (a) Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. (b) Dating violence does not include acts covered under the definition of domestic violence.

**Sexual Assault:** An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting program and included in Appendix A. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim if incapable of giving consent."

**Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

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

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

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

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to (a) fear for the person's safety or the safety of others; or (b) suffer substantial emotional distress. For the purpose of this definition –

- a. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- b. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
- c. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

## **Selected Massachusetts Definition of Domestic Violence, Dating Violence, Sexual Assault and Stalking**

WPI has provided below the definitions under Massachusetts law of sexual assault, domestic violence, dating violence, stalking and consent. Please note that the state law definitions may differ from the Clery Act definitions (for purposes of reporting Clery statistics) and the definitions in WPI's Title IX & Sexual Misconduct Policy (for institutional discipline at WPI).

### **Domestic Violence / Dating Violence**

Massachusetts does not have one state definition of domestic or dating violence. A person suffering abuse from a family or household member may seek a restraining order.

Massachusetts law (M.G.L. c.290A) defines "Abuse" as the occurrence of one or more of the following acts between family or household members: Attempting to cause or causing physical harm; or Placing another in fear of imminent serious physical harm; or Causing another to engage involuntarily in sexual relations by force, threat, or duress.

The term "family or household members" is defined as those persons who: Are or were married to one another; or Are or were residing together in the same household; or Are or were related by blood or marriage; or Who have a child in common regardless of whether they have ever married or lived together; or Are or who have been in a substantive dating or engagement relationship, which shall be adjudged by district, probate, or Boston municipal courts consideration of the following factors: The length of time of the relationship; The type of relationship; The frequency of interaction between the parties; and If the relationship has been terminated by either person, the length of time elapsed since the termination of the relationship.

### **Sexual Assault**

There is no crime called "sexual assault," in Massachusetts, but rather the Commonwealth uses the terms "rape" and "indecent assault and battery."

**Rape** is defined as a crime under Massachusetts law (M.G.L. c.265 § 22) as having sexual intercourse or unnatural sexual intercourse with a person and compelling such person to submit by force and against his or her will or compelling such person to submit by threat of bodily injury.

**Indecent assault and battery** are defined as a crime under Massachusetts law (M.G.L c.265 § 13H) as intentionally having physical contact of a sexual nature with another person, such as the indecent touching of another person's private parts.

**Stalking** is defined as a crime under Massachusetts law (M.G.L c. 265 § 43) as a person who: Willfully and maliciously engages in a knowing pattern of conduct or series of acts over a period of time directed at a specific person which seriously alarms or annoys that person and would cause a reasonable person to suffer substantial emotional distress; and Makes a threat with the intent to place the person in imminent fear of death or bodily injury.

The conduct, acts, or threats shall include, but not be limited to, conduct, acts or threats conducted by mail or by use of a telephonic or telecommunication device or electronic communication device including, but not limited to, any device that transfers signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photo-electronic or photo-optical system, including, but not limited to, electronic mail, internet communications, instant messages or facsimile communications

**Sexual Misconduct** is not a crime under Massachusetts law, but is defined as an incident of sexual violence, dating violence, domestic violence, gender-based violence, violence based on sexual orientation or gender identity or expression, sexual assault, sexual harassment or stalking in Massachusetts' 2021 Campus Sexual Assault Law.

## Consent

Consent is not specifically defined in Massachusetts law. However, Massachusetts law (M.G.L c. 265 § 13H) provides that children under 16, persons that are incapacitated or intoxicated, asleep or mentally impaired can never give consent.

## Definitions under WPI's Title IX & Sexual Misconduct Policy

Sexual Misconduct means misconduct prohibited by Title IX ("Title IX Sexual Misconduct") and misconduct prohibited by other applicable federal non-discrimination laws, Massachusetts laws, and WPI policy ("Non-Title IX Sexual Misconduct").

Sexual Misconduct can occur between individuals who know each other, individuals who do not know each other, individuals who have an established relationship, and individuals who have previously engaged in consensual sexual activity. Sexual Misconduct can be committed by persons of any gender, and it can occur between people of the same or different sex, gender, sexual orientation, or gender identity or expression.

**Title IX Sexual Misconduct** means specific misconduct based on sex, gender, sexual orientation, gender identity or expression that is prohibited by Title IX. Title IX Sexual Misconduct only includes sexual misconduct that occurred against a person in the United States, on or after August 14, 2020, and within the context of a WPI Education Program or Activity.

Title IX Sexual Misconduct includes only the following forms of misconduct, as defined by Title IX:

- **Quid Pro Quo Sexual Harassment means** a WPI employee conditioning the provision of an aid, benefit, or service of WPI on a person's participation in unwelcome sexual conduct.
- **Hostile Environment Sexual Harassment** means unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to WPI's education program or activity.
- **Sexual Assault**, as defined in the Clery Act and the FBI's National Incident-Based Reporting System, means the following Forcible Sex Offenses and Nonforcible Sex Offenses.
  - **Forcible Sex Offenses** means any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent, and includes:
    - **Forcible Rape**, which means sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent.
    - **Forcible Sodomy**, which means oral or anal sexual intercourse with another person, including instances where the victim is unable to give consent because of their age or because of their temporary or permanent mental or physical incapacity.

- **Sexual Assault with an Object**, which means to use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person without the consent of the victim, including instances where the victim is unable to give consent because of their age or because of their temporary or permanent mental or physical incapacity.
- **Forcible Fondling**, which means the touching of the private body parts of another person for purpose of sexual gratification, without the consent of the victim, including instances where the victim is unable to give consent because of their age or because of their temporary or permanent mental or physical incapacity.
- **Nonforcible Sex Offenses** means unlawful, nonforcible sexual intercourse and includes:
  - **Incest**, which means nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
  - **Statutory Rape**, which means nonforcible sexual intercourse with a person who is under the statutory age of consent.
- **Dating Violence**, as defined in the Violence Against Women Act, means violence committed by a person who is/has been in a social relationship of a romantic or intimate nature with the Complainant; and where the existence of such a relationship shall be determined based on a consideration of (a) the length of the relationship; (b) the type of relationship; and (c) the frequency of interaction between the persons involved in the relationship.
- **Domestic Violence**, as defined in the Violence Against Women Act, means felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the Complainant, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the Complainant as a spouse or intimate partner, by a person similarly situated to a spouse of the Complainant under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other 7 person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
- **Stalking**, as defined in the Violence Against Women Act, means engaging in a course of conduct directed at a specific person that would cause a reasonable person to (a) fear for their safety or the safety of others; or (b) suffer substantial emotional distress.

**Non-Title IX Sexual Misconduct** means misconduct that does not fall under the definition of Title IX Sexual Misconduct and is based on sex, gender, sexual orientation, gender identity or expression that is prohibited by other applicable federal non-discrimination laws, Massachusetts law, or WPI policy, including sexual violence (e.g., sexual assault, or relationship violence (dating and domestic)); sexual harassment; sexual exploitation; stalking; other forms of violence or harassment based on gender, sexual orientation, or gender identity or expression; and inappropriate relationships in the workplace or academic environment.

Non-Title IX Sexual Misconduct includes sexual misconduct regardless of where it occurred or when it occurred. Off-campus conduct falls under this definition if (i) the conduct was in connection with a WPI or WPI- recognized program or activity, or (ii) the conduct may have the effect of creating a hostile environment at WPI or for a member of the WPI community.

WPI and/or applicable law prohibit the following forms of actual or attempted Non-Title IX Sexual Misconduct, as defined below:

- **Sexual Violence** is a broad term that includes sexual assault and relationship violence (dating violence and domestic violence).
- **Sexual Assault** means any intentional sexual contact or activity that occurs without the consent of the other person. This definition includes, but is not limited to, forcible rape, forcible sodomy, assault with an object, forcible fondling, incest, and statutory rape defined under Title IX.



- **Relationship Violence** means physical, sexual, psychological, verbal and/or emotional behavior that serves to exercise control and power in an intimate relationship. This definition includes, but is not limited to, dating violence and domestic violence defined under Title IX. Relationship Violence can occur between current or former intimate partners who have dated, lived together, have a child together, currently reside together on or off campus, or who have otherwise connected through a past or existing relationship. It can occur in heterosexual, same sex, or any other type of relationship.
- **Sexual Harassment** means unwelcome conduct of a sexual nature, including sexual advances, requests for sexual favors, or other verbal, nonverbal, or physical conduct of a sexual nature, when:
  - Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic standing; or
  - Submission to or rejection of such conduct by an individual is used as the basis for employment decisions or academic decisions affecting that individual; or
  - The conduct has the purpose or effect of unreasonably interfering with an individual's work or a student's ability to participate in or benefit from the University's educational program, if, for example, the conduct is sufficiently severe, pervasive, or persistent that it creates an intimidating, hostile, or offensive working, learning, or living environment under both an objective (i.e., a reasonable person's view) and subjective (i.e., the complainant's view) standard.

This is a broad term that includes also includes quid pro quo sexual harassment and hostile environment sexual harassment defined under Title IX.

- **Sexual Exploitation** means purposefully taking or attempting to take sexual advantage of another person for the benefit of anyone other than that person, without that person's consent. Examples of sexual exploitation include, but are not limited to, prostituting another person; recording or distributing images (video, photograph, digital) or audio of another person's sexual activity, intimate body parts, or nakedness without that person's consent; viewing another person's sexual activity, intimate body parts, or nakedness without that person's consent for the purpose of sexual gratification; engaging in sexual activity with another person while knowingly infected with a sexually transmitted disease or infection without informing the other person; and administering alcohol or drugs to another person without that person's consent for the purpose of sexual gratification.
- **Stalking** means engaging in a course of conduct directed at a specific person over time that would cause a reasonable person to (a) fear for their safety or the safety of others; or (b) suffer substantial emotional distress. WPI's Title IX & Sexual Misconduct Policy covers stalking that is motivated by the person's real or perceived sex, gender, sexual orientation, or gender identity or expression. For purposes of WPI's Title IX & Sexual Misconduct Policy, "course of conduct" means two or more acts, including but not limited to acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- **Violence or harassment based on gender, sexual orientation, or gender identity or expression** means violence or unwelcome conduct directed at a person due to their gender, sexual orientation, or gender identity or expression when:
  - Submission to such violence or is made either explicitly or implicitly a term or condition of an individual's employment or academic standing; or
  - Submission to or rejection of such violence or conduct by an individual is used as the basis for employment decisions or academic decisions affecting that individual; or
  - The violence or conduct has the purpose or effect of unreasonably interfering with an individual's work or a student's ability to participate in or benefit from the University's educational program, if, for example, the conduct is sufficiently severe, pervasive, or persistent that it creates an intimidating, hostile, or offensive working, learning, or living environment under both an objective (i.e., a reasonable person's view) and subjective (i.e., the complainant's view) standard.

- **Inappropriate Relationships** means sexual or romantic relationships in the workplace or academic environment at WPI that are prohibited by WPI's Title IX & Sexual Misconduct Policy. WPI prohibits the following sexual or romantic relationships because they are fundamentally asymmetric in nature, may be the product of subtle or not-so-subtle coercion, or may lead to favoritism for the subordinate.

For all WPI employees, other than as between student employees: Sexual or romantic relationships between WPI employees and undergraduate students are prohibited, except in rare and unusual circumstances involving preexisting relationships. Sexual or romantic relationships between WPI employees and graduate students are prohibited where there is a supervisory relationship between the employee and the graduate student.

Sexual or romantic relationships between a supervisor and a supervisee are prohibited. If a student employee (e.g., TA, RA, PLA, undergraduate student assistant, or work-study student) is assigned to a course and has a preexisting sexual or romantic relationship with one of the enrolled students, they are obligated to inform the instructor of the course so that alternative arrangements can be made.

### **Retaliation**

Under WPI's Title IX & Sexual Misconduct Policy, and applicable federal and Massachusetts state law, neither WPI nor any other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or WPI's Title IX & Sexual Misconduct Policy, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under Title IX or WPI's Title IX & Sexual Misconduct Policy.

Retaliation includes, intimidation, threats, coercion, or discrimination, including charges against an

individual for conduct violations that do not involve sex discrimination or sexual misconduct, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or complaint of sex discrimination or sexual misconduct for the purpose of interfering with any right or privilege secured by Title IX or WPI's Title IX & Sexual Misconduct Policy.

Retaliation does not include charging an individual with a conduct violation for making a materially false statement in bad faith under WPI's Title IX & Sexual Misconduct Policy; provided, however, that a determination regarding responsibility, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

WPI will not charge a Complainant with a conduct violation for their actions that arise out of the same facts or circumstances as a report or their formal complaint of Sexual Misconduct unless the report or formal complaint was made in bad faith or the conduct violation was egregious, including but not limited to action(s) that place the health and safety of another person at risk.

Allegations of retaliation related to the Title IX & Sexual Misconduct Policy will be resolved pursuant to the Title IX & Sexual Misconduct Policy.

**Consent** means the positive, clear, unambiguous, and ongoing voluntary agreement to engage in a specific activity. At all times, each party is free to choose where, when, and how they participate in an activity. Consent can be withdrawn at any time before or during the activity.

Consent must be an informed, deliberate, and voluntary decision to engage in mutually acceptable activity.

Consent can be given by words or actions if those words or actions create clear mutually understandable permission regarding the scope of the activity.

Consent may not be inferred from silence, passivity, or a lack of objection. The absence of a negative response, such as silence or a failure to resist, does not equal consent.

Consent can never be given by someone who is mentally or physically incapacitated so that they cannot understand the fact, nature, or extent of the activity. Incapacitation includes, but is not limited to, incapacitation due to a temporary or permanent mental or physical disability; incapacitation due to alcohol, drugs, medications, or any other intoxicating substance; or when someone is unconscious, asleep, or otherwise unaware that the activity is occurring. If there is a question about whether someone consented

to sexual activity after consuming an intoxicating substance, the University will consider whether the party reasonably should have known about the impact of the intoxicating substance on the other party's ability to consent. A party's use of an intoxicating substance themselves does not relieve the party of the obligation to obtain consent before initiating and/or engaging in the activity.

Consent can never be given by someone under the legal age of consent. The legal age of consent in Massachusetts is sixteen (16) years old.

It is the responsibility of the person who initiates the activity to make sure consent is received from any other person(s) involved. Consent must be received for each activity. Consent to one activity does not constitute or imply consent to another activity. Past consent to an activity does not imply ongoing future consent to an activity. Consent cannot be assumed based on the parties' relationship or prior history.

There is no single way to communicate consent and context matters. When evaluating whether the activity was consensual, WPI will consider the entirety of the activity and all known relevant circumstances pertaining to the activity. Individuals should be able to clearly articulate why and how they believed they received consent and what they considered to be indications of that consent as they engaged in the activity.

## **Reporting Sexual Misconduct, including the Crimes of Domestic Violence, Dating Violence, Sexual Assault, and Stalking**

Anyone who has experienced Sexual Misconduct or is aware of someone who may have experienced Sexual Misconduct is strongly encouraged to report such misconduct to WPI (confidentially or not confidentially) and access the resources available on campus and in the community.

Below are selected excerpts from WPI's Title IX & Sexual Misconduct Policy, which can be accessed in its entirety [here](#).

Because WPI considers the reporting and resolution of alleged Sexual Misconduct to be of paramount importance, WPI will not subject anyone who makes a report of Sexual Misconduct in good faith or anyone who participates in a Sexual Misconduct proceeding (e.g., as a witness) to discipline under other WPI policies for conduct that is (i) related to the underlying allegation of Sexual Misconduct, (ii) not egregious, and (iii) does not place the health and safety of another person at risk or create a danger to the WPI community.

Any WPI community member who has concerns about Sexual Misconduct is encouraged to seek the assistance of those confidential and not confidential resources listed below.

### **If you are in an emergency:**

- Go to a safe place as soon as you can.
- Call the WPI Police Department at 508-831-5555, or 5555 from a campus phone or via a blue light phone on campus; or call 911 if you are off campus. If it is not an emergency, then call the WPI Police Department at 508-831-5433.

### **Additional Resources:**

- Seek medical attention, if needed (confidential resources).
  - Student Health Services (for WPI students only): Phone 508-831-5520, [healthcenter@wpi.edu](mailto:healthcenter@wpi.edu)
  - The emergency room at UMass Medical Center offers services and support for people who have experienced Sexual Misconduct and provides Sexual Assault Nurse Examiner (SANE) services. The WPI Police can provide students with an escort to the hospital.
- Seek counseling services, if needed (confidential resource).
  - Student Development & Counseling Center (for WPI students only): Phone 508- 831-5540, [sdcc@wpi.edu](mailto:sdcc@wpi.edu)
  - Pathways for Change Rape Crisis Center: Phone 800- 870-5905 (24/7 hotline)

## Try to preserve all physical evidence.

If you have been physically assaulted, try not to wash your face or hands, bathe, brush your teeth, drink or eat, douche, or change clothes if you can avoid it. If you do change your clothes, put all clothing you were wearing at the time of the assault in individual paper bags (not plastic). It is important to preserve as much evidence as possible, especially if you later decide to press criminal charges or report the Sexual Misconduct under WPI's Title IX & Sexual Misconduct Policy.

## Reporting Options that are Not Confidential

### Reporting to the Title IX Office

Anyone who has experienced Sexual Misconduct or is aware of someone who may have experienced Sexual Misconduct is encouraged to contact the Office of Equal Opportunity & Outreach / Title IX Office.

You can report Sexual Misconduct to the Office of Equal Opportunity & Outreach / Title IX Office in person, by mail, by telephone, by email, or anonymously.

Contact information for the Director of Equal Opportunity & Outreach / Title IX Coordinator and Deputy Coordinators can be found [HERE](https://www.wpi.edu/offices/equal-opportunity-outreach). <https://www.wpi.edu/offices/equal-opportunity-outreach>

Director of Equal Opportunity & Outreach / Title IX Coordinator: Stanley Horton

Office: Campus Center

Phone: 508-831-6514

Email: [titleix@wpi.edu](mailto:titleix@wpi.edu)

Address: 100 Institute Road Worcester, Massachusetts 01609

The Director of Equal Opportunity & Outreach / Title IX Coordinator plays an integral role in carrying out the University's commitment to provide a positive learning, **teaching and working environment free from Sexual Misconduct**.

### Anonymous Reporting to the Title IX Office

You can report Sexual Misconduct anonymously to the Office of Equal Opportunity & Outreach / Title IX Office by completing the form [HERE](#). WPI's response to any anonymous reports may be limited unless you include your contact information. If you do not provide any contact information, WPI will not contact you and you will remain anonymous.

NOTE: WPI's anonymous reporting form is not for emergencies. In case of an emergency, please call the WPI Police Department at 508-831-5555, or 5555 from a campus phone or via a blue light phone on campus; call 911 if you are off campus.

### Reporting to a WPI Employee

You can report Sexual Misconduct to a WPI employee. All WPI employees (except the Confidential Resource Advisors) who learn of a violation of the Title IX & Sexual Misconduct Policy involving students are required to immediately report such information to the Office of Equal Opportunity & Outreach / Title IX Office. All supervisors (except the Confidential Resource Advisors) who learn of a violation of this Title IX & Sexual Misconduct Policy involving employees are required to immediately report such information to the Office of Equal Opportunity & Outreach / Title IX Office.

### Reporting to Law Enforcement

If you experience Sexual Misconduct, you may, but are not required to, report to the WPI Police Department (508-831- 5555 for emergencies; 508-831-5433 for non-emergencies), the Worcester Police Department, the Massachusetts State Police, and/or the local law enforcement agency or District Attorney's office where the Sexual Misconduct occurred. WPI's Title IX & Sexual Misconduct Policy and the criminal justice system work independently from one another. Confidential Resource Advisors, confidential resources, the Office of Equal Opportunity & Outreach / Title IX Office, and the WPI Police Department can explain how to report Sexual Misconduct to law enforcement, but they cannot provide legal advice. The Director of Equal Opportunity & Outreach / Title IX Coordinator can assist individuals in setting up meetings with the WPI Police Department.

In addition, there are many community resources that can also support you in the process of reporting Sexual Misconduct to law enforcement, pursuing an external civil or criminal process, and/or seeking a court-issued protective order. Pathways for Change and YWCA Daybreak both offer free services, including legal advice.

If a Complainant receives a court-issued protective order under state or federal law, the Complainant should contact the WPI Police Department (508-831-5555 for emergencies; 508- 14 831-5433 for non-emergencies) to ensure that WPI can support the Complainant effectively at WPI, including how the Complainant can report alleged violations of the court-issued protective order to the WPI Police Department or the relevant local law enforcement agency.

### **Reporting Options that are Confidential**

You can report Sexual Misconduct to one of WPI's trained confidential resource providers (known at WPI as "Confidential Resource Advisors" (CRA)) or the other WPI and local confidential resources identified below. CRAs and confidential resources will not make reports to the Office of Equal Opportunity & Outreach / Title IX Office and will maintain confidentiality.

#### Reporting to a WPI Confidential Resource Advisor

Confidential Resource Advisors (CRAs) are WPI employees (not pastoral counselors, professional counselors, or therapists) who have received special training to be a confidential source of support for WPI community members. A list of current CRAs at WPI is located here: <https://www.wpi.edu/offices/title-ix/meet-the-team>.

Speaking with a CRA means that no report will be made to the Office of Equal Opportunity & Outreach / Title IX Office or the WPI Police Department, unless required by law. Reporting to a CRA is not considered notice to WPI that Sexual Misconduct has allegedly occurred.

CRAs can provide information on reporting options and the effects of each reporting option; the grievance processes under WPI's Title IX & Sexual Misconduct Policy; counseling and medical services available at WPI and in the local community; and the legal process carried out through local law enforcement and a WPI community member's rights and WPI's responsibilities with respect to no-contact orders and legal protective orders. CRAs may assist a WPI community member in contacting or reporting to the Title IX Office or law enforcement, if requested by the WPI community member. CRAs can provide information on supportive measures at WPI may also assist the Office of Equal Opportunity & Outreach / Title IX Office in arranging supportive measures for a WPI community member if requested. A CRA can continue to be a source of support throughout the process and can serve as your advisor during the grievance process if you and the CRA agree.

Any party involved in a Sexual Misconduct incident can speak with a CRA, but CRAs may not provide services to adverse parties. WPI will not discipline, penalize, or otherwise retaliate against a CRA for representing the interest of the party they are assisting.

Communications with a CRA are confidential and CRAs must ensure that confidentiality is maintained, unless otherwise required by law. Specifically: CRAs will not disclose confidential information without the prior written consent of the party who shared that information; provided, however that the CRA may be cross examined if the CRA testifies at the hearing under WPI's Title IX & Sexual Misconduct Policy or in court after being given written consent to do so by the party. Communications with CRAs will not be subject to discovery and will be inadmissible in the grievance process under WPI's Title IX & Sexual Misconduct Policy or in court without the prior written consent of the 15 party who shared that information.

#### Reporting to On-Campus Confidential Resources

The following is a list of on-campus confidential resources available to WPI students, faculty, and staff:

- Student Development & Counseling Center (for WPI students only): Phone 508-831- 5540, [sdcc@wpi.edu](mailto:sdcc@wpi.edu)
- Student Health Services (for WPI students only): Phone 508-831-5520, [healthcenter@wpi.edu](mailto:healthcenter@wpi.edu)
- WPI Campus Chaplains
- WPI Ombudspersons: [ombuds@wpi.edu](mailto:ombuds@wpi.edu)



Speaking with an on-campus confidential resources means that no report will be made to the Office of Equal Opportunity & Outreach / Title IX Office or the WPI Police Department, unless required by law. Reporting to an on campus confidential resource is not considered notice to WPI that Sexual Misconduct has allegedly occurred.

#### Reporting to Off-Campus Confidential Resources

The following is a list of off-campus confidential resources available to WPI students, faculty, and staff:

- Pathways for Change Rape Crisis Center: Phone 800- 870-5905 (24/7 hotline)
- YWCA Daybreak: Phone 508-755-9030 (24/7 hotline)

Speaking with an off-campus confidential resources means that no report will be made to the Office of Equal Opportunity & Outreach / Title IX Office or the WPI Police Department, unless required by law. Reporting to an off campus confidential resource is not considered notice to WPI that Sexual Misconduct has allegedly occurred.

### **Procedure WPI Will Follow After a Report of Sexual Misconduct, including the Crimes of Domestic Violence, Dating Violence, Sexual Assault, and Stalking**

1. Depending on when the report of Sexual Misconduct, including the Crimes of Domestic Violence, Dating Violence, Sexual Assault, or Stalking, is made, WPI will provide the student or employee with access to medical care (see below).
2. WPI will assess the immediate safety needs of the student or employee.
3. WPI will assist the student or employee with contacting local police and provide the student or employee with contact information for the relevant police department (if they have not already reported to the WPI Police Department, Worcester Police Department, or the police department with jurisdiction).
4. WPI will provide the student or employee with referrals to on and off-campus resources (see below).
5. WPI will assess the need to implement supportive measures (as needed), with the assistance of the Office of Equal Opportunity & Outreach / Title IX Office, if requested by the student or employee.
6. WPI will provide the student or employee with an explanation of their rights and options (see above).
7. WPI will provide a no trespass or no contact order (as appropriate) if deemed necessary and appropriate and requested by the student or employee. WPI Police will provide information on how to apply for a protective order.
8. WPI will provide a copy of WPI's Title IX & Sexual Misconduct Policy and inform them regarding timeframes for the grievance process.
9. WPI will inform the student or employee of the outcome of the grievance process under WPI's Title IX & Sexual Misconduct Policy, if applicable.
10. WPI will enforce the anti-retaliation provisions of its Title IX & Sexual Misconduct Policy and take immediate and separate action against parties that retaliate against the parties and individuals participating in the grievance process under WPI's Title IX & Sexual Misconduct Policy regardless of whether such retaliation occurs during the grievance process or following the outcome of the process.

### **Availability of On and Off-Campus Resources for Sexual Misconduct, including the Crimes of Domestic Violence, Dating Violence, Sexual Assault, and Stalking**

Upon receipt of a report of Sexual Misconduct, including the crimes of domestic violence, dating violence, sexual assault, or stalking, WPI will provide written notification to students and employees about existing resources available on and off-campus, including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, assistance in notifying appropriate local law enforcement, and other services.

These resources include:

On Campus	Service Provider	Contact Information
Counseling and Mental Health (for WPI students only)	Student Development and Counseling Center	508-831-5540
Health Services (for WPI students only)	Student Health Services	508-831-5520
Victim Advocacy	WPI's Confidential Resource Advisors (CRAs)	A list of current CRAs at WPI is located here: <a href="https://www.wpi.edu/offices/title-ix/meet-the-team">https://www.wpi.edu/offices/title-ix/meet-the-team</a>
Law Enforcement/Police	WPI Police Department	508-831-5433
Visa and Immigration Assistance	International House	508-831-6030
Student Financial Aid (for WPI students only)	Office of Financial Aid	508-831-5469
Other Confidential Resources	WPI Campus Chaplains WPI Ombudspersons	
Off Campus	Service Provider	Contact Information
Counseling and Mental Health	YWCA	508-755-9030 (24/7 hotline)
Counseling and Mental Health	Pathways for Change	800-870-5905 (24/7 hotline)
Health Services, including Sexual Assault Nurse Examiner (SANE) services	UMass Medical Center	508-334-1000
Victim Advocacy	YWCA	508-755-9030 (24/7 hotline)
Victim Advocacy	Pathways for Change	800-870-5905 (24/7 hotline)
Law Enforcement / Police	Worcester Police Department Massachusetts State Police	508-799-8606 508-829-8410
Legal Assistance	Victims' Rights Law Center (VRLC)	617-399-6720
Visa and Immigration Assistance	Immigration Legal Aid	508-754-1121
Non-Profit	Rape, Abuse, and Incest National Network (RAINN)	<a href="http://www.rainn.org">http://www.rainn.org</a>
State Government	Massachusetts Commission Against Discrimination (MCAD)	<a href="https://www.mass.gov/orgs/massachusetts-commission-against-discrimination">https://www.mass.gov/orgs/massachusetts-commission-against-discrimination</a>
Federal Government	U.S. Department of Justice, Office on Violence Against Women U.S. Department of Education, Office for Civil Rights (OCR) U.S. Equal Employment Opportunity Commission (EEOC)	<a href="https://www.justice.gov/ovw">https://www.justice.gov/ovw</a> <a href="http://www2.ed.gov/about/offices/list/ocr/index.html">http://www2.ed.gov/about/offices/list/ocr/index.html</a> <a href="https://www.eeoc.gov/">https://www.eeoc.gov/</a>

## Initial Non-Investigatory Steps under WPI's Title IX & Sexual Misconduct Policy

All reports of alleged Sexual Misconduct made to the Office of Equal Opportunity & Outreach / Title IX Office (including anonymous reports) and all reports to a WPI employee (other than Confidential Resource Advisors or other confidential resources) will be referred to the Director of Equal Opportunity & Outreach / Title IX Coordinator.

### Initial Outreach and Meeting with the Complainant

Within five (5) business days of receiving a report of alleged Sexual Misconduct, the Director of Equal Opportunity & Outreach / Title IX Coordinator (or their designee) will take several initial steps, including, but not limited to, the following:

- Provide information for the WPI Police Department to assess whether WPI must issue a Safety Notification (timely warning) or Emergency Notification to the WPI community pursuant to the Clery Act, which may require WPI to release the Complainant's identity in limited circumstances.
- Notify the Complainant that they have received a report of alleged Sexual Misconduct and encourage the Complainant to meet with the Director of Equal Opportunity & Outreach / Title IX Coordinator to discuss the nature and circumstances of the reported conduct and their rights and options under WPI's Title IX & Sexual Misconduct Policy.
- If the person who reported the alleged Sexual Misconduct is not the Complainant, then the Director of Equal Opportunity & Outreach / Title IX Coordinator may also encourage the person who reported the alleged Sexual Misconduct to meet with the Director of Equal Opportunity & Outreach / Title IX Coordinator to discuss the nature and circumstances of the reported conduct.
- Notify the Complainant about their rights and options under WPI's Title IX & Sexual Misconduct Policy, including but not limited to:
  - The Complainant's options under this Policy, including the process for filing a formal complaint.
  - The explanation of the Complainant's options under this Policy will also include an informal discussion about which definition of prohibited conduct may apply to the reported conduct and whether WPI's Grievance Process for Title IX Sexual Misconduct or WPI's Grievance Process for Non-Title IX Sexual Misconduct would apply.
  - The availability of medical treatment and other resources, both on and off campus.
  - The Complainant's right to report the matter to law enforcement, including the WPI Police Department, the Worcester Police Department, and the Massachusetts State Police, receive assistance from WPI in making any such report, and seek a court-issued protective order or WPI no-contact order. Nothing in this Policy prevents a Complainant from seeking the assistance of state or local law enforcement alongside this process.
- Discuss the availability of supportive measures for the Complainant, consider the Complainant's wishes with respect to supportive measures, and provide supportive measures if requested.

Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the Complainant or the Respondent before or after the filing of a formal complaint under WPI's Title IX & Sexual Misconduct Policy or where no formal complaint been filed.

Supportive measures at WPI may include:

- No-contact orders
- Deadline extensions
- Reassignment of housing
- Health services through Student Health Services (for WPI students only, phone 508- 831-5520, [healthcenter@wpi.edu](mailto:healthcenter@wpi.edu)) or the emergency room at UMass Medical Center.
- Counseling through the Student Development & Counseling Center (for WPI students only, phone 508-831-5540, [sdcc@wpi.edu](mailto:sdcc@wpi.edu)) or Pathways for Change Rape Crisis Center (24/7 hotline: 800-870-5905)
- Modifications of work or class schedules
- Campus escort services
- Changes in work locations
- Leaves of absence
- Increased security and monitoring of certain areas of the campus

Supportive measures are designed to restore or preserve access to WPI's Education Programs and Activities without unreasonably burdening the other party, including measures designed to protect the safety of all parties or WPI's educational environment or deter Sexual Misconduct.

Supportive measures can be requested by the Complainant or the Respondent at any time and may be reviewed at any time upon request by either party or in the determination of the Director of Equal Opportunity & Outreach / Title IX Coordinator. WPI will maintain the confidentiality of any supportive measures provided to the Complainant or the Respondent, to the extent that maintaining such confidentiality will not impact WPI's ability to provide the supportive measures.

## **Grievance Process for Title IX Sexual Misconduct under WPI's Title IX & Sexual Misconduct Policy**

Below is a summary of the process if a student or employee chooses to file a formal complaint of Title IX Sexual Misconduct under WPI's Title IX & Sexual Misconduct Policy. The full grievance process can be found online here: <https://www.wpi.edu/offices/title-ix/title-ix-and-sexual-misconduct-policy>.

Upon submission of a formal complaint alleging Title IX Sexual Misconduct, the WPI's formal grievance process under the Title IX & Sexual Misconduct Policy is initiated. The Grievance Process for Title IX Sexual Misconduct includes the following steps:

- Formal Investigation
- Review of Evidence and Completion of the Investigation Report
- Hearing
- Decision
- Appeal (if requested by either party)

The Title IX Coordinator reviews the complaint to determine if the Title IX & Sexual Misconduct Policy should apply to a formal complaint. The Title IX & Sexual Misconduct Policy will apply to Title IX Sexual Misconduct that occurs against a person in the United States and within the context of a WPI Education Program or activity, and if the conduct alleged is considered prohibited Title IX Sexual Misconduct under WPI's policy. If all the elements are met, WPI will investigate the allegations according to WPI Title IX & Sexual Misconduct Policy.

### Temporary Measures

WPI may remove a Respondent from WPI on an emergency basis, if WPI (1) undertakes an individualized safety and risk analysis and (2) determines that an immediate threat to the physical health or safety of any student or other individual arising from the alleged Sexual Misconduct justifies the Respondent's removal. If the Title IX Coordinator determines that an emergency removal is justified, the Title IX Coordinator will provide the Respondent with a Notice of Emergency Removal and an opportunity to challenge the decision immediately by appealing to the President. The Respondent's emergency removal will not be stayed pending the outcome of any appeal.

WPI may place a non-student employee Respondent on administrative leave at any time following the submission of a formal complaint. A Respondent's failure to comply with this temporary measure may lead to additional disciplinary action.

### Dismissal of a Formal Complaint of Title IX Sexual Misconduct

WPI may dismiss a formal complaint (or any specific allegation within a formal complaint) if the Title IX Coordinator determines that one of the mandatory or discretionary dismissal bases applies.

WPI must dismiss a formal complaint if:

- The alleged conduct, if true, would not constitute Sexual Misconduct under WPI's Title IX & Sexual Misconduct Policy.
- The alleged Title IX Sexual Misconduct, if true, occurred

- i. against a person who was not in the United States;
- ii. prior to August 14, 2020; or
- iii. outside of the context of a WPI Education Program or Activity.

Please note that formal complaints dismissed on this basis may be considered for resolution under WPI's Grievance Process for Non-Title IX Sexual Misconduct.

WPI may dismiss a formal complaint if:

- The Complainant notifies the Title IX Coordinator in writing that they would like to withdraw their formal complaint or any specific allegation within their formal complaint.
- The Complainant declines to participate in the grievance process after filing a formal complaint.
- The Respondent is no longer enrolled at or employed by WPI. In this case, the Complainant will be provided the option to re-file their formal complaint if the Respondent returns to WPI.
- If specific circumstances prevent WPI from gathering evidence sufficient to reach a determination regarding the formal complaint or any specific allegation therein.

Upon dismissal, the Title IX Coordinator will promptly send written Notice of Dismissal simultaneously to the Complainant and Respondent by email. Absent a dismissal or referral or if an appeal is granted, the Grievance Process for Title IX Sexual Misconduct will proceed. If the formal complaint is not dismissed, the Title IX Coordinator will provide a written Notice of Allegations to the Complainant and the Respondent by email.

The Respondent is presumed not responsible for the alleged Sexual Misconduct and that a determination regarding responsibility is only made at the conclusion of the Grievance Process for Title IX Sexual Misconduct.

#### Role of Advisors

The Complainant and Respondent may have a personal advisor of their choice present during any step of this grievance process, including any meeting, interview, or hearing. Any individual may serve as a personal advisor, including an attorney.

During WPI's grievance process personal advisors may communicate with their advisee but may not speak or otherwise communicate on behalf of a party. The exception to this is if a personal advisor is attending the hearing and conducting cross-examination of any witnesses during the Grievance Process for Title IX Sexual Misconduct.

#### Notice of Allegations

If WPI does not dismiss a formal complaint, the Title IX Coordinator will provide a written Notice of Allegations to the Complainant and the Respondent by email.

The Notice of Allegations will include the following:

- A copy of this WPI's Title IX & Sexual Misconduct Policy, including a hyperlink to the Policy and the Title IX Office webpage.
- A description of the alleged Sexual Misconduct and the corresponding definitions of prohibited conduct in WPI's Title IX & Sexual Misconduct Policy that are alleged to have been violated, including, if known:
  - The names of the Complainant(s) and the Respondent(s);
  - The date(s), time(s) and location(s) of the alleged Sexual Misconduct; and
  - Sufficient details of the alleged Sexual Misconduct.



- An explanation of the grievance process that applies to the definition(s) of prohibited conduct in WPI's Title IX & Sexual Misconduct Policy that are alleged to have been violated.
- Any allegations that have been dismissed pursuant to WPI's Title IX & Sexual Misconduct Policy.
- Any supportive measures about which either party should be made aware.
- The Respondent is presumed not responsible for the alleged Sexual Misconduct and that a determination regarding responsibility is only made at the conclusion of the applicable grievance process under WPI's Title IX & Sexual Misconduct Policy.
- The Respondent and the Complainant will have the opportunity to present evidence and respond to the allegations.
- The Respondent and the Complainant may have a personal advisor of their choice, who may be, but is not required to be, an attorney.
- The Respondent and the Complainant will be provided equal opportunities to inspect and review evidence obtained during the investigation that is directly related to the investigation prior to the conclusion of the investigation.
- Information regarding the duties of honesty, good faith participation, promptness and care, and confidentiality described in Section IX of WPI's Title IX & Sexual Misconduct Policy and required by all participants in the grievance process under the Policy.
- The process by which the Respondent or the Complainant may request disability accommodations from Talent & Inclusion (for employees) or the Office of Accessibility Services (for students).

#### Informal Resolution Process

At any time, prior to a determination of responsibility, the Complainant or Respondent may contact the Title IX Coordinator and request to engage in the informal resolution process. Both parties and the Title IX Coordinator must agree to engage in the informal resolution process for this option to be used. The informal resolution process is not available to resolve a formal complaint that an employee respondent allegedly engaged in Sexual Misconduct with a student complainant.

The informal resolution process is voluntary, and the written consent of both parties is required. At any time prior to expressly agreeing to a written resolution, either party has the right to withdraw from the informal resolution process and resume the applicable formal grievance process under WPI's Title IX & Sexual Misconduct Policy.

The formal complaint will be deemed resolved when the Complainant and Respondent expressly agree to a written resolution that is acceptable to them and is approved by the Title IX Coordinator in consultation with other appropriate WPI administrators.

Absent an agreement, by the parties, to enter into the Informal Resolution Process or to resolve the formal complaint through an Informal Resolution Agreement, the formal grievance process will resume.

#### Investigation

Title IX Coordinator will select an unbiased, qualified investigator(s) to conduct the investigation and write the Investigation Report.

The investigation will consist of:

- The investigator interviewing the Complainant, the Respondent, and any witnesses that the investigator believes will provide relevant factual information regarding the alleged Title IX Sexual Misconduct.
- The investigator reviewing documentation or other items, including but not limited to photographs, video evidence, and phone records, relevant to the alleged Title IX Sexual Misconduct.
- The investigator will not review evidence related to either party's prior sexual history with other persons except as relevant to the alleged Title IX Sexual Misconduct.

The Title IX Coordinator will provide the Complainant and the Respondent with the name of the assigned investigator(s) in writing (by email) and the Complainant and Respondent will have the opportunity to inform the Title IX Coordinator of any potential biases or conflicts of interest with the assigned investigator.

During the investigation, the Complainant and the Respondent will have an equal opportunity to participate, and the investigation may proceed even if a Complainant, Respondent, or any witness declines to participate.

The Complainant and the Respondent may provide the investigator with the names of potential witnesses (including fact and expert witnesses) with whom they would like the investigator to interview. The Complainant and the Respondent may also provide the investigator with any documentation or other items or written questions they would like to be considered or posed to any witness or the other party.

The investigator will provide the Complainant, Respondent, and any witnesses written notice of the date, time, location, participants, and purpose of interviews with sufficient time to prepare. The investigator will deliver a written, draft Investigation Report to the Title IX Coordinator for inspection and review by the Complainant and the Respondent. The Investigation Report will only include relevant evidence, including inculpatory and exculpatory evidence. The Title IX Coordinator will provide the Complainant and the Respondent with a copy (by email) and send a written notice regarding the opportunity for the Complainant and Respondent (and their advisors) to inspect and review the evidence collected by the investigator that is directly related to the allegations under investigation. The Complainant and the Respondent will have the opportunity to review the investigator's draft Investigation Report. The purpose of the inspection and review process is to allow the Complainant and the Respondent equal opportunity to review and meaningfully respond to the evidence prior to conclusion of the investigation and the completion of the final Investigation Report. All evidence made available to each party for inspection and review prior to the completion of the final Investigation Report will be made available for use by the parties at the hearing, including during questioning of parties and witnesses.

The investigator will submit the final Investigation Report to the Title IX Coordinator, attaching the written responses to the draft Investigation Report submitted by the Complainant and the Respondent (if any). Title IX Coordinator will provide the Complainant and the Respondent with the final Investigation Report, attaching the written responses to the draft Investigation Report submitted by the Complainant and the Respondent (if any). The Title IX Coordinator will also provide the Judicial Panel and the Hearing Officer with the final Investigation Report, any written responses to the draft Investigation Report submitted by the Complainant and the Respondent (if any), and all evidence collected by the investigator during the investigation. The final Investigation Report, any written responses submitted by the parties to the draft Investigation Report, and all evidence collected by the investigator during the investigation will be available at the hearing, including for purposes of cross-examination.

### Hearing

Following the investigation, the Title IX Coordinator will convene a fair and impartial formal hearing to review the relevant evidence and determine whether the Respondent's alleged Title IX Sexual Misconduct violated WPI's Title IX & Sexual Misconduct Policy. The Judicial Panel will consist of a three-member Judicial Panel and a

Hearing Officer to preside over the hearing as the decision makers. The Judicial Panel is responsible for determining responsibility and sanctions.

The Judicial Panel's three members consist of three (3) faculty and/or staff members selected from a previously established pool of WPI faculty and staff members trained to hear complaints under WPI's Title IX & Sexual Misconduct Policy. The Hearing Officer is an outside attorney who will be trained on Title IX & Sexual Misconduct Policy and will be responsible administering the hearing, answering procedural questions during

the Judicial Panel's deliberations, and drafting the Determination Letter. The Hearing Officer will not participate in deliberations or vote on the Judicial Panel's decision on responsibility and sanctions.

Before the live hearing takes place, the Title IX Coordinator will provide the Complainant and the Respondent with the names of the Judicial Panel members and the Hearing Officer. Complainant and Respondent will have three (3) business days to inform the Title IX Coordinator of any potential biases or conflicts of interest with the assigned Judicial Panel members or the Hearing Officer.

The Title IX Coordinator will schedule the date(s) for the hearing in consultation with all parties, the members of the Judicial Panel, and the Hearing Officer. The hearing may be conducted with all parties physically present in the same location, or, at WPI's discretion, any participant may appear at the hearing virtually through Zoom or other similar technology. This technology will enable all participants to simultaneously see and hear each other during the hearing. In the Notice of the Hearing, the Title IX Coordinator will provide the information on the date, time, and location of the hearing, the participants in the hearing, the rights of the parties during the hearing, the purpose of the hearing, and the hearing procedures, as detailed below.

The Complainant and the Respondent may each have a Hearing Advisor of their choice. The Hearing Advisor is responsible for conducting cross-examination on behalf of their advisee and is provided in addition to the party's personal advisor of their choice. If the Complainant or the Respondent does not have a Hearing Advisor, WPI will select a trained Hearing Advisor to conduct cross-examination without fee or charge to that party. WPI is not required to, nor will WPI hire an attorney to be a Hearing Advisor for any party.

The Judicial Panel is responsible for determining responsibility and sanctions. After the hearing concludes, the Judicial Panel will decide by majority vote and based on a preponderance of the evidence whether the Respondent is responsible for the alleged Title IX Sexual Misconduct. If the Judicial Panel finds the Respondent responsible, they will decide by a majority vote whether sanctions are appropriate and what those sanctions will be, and whether any remedies will be provided by WPI to the Complainant and what those remedies will be.

If the Judicial Panel finds the Respondent responsible for the alleged Title IX Sexual Misconduct, the Respondent may be subject to a wide range of sanctions, depending on the circumstances of a particular case.

- When the Respondent is a student, sanctions include community service, counseling, probation, suspension from residence hall, suspension from the university for one or more terms, and expulsion from WPI.
- When the Respondent is a staff or faculty member, sanctions include community service, counseling, probation, reassignment of duties, suspension with pay, suspension without pay, and termination of employment at WPI.

In deciding a fair and appropriate sanction, the Judicial Panel will consider the following factors:

- The nature and circumstances of the misconduct; and
- The impact of the Title IX Sexual Misconduct on the Complainant; and
- The Respondent's prior disciplinary history at WPI; and
- Other mitigating or aggravating circumstances.

The Judicial Panel may also consider wide range of remedies for the Complainant designed to restore or preserve equal access to WPI's Education Program or Activity. Remedies may include, but not are not limited to, the examples of supportive measures. If the Judicial Panel finds that the Respondent is not responsible, WPI should make reasonable and practical efforts as appropriate to restore the reputation of the Respondent.

Upon reaching a determination on responsibility and sanctions, the Judicial Panel will provide a written Determination Letter to the Title IX Coordinator. The Determination Letter will be drafted by the Hearing Officer and approved by a majority of the voting members of the Judicial Panel. A written determination regarding responsibility will be issued simultaneously, by the Title IX Coordinator, to all parties. The Title IX Coordinator will also inform other WPI officials as necessary and appropriate.

### Appeal

WPI provides both the Complainant and the Respondent to opportunity to appeal the dismissal of a formal complaint and the Determination Letter (including the decision on responsibility and/or sanctions). All appeals and special appeals must be delivered to the Title IX Coordinator who will transmit the appeal to the appropriate Appellate Officer.

- If the Respondent is a student, the Appellate Officer is the Vice President for Student Affairs.
- If the Respondent is a faculty member, the Appellate Officer is the Provost (unless the Respondent is a

- full-time faculty member whom the Judicial Panel has determined should be dismissed or suspended and the special appeals process).
- If the Respondent is a staff member, the Appellate Officer is the Vice President for Talent & Inclusion.

The Appellate Officer will be free of conflict of interest and bias, and will not serve as investigator, Title IX Coordinator, or Judicial Panelist in the same matter. The Appellate Officer will not be involved in the appeal until the Title IX Coordinator has resolved any questions of conflict of interest.

Within fourteen (14) business days after receiving an appeal and the other party's response to the appeal (if any), the Appellate Officer will decide the merits of the appeal. The Appellate Officer will provide an Appeal Determination Letter to the Title IX Coordinator that includes the rationale for the appeal determination and the Title IX Coordinator will issue the Appeal Determination Letter to the Complainant and the Respondent simultaneously in writing (by email) and inform other WPI officials as necessary and appropriate.

### Special Appeals

If the Respondent is a full-time faculty member facing a sanction of dismissal or suspension appeals, a special appeal procedure is available. Special appeal procedures apply in the following circumstances:

- As the only method to appeal a determination that a Respondent who is a full-time faculty member should be dismissed or suspended; or
- As an appeal of a determination by the Appellate Officer that a Respondent who is a full-time faculty member should be dismissed or suspended when that determination was made on appeal, but the Judicial Panel did not impose such sanction on the Respondent.

The Respondent or Complainant, involved in the special appeals procedure, may appeal the Determination Letter (including the decision on responsibility or sanctions) or the decision from an appeal to the President within fourteen (14) days following the delivery of the Determination Letter or the Appeal Determination, as applicable.

The President will provide an Appeal Determination Letter to the Title IX Coordinator that includes the rationale for the appeal determination and the Title IX Coordinator will issue the Appeal Determination Letter to the Complainant and the Respondent simultaneously in writing (by email) and inform other WPI officials as necessary and appropriate.

If the President decides to impose a sanction of dismissal or suspension, the Respondent, or the Complainant, involved in the special appeals procedure, may further appeal the sanction to the Board of Trustees within fourteen (14) days following receipt of the President's Appeal Determination Letter.

If the Respondent or the Complainant submits a further appeal, the Chair of the Board, in collaboration with the Secretary of the Faculty, shall appoint a committee of five (5) faculty members who will make a recommendation regarding the sanction imposed.

The Board Chair should issue a written decision within thirty (30) days of receiving the faculty committee's report. The Board Chair will provide a Further Appeal Determination Letter to the Title IX Coordinator that includes the rationale for the appeal determination and the Title IX Coordinator will issue the Further Appeal Determination Letter to the Complainant and the Respondent simultaneously in writing (by email) and inform other WPI officials as necessary and appropriate. The Board Chair's decision will be final.

### Office for Civil Rights

Individuals who wish to file a complaint about WPI's Title IX & Sexual Misconduct Policy or process may contact the Department of Education's Office for Civil Rights using contact information available at: <https://www2.ed.gov/about/offices/list/ocr/docs/howto.html>.

## Grievance Process for Non-Title IX Sexual Misconduct Under WPI's Title IX & Sexual Misconduct Policy

WPI also has a grievance process for prohibited sexual misconduct that falls outside the scope of Title IX under its Title IX & Sexual Misconduct Policy. Crimes of domestic violence, dating violence, sexual assault, and stalking would be fall under this grievance process if the alleged conduct, if true, occurred against a person who was not in the United States; occurred prior to August 14, 2020; or occurred outside of the context of a WPI Education Program or Activity; or if the alleged conduct, if true, did not meet the definition of Title IX Sexual Misconduct.

Information on the Grievance Process for Non-Title IX Sexual Misconduct can be found online here: <https://www.wpi.edu/offices/title-ix/title-ix-and-sexual-misconduct-policy>.

### Other Information on the Grievance Process

WPI's Title IX & Sexual Misconduct Policy does not alter any institutional obligations under federal disability laws including the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973. Parties may request reasonable accommodations for disclosed disabilities to the Director of Equal Opportunity & Outreach / Title IX Coordinator at any point before or during the process that do not fundamentally alter the process.

In accordance with the requirements of the Clery Act and Title IX, under WPI's Title IX & Sexual Misconduct Policy, the Complainant and the Respondent are entitled to the same opportunities to have a support person and/ or, a personal advisor present during a campus disciplinary proceeding and will be informed, in writing, of the outcome of any campus disciplinary proceeding, including when the results become final and any appeals. For more information on WPI's Title IX & Sexual Misconduct Policy please contact the Director of Equal Opportunity & Outreach / Title IX Coordinator at 508-831-6514 or via email at [TitleIX@wpi.edu](mailto:TitleIX@wpi.edu).

## Sexual Misconduct Education and Training Programs

WPI is committed to creating a safe and healthy community. WPI has established a comprehensive educational program to prevent dating violence, domestic violence, stalking, and sexual assault that can be delivered both in-person and online. The goal of the program is to prevent and respond to assaults by providing educational and peer-to-peer programs, counseling, and support resources, and to increase awareness and prevent these crimes in the WPI community.

### Programs related to Domestic Violence, Dating Violence, Sexual Assault and Stalking

WPI engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to educate WPI community members and end dating violence, domestic violence, sexual assault, and stalking.

These programs are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

WPI's primary prevention and awareness programs, and ongoing prevention and awareness campaigns provide information on:

- WPI's prohibition of the crimes of domestic violence, dating violence, sexual assault, and stalking (as those terms are defined by the Clery Act).
- The definitions of domestic violence, dating violence, sexual assault, and stalking under the Clery Act, Massachusetts law, and WPI policies, as applicable.
- The definition of consent in reference to sexual activity under WPI policies, understanding that there is no definition of consent in Massachusetts.
- Safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm,



understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

- Risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence. WPI ensures that Information on risk reduction is not presented in a manner that encourages victim blaming.
- The information contained in the Annual Security and Fire Safety Report in compliance with the Clery Act and in WPI's Title IX & Sexual Misconduct Policy, including:
  - The procedures victims should follow if a crime of domestic violence, dating violence, sexual assault, or stalking occurs;
  - How WPI will protect the confidentiality of complainants and other necessary parties;
  - The existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both at the University and in the community; and
  - Options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or supportive measures.
- The procedural requirements for institutional disciplinary action at WPI in cases of alleged dating violence, domestic violence, sexual assault, or stalking.

## Primary Prevention and Awareness Programs

WPI's primary prevention and awareness programs for all incoming students involves the distribution of educational materials to new students, participating in and presenting information and materials during new student orientation, providing programs by invitation for academic programs, and requiring incoming first year students and returning upper class students to take online courses related to sexual assault and high-risk drinking awareness and education.

WPI's primary prevention and awareness programs for new employees begins with the Division of Talent & Inclusion's onboarding process. All new employees at WPI are required to successfully complete an online sexual misconduct training program. The presentation provides information on what it means to be required to report incidents of sexual misconduct and educates employees on how to respond to disclosures of sexual misconduct. The training identifies prohibited forms of conduct, including sexual assault, sexual harassment, dating or domestic violence, and stalking. Employees learn about resources and sources of support available to those affected by sexual misconduct. New WPI Employees receive training on the Clery Act and Title IX via online education through the WPI Learning Academy during their onboarding. WPI continues to explore avenues for infusing faculty and staff training with essential information about active bystander intervention and policies and procedures.

WPI offered the following primary prevention and awareness programs for all incoming students in 2022:

Name of Program	Date Held	Location	Prohibited Behavior Covered
Bystander Intervention Training (Student Athletes)	Various*	Virtual/Online	DoV, DaV, SA, S
Sexual Assault Awareness Training for WPI Students	Various*	Virtual/Online	DoV, DaV, SA, S
Bystander Intervention Training	Various*	Virtual/Online	DoV, DaV, SA, S

\* Various is defined as the dates of the training run throughout the year at various times.

\*\* DoV = Domestic Violence; DaV = Dating Violence, SA = Sexual Assault; S = Stalking

WPI offered the following primary prevention and awareness programs for all new employees in 2022:

Name of Program	Date Held	Location	Prohibited Behavior Covered
Title IX for Higher Education	Various*	Online	DoV, DaV, SA, S
Title IX and WPI Title IX & Sexual Misconduct Policy (Online)	Various*	Online	DoV, DaV, SA, S
Harassment Prevention for Employees and Managers - Higher Education Edition (Online)	Various*	Online	DoV, DaV, SA, S

\* Various is defined as the dates of the training run throughout the year at various times.

\*\* DoV = Domestic Violence; DaV = Dating Violence, SA = Sexual Assault; S = Stalking

## Ongoing Prevention and Awareness Campaigns

WPI ongoing prevention and awareness campaigns include an annual educational campaign for all WPI community members designed to provide ongoing education and programming around issues of sexual misconduct – including sexual assault, domestic violence, dating violence, and stalking. Campaign strategies employed include face to face presentations, online training programs, printed materials, self defense programming, and related lectures.

Ongoing prevention and awareness campaigns include self defense programming; Rape Aggression Defense (R.A.D.), Stalking Awareness month (January), Domestic Violence month (October) events and activities; Silent Witness Exhibit, Sexual Assault and Awareness month (April), which includes the “Clothesline Project”; bystander intervention programming; programming specific to developing healthy relationships; and regular student conversations related to sexual assault and relationship violence. The following are some specific examples of ongoing programs currently offered by WPI. This list is not all-inclusive:

- Online Education: First year students complete online learning about sexual violence and bystander education through Get Inclusive. It takes first year students through real-world scenarios and encourage students to challenge sexist language and attitudes and gives them the tools needed to identify situations and how to best intervene. It also provides guidance for supporting someone who has experienced harm. It promotes healthy relationships based on positive communication and respect— empowering students to create safe, healthy campus environments to learn effective ways to prevent and report sexual assault on our campus.
- Extended Programming: All students have the option to participate in several on campus workshops dealing with topics such as self defense (Rape Aggression Defense), bystander intervention training, healthy relationships education sessions, involvement and/or participation in student run organizations such as SPARC. These extended programs are designed to give students an interactive educational experience geared at giving them the personal tools to reduce and prevent violence.
- Speakers/programs on Sexual Violence, Domestic and Dating Violence, Stalking and other Sexual Misconduct Issues: Expert speakers who discuss topics about women’s sexual wellbeing, healthy relationships, and the prevention of sexual violence and harassment.
- Healthy Relationships Discussion Group: A series of interactive discussions about what makes a healthy and non-healthy relationship with others (intimate partnerships, dating) and with the self (knowing boundaries, finding one’s voice to set boundaries, discerning what is appropriate for the individual, etc.).
- Student Organizations: SPARC (Students Preventing Assault and Rape in our Community).

- **Students Traveling:** The Global Experience Office (GEO) has developed a pre-departure orientation program focused on sexual misconduct awareness and prevention for all students traveling to residential project centers (both domestic and international) through the WPI Global Projects Program. The pre-departure orientation program is centered on an online module, which includes an educational video, and an in-person component where staff facilitators lead a pre-departure health, safety, and security session, which includes scenario-based discussion groups, one of which is on how to prevent and respond to a sexual assault.

For more information about sexual violence, training opportunities, and educational resources, contact the Director of Equal Opportunity & Outreach / Title IX Coordinator: 508-831-6514 [TitleIX@wpi.edu](mailto:TitleIX@wpi.edu).

## Equal Opportunity, Anti-Discrimination & Harassment Policy

WPI is committed to the principle of equal opportunity in education and employment. It is the policy of WPI to provide each qualified individual - regardless of race, sex, age, color, national origin, religion, genetic identity, disability, gender identity or expression, marital or parental status, sexual orientation, transgender status, veteran status, or any other legally protected status – the opportunity to participate in the University's educational and employment programs and activities, including admissions, in discrimination and harassment- free environment, in accordance with state and federal laws, including Title VI and Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, and the Age Discrimination Act of 1975, and their respective implementing regulations.

Furthermore, WPI prohibits and will not tolerate unlawful discrimination or harassment. Unlawful discrimination or harassment consists of treating a person differently in any WPI program or activity based on their race, sex, age, color, national origin, religion, genetic identity, disability, gender identity or expression, marital or parental status, sexual orientation, transgender status, veteran status, or any other legally protected status. This includes, for example, the display or circulation of written or electronic materials or pictures degrading to a person's gender or to racial, ethnic, or religious groups; and verbal abuse or insults directed at or made in the presence of members of a racial, ethnic, or minority group.

WPI will administer any complaint of discrimination or harassment with the utmost degree of privacy and confidentiality possible under the circumstances of each matter and as permitted by law. Failure of any participant to respect confidentiality, both during or after an investigation process, may constitute retaliation and subject the violator to discipline. WPI prohibits and will not tolerate any form of retaliation against persons who have complained about, or participated in an investigation of a complaint about, unlawful discrimination or harassment.

WPI will make an independent inquiry into complaints of unlawful discrimination and harassment, according to applicable WPI policies and procedures, and violations by Students/Employees will be subject to disciplinary action, including suspension, expulsion, or termination, where appropriate.

Student/Employee inquiries concerning discrimination or harassment based on sex, gender identity or expression, sexual orientation, or pregnancy should be referred to the Title IX Office:

### **Stan Horton**

Title IX Coordinator 100 Institute Road  
Worcester, Massachusetts 01609 Campus Center  
[titleix@wpi.edu](mailto:titleix@wpi.edu)

Student/Employee inquiries concerning discrimination or harassment based on disability should be referred to the Office of Accessibility Services (students) or Talent & Inclusion (employees):

### **Students: Amy Curran**

Director, Office of Accessibility Services 100 Institute Road  
Worcester, Massachusetts 01609 Daniels Hall, Room 124  
508-831-4908  
[acurran@wpi.edu](mailto:acurran@wpi.edu)

**Employees: Kat Keyes**

Talent & Inclusion Partner Section 504 Coordinator  
100 Institute Road  
Worcester, Massachusetts 01609  
508-831-5471  
[kkeyes@wpi.edu](mailto:kkeyes@wpi.edu)

Student/Employee inquiries concerning discrimination or harassment based on any other protected status should be referred to the Dean of Students (Students) or Talent & Inclusion (Employees).

**Protective Orders**

The City of Worcester Police Department and WPI Police Department are responsible for enforcing any violations of a court-issued protective order. If you decide to seek a protective order (also known as an Abuse Prevention Order), please contact the WPI Police (508-831-5555 for emergencies or 508-831-5433 for non-emergencies) to ensure that WPI can support you with the process described below, including how you can report alleged violations of the court-issued protective order to the WPI Police Department or the City of Worcester Police Department once it is issued. If you need immediate protection from an abuser, please contact the WPI Police Department at 508-831-5555 or if off-campus in Worcester call the City of Worcester Police at 911. If off-campus Boston call the City of Boston Police Department at 911.

To seek a protective order, you must file an application for a civil complaint for protection of abuse at the local courthouse. You will then speak to a clerk or judge to explain your reasons for requesting the protective order. The judge will determine whether or not a temporary order for 10 days will be issued. If the temporary order is issued, you will be provided with a copy and will be required to come back to court in 10 days for a hearing. The other party will receive a summons from the court requiring them to attend the 10-day hearing. At the 10-day hearing, the judge will determine if the order will be extended. Bring any witnesses or evidence that you may have to support your testimony. If the other party does not appear, the hearing is still held. You must appear at the hearing or the order will be dismissed. The judge will determine whether the protective order will be extended for a longer period of up to one year or dismissed, based upon the testimony and evidence provided.

In an emergency, the WPI Police Department (or the City of Worcester Police Department or the Boston Police Department, as applicable) can assist you in obtaining an Emergency Restraining Order which will be valid until the next court business day. As soon as the order is issued you will be provided with a copy and the police will attempt to serve a copy to the other party.

**Violation of a Court-Issued Protective Order**

If the other party violates a court-issued protective order (even if that protective order is issued by a court outside of Massachusetts), call the police immediately. If you are on the WPI campus, please contact the WPI Police Department at 508-831-5555 or if off-campus in Worcester call the City of Worcester Police at 911. If the other party leaves the area, provide the police with as much information as possible. Let the police know the last known direction of flight and any physical or clothing description. If the police are unable to locate the individual, the next step would be the application of a criminal complaint. Remember to keep the protective order with you at all times!

**University No-Contact Orders**

The University may issue a No-Contact Order if deemed appropriate and at the request of a complainant or respondent. If the University receives a report that a no-contact order has been violated, the University will take appropriate action under applicable WPI policies.

**Resources for Information about Registered Sex Offenders**

Members of the WPI community may request information about registered sex offenders in Massachusetts at the Massachusetts Sex Offenders Registry Board, telephone (978) 740-6400 or <https://www.mass.gov/orgs/sex-offender-registry-board> or the Worcester Police Department (508) 799-8606.

Information contained in the Sex Offenders Registry may not be used to commit a crime against an offender or to engage in illegal discrimination or harassment of an offender. Any person who improperly uses Sex Offender Registry information will be punished by not more than two- and one-half years in the house of corrections or by a fine of not more than \$1000 or by both such fine and imprisonment.

## Hazing Statement

Massachusetts law prohibits the practice of hazing by a student organization: <https://www.wpi.edu/student-experience/resources/club-resources/anti-hazing/law>. WPI, to educate the entire student population about hazing, requires each student to read and sign the Hazing Policy as part of the onboarding process twice a year. WPI is committed to emphasizing that all campus activities be made constructive, educational, and safe for individuals and for student organizations. Therefore, in support of the University's commitment to the mental, emotional, and physical well-being of every student, it is the policy of WPI and the Commonwealth of Massachusetts that hazing in any form is prohibited and its practices in any fashion be condemned.

## Notification to Victims of Crimes of Violence

The University will, upon written request, disclose to the alleged victim of a crime of violence, (as that term is defined in Section 16 of Title 18, United States Code) or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by WPI against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as the result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

## Policies on Illegal Drugs and Alcohol and Controlled Substances

WPI supports, promotes, respects, and expects adherence to federal and state laws regarding alcohol and drugs. The WPI community is composed of students, faculty, staff, and alumni. The entire community must assume responsibility for providing a climate that respects personal rights, federal and state laws, promotes safety, and models appropriate and acceptable behavior.

### Policy on Illegal Drugs and Alcohol

WPI enforces the Massachusetts underage drinking laws and state and federal drug laws, including within on-campus and off-campus living residences. The legal drinking age in Massachusetts is 21. Students found in violation of the Policy on Illegal Drugs and Alcohol or engaging in misconduct related to the abuse of alcohol or drugs will be subject to disciplinary action. Solely in programs involving off-campus travel outside of the United States (namely project center sites), students may comply with the legal drinking age of the respective country they are located in. However, it is important to note that dangerous, or binge drinking in any location is a violation of the Code of Conduct. Specifically, WPI prohibits the unlawful possession, use, and/or distribution of illicit drugs and alcohol on its property and/or as part of its activities.

- Students under the age of 21 may not possess, consume, transport, or be served alcohol. Students under the age of 21 may not be under the influence of alcohol or a controlled substance. Regardless of age, no individuals may possess open containers on campus.
- Kegs, bulk containers, or any other common sources of alcohol are not permitted on WPI-owned, operated, or affiliated property at any time.
- Dangerous and/or binge drinking or exhibiting offensive or disruptive behavior while under the influence of alcohol is prohibited.
- Students may not possess, use, or distribute illicit drugs or possess drug-related paraphernalia.
- Students may not furnish alcohol to anyone under 21 years of age. Furnish means to knowingly or intentionally supply, give or provide to, or allow a person under 21 years of age to possess alcoholic beverages on premises or property owned or controlled by the person or organization charged.



## Policy on Use of Controlled Substances

WPI prohibits the unlawful use, possession, sale, distribution, or manufacture of controlled substances on WPI property or as part of University activities. WPI also prohibits the use, possession, sale, distribution, or manufacture of other substances, even though they may not be illegal, including, but not limited to, whippits, 2-C's, molly, ecstasy, NBOME, Spice, K-2, and non-prescribed performance enhancing drugs ("prohibited substances").

WPI prohibits persons from permitting the use of prohibited substances in a campus residence or associated residence, including in fraternities and sororities. WPI also prohibits the unlawful distribution, possession, social sharing, non-prescribed use, or abuse of prescription drugs. Altering, tampering, or forging a prescription is also prohibited.

## Policy on Recreational Marijuana

Although the Commonwealth of Massachusetts has legalized recreational use of marijuana by people at or over the age of 21, WPI must abide by federal laws, including the Drug-Free Schools and Communities Act, to remain eligible for federal funding, including funding for student financial aid. Therefore, WPI must continue to maintain and enforce its prohibition on the use of marijuana. This means that for all students, regardless of age, WPI prohibits the use, sale, manufacture, distribution, possession, or facilitation of the use of marijuana on campus. WPI also prohibits the unlawful manufacturing, selling, and distribution of marijuana regardless of location or age.

Student members of the WPI community who are in violation of this policy are subject to local, state, and federal law as well as disciplinary adjudication under the Code of Conduct, and/or WPI Fraternity and Sorority Community policies. The various sanctions outlined in the Code of Conduct are applicable to students found responsible for violating the Policy on Illegal Drugs and Alcohol.

## Tobacco-Free Campus Policy

WPI is a tobacco-free campus and does not permit the use or sale of any tobacco products (combustible or smokeless), including e-cigarettes.

WPI's tobacco-free campus policy will apply to all members of the WPI community including visitors to the campus. The WPI campus will be entirely free from tobacco products and e-cigarettes everywhere including all buildings, walkways, patios, playing fields, lawns, parking lots, parking garages and all WPI owned, leased, or rented vehicles. A full description of prohibited tobacco products and other definitions are available [here](#).

Adherence to and management of this policy requires common sense, courtesy, and support among members of the WPI community. Students with concerns or questions should contact the Dean of Students Office.

## Alcohol and Drug Abuse Education

WPI engages in several preventative educational programs to prevent the illicit use of drugs and abuse of alcohol by students varying from online modules, passive programming, and in-person events. The program provides services related to drug use and abuse including dissemination of informational materials, educational programs, counseling services, referrals, and university disciplinary actions.

WPI requires all incoming first year students to complete an online education program on the topics of alcohol and drugs. This program is an interactive online program that uses the latest evidence-based prevention methods to create a highly engaging user experience, inspiring students to make healthier decisions related to alcohol and other drugs. The course covers topics like:

- Overview of Key Definitions
- Myths and Misperceptions
- Alcohol, Values and Motivation
- Standard Drink

- Blood Alcohol Concentration
- Key Strategies for Drinkers
- Key Strategies for Non-Drinkers
- Bystander Intervention Skills
- Identification of Risky Behavior Associated with Alcohol or Drug Use
- Alcohol, the Law, Policies and Regulations
- College, Drinking and Stress

Students Mentoring Active Responsibility Together (SMART) is a student organization that educates their fellow peers about alcohol and other drugs through programs, trainings, and collaboration with other student groups to bring awareness to the issues of alcohol and other drug use in WPI community.

The Residence Life Staff conduct meetings with students in the residence halls where they discuss alcohol and drug policies on campus and have discussions about alcohol and drug use to promote a healthy living environment.

The Student Development & Counseling Center (SDCC) partners with many student organizations in psychoeducational programs focused on awareness building for alcohol and other drug related concerns and active bystander skills in helping students access resources both on or off campus. The SDCC also utilizes an educational motivational interviewing based model, BASICS, to conduct sessions for students who have been found in violation of the Student Code of Conduct or for those who may have interest in changing their drinking or drug use overall.

Through the Dean of Students Office, anyone who is found to be in violation of the Student Code of Conduct's alcohol and drug policy can be required to complete an educational sanction that deal with alcohol and/or drug abuse. Campus and community resources are located at <https://www.wpi.edu/student-experience/health-counseling/counselingservices/alcohol-drug-education>.

## **Drug Free Schools and Communities Act**

In compliance with the Drug Free Schools and Communities Act, WPI publishes information regarding the University's educational programs related to drug and alcohol abuse prevention; sanctions for violations of federal, state, and local laws and University policy; a description of health risks associated with alcohol and other drug use; and a description of available treatment programs for WPI students and employees. A complete description of these topics, as provided in the University's annual notification to students and employees, is available at <https://www.wpi.edu/about/policies/alcohol-drug-policy>.

## **Local and State Laws**

### **City of Worcester Ordinance on Alcoholic Beverages**

#### **Open Alcoholic Beverages Containers**

No person shall drink any alcoholic beverages as defined in chapter 138, § 1 of the General Laws nor shall have in his/her possession any open containers or containers whose seal has been broken and recapped of such beverages, while on, in, or upon any public way or sidewalk, or upon any way to which the public has a right of access, or any place to which the members of the public have access as invitees or licensees, park or playground, or private land or place, without the consent of the owner or person in control thereof. The burden of proving such consent shall be on the defendant.

All alcoholic beverages being used in violation of this ordinance shall be seized and safely held until final adjudication of the charge against the persons so arrested or summoned before the court, at which time they shall be disposed of as directed by the court.

A police officer witnessing a violation of this ordinance shall have the right to arrest such person without a warrant and shall bring the person so arrested before the court within twenty-four hours, Sundays and holidays excepted. The penalty for violation of this ordinance shall not exceed fifty dollars for each offense.

## **Massachusetts State Law Alcohol and Drug Laws**

In addition to the definitions of conduct that are prohibited by WPI, the following are excerpts compiled from the Massachusetts General Laws that describe how certain relevant behavior is defined in the State of Massachusetts. These definitions may not be identical to the definitions of conduct prohibited in WPI's Title IX & Sexual Misconduct Policy, and/or WPI's Student Code of Conduct but WPI considered these definitions in developing its Policy.

The Commonwealth of Massachusetts general law states that a person who is under 21 years of age may not purchase, attempt to purchase, or arrange for someone else to purchase alcoholic liquor on the minor's behalf.

(Ma. Gen. Laws Ann. 138 Section 34A.) The law also prohibits minors from knowingly possessing, transporting, or carrying alcohol. (Ma. Gen. Laws Ann. 138 Section 34C.) It is also illegal for minors to make false statements about age (or induce others to do so) to obtain alcohol. (Ma. Gen. Laws Ann. 138 Section 34A.)

Minors may not use fraudulent identification to obtain alcohol, nor may someone furnish fraudulent identification to minors. This offense is a misdemeanor, separate from the crime described above, and carries additional penalties. (Ma. Gen. Laws Ann. 138 Section 34A &B.)

Massachusetts law sets the legal limit for blood-alcohol levels while driving at .08% for all drivers. Additionally, under the state's Zero Tolerance policy, the law sets a legal limit for blood alcohol content at .02% if you are under the legal drinking age of 21.

## **Massachusetts General Laws Chapter 94C: Section 32L (marijuana possession)**

Notwithstanding any general or special law to the contrary, possession of 2 ounces or less of marijuana shall only be a civil offense, subjecting an offender who is 18 to 21 years of age, inclusive, to a civil penalty of one hundred dollars and forfeiture of the marihuana, but not to any other form of criminal or civil punishment or disqualification.

## **Massachusetts General Laws Chapter 94C Section 34 (controlled substances possession)**

No person knowingly or intentionally shall possess a controlled substance unless such substance was obtained directly, or pursuant to a valid prescription or order, from a practitioner while acting in the course of his professional practice, or except as otherwise authorized by the provisions of this chapter. Except as provided in Section 32L of this Chapter or as hereinafter provided, any person who violates this section shall be punished by imprisonment for not more than one year or by a fine of not more than one thousand dollars, or by both such fine and imprisonment.

## **Massachusetts General Laws Chapter 94C Section 34 Section 35 (in the presence of heroin)**

Any person who is knowingly present at a place where heroin is kept or deposited in violation of the provisions of this chapter, or any person who is in the company of a person, knowing that said person is in possession of heroin in violation of the provisions of this chapter, shall be punished by imprisonment for not more than one year or by a fine of not more than one thousand dollars, or both; provided, however, that the provisions of the third paragraph of section thirty-four relative to probation sealing of the records and repeated violations shall apply to him.

## **Crime Statistics**

### **How We Compile These Statistics**

The Clery Compliance Coordinator collects the crime statistics through various methods.

WPI Police Officers enter all reports of all crime incidents reported directly to the WPI Police Department in an automated case management software program.

Once a WPI Police Officer enters the report, a WPI Police Department administrator reviews the report to ensure it is appropriately classified in the correct crime category. The WPI Police Department periodically examines the data to ensure that all crimes that have been reported are recorded in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting (UCR) Handbook, the FBI National Incident Based Reporting System (NIBRS) Handbook, the FBI UCR Hate Crime Data Collection Guidelines and Training Manual, and the Clery Act regulations, as applicable. Any reports of incidents from WPI Police are filed and maintained with the crime statistics for the applicable reporting period.

The Clery Compliance Coordinator sends an email correspondence to the Worcester Police Department, requesting them to disclose any reports of crimes that may have been reported directly to them and not to WPI Police. The Clery Compliance Coordinator examines these reports to ensure that none of the incidents reported by the Worcester Police Department was also reported to the WPI Police to avoid possible double counting.

The Clery Compliance Coordinator requests that local and state police agencies provide statistics for applicable incidents on or within WPI's Clery Geography, including on-campus, public property, and non-campus locations (including repeated use of off-campus locations and short stay away trips).

The Clery Compliance Coordinator also contacts CSAs and WPI departments with significant responsibility for student and campus activities that may have received reports of crimes that were not reported to WPI Police. They are asked to submit information to the Clery Compliance Coordinator for compilation.

Statistics are compiled by the Clery Compliance Coordinator. The Clery Compliance Coordinator examines all reports from all the sources to ensure that none of the reports are double counted and to prevent duplication.

For more information on the Clery Act and Crime Statistics, please contact:

#### **Clery Compliance Coordinator**

Lieutenant Brendan Green  
WPI Police Department  
Founders Hall 100 Institute Road  
Worcester, MA 01609

### **Definitions Used for Clery Statistics**

**Criminal Homicide – Murder and Nonnegligent Manslaughter:** The willful (nonnegligent) killing of one human being by another.

**Criminal Homicide – Manslaughter by Negligence:** The killing of another person through gross negligence. Gross negligence is defined as the intentional failure to perform a manifest duty in reckless disregard of the consequences as affecting the life or property of another.

**Sexual Assault:** An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting program and included in Appendix A. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."

**Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

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

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

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

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

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

**Burglary:** The unlawful entry of a structure to commit a felony or a theft.

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

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

**Hate Crime:** A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of this section, the categories of bias include the victim's actual or perceived race, religion, disability, sexual orientation, ethnicity, national origin, gender, or gender identity.

**Larceny – Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

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

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

**Destruction/Damage/Vandalism of Property:** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**Weapon Law Violations:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature and includes the manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc. of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above.

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

**Liquor Law Violations:** The violation of state laws or local laws/ordinances prohibiting the manufacture, sale, purchase, transporting, possession, or use of alcoholic beverages, including the manufacture, sale, transporting, furnishing, possessing, etc. of intoxicating liquor; maintaining unlawful drinking places; bootlegging and operating a still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and attempts to commit any of the above. This definition does not include drunkenness or OUI.

**Domestic Violence:** A Felony or misdemeanor crime of violence committed by:

- a. a current or former spouse or intimate partner of the victim;
- b. a person with whom the victim shares a child in common;



- c. a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- d. a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
- e. any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

- i. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- ii. For the purposes of this definition— (a) Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. (b) Dating violence does not include acts covered under the definition of domestic violence.

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to (a) fear for the person's safety or the safety of others; or (b) suffer substantial emotional distress. For the purpose of this definition –

- a. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- b. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
- a. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

## Clery Geography Definitions

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

**On-campus Student Housing Facility** is defined as any student housing facility that is owned or controlled by WPI or is located on property that is owned or controlled by WPI and is within the reasonably contiguous geographic area that makes up the campus. This category is a subset of the On Campus category.

**Non-Campus** is defined as any building or property that is not part of the campus, does not fit the definition of a separate campus, and is (i) owned or controlled by WPI, used in direct support of or in relation to WPI's educational purposes, and is frequently used by students; or (ii) owned or controlled by a student organization that is officially recognized by WPI.

**Public Property** is defined as all public property, including thoroughfares, streets, and sidewalks, that is within the campus or immediately adjacent to and accessible from the campus. Other examples may include public parks, public parking facilities, public waterways, and public transit stations or stops.

The WPI crime statistics do not include crimes that occur in privately owned homes or businesses within or adjacent to the campus boundaries.

## Crime Statistic Data

WPI embraces the philosophy that an informed community is better prepared and becomes a more safety conscious community. The following statistics are provided under the guidelines of the Clery Act. WPI has made a reasonable and good faith effort to request and retrieve statistics from all local law enforcement agencies with jurisdiction on or adjacent to the university's identified Clery Geography. Reportable Clery crime data received from agencies who responded to these requests are included in the crime statistics contained in this report. Not all of these agencies responded to these requests for crime statistics.

The Clery Act requires the publication of certain crime statistics for the previous three years. If you have any questions regarding these statistics, or if you would like more information about our security services and policies, please contact the office of the Director of Public Safety at 508-831-5533.

### Unfounded Crimes:

If a Clery Act crime is reported as occurring in any of the WPI's Clery Act geographic categories and the reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is considered to be "unfounded." Only sworn or commissioned law enforcement personnel may unfound a crime after a thorough investigative process.

Unfounded Crimes	
<b>2022</b>	Zero(0) unfounded crimes in calendar year 2022
<b>2021</b>	Zero (0) unfounded crimes in calendar year 2021
<b>2020</b>	Zero (0) unfounded crimes in calendar year 2020

### Hate Crimes:

To ensure uniformity in reporting nationwide, the following definitions have been adopted for use in hate crime reporting:

**Bias**—A preformed negative opinion or attitude toward a group of persons based on their race, religion, disability, sexual orientation, or ethnicity/national origin.

**Bias Crime**—A criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias against a race, religion, disability, sexual orientation, or ethnicity/national origin; also known as Hate Crime.

Hate Crime Statistics	
<b>2022</b>	1. An incident of <b>Intimidation</b> occurred on campus, characterized by <b>Race</b> . 2. An incident of <b>Damage/Destruction of Property</b> occurred on campus characterized by <b>Gender Identity</b> . 3. An incident of <b>Damage/Destruction of Property</b> occurred on campus characterized by <b>Gender Identity</b> .
<b>2021</b>	Zero (0) hate crimes for calendar year 2021
<b>2020</b>	1. An incident of <b>Damage/Destruction of Property</b> occurred on campus characterized by <b>Race</b> . 2. An incident of <b>Intimidation</b> occurred on campus characterized by <b>Sexual Orientation</b> .

## Crime Statistic Data for Calendar Years 2020, 2021 & 2022

Primary Crimes	Year	On Campus	Non-campus	Public Property	Total	Residential Facilities**
Murder/Nonnegligent Manslaughter	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Manslaughter by Negligence	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Rape*	2022	1	1	1	3	1
	2021	4	4	0	8	4
	2020	8	0	0	8	8
Fondling	2022	1	2	0	3	1
	2021	3	4	0	7	1
	2020	1	0	0	1	0
Incest	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Statutory Rape	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Robbery	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	2	2	0
Aggravated Assault	2022	1	0	***6	7	1
	2021	1	0	0	1	0
	2020	0	0	1	1	0
Burglary	2022	7	0	0	7	2
	2021	0	0	0	0	0
	2020	1	0	0	1	1
Motor Vehicle Theft	2022	2	0	0	2	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Arson	2022	0	0	0	0	0
	2021	2	0	0	2	2
	2020	0	0	0	0	0

\* Statistics for rape in calendar year 2020 reflect 3 reported incidents of rape that occurred in 2016, 2017, and 2018, respectively, but that were all reported to WPI in 2020. Statistics for rape in calendar year 2021 reflect 1 reported incident of rape that occurred in 2020, but that was reported to WPI in 2021.

\*\* Crimes reported in Residential Facilities are included in the On-Campus category.

\*\*\* All 6 incidents of Aggravated Assault reported in 2022 were incidents on public property of assault with a BB gun.

## Arrests and Disciplinary Referrals

Arrests and Referrals for Disciplinary Action	Year	On Campus	Non-campus	Public Property	Total	Residential Facilities***
Weapons Law Violation Arrests	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Drug Law Violation Arrests	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Liquor Law Violation Arrests	2022	0	0	0	0	0
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Weapons Law Violation Referrals for Disciplinary Action	2022	3	0	0	3	3
	2021	0	0	0	0	0
	2020	0	0	0	0	0
Drug Law Violation Referrals for Disciplinary Action	2022	4	0	0	4	3
	2021	4	0	0	4	4
	2020	10	0	1	11	9
Liquor Law Violation Referrals for Disciplinary Action	2022	39	4	0	43	34
	2021	49	0	1	49	34
	2020	31	0	1	31	31

\* Arrests and referrals for disciplinary actions reported in Residential Facilities are included in the On-Campus category.

## VAWA Offenses

VAWA Offenses	Year	On Campus	Non-campus	Public Property	Total	Residential Facilities***
Domestic Violence	2022	0	0	0	0	0
	2021	1	0	0	1	1
	2020	*2	**1	0	3	*1
Dating Violence	2022	2	0	0	2	0
	2021	1	0	0	1	1
	2020	0	0	0	0	0
Stalking	2022	4	1	0	5	1
	2021	2	0	0	2	0
	2020	3	0	0	3	2

\* Statistics for domestic violence in calendar year 2020 reflect 1 reported incident of domestic violence that occurred in 2018 but that was reported to WPI in 2020.

\*\* One incident of domestic violence occurred at a hotel used by WPI students during domestic travel in 2020.

\*\*\* VAWA offenses reported in Residential Facilities are included in the On-Campus category.

## Fire Safety and Residence Halls

The WPI Police and Facilities Services departments work closely with the Worcester Fire Department to ensure that the university is in compliance with applicable fire and life safety codes and standards. Egress drills and educational training programs in fire safety and prevention are available to all students, faculty, and staff. All WPI community members are encouraged to report any smoke or fire related incident immediately to the WPI Police.

After a thorough review of WPI residence halls, the following graduate student properties were added to the Annual Fire Safety Report and Statistics, effective for calendar year 2022: 9 Boynton Street, 11 Einhorn Road, 15 Einhorn Road, 17 Einhorn Road, 2 Elbridge Street, 8 Elbridge Street, 10 Elbridge Street, 20 Elbridge Street, 30 Elbridge Street, 10 Hackfeld Road, 11 Hackfeld Road, 12 Hackfeld Road, 18 Hackfeld Road, 23 Hackfeld Road, 24 Hackfeld Road, 47 Institute Road, 49 Institute Road, 13 Schussler Road, 67 Wachusett Street. These properties houses are open only to graduate students. These properties are located within one mile away from the main campus,

### Residence Hall Fire and Suppressions Systems

All on-campus residential buildings are equipped with fire alarm and sprinkler systems which are mandated by state, local, and fire safety codes. The fire alarm systems in all on-campus residential facilities consist of audible horns and strobes. All alarms are remotely monitored at the WPI Police Department through the WPI's campus wide alarm monitoring systems. On-campus residence halls are also equipped with fire rated smoke/fire doors dictated by the fire safety codes which impedes the spread of smoke and fire. In the residence halls that have a suite or apartment format, the fire rated door is the door that opens to an adjacent hallway. Regular and frequent inspections are conducted by WPI Police, Residential Services, Facilities personnel, and approved contractors who immediately report fire hazards within the residence halls along with recommended and prompt solutions. WPI on-campus housing consists of a variety of configurations, including traditional dormitory style buildings, former houses converted to residential housing, apartments/townhouses, and apartment style facilities. Each facility is equipped with the fire and life safety systems required by the building codes, and fire safety equipment is reviewed regularly.

During the 2020-2021 and 2021-2022 academic years, the Hampton Inn located at 65 Prescott Street Worcester, Massachusetts, was used for residential student housing. The Hampton Inn is equipped with fire alarm and sprinkler systems which are mandated by state, local, and fire safety codes. Emergency pull stations are located at every entry/exit and at various points throughout the property. Every student room is equipped with a smoke detector. Co2 detectors are located on every level of the building. Sprinkler system and fire extinguishers are located throughout the building as mandated by law. Any alarm triggered is monitored by our alarm company and Worcester Fire Department is then dispatched.

Opened for student occupancy during the 2021 academic year, Marston A (7 Marston Way), Marston B (4-6 Marston Way) and Williams House (62-63 Williams St). These residences are located away from the main campus and are used for residential housing. All the residential houses listed above are equipped with fire alarm and sprinkler systems which are mandated by state, local, and fire safety codes. Emergency pull stations are located at every entry/exit and at various points throughout the property. Every student room is equipped with a smoke detector. Co2 detectors are located on every level of the building. Sprinkler systems and fire extinguishers are located throughout the building as mandated by law. Any alarm triggered is monitored by an outside alarm company who will notify WPI Police and Worcester Fire Department is then dispatched.

Opened for student occupancy during the 2022, academic year, Cedar House A (39 Cedar St) Cedar House B (41 Sever St); Fruit House (30 Fruit St); Oak House (6 Oak St), Sever House (41 Sever St) and West House (53 West St) are located away from the main campus and are used for residential student housing. All the residential houses listed above are equipped with fire alarm and sprinkler systems which are mandated by state, local, and fire safety codes. Emergency pull stations are located at every entry/exit and at various points throughout the property. Every student room is equipped with a smoke detector. Co2 detectors are located on every level of the building. Sprinkler systems and fire extinguishers are located throughout the building as mandated by law. Any alarm triggered is monitored by an outside alarm company who will notify WPI Police and Worcester Fire Department is then dispatched.



## **Policies on rules for portable electrical appliances, smoking and open flames in on-campus residence halls**

There are a limited number of appliances permitted in the residence halls, and what is permitted varies by location. Certain cooking appliances are prohibited in traditional dormitory style rooms but may be permitted in apartment-style facilities in kitchen areas only. All appliances must bear the UL certified label. For a detailed list of [approved appliances](#) please refer to the Residential Services website. Smoking or the use of candles, incense or other open flames in residence halls is strictly forbidden.

## **Fire Safety Education and Evacuation Procedures for Student Housing**

The subject of fire safety is one that is taken very seriously at WPI. WPI works closely with our students and Residential Services staff to educate them on fire safety. The Residential Services staff is educated during Resident Assistant training in the fall and winter and are provided with informational handouts and materials to educate themselves as well as residents throughout the year. Resident Assistants discuss fire safety with residents at initial floor meetings in the fall and review evacuation routes and assembly areas.

Updates and information are shared through electronic means such as email, and various social media platforms to give student residents additional educational information regarding fire safety. There is an annual review of the campus evacuation plan by officials of the WPI Emergency Preparedness Team and Residential Services professional staff. The Residential Services staff conduct scheduled Health and Fire Safety Inspections each academic term. The purpose of the inspection is to inspect student rooms for health and fire safety violations, security concerns, damage, and other violations of University policies. The inspections are designed to seek out and correct potentially hazardous situations to protect the health, safety, and general welfare of community members. Students will be notified in writing of any violations found during an inspection and will be required to remove/eliminate the identified safety hazard. Other violations of WPI policies observed during the inspection will also be documented and followed up on.

WPI conducts fire drills annually and has clearly marked all fire alarm pull stations on the residential floors. Pull stations can be activated by pulling the red alarm handle. Alarms will be set off if a smoke or heat detector is activated. The alarm will ring continuously until the building has been cleared. WPI Police and/or building staff will notify residents of the “all clear” to reenter the building. All residence halls are equipped with smoke and/ or heat detectors. The detectors will set off the building alarm and appropriate staff will respond.

Note: Due to COVID-19 restrictions and mitigation strategies there were no emergency evacuation drills conducted in the Spring of 2020.

## **Procedures Students and Employees Should Follow in Case of a Fire**

- Activate the fire alarm system by pulling a fire alarm station on your way out of the building.
- If time permits, stabilize lab procedures, turn off stoves and ovens, and unplug or disable any device that could make a dangerous situation even worse.
- Leave the building via the nearest exit. Warn others as you leave.
- Do not use elevators.
- Feel doors before opening; if door is hot, don't open it.
- Close doors and windows as you leave if safe to do so.
- Report the fire to WPI Police by calling (508) 831-5555 once outside.
- If trapped, keep the doors closed and place cloth under them to keep out smoke. Signal for help by hanging an object (e.g., such as a jacket or shirt) out of the window to attract attention.

- Remain at least five hundred (500) feet outside of the building and await further instructions. Keep roadways open and beware of approaching emergency vehicles. Notify emergency responders of anyone trapped, especially anyone with a physical disability who cannot evacuate.
- Do not go back in the building for any reason until an authorized university official deems it safe to re-enter.
- If your clothes catch fire remember STOP, DROP & ROLL. Rolling can help smother the flames.

## Student Housing Evacuation Procedures in Case of a Fire

At the first indication of a fire, whether it is a persistent smoke or fire alarm, smoke, or flames, follow the procedures outlined below.

- Sound the alarm: Sound the alarm, if available as soon as you find or suspect a fire. Wake up everyone in the room, apartment, or area. Warn other occupants - - knock on doors and shout as you leave.
- Dress: If time permits, take a jacket and shoes, and a towel to cover your face.
- To survive a fire: If you get caught in smoke, get down and crawl. Cleaner, cooler air will be near the floor. Feel any door before opening it. If it is cool, brace yourself against the door and open it slightly. If trapped by heat or heavy smoke, close the door, and stay in the room. Stay next to windows so that fire fighters can get to you quickly-- help is on the way. Do not jump!
- If you are trapped: Keep the doors closed. A closed door can protect you from fire, heat, and smoke elsewhere in the building. Seal cracks and vents from incoming smoke. Do not break your window with a chair or other objects; this may draw smoke into the room.
- Signal for help: Stay where you are and hang something like a sheet or shirt from the window to attract the fire department's attention. Call Campus Police (x5555) and give them your building name and room number.
- Check the hallway: If the hallway is relatively clear of smoke, close your door behind you and proceed to the nearest exit as quickly as possible. If heat, fire, or smoke blocks the nearest exit, stay low and go to another exit. Use exit stairs, not elevators. Elevator shafts may fill with smoke, or the power may fail, leaving you trapped. Stairway fire doors will keep out fire and smoke if they remain closed and will help protect you until you are outside.
- If you are on fire: If your clothes catch on fire, Stop, Drop and Roll wherever you are. Rolling can help smother the flames.
- Once outside, proceed to the designated assembly area for your residence hall, and away from the building and doors.
- Students with physical disabilities: In case of fire drill/ fire or other emergencies limiting elevator use, a person using a wheelchair/scooter should go to the nearest, safe stairwell to await assistance and two people should accompany them. One person should stay with them in the stairwell, while the other should leave to inform the proper authorities (Campus Police, emergency, or firefighting personnel) of the location of the individual. Campus Police, emergency or firefighting personnel will immediately come and assist the individual out of the building.

## Fire Response in On-Campus Residential Facilities

An activation of the University's automated fire alarm, or upon the report by a person(s) observation of smoke or fire, will result in an immediate response by WPI Police and the Worcester Fire Department to investigate the cause of the alarm. The incident is logged, and a report is generated. The WPI Facilities Manager is also notified and adheres to proper protocols by investigating and rectifying any concerns or necessary repairs.

## Reporting Fires

WPI is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. If an individual encounters a live fire in one of WPI's on-campus student housing facilities, they should immediately get to a safe place, then call WPI Police at 508- 831-5555.

If a member of the WPI community finds evidence of a fire that has been extinguished, and the person is not sure whether WPI Police has already responded, the community member should immediately notify WPI Police at 508-831-5433 to investigate and document the incident for disclosure in the University's annual fire statistics.

### **Plans for Improvement to Fire Safety**

The University does not have any planned improvements in fire safety at this time.

### **Fire Log**

The WPI Police Department maintains and makes available a daily fire log of all fires occurring in on-campus student housing facilities. Reported fires include fires that are already extinguished as well as those discovered while burning. They include emergency situations involving fires that necessitate a call to 911 for fire department assistance as well as minor fires, such as trash cans fires. Fires can be reported by anyone and are reportable regardless of the individual's association with the University. In addition, any student housing fire that is reported to any official at WPI must be documented.

A record of all fires in on-campus housing facilities for the most recent 60-day period is maintained by WPI Police Department in the combined Crime/Fire log and is available for public viewing at the WPI Police Station, located in the lower level of Founders Hall, 26 Boynton Street Worcester, Massachusetts 01609, during normal business hours.

### **Fire Prevention Matrix and Fire Safety Statistical Data**

A matrix of WPI's residence halls and the steps that are taken to address fire prevention is included below. After the Fire Prevention Matrix, the Fire Safety Statistical Data for calendar years 2020, 2021, and 2022 for WPI's residence halls can be found.

## Fire Prevention Matrix For Calendar Years 2020, 2021 & 2022

WPI Residence Halls	Fire Alarm Monitoring by Simplex & WPI Police	Fire Suppression System	Smoke Detection	Fire Extinguishers	Evacuation Plans in Rooms	Number of fire drills each year*****
9 Boynton St..*****	No	No	Yes	Yes	Yes	0
Cedar A House 39 Cedar St.****	Outside Alarm Company	Yes	Yes	Yes	Yes	2
Cedar B House 41 Cedar St.****	Outside Alarm Company	Yes	Yes	Yes	Yes	2
Daniels Hall 82 Institute Rd.	Yes	Yes	Yes	Yes	Yes	2
East Hall 30 Boynton St.	Yes	Yes	Yes	Yes	Yes	2
11 Einhorn Rd.*****	No	No	Yes	Yes	Yes	0
15 Einhorn Rd.*****	No	No	Yes	Yes	Yes	0
17 Einhorn Rd.*****	No	No	Yes	Yes	Yes	0
2 Elbridge St.*****	No	No	Yes	Yes	Yes	0
8 Elbridge St.*****	No	No	Yes	Yes	Yes	0
10 Elbridge St.*****	No	No	Yes	Yes	Yes	0
Elbridge House 16 Elbridge St.	Yes	Yes	Yes	Yes	Yes	2
20 Elbridge St.*****	No	No	Yes	Yes	Yes	0
30 Elbridge St.*****	No	No	Yes	Yes	Yes	0
Ellsworth Apartments 87 Institute Rd.	Yes	Yes	Yes	Yes	Yes	2
Faraday Hall 10 Faraday St.	Yes	Yes	Yes	Yes	Yes	2
Founders Hall 26 Boynton St.	Yes	Yes	Yes	Yes	Yes	2
Fruit House 30 Fruit St.****	Outside Alarm Company	Yes	Yes	Yes	Yes	2
Fuller Apartments 79 Institute Rd.	Yes	Yes	Yes	Yes	Yes	2
10 Hackfeld Rd.*****	No	No	Yes	Yes	Yes	0
11 Hackfeld Rd.*****	No	No	Yes	Yes	Yes	0
12 Hackfeld Rd.*****	No	No	Yes	Yes	Yes	0
18 Hackfeld Rd.*****	No	No	Yes	Yes	Yes	0
23 Hackfeld Rd.*****	No	No	Yes	Yes	Yes	0
24 Hackfeld Rd.*****	No	No	Yes	Yes	Yes	0
Hackfeld House 26 Hackfeld Rd.	Yes	Yes	Yes	Yes	Yes	2
Hampton Inn*** 65 Prescott St.	Yes	Yes	Yes	Yes	Yes	2
47 Institute Rd.*****	No	No	Yes	Yes	Yes	0
49 Institute Rd.*****	No	No	Yes	Yes	Yes	0
Institute Hall 12 Boynton St.	Yes	Yes	Yes	Yes	Yes	2
Marston A**** 7 Marston Way	Yes	Yes	Yes	Yes	Yes	2
Marston B**** 4-6 Marston Way	Yes	Yes	Yes	Yes	Yes	2
Messenger Hall 200 West St.	Yes	Yes	Yes	Yes	Yes	2
Morgan Hall 90 Institute Rd.	Yes	Yes	Yes	Yes	Yes	2

WPI Residence Halls	Fire Alarm Monitoring by Simplex & WPI Police	Fire Suppression System	Smoke Detection	Fire Extinguishers	Evacuation Plans in Rooms	Number of fire drills each year*****
Oak House 6 Oak St.****	Outside Alarm Company	Yes	Yes	Yes	Yes	2
Riley Hall 74 Institute Rd.	Yes	Yes	Yes	Yes	Yes	2
13 Schussler Rd.*****	No	No	Yes	Yes	Yes	0
Schussler House, 22 Schussler Rd.	Yes	Yes	Yes	Yes	Yes	2
Stoddard A 23 Einhorn Rd.	Yes	Yes	Yes	Yes	Yes	2
Stoddard B 95 Institute Rd.	Yes	Yes	Yes	Yes	Yes	2
Stoddard C 32 Hackfeld Rd.	Yes	Yes	Yes	Yes	Yes	2
67 Wachusett St.*****	No	No	Yes	Yes	Yes	0
WPI Townhouses**79-87 Park Ave.	Yes	Yes	Yes	Yes	Yes	2
Williams House **** 62-64 William St.	Yes	Yes	Yes	Yes	Yes	2



## Fire Safety Statistical Data for Calendar Years 2020 and 2021

WPI Residence Halls	Total Fire Incidents	Number of Fire(s)	Date of Fire	Date and Time of Fire	Cause of Fire*	Value of Property Damage Caused by fire	Number of injuries that required medical treatment	Number of Deaths related to a Fire
9 Boynton St.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Daniels Hall 82 Institute Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
East Hall 30 Boynton St.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
11 Einhorn Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
15 Einhorn Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
17 Einhorn Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2 Elbridge St.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8 Elbridge St.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10 Elbridge St.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Elbridge House*** 16 Elbridge St.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
20 Elbridge St.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
30 Elbridge St.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ellsworth Apartments 87 Institute Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Faraday Hall 10 Faraday St.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Founders Hall 26 Boynton St.	1	1	09/14/2020	9:07pm	UI	0-\$99	0	0
Fuller Apartments 79 Institute Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10 Hackfeld Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
11 Hackfeld Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
12 Hackfeld Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
18 Hackfeld Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
23 Hackfeld Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
24 Hackfeld Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Hampton Inn 65 Prescott St.**	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
47 Institute Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
49 Institute Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Hackfeld House 26 Hackfeld Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Institute Hall 12 Boynton St.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Marston A ****7 Marston Way	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Marston B**** 4-6 Marston Way	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Messenger Hall 200 West St	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Morgan Hall 90 Institute Rd.	1	1	02/27/2020	1:57am	UI	0-\$99	0	0
Riley Hall 74 Institute Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
13 Schussler Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

<b>WPI Residence Halls</b>	<b>Total Fire Incidents</b>	<b>Number of Fire(s)</b>	<b>Date of Fire</b>	<b>Date and Time of Fire</b>	<b>Cause of Fire*</b>	<b>Value of Property Damage Caused by fire</b>	<b>Number of injuries that required medical treatment</b>	<b>Number of Deaths related to a Fire</b>
Schussler House, 22 Schussler Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Stoddard A 23 Einhorn Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Stoddard B 95 Institute Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Stoddard C 32 Hackfeld Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Trowbridge House 25 Trowbridge Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
WPI Town Houses** 79-87 Park Ave	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Williams House **** 62-64 Williams St	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

## Fire Safety Statistical Data for Calendar Year 2022

WPI Residence Halls	Total Fire Incidents	Number of Fire(s)	Date of Fire	Date and Time of Fire	Cause of Fire*	Value of Property Damage Caused by fire	Number of injuries that required medical treatment	Number of Deaths related to a Fire
9 Boynton St.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Cedar A House 39 Cedar St.****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Cedar B House 41 Cedar St.****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Daniels Hall 82 Institute Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
East Hall 30 Boynton St.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
11 Einhorn Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
15 Einhorn Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
17 Einhorn Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2 Elbridge St.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8 Elbridge St.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10 Elbridge St.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Elbridge House 16 Elbridge St.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
20 Elbridge St.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
30 Elbridge St.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ellsworth Apartments 87 Institute Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Faraday Hall 10 Faraday St.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Founders Hall 26 Boynton St.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Fruit House 30 Fruit St.****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Fuller Apartments 79 Institute Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10 Hackfeld Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
11 Hackfeld Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
12 Hackfeld Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
18 Hackfeld Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
23 Hackfeld Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
24 Hackfeld Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Hackfeld House 26 Hackfeld Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Hampton Inn*** 65 Prescott St.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Institute Hall 12 Boynton St.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
47 Institute Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
49 Institute Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Marston A**** 7 Marston Way	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Marston B**** 4-6 Marston Way	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Messenger Hall** 200 West St.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Morgan Hall 90 Institute Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Oak House 6 Oak St.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

	Total Fire Incidents	Number of Fire(s)	Date of Fire	Date and Time of Fire	Cause of Fire*	Value of Property Damage Caused by fire	Number of injuries that required medical treatment	Number of Deaths related to a Fire
Riley Hall 74 Institute Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
13 Schussler Rd.*****	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Schussler House, 22 Schussler Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Stoddard A 23 Einhorn Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Stoddard B 95 Institute Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Stoddard C 32 Hackfeld Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
WPI Townhouses** 79-81 Park Ave.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Trowbridge House 25 Trowbridge Rd.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
67 Wachusett St*****.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
West House **** 53 West St.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
William House**** 62-64 William St.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

\* Due to COVID-19 restrictions and mitigation strategies there were no emergency evacuation drills conducted in 2020.

\*\* These residences were formerly named Salisbury Estates and were renamed the WPI Townhouses in fall 2020. The WPI Townhouses are located away from the main campus.

\*\*\* The Hampton Inn was open for student occupancy in August 2020 for only the 2020-2021 and the 2021- 2022 academic years.

\*\*\*\* These residence halls form part of WPI's South Village community, which is located away from the main campus. Marston House A (7 Marston Way), Marston House B (4-6 Marston Way) and Williams House (62-64 William Street) were open for student occupancy in August 2021. Cedar House A (39 Cedar Street), Cedar House B (41 Cedar Street), Fruit House (30 Fruit Street), Oak House (6 Oak Street) Sever House 41 Sever St, West House (53 West Street) were open for student occupancy in August 2022.

\*\*\*\*\* Graduate Housing. No fire drills are conducted for any Graduate Housing. All Graduate Housing is equipped with smoke detectors, fire extinguishers and evacuation plans.