

**BRYANT UNIVERSITY**  
**UNDERGRADUATE STUDENT HANDBOOK**  
**2020-2021**



## WELCOME TO BRYANT UNIVERSITY!

This Student Handbook is your guide to policies and procedures you are expected to adhere to as a student at Bryant University. It contains pertinent information about student life at Bryant and outlines the responsibilities and expectations for each Bryant student and community member. It is important that you become familiar with this document as it will provide you with information and answer many questions you may have about the University and the University's behavioral expectations.

This Handbook was last updated by the Vice President for Student Affairs Office on October 19, 2020.

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## GUIDING PRINCIPLES IN OUR COMMUNITY

The Bryant Pledge was modeled after the principles outlined in Ernest Boyer's *Campus Life: In Search of Community*. Boyer maintains that the most successful universities model and support several guiding principles.

They foster those principles within the campus community. These principles were adapted to Bryant University as follows:

**Bryant University is an educationally purposeful community** - a place where faculty, staff and students work together to strengthen teaching and learning on campus.

The campus is a place where **high standards of civility are set and violations are challenged**. Bryant University is a community whose members speak and listen carefully to each other.

Bryant University is a place where the **sacredness of each person is honored** and where **diversity is aggressively pursued**.

Bryant University **clearly states both its academic and social expectations**. All must accept their obligations as citizens of the Bryant community and expect to be held accountable for behavior as individuals and members of groups.

The university is a **caring community** where the well-being of each member is supported and where **service to others is encouraged**.

The campus finds opportunities to affirm both tradition and change. Orientation, Convocation, Homecoming, Family & Friends Weekend, Festival of Lights, Commencement and other activities are examples of celebratory activities. Good traditions must be preserved, new ones established and others extinguished.

## **BRYANT UNIVERSITY PLEDGE**

**The Bryant University Mission:** Bryant University will educate and inspire students to discover their passion, become innovative leaders with character and make a difference around the world. To enter Bryant University is to become a member of a community. Membership in this community is a privilege and an opportunity; participating in and supporting this community is a responsibility we all share.

**To help you succeed and to further the development of our community, Bryant University commits to:**

1. Support your academic efforts by offering classes taught by dedicated faculty, and provide the necessary opportunities for you to excel both inside and outside the classroom;
2. Provide support for your emotional, physical and spiritual well-being through the efforts of our many caring faculty and staff;
3. Role-model civil and ethical behavior as well as high standards of academic and personal integrity for all members of our community to follow, and challenge violations of those standards when they occur;
4. Ensure that a wide variety of leadership, educational, recreational and cultural opportunities are available to you through involvement with student organizations, athletics, and other co-curricular activities;
5. Demonstrate the value of giving back to the greater community by offering you the opportunity to become involved in community service, and;
6. Respect and honor you as an individual, and encourage understanding of diverse cultures.

**As a new member of the Bryant University community, I will strive to:**

1. Achieve my best in the classroom and take advantage of all the resources available to help me succeed;
2. Accept and support each member of the Bryant University community in an effort to create a positive learning environment for everyone;
3. Take responsibility for my own actions, strive to attain the highest standards of academic and personal integrity, and expect to be held accountable as an individual and as a member of the larger community;
4. Contribute to campus life by becoming involved in co-curricular activities and traditional Bryant University events, either as an observer or active participant;
5. Commit myself to serve the Bryant University and greater community through community service, and;
6. Respect and honor each member of the Bryant University community as an individual and commit myself to gaining a greater understanding of the many cultures surrounding me.

### **UNIVERSITY OFFICERS**

Ross Gittell, AB, MBA, Ph.D.	President
Barry F. Morrison, CPA, BS, MBA	Vice President for Business Affairs/Treasurer
Michelle Cloutier, BA, MBA '05	Vice President for Enrollment Management
Chuck LoCurto, BS, MBA	Vice President for Information Services/CIO
Glenn M. Sulmasy, JD, LL.M	Provost
Inge-Lise Ameer, BA, Ed., Ed.D	Vice President for Student Affairs and Dean of Students
David Wegrzyn, BS, M.Ed	Vice President for University Advancement

### **PRESIDENT'S DIVISION**

Ross Gittell, AB, MBA, Ph.D.	President	401-232-6008
The President is the chief executive officer of the University.		
Athletics		401-232-6070/6071
Human Resources		401-232-6010
Planning and Institutional Research		401-232-6314

### **PRESIDENT'S CABINET**

Barry F. Morrison, CPA, BS, MBA	Vice President for Business Affairs/Treasurer
Kevin Martins, Ed. D.	Assistant Vice President for Diversity, Equity, and Inclusion
Michelle Cloutier, BA, MBA '05	Vice President for Enrollment Management
Tim Paige, BA	Vice President for Human Resources
Chuck LoCurto, BS, MBA	Vice President for Information Services/CIO
Hong Yang, BA, MS, Ph.D	Vice President for International Affairs and Charles J. Smiley Chair Professor of Science and Technology
Glenn M. Sulmasy, JD, LL.M	Provost



Inge-Lise Ameer, BA, Ed., Ed.D	Vice President for Student Affairs and Dean of Students
David Wegrzyn, BS, M.Ed	Vice President for University Advancement

## **ADMINISTRATIONS**

### **ACADEMIC AFFAIRS ADMINISTRATION - OFFICE OF THE PROVOST**

Glenn M. Sulmasy JD, LL.M	Provost	401-232-6060
Dr. Wendy Samter	Interim Dean of the College of Arts & Sciences	401-232-6729
Dr. Madan Annavarjula	Dean of the College of Business	401-232-6308
Jay Amrien, MPAS, PA-C	Director, School of Health Sciences	401-232-6556
Dr. Diya Das	Associate Dean, College of Business	401-232-6507
Dr. Laurie Hazard	Assistant Dean for Student Success	401-232-6744

The Office of the Provost also supervises the following units:

College of Arts and Sciences		401-232-6729
College of Business		401-232-6308
School of Health Sciences		401-232-6556
Academic Center for Excellence (ACE)	Stephanie Carter, Director	401-232-6746
Executive Development Center	Tracy Quarella, Interim Director	401-232-6200
Faculty Development and Innovation	Dr. Ed Kairiss, Director	401-232-6352
Graduate Programs Office	Jamie Grenon, Director	401-232-6707
John H. Chafee Center for International Business, World Trade Center Rhode Island	Mark S. Murphy, Director	401-232-6407
Office of the Registrar	Sue McLacken, Registrar	401-232-6080
Study Abroad	Cindi Lewis, Director	401-232-6209
U.S.-China Institute and Confucius Institute	Dr. Hong Yang, Director	401-232-6884
Undergraduate Advising	Dr. Laurie Hazard, Interim Director	401-232-6210

## **BUSINESS AFFAIRS ADMINISTRATION**

Barry F. Morrison, CPA, BS, MBA	Vice President for Business Affairs/Treasurer	401-232-6017
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This division includes the following areas:

Auxiliary Services	401-232-6035
Bursar's Office	401-232-6030/6031
Campus Management	401-232-6052/6057
Conferences and Special Events	401-232-6324
Dining Services	401-232-6866
Facilities Management	401-232-6052/6057
Financial Services	401-232-6005
Post Office	401-232-6244
Purchasing	401-232-6018

## **ENROLLMENT MANAGEMENT ADMINISTRATION**

Michelle L. Cloutier, BA, MBA '05	Vice President for Enrollment Management	401-232-6100
Financial Aid		401-232-6020
Admissions		401-232-6100

## **INFORMATION SERVICES ADMINISTRATION**

Chuck LoCurto, BS, MBA	Vice President for Information Services	401-232-6888
AV		401-232-6128/6886
Help Desk		401-232-6111
Information Services		401-232-6196
Laptop Central		401-232-6550
Library		401-232-6125
Switchboard		401-232-6000
Telecommunications/Cable TV		401-232-6545

## INTERNATIONAL AFFAIRS ADMINISTRATION

Hong Yang, BA, MS, Ph.D	Vice President for International Affairs, and Charles J. Smiley Chair Professor of Science and Technology	401-232-6223
Kongli Liu, BA, Ed.M	Assistant to Vice President for International Affairs and Associate Director of U.S.-China Institute	401-232-6566

The Division includes the following offices:

Office of International Students and Scholars	Assistant Director – Kaoru Paganelli	401-232-6955
Bryant Zhuhai Program	Vice President for International Affairs – Dr. Hong Yang	401-232-6223
U.S.-China Institute	Associate Director – Kongli Liu	401-232-6566
Confucius Institute	Assistant Director – Kun Xie	401-232-6883

## STUDENT AFFAIRS ADMINISTRATION

Inge-Lise Ameer, BA, Ed., Ed.D	Vice President for Student Affairs & Dean of Students	401-232-6046
John Denio, BS, MS	Associate Vice President for Student Affairs	401-232-6046
Mailee Kue, BA, MA, Ph. D	Assistant Vice President for Student Affairs and Title IX Coordinator	401-232-6946
Jennifer Edwards, BA, MS, C.P.	Director of Planning & Assessment/Special Assistant to the Vice President for Student Affairs	401-232-6278
Lisa Morris, BA, MBA Candidate	Associate Director of Finance, Budget Management and Operations	401-232-6487

The Vice President for Student Affairs & Dean of Students and staff are responsible for these offices:

Amica Center for Career Education	Executive Director – Dr. Kevin Gaw	401-232-6090
Campus Ministry/Interfaith Center	Director – Dr. Noelle Harris	401-232-6712
PwC/Center for Diversity & Inclusion	Director – Dr. Mailee Kue	401-232-6946
Counseling Services	Director – Dr. Noelle Harris	401-232-6045
Student Events & Orientation Programs	Director – Jessica Raffaele	401-232-6367
Health Promotion	Coordinator – Amy Webster	401-232-6982

Health Services	Co-Director - Christine J. Dodd, MSN, NP-C Co-Director - Cassandra Gaffney, MS, AGPCNP-BC	401-232-6220
Hochberg Women's Center	Director – Kelly Boutin	401-232-6854
Center for Student Leadership & Involvement	Director – Andrew Jacques	401-232-6896
Public Safety	Executive Director – Stephen Bannon	401-232-6001
Residential Life	Director – Jana Valentine	401-232-6140

## UNIVERSITY ADVANCEMENT ADMINISTRATION

David Wegrzyn, '86	Vice President for University Advancement	401-232-6561
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Through the departments of Alumni and Parent Engagement, University Relations, Development, and Advancement Services, the Division of University Advancement works to advance the University's mission by: engaging alumni, parents, and friends in the life of the University; securing philanthropic support; and by representing the University to various constituencies and the general public.

## **UNDERGRADUATE CALENDAR 2020-2021**

The Undergraduate Academic Calendar can be found here:

<http://catalog.bryant.edu/undergraduate/academiccalendar/>

### **ACADEMIC AFFAIRS DIVISION**

It is the purpose of the Academic Affairs Division to provide the appropriate teaching/learning environment for students and faculty through administration of the above listed areas. Students should address specific concerns about course content, grading procedures or problems with faculty first to the faculty member involved, and then to the department chair. Issues of this nature that cannot be resolved in this manner should be referred to the respective Dean's Office.

#### **ACADEMIC DEPARTMENT CHAIRS: 2020/2021**

<b>Department</b>	<b>Name</b>	<b>Office</b>	<b>Phone</b>
Accounting	Saeed Roohani	Suite B	401-232-6168
Applied Psychology	Joseph Trunzo	Suite F	401-232-6570
Information Systems and Analytics	Suhong Li	Suite K	401-232-6503
Communication	Kevin Pearce	Suite F	401-232-6439
Economics	Jongsung Kim	Suite A	401-232-6129
English/Humanities	Janet Dean	Suite J	401-232-6428
Finance	Asli Asciglu	Suite J	401-232-6305
History/Social Sciences	John Dietrich	Suite C	401-232-6432
Management	Eileen Kwesiga	Suite J	401-232-6590
Marketing	Keith Murray	Suite B	401-232-6337
Mathematics	Richard Gorvett	Suite A	401-232-6059
Modern Languages	Yun Xiao	Suite G	401-232-6908
Science & Technology	Kristen Hokeness	Suite B	401-232-6574

### **ACADEMIC POLICIES**

The University Catalog is the official source of university academic policies and procedures. The Undergraduate catalog contains key information about accreditation, academic regulations and policies, program requirements and course descriptions, faculty information, graduation requirements and more. The catalog can be accessed at <https://catalog.bryant.edu/>.

For specific dates and information about registration, add/drop process, withdrawal process, transcript ordering, graduation information, final exams etc. visit the Office of the Registrar information directory at: <https://info.bryant.edu/registrar>.

## **THE CENTERS FOR STUDENT SUCCESS**

### **ACADEMIC ADVISING**

Location: MRC wing

Phone: 401-232-6210

Website: <https://info.bryant.edu/undergraduate-advising>

The Undergraduate Advising Office provides academic advising services, as well as program and policy information, for all undergraduate students. All undergraduate students are assigned a professional academic advisor in the Undergraduate Advising Office.

Through participation in academic advising students will:

- Demonstrate the ability to make effective decisions concerning their degree and career goals.
- Develop an educational plan for successfully achieving their goals and select courses each term to progress toward fulfilling that educational plan.
- Demonstrate an understanding of the value of higher education.
- Utilize the resources and services on campus to assist them in achieving their academic, personal, and career goals.
- Be able to accurately read and effectively utilize a degree audit in their educational planning.
- Graduate in a timely manner based on their educational plan.

Academic advising is a collaborative educational process whereby students and their advisors are partners in meeting the essential learning outcomes, ensuring student academic success, and outlining the steps for achievement of the students' personal, academic, and career goals. This advisor/ student partnership requires participation and involvement of both the advisor and the student as it is built over the student's entire educational experience at the university.

### **THE ACADEMIC CENTER FOR EXCELLENCE (ACE) & THE WRITING CENTER**

Location: Unistucture 275

Phone: 401-232-6746

Website: <https://info.bryant.edu/academic-center-excellence-ace>

Annually, members of the Academic Center for Excellence (ACE) and Writing Center Staff hold over 21,000 appointments with Bryant students. The Academic Center for Excellence (ACE) and the Writing Center are dedicated to helping all Bryant University students achieve their goal of academic success.

### **ACADEMIC CENTER FOR EXCELLENCE**

Our goal at ACE is to help students become self-reliant, independent, confident learners so that they may successfully meet the demands of their chosen academic curricula. This is achieved through our internationally accredited peer tutoring program and study skills instruction by our professional staff. Group sessions as a mode of instruction are encouraged, since teamwork is typical in the workplace and graduate school. The staff engages in a partnership with students to help them achieve their goals. Professional staff members, peer tutors, and faculty work together to foster a supportive learning environment.

### **THE WRITING CENTER**

Effective written communication is essential throughout an individual's education and career. The Writing Center offers students assistance in both personalized and workshop settings. Peer Writing Consultants and professional staff help students with papers for any course. The Writing Center's purpose is to help students develop as writers by helping them recognize their writing strengths and challenges. The staff teaches writing as a process, and is prepared to assist students at any stage.

### **ACADEMIC SERVICES FOR STUDENT-ATHLETES**

The Academic Center for Excellence, in partnership with the Department of Athletics, and Undergraduate Advising provides tailored assistance for the unique needs of student-athletes. Students in our Division I

athletic programs have challenging schedules and often need additional help finding a balance between the Student Services demands of athletics and academics. ACE provides these students support with general study skills, time management and overall organization.

Student-Athlete study hall requirements can be fulfilled using any of ACE's services; tutoring, writing center, learning specialist appointments and time spent in the student-athlete quiet study hall.

## **ACADEMIC SERVICES FOR INTERNATIONAL STUDENTS AND ENGLISH LANGUAGE LEARNERS**

The Academic Center for Excellence and the Writing Center offer specialized services for international students and English language learners to help them increase their academic confidence and improve their performance as Bryant students, preparing them for the global job market.

Services include assistance with adjusting to academic life at Bryant and in the United States; taking advantage of ACE and Writing Center academic support services; navigating the variety of support services available to international students on campus; developing study skills for college success; improving written and oral language skills; and setting goals for academic improvement.

## **SERVICES FOR STUDENTS WITH DISABILITIES**

Bryant University supports students who self-identify with disabilities and provide documentation of their disability from an appropriate source. Bryant University professional staff members serve as advocates for students with disabilities, and assist them in achieving equal access to all University programs and services. Our services are provided by three departments to ensure assistance from the most qualified professional. Therefore, if students have disabilities that may require support, it is incumbent upon the student to contact the designated office. If a student is unsure of whom to contact, or has been diagnosed with disorders/disabilities that must be addressed by two or more offices, please start with one professional on the list. Our staff persons will then work as a team to address accommodations and support

### Neurodevelopmental Disabilities

(Learning Disabilities, Attention Deficit Disorders, and Autism Spectrum Disorders)

Students seeking support and/or academic accommodations may contact Dr. Marie Saddlemire, Assistant Director of ACE, in Access Services. Prospective, accepted, or current students may schedule a meeting by calling ACE at 401-232-6746.

### Physical Disabilities

Students seeking support and/or accommodations may contact John Denio, Associate Vice President for Student Affairs at 401-232-6046 or email: [jdenio@bryant.edu](mailto:jdenio@bryant.edu). Individuals with permanent or temporary physical disabilities who wish to obtain handicapped parking passes should contact the Department of Public Safety 401-232-6001.

### Mental Health, Behavioral Health or Psychiatric Disorders

Students seeking support and/or accommodations may contact Dr. Noelle Harris, Assistant Dean and Director of Counseling and Religious and Spiritual Life, at 401-232-6045.

For more detailed information about Disability Services, including documentation guidelines, please click on the link below.

<http://www.bryant.edu/academics/undergraduate/disability-services.htm>.

## **AMICA CENTER FOR CAREER EDUCATION**

Location: Unistucture, 1<sup>st</sup> Floor next to Salmanson

Phone: 401-232-6090

Website: <https://career.bryant.edu/>

The Amica Center for Career Education offers a full range of career development and planning services for all students, including:

- Individual career coaching on all topics pertaining to choosing a major, finding an internship, applying to graduate school, or securing a full-time opportunity
- Internship selection and registration support
- Career planning courses to assist you with choosing a major and/or career path
- Shadow Program, matching you with an alum for a day in the workplace
- Alumni-student networking events in New York City, Boston, Hartford, Washington, DC, Providence, and more
- Campus recruiting program including the Bryant Career Connection (BCC) - the student job board for both internships and full-time opportunities
- Fall and Winter Career Fairs with more than 150 employers attending
- Networking events designed to connect students with industry professionals
- Specialized programs, company site visits, and alumni connections

We encourage students to visit the Amica Center as early as the first year to get started with:

- Participate in the Career Planning Course
- Utilizing career assessment tools
- Writing a college résumé
- Creating a LinkedIn profile
- Finding an internship or job
- Learning how to leverage campus life to benefit your career plans

Stop by our office, visit our [website](https://career.bryant.edu/), call (401) 232-6090, or email [careers@bryant.edu](mailto:careers@bryant.edu) to learn more about resources and services provided.

The opportunity to utilize the Amica Center for Career Education continues after graduation. Career coaching is available to alumni who are changing careers and are in need of assistance, up to five years post-graduation. The Job Source, a listing of full-time jobs requiring post-degree experience, is published weekly for interested alumni.

Alumni are also invited to attend the many workshops, programs, and events offered by the Amica Center for Career Education. The Amica Center offers most services virtually when needed, via Zoom, email and telephone.

## **ATHLETICS, INTRAMURALS, & RECREATIONAL SPORTS**

Location: Chace Wellness Center

Phone: 401-232-6071

Athletics and recreation play an integral role in the health and well-being of Bryant students, whether competing on one of Bryant's 22 NCAA Division I varsity teams, taking part in a club or intramural sport, or just enjoying the Bulldog school spirit.



The official athletics site of Bryant University is <http://www.bryantbulldogs.com/landing/index> and it is the place to go for news stories and videos, schedules and scores, rosters and stats, ticket information, and more. You can also get up to date information on the Bulldogs on social media by following @BryantAthletics on Twitter, Instagram and Facebook.

## **C.A.R.E. - CAMPUS ASSESSMENT, RESPONSE AND EVALUATION**

### **CARE Team Mission:**

The CARE (Campus Assessment, Response, and Evaluation) Team is a team of appointed professionals responsible for identifying, assessing, and responding to concerns and/or disruptive behaviors by students who may threaten the health or safety of themselves or the campus community.

### **Purpose:**

- The CARE Team collaboratively and purposefully intervenes to provide support resources to students who are experiencing difficulties. The CARE process also provides members of the campus community who have concerns regarding students' behavior, with an avenue to report these concerns. Once the CARE referral form is received, the CARE Team will identify assistance and/or referral recommendation options to the student. The CARE team will consult with administrators, faculty, staff and other students affected by the behaviors of the student. The CARE team will also make recommendations to University officials regarding appropriate action consistent with University policy and local, state and federal law.

**To learn more information about the CARE team and/or to refer a Student of Concern,** click on the "Refer A Student of Concern" link from the Bryant Portal Home page or visit the site directly: <https://info.bryant.edu/care-team>.

## **COUNSELING SERVICES**

Location: Unistructure, 2<sup>nd</sup> Floor; diagonally across from Faculty Suite H  
Phone: 401-232-6045  
Email: [bsc@bryant.edu](mailto:bsc@bryant.edu), or stop by in person  
Website: <https://info.bryant.edu/counseling-services>

College students experience great challenges and adjustments in both their academic and personal lives. Many new and important decisions are made during these years. Change is constant, and stress often accompanies these new experiences.

The Office of Counseling Services provides a place for students to discuss these multifaceted changes in a private and confidential setting. Counseling helps students cope with their challenges and make thoughtful decisions. Counseling services are free for Bryant students. Students who are experiencing serious emotional difficulties, or who require specialized or longer-term treatment, can receive referrals to professional services off campus. The staff adhere to state and federal laws regarding confidentiality and privacy; counseling records are not part of the academic record. The Office of Counseling Services also offers wellness programming and support programs: weekly yoga and mindfulness meditation classes, The Student Support Network, ADHD support, and other topic groups as requested.

If you need academic accommodations for a mental health or a psychiatric disability, please contact Dr. Noelle Harris, Assistant Dean and Director of Counseling and Religious and Spiritual Life, at [nharris@bryant.edu](mailto:nharris@bryant.edu), or phone 401-232-6045 for a consultation.

## **DINING SERVICES**

Phone: 401-232-6866

Website: [Main Campus Dining Page](#)

A wide variety of conveniently located dining services are available to the Bryant community through Campus Dining Services. Hours are subject to change with limited notice at all locations.

<b>Bulldog Bytes Café</b>	Bello Center (Library)
Monday - Thursday	8:00am - 10:00pm
Friday	8:00am - 2:00pm
Saturday	Closed
Sunday	Closed – (Open during Final Exams)
Enjoy a hot cup of coffee, assorted breakfast sandwiches, pastry, fresh fruit cups and yogurt parfaits. Bulldog Bytes accepts cash, credit cards, Dining Dollars, and Bulldog Bucks'	

<b>Café a La Cart</b>	Unistructure, Rotunda
Monday - Thursday	7:30am - 8:00pm
Friday	7:30am - 2:00pm
Saturday & Sunday	Closed
Summer	9:00am - 3:00pm Monday through Thursday 9:00am - 2:00pm Friday
Café a La Cart operates whenever classes are in session during the semester, offering a wide selection of snacks, sandwiches, salads and gourmet coffee on a cash, credit card, Dining Dollar or Bulldog Bucks basis.	

<b>Dunkin Donuts</b>	Fisher Student Center, 1 <sup>st</sup> Floor
Dunkin Donuts accepts cash, gift cards, credit cards and Bulldog Bucks as payment options.	

<b>Gulski Faculty Dining Room</b>	Unistructure, 2 <sup>nd</sup> Floor
Monday - Friday	7:30am - 2:00pm
Saturday & Sunday	Closed
The Gulski Faculty Dining Room has everything you are looking for in an intimate dining setting. Meet a colleague for a quick cup of coffee or host a lunch meeting in the private dining room, either way we have you covered.	

<b>The Junction</b>	Newport House, 1 <sup>st</sup> Floor
Serving Ronzio pizza, subs, wings and more. Cash, credit cards and Bulldog Bucks are accepted methods of payment.	

<b>Nick's Place</b>	Fisher Student Center, 1 <sup>st</sup> Floor
Monday - Friday	11:30am - 11:30pm
Saturday & Sunday	2:00pm - 11:30pm
Meal equivalency will be offered from 7:30 pm to 10:00 pm Delicious burgers, chicken, salads and specialty sandwiches prepared fresh with wholesome toppings. They accept cash, Dining Dollars, Bulldog Bucks and credit cards. Ordering may be done online or by the Bryant App.	

<b>Salmanson Dining Hall</b>	Unistructure, 1 <sup>st</sup> Floor
Monday - Friday	7:15am - 2:30pm; 4:30pm - 7:30pm

Saturday, Sunday, & Holidays	10:00am - 2:00pm (brunch)
Saturday & Sunday	5:00pm - 7:30pm (dinner)
Bag breakfasts order forms are available at the door. Holiday meal schedules are the same as weekend schedule unless otherwise noted. Salmanson meals are served cafeteria style with unlimited seconds. The facility is open to students who are on the meal plan and to students, faculty, staff and guests who may pay at the entrance. Accepted methods of payment include cash, Dining Dollars or Bulldog Bucks. Students having meal plans are entitled to access the Dining Hall one time per meal period. The Dining Hall will be closed between meals.	
<b>The Scoop</b>	Fisher Student Center, 1 <sup>st</sup> Floor
A convenience store and specialty items to customers. Cash, credit cards and Bulldog Bucks are accepted.	

## MEAL PLAN POLICIES

Bryant takes great pride in our residential community and in providing a full array of dining options for sustained physical health and the opportunity to share a meal with peers and other University members. Meal plans are required of all resident students living in all areas of the campus except the Townhouses, which provide cooking facilities.

We see this requirement as meeting our commitment to students and their families that we will serve the “whole student” intellectually, emotionally and physically. Bryant Dining is a valued partner with Bryant University in ensuring we address the dietary needs of all resident students. Additionally, this requirement is based on economic practicality. Allowing the University to provide a full dining plan with multiple locations in a cost-effective way requires full community participation.

Please read our Meal Plan Policies carefully and fully as you make your selection for the coming semester.

**Meal Plan Enrollment** takes place during the housing selection process managed by Residential Life. If a meal plan selection is not made during the housing selection process, and the student lives in an area where meal plans are mandatory, the student will be put on the 210 Block Plan by default.

**Changes to meal plan selection** happen through the Residential Life office. Once a plan is selected, it will remain in place until the following semester. You are able to change your meal plan selection within the first 7 days of each semester (first 7 days of classes) by using this link:

<https://bryant.starrezhousing.com/StarRezPortal>

**ID cards** are created at the Information Desk on the first floor of the Fisher Student Center. Should your ID card malfunction at any time preventing you from using it for dining purposes, please contact Auxiliary Services at [auxilserv@bryant.edu](mailto:auxilserv@bryant.edu), 401-232-6035. For contactless payment we have added the GET My Card App for Fall 2020 to the Get Funds/Food App within the Bryant Mobile App.

**Townhouse or commuter students** wishing to purchase one of the four meal plans, can do so by contacting the Bursar’s office at [bursar@bryant.edu](mailto:bursar@bryant.edu) or 401-232-6030.

## Meal Plan Options

<b>Plan</b>	<b>Meals per semester</b>	<b>Dining Dollar per semester</b>	<b>Guest Meals per semester</b>	<b>Bulldog Bucks per semester</b>	<b>Cost per semester</b>
The Unlimited Plan*	Unlimited entries into Salmanson Dining Hall	\$50	3	\$25	\$3,307.50
210 Block Plan	210 meals (Averages out to 14 meals per week)	\$125	3	\$25	\$3,152.00
150 Block Plan	150 meals (Averages out to 10 meals per week)	\$250	3	\$25	\$3,093.00
105 Block Plan	105 meals (Averages out to 7 meals per week)	\$300	3	\$25	\$2,846.50

Unused block meals and guest passes expire at the **end of each semester**. There are no refunds for unused meals. Students can find the number of meals remaining on their plan by asking a cashier for a receipt or by downloading the GET Funds/Food App on the Bryant Mobile App, which allows students to track meals, Dining Dollars, guest meals and Bulldog Bucks balances.

Each meal plan option includes the **Pick 4 Program** designed to make the dining experience more convenient. “Pick 4” enables students to utilize their meal plan outside of Salmanson Dining Hall and makes other dining options more accessible to accommodate a variety of student schedules. This allows students to purchase meals from a meal plan at Café ala Carte, Bulldog Bytes Café, and The Scoop. Additionally, Nick’s Place offers 11 different meals as an exchange. The Pick 4 Program includes the following:

Choice of 1 item from **each** of the following 4 categories:

- Sandwich OR Salad
- Bottled water OR soda
- Bag of Chips
- Sweet (fruit OR cookie OR dessert bar)

*\*The Unlimited Plan is limited to **three** “Pick 4” meal exchanges per week.*

**Dining Dollars** can be used at all Bryant Dining Services locations, including Café ala Carte, Bulldog Bytes Café, Nick’s Place and Salmanson Dining Hall. Dining Dollars carry over from the fall semester to the spring semester each academic year, providing the student remains on a meal plan. Unused Dining Dollars are forfeited at the end of the spring semester on the last day of finals. There are no refunds provided for unused Dining Dollars upon graduation, withdrawal or for any other reason.

**Bulldog Bucks** can be used like cash at **all** retail locations on campus. This includes all Bryant Dining Services locations, as well as Ronzio’s, Dunkin and L’Artisan Café. They can also be used at the bookstore, post office, and vending machines. Every meal plan starts a student off with \$25 in Bulldog Bucks. Additional Bucks can be purchased on the GET Funds/Food App on the Bryant Mobile App. Bulldog Bucks balances remain on a student’s account until graduation or withdrawal from the University. At that time, balances of \$25.00 or more will be transferred to the student’s tuition account. If the transfer results in a credit balance, the credit will be refunded accordingly, otherwise, it will be applied to any outstanding balance.

### **DIETARY RESTRICTIONS**

Bryant Dining is committed to working with any student with a dietary restriction diagnosed and documented by a doctor or other appropriate medical professional. If a student's dietary restriction is impacting meal plan usage, the following guidelines must be followed:

- An appointment must be made with Cheryl Brock, Health and Nutrition Educator ([cbrock@bryant.edu](mailto:cbrock@bryant.edu) or 401-232-6221) at Bryant Health Services in Barrington House with written documentation provided by a medical professional on the dietary restriction and how it impacts usage of the meal plan. Cheryl is on campus Tuesdays through Thursdays when classes are in session.
- Following the meeting with Cheryl Brock, a meeting must take place with the General Manager of Bryant Dining, Shawn Monaghan ([smonagha@bryant.edu](mailto:smonagha@bryant.edu)) to discuss how Bryant Dining can accommodate your dietary requirements.

In extreme circumstances, the University may exempt a student from a required meal plan for documented medical conditions which cannot be accommodated by Bryant Dining Services. **If an exemption is made due to dietary restrictions that cannot be accommodated, the student must submit documentation from a medical professional each semester during the meal plan selection process.**

Exemptions will not be considered for vegan, vegetarian, gluten or lactose dietary restrictions as Bryant Dining provides options for these dietary needs with "Simple Servings" which provide safe, delicious choices for diners with food allergies or gluten intolerance. "Simple Servings" exclude milk, eggs, wheat, soy, shellfish, peanuts, tree nuts and gluten from menus. Other circumstances not considered cause for exemption include work, class or practice schedules, personal preference or financial considerations.

### **STUDENT FEEDBACK AND SUGGESTIONS**

To ensure you are completely satisfied with your dining experience, we encourage you to provide suggestions and feedback to any Bryant Dining staff member during your meal. Staff are available at every shift to take suggestions and feedback as well as address any way we can enhance your dining experience.

### **PwC CENTER FOR DIVERSITY AND INCLUSION**

Location: Fisher Student Center, 2<sup>nd</sup> Floor

Phone: 401-232-6946

Website: <https://info.bryant.edu/pwc-center-diversity-inclusion>

Through outreach, empowerment, advocacy, and education, the PwC Center for Diversity and Inclusion (CDI) works to promote an inclusive campus environment in which the voices and experiences of diverse individuals are valued and embodied. Our focus on the intersectionality of identities highlights the multidimensional and complex values that each of us bring to Bryant and emphasizes the imperative for being culturally competent. We view diversity and inclusion as relevant to all members of the Bryant community and define diversity in its broadest sense to include, but not limited to, race, ethnicity, color, religious identity, spiritual beliefs, sex, gender identity and expression, sexual orientation, physical/mental ability, national origin, socioeconomic status, and age.

We work to advance Bryant University's commitment to developing and enhancing global perspectives by serving as a resource to empower students, staff, and faculty to be active participants in building a vibrant, diverse and collectively responsible community. The PwC CDI is comprised of the Intercultural Center, the Women's Center and the Pride Center.

### **GERTRUDE METH HOCHBERG WOMEN'S CENTER**

Location: Fisher Student Center, 2<sup>nd</sup> Floor  
Phone: 401-232-6854  
Website: <https://info.bryant.edu/hochberg-womens-center>

The Gertrude Meth Hochberg Women's Center engages the campus community in meaningful discussions surrounding women's empowerment, gender, and sexuality, and works toward full participation of women in the life of the University. The Hochberg Women's Center is committed to enhancing the quality of life for the community of women at Bryant University by providing a forum for all students to discuss issues facing women, both on campus and in business and society today. As part of the PwC Center for Diversity and Inclusion, the Hochberg Women's Center works in tandem with the other centers that comprise the PwC CDI to ensure an inclusive Bryant Community.

Available to all members of the University community, the Hochberg Women's Center provides an inviting seating area and a comfortable meeting space. The seating area serves as a space for informal gatherings, to exchange ideas, and provide mutual support. The meeting space is available and can be reserved for small group meetings, awareness programs, support groups, and confidential conversations.

The Hochberg Women's Center offers social and educational programs relating to women's empowerment, gender equity, and power-based personal violence. Additionally, the Center provides advocacy for those impacted by sexual assault, domestic violence, dating violence, and stalking and is proud to collaborate with faculty and student organizations to strengthen co-curricular education and foster Bryant's student-centered learning environment.

### **INTERCULTURAL CENTER**

Location: Fisher Student Center, 2<sup>nd</sup> Floor  
Phone: 401-232-6946  
Website: <https://info.bryant.edu/intercultural-center>

A hub for international and domestic multicultural students and organizations, the ICC supports and advocates for students and groups by providing culturally enriching programs and educational workshops that focus on race, culture, ethnicity, and social justice. Staff at the ICC serve as advocates for international and domestic multicultural students and are available for consultation. The office creates programs to enhance appreciation for and awareness of cultural diversity. As part of the PwC Center for Diversity and Inclusion, the Intercultural Center works in tandem with the other centers that comprise the PwC CDI to ensure an inclusive Bryant Community.

Available to all members of the University community, the Intercultural Center provides an inviting seating area, a kitchen, and a multimedia conference room. The seating area serves as an informal gathering, to exchange ideas, and facilitate mutual sharing of perspectives. The kitchen is available for individuals to share a home-cooked meal, to warm up a meal or to make a dish together. The conference

room is available for small group meetings, teleconference communication, and can be reserved by for video/phone interviews or for individual video calls to home.

The Intercultural Center offers social and educational programs related diverse traditions, self-identity development, community building, social justice, race and ethnicity, and power and privilege. A signature program of the Center is 4MILE (Multicultural and International Leadership Experience), a cultural and leadership program uniquely designed for first-year and transfer international and domestic multicultural students. Other programs of the Center include heritage month celebrations, dialogues about culture and current events, awareness/commemoration weeks, annual awards banquets, and social/food gatherings.

### **PRIDE CENTER**

Location: Fisher Student Center, 2<sup>nd</sup> Floor  
Phone: 401-232-6470  
Website: <https://info.bryant.edu/pride-center>

The Pride Center offers a safe space for the Bryant community to enhance their understanding of lesbian, gay, bisexual, transgendered, queer, and ally related issues through social and educational programs and trainings. The Pride Center promotes a community where all are accepted and not judged based on sexuality or gender but by the integrity of the person; addressing the realities facing the LGBTQ+ community both on campus and beyond. As part of the PwC Center for Diversity and Inclusion, the Pride Center works in tandem with the other centers that comprise the PwC CDI to ensure an inclusive Bryant Community.

Available to all members of the University community, the Pride Center offers the Safe Zone program to all student, faculty, and staff at Bryant University to nurture a more open, affirming, and safe university community for LGBTQ+ identified individuals and their allies. Additionally, the Pride Center offers a variety of materials including films and literature as well as referrals to hotlines, programs, and organizations, related to gender and sexuality issues. Finally, the Pride Center works with Bryant Pride, a student organization, which represents and supports the Bryant and local LGBTQ+ community.

### **FINANCIAL AID**

Location: Unistructure, 1<sup>st</sup> Floor across from Amica Center for Career Education  
Phone: 401-232-6020  
Website: <https://info.bryant.edu/financial-aid>

The Office of Financial Aid provides efficient management and timely delivery of a broad range of student financial aid funds. It also serves as a reliable source of accurate information for many constituencies both on and off campus. Our efforts are guided by a strong commitment to the overall mission and enrollment goals of Bryant University. The office ensures that the highest standards of quality customer service are maintained for the benefit of Bryant University students in their pursuit of excellence, and their families to whom we dedicate our professional support.

The administration of financial aid programs at Bryant University is based upon the premise that the responsibility for education expenses rests primarily with the student and his or her family.

Financial aid is awarded on an annual basis. Returning students must reapply by completing a Free Application for Federal Student Aid (FAFSA) each year to be considered for financial aid



(<https://www.fafsa.gov>). Current students can monitor the status of their financial aid awards, track missing documents required for processing and view their student account by entering the secure Banner website, which can be accessed via the University's intranet ([my.bryant.edu](http://my.bryant.edu)). This convenience is available to all enrolled students with an official Bryant University Personal Identification Number (PIN).

### **Application Procedure**

The University requires each applicant for financial assistance to complete a Free Application for Federal Student Aid (FAFSA) each year. In some instances, additional documents and/or information (*i.e.* copies of signed federal tax forms, *etc.*) may be required. The Office of Financial Aid evaluates each application on an individual basis to determine eligibility for assistance. All applicants are notified of final results of their application.

All students interested in applying for financial assistance are strongly encouraged to do so online at: <https://fafsa.gov/>.

### **On-Campus Employment**

Hiring preference for all on-campus positions is given to students with Work-Study eligibility as determined by the Office of Financial Aid. All on-campus part-time job opportunities are routinely posted online and are accessible through the University's Banner Self Service site. Interested students must contact supervisors directly.

### **Off-Campus Employment**

Off-Campus job opportunities, not necessarily requiring Federal Work-Study eligibility, are also posted online and are accessible through the University's Banner Self Service site. The Office of Financial Aid also maintains a listing of off-campus, community service-related job opportunities for Work-Study-eligible students on the university website.

### **FISHER STUDENT CENTER (FSC)**

Location: Fisher Student Center  
Phone: 401-232-6983  
Website: <https://info.bryant.edu/fisher-student-center>

### **Hours of Operation (School Year):**

Monday – Friday: 7:30am – 1am  
Saturday: 10am – 1am  
Sunday: 10am – 1am

### **Hours of Operation (Winter, and Spring Breaks):**

Monday – Friday: 8:00am – 4:30pm  
Saturday: Hours to be determined  
Sunday: Closed

### **Hours of Operation (Summer):**

Monday – Friday: 8:00am – 4:00pm  
Saturday: Closed  
Sunday: Closed



The Fisher Student Center is the hub of campus activity. Offices within the Fisher Student Center include: Student Affairs Finance and Operations, Center for Student Leadership and Involvement, PwC Center for Diversity and Inclusion (The Intercultural Center, Gertrude Meth Hochberg Women’s Center, and The Pride Center), the Office of Student Events and Orientation Programs, the Office of International Students and Scholars, and the Bryant University Bookstore. Offices for major student organizations are located on the third floor of the Center.

## FSC SERVICES

- **ATMs**

Located on first floor of the Fisher Student Center, operated by Santander Bank. Other ATMs may be found in the Unistructure (Bank of America) and Chace Wellness Center (Navigant Credit Union).

- **DINING OPTIONS**

The Fisher Student Center dining services are located on the first floor of the building. The food options are operated by national franchises and the campus dining services vendor.

<b>Dunkin Donuts</b>	Coffee & doughnut shop	401-531-6675
<b>The Scoop</b>	Ice cream & convenience store	401-232-6133
<b>Nick’s Place</b>	Sandwiches, wraps, calzones, pizza, salads, and grilled items	401-232-6584
<b>Vending machines</b>	2 <sup>nd</sup> Floor FSC: snack foods and drinks	

- **INFORMATION CENTER**

Location: Fisher Student Center, 1<sup>st</sup> Floor

Phone: 401-232-6245

**Hours of Operation:**

Monday – Thursday: 8:30am – 11pm

Friday: 8:30am – 9:00pm

Saturday: 12pm – 9pm

Sunday: 12pm – 11pm

The Information Center, in addition to providing the services below, acts as the office space for our Information Center Attendants, Center Managers, and Meeting Setup Crew. Services offered include:

- Purchase tickets for campus events, and discount movie passes
- Passport Photos
- Copy/Scan/Fax services, laminating, and binding
- General information provided on all Fisher Student Center services including transportation options and vendor services.
- Items available for rental (there’s no rental fee, however unreturned items are subject to a replacement fee):

- Basketballs, footballs, volleyballs
- Beach/Lawn chairs, lawn mats, inflatable chairs, hammocks
- Bluetooth speakers
- Cornhole and Kan Jam, and Spikeball
- Dry Cleaning pick-up and drop-off service (in partnership with Top Cleaners)
- Gaming supplies: Ping-pong and pool table
- iPhone and Android chargers
- Laptop chargers
- Snow shovels
- Umbrellas
- ID Cards - In addition to being used for identification, the Bryant ID is used throughout the campus for entry to all campus spaces, including Salmanson dining hall, the library, the residence halls, academic buildings, and the fitness center. It is encoded with information regarding meal plan information and Bulldog Bucks balance. It will allow students to ride Rhode Island Public Transit Authority (RIPTA) bus line and My Bryant Transit (MBT) local van service for free.

By depositing money into your Bulldog Bucks account, the Bryant ID can be used for making purchases at all retail establishments on campus. Bulldog Bucks can be purchased in the Auxiliary Services Office, located on the 2nd floor of the Unistructure, or by calling Auxiliary Services at 401-232-6035. Bulldog Bucks can also be purchased online at [www.bryant.edu/getfunds](http://www.bryant.edu/getfunds).

**All community members are required to carry their ID card with them at all times on campus and must provide it to university officials upon request.** Lost/Stolen or damaged cards will incur a \$30 charge to your Bursar Account.

## • MEETINGS & EVENTS

The Fisher Student Center has eight different meeting rooms located throughout the building and ranging in size from a twelve person conference room to a two hundred fifty twenty seat meeting room. For additional information regarding space capacities and set-up, please contact the Scheduling Coordinator for the Fisher Student Center at 401-232-6117.

The Fisher Student Center gives space reservation priority to recognized student organizations seven days a week from 2:00pm to 11:00pm however, we do allow limited requests of space for class-related seminars/workshops/presentations. Organizations which hold regular weekly meetings may apply to the Scheduling Coordinator for meeting space each spring. Reservations will remain in effect for a full year unless groups do not adhere to Fisher Student Center policies. It is the responsibility of the individuals who reserved the meeting room to be sure the room is cleaned before they leave.

To schedule a meeting or an event in the Fisher Student Center, student organizations should submit a request using 25Live Pro (<http://25live.collegenet.com/pro/bryant>.)

## • TRANSPORTATION

- **My Bryant Transit (MBT)** – Finance and Operations coordinates a shuttle service which is free of charge and operates seven days a week. The MBT travels to and from the

Lincoln Mall, the Providence Place Mall, Kennedy Plaza, and the train and bus stations in Providence. Trips to T.F. Green airport are scheduled during breaks and holidays. Schedules are available at the Information Center or online at <https://info.bryant.edu/fisher-student-center>.

- **RIPTA** – Rhode Island Public Transportation Authority is a public transit system which runs to and from Bryant to downtown Providence, seven days a week, year round. Schedules are available at the Information Center or online at [www.ripta.com](http://www.ripta.com). This service is free to students and the pickup/drop-off is located at the Chace Center Circle.
- **Zipcar at Bryant** – Cars are available 24 hours a day, seven days a week, year round. Gas and insurance are included with every reservation. You must be 18+ years old to sign up; Zipcar accepts all international licenses. To sign up and learn about fees and availability please visit [www.zipcar.com/bryant](http://www.zipcar.com/bryant).

### FISHER STUDENT CENTER GENERAL POLICIES

- **Advertising/Display Cases** - Advertising in the FSC is managed by the Center for Student Leadership and Involvement. Poster displays and table cards are displayed throughout the building. Please refer to the Center for Student Leadership and Involvement's website <https://engaged.bryant.edu/> for additional information on how to request and post in these spaces. For Table Top Display information, please refer to the form: <https://engaged.bryant.edu/submitter/form/start/341116>. For poster case information, please complete the following form at least 3 days in advance of the event: <https://engaged.bryant.edu/submitter/form/start/298395>.
- **Alcohol** - Alcohol cannot be brought into the FSC. Alcohol will be served in the FSC only through University Dining Services.
- **Dress** - In accordance with health safety requirement regulations for public buildings, shirts and shoes are required to be worn in all areas of the building.
- **Pets** - The FSC does not permit animals (except service dogs) in the facility and will conform to state and local guidelines. Tupper exception!
- **Razor scooters, bicycles, skateboards, roller skates, roller blades** and other disruptive or potentially damaging items or behavior are not to be operated inside the building, only carried.
- **Selling and Solicitation** - The FSC adheres to and enforces the University solicitation policy. No outside solicitation can occur unless sponsored and/or authorized by a University official.
- **Smoking** – Smoking (including vaping or e-cigarettes) is governed by state regulations and campus policy, is prohibited in the FSC, and within fifty feet of entrances.
- **Variances** - Variances to policies will be granted only in extraordinary circumstances that further the mission of the University and the FSC. Approval will be granted by the Finance and Operations Office.

- Requests for variances of FSC Policy should be submitted at the time of requesting space to the Scheduling Coordinator three (3) weeks prior to the program date. Additional costs associated with variances are the responsibility of the requester.

## **HEALTH SERVICES**

Location: Barrington House

Phone: 401-232-6220

Website: <https://www.bryant.edu/campus-and-community/student-related-offices/health-services>

**Hours of Operation:** Monday through Friday 8:30am – 4:30pm

Health Services is a nurse practitioner run program that adheres to federal and state law and endorses the guidelines of the American College Health Association, the Rhode Island Department of Health and the Centers for Disease Control and Prevention.

In the event of an emergency or when Health Services is closed, emergency medical technicians (EMTs) are available through the Department of Public Safety at 401-232-6001. Health Services is staffed by a part-time Physician, full-time Certified Nurse Practitioners, a Registered Dietician, and a Health Promotion Coordinator.

Clinical components of the Health Services program include the treatment of illnesses and injuries, women and men's health care, laboratory services, immunizations, support services for students with physical disabilities and referrals as appropriate. All health care and medical records are considered confidential and family members are notified only in the event of a life-threatening accident or illness.

Health Services does not provide written excuses for missed classes, exams, or work, due to illnesses, nor do they provide documentation of visits to Health Services.

## **Required Student Health Forms**

All new, full-time students are required to complete the on-line Bryant University Health Forms found on <https://bryant.medicatconnect.com/home.aspx>

## **Immunization Requirements**

In accordance with Section 23-1- 18(9) of the General Laws of Rhode Island, each entering student must provide documentation signed by a licensed health care provider giving the dates of immunization to protect against Measles, Mumps and Rubella, Hepatitis B, Varicella, Meningococcal (MCV4) and a Tdap vaccine. Students who do not provide Health Services with this completed immunization record will have a hold placed on their student account which will hinder their ability to register for classes for the upcoming semester. If this documentation is not received and verified by Tuesday, September 1, a \$50 fine will be assessed to your student account.

If an outbreak of a vaccine-preventable disease should occur, any exempt, unvaccinated or undocumented students shall be excluded from school for a period of time as determined by the Rhode Island Health Department based on a case-by-case analysis of public health risk.

## **Health Insurance**

Bryant University requires that all full-time students provide documentation of health insurance by providing a copy of the front and back of their insurance card uploaded into Medica at [my.bryant.edu](http://my.bryant.edu). Student Accident and Sickness Insurance is available for full-time students to purchase.

Federal regulations give the University the right to require international students to purchase health insurance. An insurance fee will be included in the tuition bill of international students unless the student fills out a waiver form and provides proof of their own comparable insurance.

## **OTHER OPTIONAL INSURANCE FOR STUDENTS**

### **Personal Property Insurance**

As a residential student at Bryant, you are responsible for repair or replacement of your lost or damaged personal property as a condition of your residential housing contract. You may choose to repair or replace lost items through an existing homeowner's insurance policy or as an out of pocket expense. Bryant offers an additional option of purchasing personal property insurance directly through National Student Services Incorporate (NSSI). NSSI offers personal property insurance coverage at Bryant for minimum limit of \$4k. NSSI policies have varying deductibles (\$50 - \$100), limits (4k ,6k) that will vary your monthly premium costs. For example an NSSI policy with a \$50 deductible and a \$4K limit would only cost \$11.50 a month and an NSSI policy with a \$6k limit would only cost \$17.25 a month. For more up to date information regarding NSSI's personal property product, which includes lost or damaged laptops, please go to <https://www.nssi.com/portal/bryantuniversity/>.

**Tuition Refund insurance** is available prior to the start of classes, directly through Liberty Mutual <http://libertymutual.com/tuition-insurance>. For as little as 1% of the cost of tuition, 100% of tuition (including room & board) could be reimbursed if a student withdraws from school due to accidental injuries, illnesses (including most pre-existing conditions), anxiety, and depression. Although the policy excludes epidemics, each claim is reviewed on a case-by-case basis and the impact to a student's mental health is considered in each case. Please contact Liberty Mutual if you have questions or would like to explore this option.

## **INFORMATION SERVICES DIVISION**

Bryant University's Information Services Division (<https://is.bryant.edu/>) consists of five major areas: Administrative Systems, Networking and Telecommunication Services, Campus Technology Services (Laptops and Desktop computing), Academic Computing and Media Services, and Library Services. Each of these areas provides a specific service to students and requires that all students who utilize campus technology adhere to usage guidelines. Campus technology is developed for purposes of communication, research and specific business use. Students are expected to utilize these resources in a responsible manner and in accordance with any conduct guidelines set forth by the University in the Student Code of Conduct.

Additional information and specific guidelines regarding acceptable use of technology resources can be viewed in detail on our website at <https://is.bryant.edu/about/policies/acceptable-use>. Any student who has questions regarding acceptable use should first consult with a representative of the Information Services Division before attempting to perform any functions utilizing campus technology. Questions regarding acceptable use or any campus technology related problem or concern (including wireless internet connection) should be addressed to Laptop Central, which serves as the University's Student Helpdesk: [laptopcentral@bryant.edu](mailto:laptopcentral@bryant.edu), 401-232-6550, x6550.

The George E Bello Center houses over 90 public access computers, student printing, scanning equipment, media stations, accessibility stations, an advanced Active Teaching and Learning classroom with group workstations and video conferencing, group study rooms with wireless projection, and the Financial Market Center.

The Academic Innovation Center houses 10 advanced Active Teaching and Learning classrooms, 23 group study rooms with wireless projection, open group seating, whiteboards and glass writing surfaces.

Additionally, you will find student-use printers in Bello, Academic Hall, Fisher Student Center, select residence halls, and Academic Innovation Center. The Communication Center contains 3 Video Editing booths, a state-of-the-art TV studio and an Academic Research Lab.

### **INSTITUTIONAL DIVERSITY, EQUITY AND INCLUSION**

Phone: 401-232-6900

Email: [dei@bryant.edu](mailto:dei@bryant.edu)

The Office of Institutional Diversity, Equity, and Inclusion (IDEI) focuses on campus wide strategic initiatives to create and maintain an inclusive community. IDEI works with every divisional leader to align university efforts and oversees the work of the Council for Inclusive Excellence and the Student Advisory Board for Inclusive Excellence.

### **MEDIA SERVICES DEPARTMENT (Audio Visual)**

Location: Unistucture room 277

Phone: 401-232-6128

Website: <https://is.bryant.edu/services/communication-and-collaboration/media-services>

The functions of Audio Visual include:

- Overseeing campus wide audio and video systems in classrooms and campus
- Distributing equipment for multimedia presentations
- Assisting with classroom sound, video and control systems
- Designing and managing the installation and repairs of campus AV equipment

Academic Support Functions:

- Supporting classroom technology, both during class and installing Academic technology
- Supporting campus wide special events in different venues of the school, such as: Women Summit, Commencement, Open House, etc.
- Supporting, analyzing and advising other departments when AV installations and selection of Technology is required.
- Managing various video and audio uses such as classroom and event capturing, event video streaming, digital Signage and more
- Managing the TV Studio and the Radio Station
- Engineering AV technologies for new and upgraded spaces requiring AV integration
- Video recording, editing and duplication of video or audio files\*

\*Subject to federal copyright laws. Consult with the AV Director.

The Bryant Video/Audio Library is housed in the Bello Center for Information and Technology and is managed by the Circulation Desk.

Kindly give twenty-four (24) hours' notice for all your classroom needs and two (2) weeks' notice for all services required outside of the classroom, like large events campus wide.

### **Information Technology Acceptable Use Policy**

All members of the Bryant University community who use the University computing, information, and communication resources must act responsibly. Every user is responsible for the integrity of these resources under their control. All users of University-owned or University-leased Information Services systems must respect the rights of other users, respect the integrity of the physical facilities and controls, and comply with all licenses and contractual agreements.

<https://is.bryant.edu/about/policies/acceptable-use>

### **Email**

The University's electronic mail services are University facilities and are intended for use for teaching, learning, research, and administration in support of Bryant University's mission. Bryant University email services may not be used for personal business or personal gain except as permitted by other University policies.

<https://is.bryant.edu/information-security/information-security-guidelines/electronic-mail-email>

### **Peer-to-Peer File Sharing**

The Copyright Law of the United States (Title 17 U.S. Code) governs the making of copies of copyrighted material. UNAUTHORIZED COPYING IS PROHIBITED! The person using this equipment is liable for any infringement and can be prosecuted or held liable for monetary damages.

### **Bryant.edu Domain Name**

According to the guidelines of the managing body of the top-level .EDU domain space, a registrant of a name in the .EDU domain may not use the .EDU domain for commercial purposes. The use of the "BRYANT.EDU" in any commercial related transaction is a violation of those guidelines. Any student using the "BRYANT.EDU" in any electronic service (e-mail, web, etc.) for commercial purposes jeopardizes his/her privilege to use those services.

### **RONALD K. AND KATI C. MACHTLEY INTERFAITH CENTER & CAMPUS MINISTRIES**

Location: Machtley Interfaith

Contact: Dr. Noelle Harris, Assistant Dean and Director of Counseling and Religious and Spiritual Life @ 401-232-6045

Phone: 401-232-6119

Website: <https://info.bryant.edu/machtley-interfaith-center-campus-ministries>

The Ronald K. and Kati C. Machtley Interfaith Center provides a gathering place where all members of the Bryant community can explore their spirituality, practice their faith, and learn from one another. Opportunities are provided for members of the Bryant University community to develop and grow in character by exploring the spiritual and ethical dimensions of their lives and those around them. As part of



Student Affairs, the Interfaith Center and Campus Ministries work in tandem with the other centers to ensure an inclusive Bryant Community.

The Interfaith Center sponsors diverse speakers, and programs of a variety of faith traditions. Catholic, Protestant, and Jewish chaplains are available to all members of the University community as sources of support, guidance, and spiritual development and integration. We offer regular religious services, as well as a variety of programs that support and challenge students to develop as a whole person. The campus chaplains are also available to participate in programs and discussions sponsored by faculty, resident assistants, campus groups and clubs, and individual students. The chaplains hold office hours to meet with members of the Bryant community; call or visit us to set up a time.

The University offers a number of interfaith/ecumenical celebrations throughout the year, including Family and Friends Weekend services, the annual Festival of Lights each December, and Baccalaureate Services during Commencement weekend.

### **DOUGLAS & JUDITH KRUPP LIBRARY**

Location: George E. Bello Center for Information and Technology

Phone: 401-232-6125

Website: [library.bryant.edu](http://library.bryant.edu)

#### **Services include:**

- Professional research assistance on site or: VOICE 401-232-6299; EMAIL [refdesk@bryant.edu](mailto:refdesk@bryant.edu); TEXT 401-595-7306; CHAT [library.bryant.edu](http://library.bryant.edu)
- Assistance on the use of all library resources including electronic resources and databases
- 24/7 campus wide and off campus access to electronic resources and databases
- Research Guides by Subject
- Electronic Reserves through the library catalog
- Interlibrary Loans and self-initiated book requests via the [library catalog](http://library.bryant.edu)
- Access to other RI academic and research libraries
- Circulating books may be borrowed for 4 weeks; Electronic self-renewals available
- Laptops, battery chargers, monitor cables, iPads, and more available for loan
- Access to study rooms for group projects.
- Scanning and printing available
- 3D- Printing available

For more info on all of the above go to <http://library.bryant.edu>

#### **Important things to note:**

- Unauthorized copying of copyrighted materials in all mediums is a violation of the Copyright Law of the United States (Title 17 of the United States Code)
- There is a \$50.00 replacement and processing fee for borrowed items not returned; Bryant does not have fines for overdue items owned by Bryant but overdue items borrowed from other libraries may generate fines.
- Theft or damage to library property is a violation of RI State Law and University campus standards. Violators are subject to independent disciplinary action.



## **POST OFFICE**

Location: Unistucture, 2<sup>nd</sup> Floor  
Phone: 401-232-6244  
Email: [bryantpo@bryant.edu](mailto:bryantpo@bryant.edu)

The Bryant University Post Office also operates as a United States Postal Service (USPS) contract station and is located on the upper level of the south wing of the Unistucture. The Post Office provides all the following services:

- Sale of stamps, postage for outgoing packages and money orders
- Express mail, certified, priority mail, international mail and registered mail services
- Passport forms are available

The window hours are weekdays from 8:30 am to 4:30 pm. During the academic year, the Post Office is open on Saturday from 11:00 am to 2:00 pm (except holiday weekends) for the pickup of packages, sorting of incoming mail and stamp purchases. Forms of payment include cash, personal checks and Bulldog Bucks.

- **Package Information:** All packages are received and signed for by the Receiving Department and the Post Office. These items are then transferred and processed. Students will be notified via email once their package is ready to be picked up. The Post Office will hold that package for 15 business days. During this period, the student will receive two separate notifications asking them to come by and get their package. If the package is not picked up in that time frame, the package will be returned to sender.
- Students must have their Bryant ID, a valid driver's license or a passport in order to pick up packages. An email to [bryantpo@bryant.edu](mailto:bryantpo@bryant.edu) can give permission for another to collect a package if student is not available.

Please address items as follows:

Your name  
Bryant University  
Student Box #  
1150 Douglas Pike  
Smithfield, RI 02917

Please tell your friends and family that sending cash in the mail is never a good idea for risk of being lost or stolen.

To obtain your mailbox number and combination, download the Bryant Mobile app. Log into Bryant app using your username and password. Click on the PO Box icon. Student mailboxes are located on the bottom floor of the Koffler building (Below the radio station).

## **DEPARTMENT OF PUBLIC SAFETY (DPS)**

**Emergency:** x6911 or 401-232-6911  
**Business:** x6001 or 401-232-6001  
**Information:** x6002 or 401-232-6002  
**Location:** Ground Floor of the Unistucture  
**Website:** <https://info.bryant.edu/public-safety-dps>

Hours of Operation: 24/7/365

DPS is a fully staffed professional department having purview over personal security, parking and traffic, Emergency Medical Services (EMS) and fire safety. Questions or concerns should be directed to the particular coordinator for each area. Of particular interest to students is the 24 hour escort service. To request an escort call 401-232-6001. Escorts may be made on foot, as safety not convenience is paramount. DPS also has several persons qualified to make presentations on a wide variety of crime prevention topics and can be made available upon request.

The Department of Public Safety complies with the federally mandated Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Public Law 101-542) and yearly compiles campus crime statistics. This information is available at DPS upon request and is disseminated annually and is also available on the Bryant.edu portal.

## **PARKING AND TRAFFIC RULES**

It is the responsibility of each person who drives and parks on the Bryant campus to be familiar with the Parking and Traffic Rules and to comply with them. The Parking and Traffic Rules as well as the First Year Student Parking Policy and Waiver are posted online at <http://DPS.bryant.edu>.

### **First Year Student Parking Policy**

First year resident students are not permitted to bring vehicles to Bryant University's campus for the duration of their first year (fall through spring semester). This policy does not apply to non-traditional first year students or first year commuter students.

The University recognizes that students may have employment, medical, or family needs that may require a motor vehicle on campus.

Students who wish to petition for a Special Permit may do so by completing and submitting a **First Year Resident Student Waiver Petition Form** and additional supporting documents. The documents must be submitted to the Department of Public Safety (DPS), or may be sent electronically to [dps@bryant.edu](mailto:dps@bryant.edu). Submitting a request for a waiver **does not** guarantee its approval; and should not be construed as a commitment by DPS to approve the waiver.

### **Enforcement**

The Department of Public Safety is the exclusive curator of the Parking and Traffic Rules. Its members are the sole parties authorized to take enforcement action. In the absence of voluntary compliance they can initiate one or a combination of the following enforcement actions: citations, tows, suspension or loss of parking and/or driving privileges. Monetary fines are assigned to each enforcement action and are the sole responsibility of the registered driver or the person having control of the vehicle.

### **Registration**

A Bryant University parking decal is required on all faculty, staff and student vehicles as well as institutional vehicles. To register a vehicle there are two options: report to the DPS office OR go online following the navigation path below. In both, applicants need a current driver's license, Bryant ID, vehicle registration papers, employee ID number.

- <https://info.bryant.edu/public-safety-dps>

- Parking - How to Access the DPS Parking System
- All decals and permits remain the property of the University and can be recalled.

### **Temporary Vehicles/Guest Vehicle Registration**

All vehicles must be registered through DPS. Details can be found in the Parking and Traffic Rules Page

- <https://info.bryant.edu/public-safety-dps>
- Student Guest Passes

### **LOST AND FOUND**

The Department of Public Safety (DPS) serves as the lost and found repository at Bryant University. All articles found should be turned into DPS. Claims for lost articles should be made at the DPS office, Monday to Friday, 8:30 am to 4:00 pm. Articles not claimed within a reasonable time may be disposed of as determined appropriate.

### **EMERGENCY MEDICAL SERVICES (EMS)**

The Bryant EMS provides aid in campus medical emergencies. The emergency medical technicians (EMTs) are dispatched through the Department of Public Safety (DPS). In case of an on-campus emergency requiring medical assistance, call 401-232-6911. Emergency medical services can be obtained through the Department of Public Safety on a 24 hour basis.

### **COPIES OF DPS REPORTS**

There may be a charge per sheet for any Department of Public Safety report or document. Copies of reports are released under the guidelines of the Family Educational Rights and Privacy Act of 1974 (P.L. 93-380) as amended (P.L. 93-568), also known as the Buckley Amendment and are protected under the same law. Requests for copies of reports require a 24 hour notice.

### **OFFICE OF RESIDENTIAL LIFE**

Location: Exeter House, 1<sup>st</sup> Floor  
 Phone: (401) 232-6140  
 Website: <https://my.bryant.edu/portal/residential-life/>  
[Link to StarRez and Housing Agreement](#)

The Office of Residential Life is committed to promoting a comfortable living environment where learning is promoted outside of the classroom by engaging students in their residence hall communities. Residential Life strives to foster an environment that develops students academically, socially, and globally by creating opportunities for students to connect with their peers within an inclusive and diverse community.

### **STAFF SUPPORT**

**Leadership Team:** Director, two Associate Directors, and an Assistant Director. The leadership team is responsible for the management oversight of the department, setting departmental goals, policies and procedures, as well as serve as University officials on call in case of after-hours campus emergencies.

**Community Directors:** Full time professionals who are responsible for the daily operations in all residential spaces, supervise the student RA staff, adjudicate student discipline cases, provide mediation and support services to resident students, and oversee social and educational programs offered in the residence halls. The Community Directors live on Bryant's campus to serve as a university official in case of after-hours emergencies on campus.

**Resident Assistants (RAs):** sophomore, junior, and senior student leaders who live in the halls to serve as a resource for students, organize activities, uphold policies and create an environment conducive to learning. These 64 paraprofessional staff members promote personal growth, social responsibility, and intellectual development through community-based interactions in our residence halls.

## **COMMUNITY DEVELOPMENT**

Community Directors and Resident Assistants create opportunities for residents to connect through social, educational, and cultural experiences. These opportunities provide a fun way to connect with your residence hall community. Additionally, each residential area has a Hall Council which provides leadership, programming, and hall advocacy opportunities to residents in each community. Hall Council is a fun way to get involved in your community.

## **RESIDENTIAL SPACE INFORMATION**

Bryant University provides progressive housing options that are designed to foster a gradual increase of independent lifestyle and individual responsibility. Our residential campus is comprised of three main areas of campus: residential houses, the suite village and the townhouses. All housing options provide amenities including card access at each entrance, telephone, cable, Wi-Fi internet access, and standard furniture.

### **First-Year Residential Houses**

First-year students are placed together to assist with the transition to college life and live in Bristol, Warren, and Barrington Houses. First-year communities allow students to meet people with similar interests and form lasting friendships. First-Year residential houses provide amenities including card access at each entrance, air conditioning, telephone, cable TV, and wifi internet access. All rooms are equipped with a *twin XL* bed, desk & desk chair, bureau, closet/wardrobe for each student.

### **Warren House and Bristol House**

These two residence halls are reserved entirely for first year students. They are four story, co-educational halls with north and south wings. Housing approximately 600 students, wings are gender specific with a community bathroom. Each hall offers a lobby/lounge area fully equipped with recreational games, vending machines, TV, kitchenette, laundry room, and residence hall staff office.

**Traditional Style Double** - this is a shared bedroom with one other student. Shared bathroom facilities are located in each hallway.

**Traditional Style Triple** - this is a shared bedroom with two other students. Shared bathroom facilities are located in each hallway.

**Traditional Style Quad** - this is a shared bedroom with three other students; all students have ample space as this room is very spacious. Shared bathroom facilities are in each hallway.

### **Barrington House**

Barrington House is a four story, co-educational hall for 276 first-year and upper-class students. Suite style living offers four double bedrooms, one single bedroom, living room area and a private bathroom.

Some suites also contain one large triple room. Barrington House is organized by gender with each suite assigned to a specific gender. A main lounge/lobby is complete with recreational games, vending machines, TV, kitchenette, laundry room, and residence hall staff office. The Office of Health Services is also housed in Barrington House. Two floors of the building are reserved exclusively for first-year students.

**Suite Style Double** - this is a shared bedroom with one other student that opens into a suite. Shared bathroom facilities are located in each suite.

**Suite Style Triple Room\*** - this is a shared bedroom with two other students that opens into a suite. Shared bathroom facilities are located in each suite.

**Suite Style Single Room\*\*** - this is a private bedroom that opens into a suite. Shared bathroom facilities are located in each suite.

### **Suite Village Housing**

The Suite Village is a collection of 13 identical residence halls and Newport House, surrounding a central lawn and volleyball court. The Suite Village offers three to four double bedrooms, a living room, and a private bath for sophomore, junior, and senior students. The Suite Village includes: Charlestown House, Richmond House, Kilcup House, Westerly House, Hopkinton House, Exeter House, Coventry House, Scituate House, Tiverton House, Providence House, Jamestown House, Cumberland House, and Lincoln House.

### **Newport House**

Newport House is a five story, co-educational hall consisting of 6 & 7-person suites. The building accommodates 200 students in suites with 3 double rooms or 2 double rooms and a triple room, a common living room, as well as a common bathroom. This style of bathroom is divided into 2 separate shower rooms, and one bathroom with a sink and toilet. The building's main floor is fully equipped with vending, television, a seating area, and Community Director's office. Newport House also houses Ronzio's Pizza with a seasonal outdoor patio.

### **Townhouses**

Students who have an SCN of 5 or above are eligible to apply for townhouse housing during the housing selection process. Townhouse housing is primarily available to senior students. Each townhouse has a full kitchen with a refrigerator, stove and dishwasher and two full bathrooms, one on each floor.

Students can choose to live in either a double or single room within their townhouse. The 5-person townhouses (A-G blocks) consist of 3 single rooms and 1 double room, with shared laundry facility in the Townhouse Community Center (\*E Block houses have in-unit laundry). The 7-person townhouses (H-P Blocks) consist of 3 double rooms and 1 single room, with in-unit laundry machines. Parking is available either directly in front of the townhouse unit or in a large lot in the rear of N block.

### **HOUSING SELECTION PROCESS**

The Housing Selection process to determine housing assignments for the following year is conducted in the spring semester each year. Only undergraduate Bryant students residing in on-campus housing or in a university recognized study abroad program at the time of the process are eligible to participate. Any current undergraduate residential student who is eligible for housing but fails to pay the housing deposit and/or does not complete the application and housing selection process by May 1 will be housed only on a space-available basis. Any commuter students wishing to enter the housing process will only be considered after the selection process is completed and resident students have been accommodated. Students should contact the Office of Residential Life for additional information. Housing for graduate students is not available.

## **MEDICAL ACCOMMODATIONS, SERVICE ANIMALS, AND EMOTIONAL SUPPORT ANIMALS**

### **Medical Accommodation Housing Requests**

Any resident who is requesting medical accommodations must complete the following requirements:

- Complete the “Student Section” of the [Medical Accommodation Form](#)
- Have your health care provider complete the “Medical/Health Care Provider Information” Section.
- Return the completed form to the Office of Residential Life via US Mail: Office of Residential Life, 1150 Douglas Pike Smithfield, RI 02917 or Email: [reslife@bryant.edu](mailto:reslife@bryant.edu)

All requirements must be completed and relevant paperwork submitted to the Office of Residential Life: For the Fall Semester by March 1<sup>st</sup> for returning students and July 1<sup>st</sup> for first-year and incoming transfer students, by November 1<sup>st</sup> for the Spring semester, and May 1<sup>st</sup> for the Summer.

#### **\*No medical accommodation requests will be reviewed after the deadline\***

Students will be notified as to the status of their application. Students who have received a medical accommodation in the past will not automatically be granted the accommodation again and must reapply. Accommodations are only granted on a semester/yearly basis.

Additionally, any approved accommodations are for an individual student only. The approved accommodations do not apply to friends or housing groups. Student may elect to stay with a housing group and decline an accommodation or accept an accommodation and be placed in a setting that best meets their need.

For students requesting an accommodation for a single room, Residential Life reserves the right to assign students to a specific room assignment.

### **Service Animals and Emotional Support Animals**

A **Service Animal** is a specially trained and documented animal that has been specifically trained to provide assistance to an individual with a disability. Service Animals are not pets but rather working animals which provide a service that specifically serves and relates to the limitations and needs of the person with the disability. Providing emotional support and/or comfort does not qualify an animal as a Service Animal.

**Emotional Support Animals** are not Service Animals under ADA as they do not perform a specific work task. In some circumstances, Emotional Support Animals may be allowed in the residence halls, but will not be permitted inside any other University buildings.

Students with disabilities who require the use of a Service Animal or an Emotional Support Animal must follow the medical accommodations guidelines as outlined above to request the presence of the animal in University housing. The Medical Accommodations Review Committee will consider the accommodation request and determine whether the request may be granted. Each request is reviewed on a case-by-case basis. The needs of the individual, the animal, and the impact on the greater residential community will all be considered when making a decision. A request must be made for the animal each academic year. An additional housing agreement will be required to outline responsibilities for the student who is granted permission to have the animal.

### **LEAVING THE UNIVERSITY/RESIDENCE HALLS**

Students who are transferring, withdrawing, or graduating early should contact the Office of Residential Life for additional instructions on the housing withdrawal process. The vacated space must be left clean and ready for occupancy.

## COMPLIANCE WITH THE RESIDENCE HALL OCCUPANCY & BOARD AGREEMENT

All students living in Bryant University residence halls are subject to the terms and conditions of the University's policies governing student conduct and are responsible for knowing and observing University regulations and procedures. Failure to comply may result in disciplinary action and/or removal from university housing.

[Link to Occupancy & Board Agreement](#)

### FIRE AND SAFETY REGULATIONS

The safety of each student is of paramount concern to the University, and we have formulated specific rules and regulations pertaining to fire, health and safety. Please be advised that tampering with any fire alarm or fire protection system will result in your being held financially responsible for any damages. Along with financial responsibility, should the circumstances warrant, you could be placed under arrest for tampering with life safety systems.

#### Citations

Residential Life staff and/or the Fire & Safety Coordinator will document individuals and/or areas that are in violation of standards regarding fire, health and safety policies and laws. Students will be held accountable for their actions as well as the condition of their room and suite.

Should a Fire, Health and Safety citation be issued, the following sanctions may be applied:

**First Offense**—up to a \$250.00 Fire, Health and Safety citation per violation at the designation of the Community Director. Covered smoke detectors will result in an automatic \$250.00 fine for the 1<sup>st</sup> offence. (Candles will be confiscated and destroyed with no compensation to the owner.)

**Second Offense**—up to a \$500.00 Fire, Health and Safety Citation per violation. Repetitive violations will be considered in determining whether the offending student is permitted to reside in University housing.

**Third Offense and beyond**— Fire, Health and Safety Citations and sanctions per violation will be determined at the discretion of the hearing officer.

1. **The following items are not to be tampered with or obstructed under any circumstances:** heat sensors, smoke detectors, fire alarm pull stations, sprinkler heads, sprinkler piping, fire horns, fire extinguishers, and fire extinguisher cases. Should you have a problem, or suspect that there is a problem with any of the above devices, please call Department of Public Safety or notify your RA immediately. The misuse or the replacement of a missing or misused fire extinguisher will result in a monetary fine with possible disciplinary consequences. Should no one be found to be solely responsible, a fine will be applied to all residents of the unit, suite, floor, hall, or townhouse. Any flame source inside residence halls or townhouses is banned, including but not limited to candles, cigarettes, e-cigarettes, "vapes," or other smoking material, incense, propane or charcoal grills. Candles are prohibited from ownership or use inside the residence halls and townhouses.
2. **Fires:** There is up to a \$1000 fine for persons who start a fire which threatens the safety and security of anyone on campus or causes damage to University property or who maliciously activates a fire alarm system (e.g., pulling an alarm station) or portable fire extinguisher which results in the activation of the fire alarm system.
3. **Grills:** Outdoor cooking is permitted only in the barbecue pits provided by the University and in the rear of the townhouse units using a self-contained portable grill. These grills must be a minimum



of 10 feet away from the townhouse and attended to when in use. No grills or propane tanks may be stored inside University halls. One grill is permitted per Townhouse unit.

4. **The Rhode Island fire law:** Interference with Fire Alarm Apparatus clause states that: "Every person who unlawfully and without just cause willfully or knowingly, tampers with, interferes with or in any way impairs any public fire alarm apparatus, wire or associated equipment, shall be guilty of a felony and upon conviction thereof, shall be punished by a fine of not less than \$800 or more than \$5,000 or shall be imprisoned for not less than 1 nor more than 5 years, or both." Individuals will be held responsible for any of this equipment that may be located in their living areas.

5. **Smoking:** Smoking, including hookah, vapes, and e-cigarettes is prohibited within 50 feet of all University facilities.

## GENERAL SAFETY REGULATIONS

The following guidelines are in place to ensure a safe and healthy environment in the residence halls. **For a comprehensive list of all prohibited items, please visit [Residential Life website on the My.Bryant.edu portal](https://my.bryant.edu).**

1. **Kitchen Appliances:** The following appliances are allowed in all residence halls:

- Coffee makers  
Single-use Keurig machines because all heating equipment is inside the machine, and it shuts off when done. We do not allow the "multi-cup" coffee makers.
- Microwave Ovens / Refrigerators  
Micro-fridge" (tandem microwave/mini-fridge) units are allowed in all residence halls. Standard microwaves are allowed in townhouse units.

2. **Electrical Outlets:** No 2-prong extension cords, outlet splitters, or three way "octopus plugs" are allowed in the residence halls or townhouses. Only 3 prong U.L. approved extension cords which contain a circuit break are permitted. No more than two items may be plugged into the same electrical outlet.

3. **Heating Vents:** The heating vents in rooms and suites are to remain unobstructed. Blocking heating vents causes an imbalance in the HVAC system and may result in a triggered fire alarm; a fine and/or disciplinary action will occur. If you have problems with your heat, **submit a work request through the [online maintenance system](#).**

4. **Fire Drills/Alarms:** As required by law, there will be periodic unannounced fire drills throughout the year. Vacate the building through the nearest exit upon hearing the alarm and maintain a minimum distance of 50 feet from the building. Law requires evacuation in the event of an alarm; disciplinary action and/or fines may result from non-compliance. Per **§ 23-28.12-36 Fire alarm systems – Fire drills – Penalties:**

- (b)(1) In colleges, universities, postsecondary institutions, and residence facilities in public schools or private schools there shall be at least four (4) drills or rapid dismissals during the academic year for each school building or residence facility, at least two (2) of which shall be held between the months of September through December. The remaining two (2) drills shall be held between the months of January through June. Any college, university, or postsecondary institution that holds a summer session shall hold a drill or rapid dismissal during the first (1st) full week of the summer session.
- (2) At least one drill or rapid dismissal shall be obstructed so that at least one or more exits or stairways in the school building or dormitory are blocked off or not used.
- (c) For purposes of this section, "residence facility" means a dormitory, fraternity, sorority, or any other type of residence hall, whether on campus or off campus, owned or leased by a college,



university, postsecondary institution, public school, or private school with accommodations for twenty (20) or more students.

5. **False Fire Alarms:** Each residence hall will be responsible for the secure and appropriate use of its fire alarm system. Alarms may be charged to the residents of each building or townhouse block, or to the individual responsible when properly identified and as determined by Smithfield Fire and/or University Officials. Students are expected to help prevent false alarms and should report any tampering of fire safety equipment to their Resident Assistant, their Community Director, or directly to the Department of Public Safety.

6. **Holiday Decoration:** All decoration policies will be supplied at the designation and approval of the Vice President for Student Affairs/Dean of Students or designee. Live trees and plants greater than 3 feet are prohibited.

7. **Wall and Ceiling Decorations:** No more than 1/3 of a wall in a room or suite shall be covered. Absolutely nothing is allowed to cover or hang from the ceilings, obstruct passage ways, cover windows, or fire safety equipment. No tapestries, flags, etc. can be hung stretching from ceiling to floor. Empty alcohol containers may not be used as wall decorations. Social Greek Organizations residing in designated Greek housing may display a banner no larger than 3 feet x 3 feet in their suite window. Alcohol advertisements or paraphernalia may not be displayed in windows. The Office of Residential Life reserves the right to have students remove items from display in the windows and hanging banners, flags, etc. outside of windows is prohibited.

**Room/Suite/Townhouse Capacity is rescinded until further notice. Please see Health and Wellness Pledge.**

8. **Room/Suite/Townhouse Capacity:** Residence hall rooms and suites have a limited capacity. In residence halls 1–17, the individual room capacity is eight (8) people. In the suite areas of halls 1–13, 16 & 17, the suite capacity is fifteen (15) people. The townhouse unit capacity is twenty (20) people. Double rooms in hall 14 and 15 have a capacity of eight (8) people. Natural triple rooms have a capacity of eight (8) people, and natural quad rooms have a capacity of ten (10) people.

9. **Trash & Recycling:** Each living area has a responsibility to dispose of trash & recyclables properly in designated locations. Residents are not permitted to leave their trash outside their hallway doors. There are specific instructions for each residential area. It is the responsibility of each resident to familiarize themselves with the set of instructions which applies to their living area. Citations/fines may be issued to individual(s) or floors in violation of University policies regarding proper trash/recycling disposal.

10. **Beds:** All beds on campus must be on the floor without any modifications, except for a single set of store-purchased bed-risers. Bed frames cannot be removed from the room or altered in any way. Cinder blocks or bricks may not be used to raise the beds.

**Bunking of Beds will be rescinded until further notice.**

11. **Bunking of Beds:** Campus Management staff are the only authorized persons who are able to bunk beds. Students who wish to have their beds bunked should contact the Office of Residential Life to have their request submitted.

12. **Room Exits:** The ability to enter and exit a room or suite must be through a clear and unobstructed path at all times.

**Bryant Student ID:** Students are required to carry their student ID with them at all times.

**Locking of the main doors:** Residence hall and Townhouse doors are locked at all times. Propping doors to a residence hall or Townhouse may result in disciplinary action. Residents are expected to lock their doors, and are responsible for the cost of any damage or theft due to negligence of tampering with locking mechanisms.

**Thefts and Damages:** The University provides locks on rooms, suites, townhouses and front doors of the residence halls. Most thefts and damages to property occur because of unlocked doors. In the event that you experience a loss or theft, immediately notify your RA and report the matter to the Department of Public Safety.

**Screens and Windows:** Screens in all areas are not to be removed under any circumstances. If your screen is vandalized, stolen, or falls out, notify your RA immediately. Tampering with or removing screens could result in disciplinary action. Windows may not be used as a form of entrance or exit.

### **Institutional Signs**

Institutional Signs are installed by the University to provide safety, directions, parking and general order for the campus. It is considered theft to take any institutional sign from its appointed place. Institutional signs found in living spaces become the responsibility of the occupants. Persons found in possession of damaged institutional signs also assume responsibility for the current replacement cost(s) of the sign(s).

### **Searches**

Administrative searches of University rooms or vehicles may be granted by the Vice President for Student Affairs/Dean of Students or designee when evidence can be given, based on direct knowledge or reasonable belief, that there is a violation of University regulations. Such searches may result in disciplinary action or criminal prosecution against the offender. Room and vehicle searches may also be conducted by law enforcement agencies and University officials under the following circumstances: incidental to a lawful arrest; with a signed warrant presented by a law enforcement agency or court official; during exigent circumstances; or with the consent of the/a person having legal control of the room or vehicles to be searched.

With suspicion of a policy violation, staff of Residential Life may ask a student upon entering a residence hall, to open a carried item for inspection. (ex. backpacks, storage bins, laundry bags, etc.)

### **Keys**

- ID/Access control cards are fabricated and distributed from the **Fisher Student Center Information Center** on the 1<sup>st</sup> floor.
- All residential units have an access control system on the outside doors.
- Residents are issued an access control/ID card by the Office of Student Events and Orientation Programs Center.
  - Keys are issued by Facilities at the beginning of each academic semester.
- Resident students should carry their ID card and room key with them at all times.
- Failure to return the room key upon check out will result in a charge to the student's account.
- For lost keys, residents must request a new key from the Office of Residential Life. For lost ID cards, residents must request a new card at the Office of Student Events and Orientation Programs.
- There is a \$100.00 fee paid for lost keys, and/or a \$30 charge for lost access control/ID cards.
- If a lock change is requested, required, or in any way deemed necessary, the resident(s) may be assessed a charge to their student account.

Room keys are not to be duplicated. The cost for damages to locks or access control devices are assessed to the residents of the townhouse/hall and include the price of the lock plus labor.

Room keys and access control ID cards are not transferable. When a change in room assignment has occurred, an electronic room change authorization form issued from the Office of Residential Life must be presented to the Lock Shop along with the key to the room which has been vacated. The locksmith will then reissue the proper key.

### **Lockouts**

If a student is locked out of their room, they should contact the Department of Public Safety who will dispatch an officer or Residential Life staff member as needed. The student will need to show their ID card for the room to be unlocked and will be expected to produce their key upon entering the room. The Department of Public Safety will assess a charge of \$10 for a second through fifth occurrence and charge of \$25 for every occurrence thereafter. This applies throughout all academic sessions and residential periods. Repeated lockouts may result in disciplinary action.

### **STUDENT EVENTS AND ORIENTATION PROGRAMS OFFICE**

Location: Fisher Student Center, 2nd Floor

Phone: 401-232-6993

Email: [Orientation@bryant.edu](mailto:Orientation@bryant.edu)

### **Hours of Operation:**

Monday – Friday: 8:30am – 4:30pm

Saturday: Closed

Sunday: Closed

The Office of Student Events and Orientation Programs (SEOP) works with students to facilitate their transition to campus by providing programs and services to support the co-curricular needs of students and to enhance the life of Bryant community members. Some signature programs include: New Student Orientation, Welcome Weekend, September (Transfer) Orientation, Family and Friends Weekend, January (Transfer) Orientation, Senior Week, and the CliftonStrengths for Students Initiative. SEOP staff work collaboratively with many various campus departments to help students strengthen their connection to the Bryant community by welcoming and acclimating students and by providing resources, support and information to enrich their college experience. The Office of Student Events and Orientation Programs is located on the 2nd floor of the Fisher Student Center in Suite 213.

### **CENTER FOR STUDENT LEADERSHIP AND INVOLVEMENT**

Location: Fisher Student Center, 3rd Floor

Instagram: @BryantCSLI

Email: [CSLI@bryant.edu](mailto:CSLI@bryant.edu)

### ***MISSION & CHARGE***

The Center for Student Leadership and Involvement (CSLI) maintains and supports a diverse array of co-curricular programming, student organizations, community service initiatives, and leadership development opportunities. These essential campus resources, along with the advisement and support from CSLI staff, promote inclusive opportunities that foster personal and professional development, innovation, and global thinking. CSLI works to create a comprehensive college experience that emphasizes the importance of linking on-campus collaborative learning environments and social development with off-campus real-world connections, community engagement, and active citizenship.

CSLI strives to develop and empower students as they meet Bryant's mission to "discover their passion and become innovative leaders with character around the world."

The CSLI team uses patient and thoughtful advisement, industry best practices, and organizational development to successfully manage and support the above mentioned services and opportunities. Located on the 3<sup>rd</sup> floor of the Fisher Student Center, the CSLI team works to create an adaptive framework of transparent policies and procedures that allow students to explore and develop in a way that is sustainable and efficient while also remaining tailored to their individual needs or interests. Students who work with CSLI will be challenged in a way that balances their passion with critical thinking and a grounded set of systems that will help them move from concept into reality. Through the promotion of collaborative learning, inclusive practices, leadership development, and community engagement CSLI's goal is facilitate opportunities for students to develop their many identities as individuals, team members, leaders, innovators, and professionals.

#### **4 PILLARS OF CSLI:**

- **Leadership Development**

CSLI manages a variety of programs, events, partnerships, and positions that provide students with leadership development that unpacks a variety of core competencies and fields. These opportunities come in a variety of forms including experiential roles, trainings, lectures, networking, & developmental/facilitated programs. Examples from the 2019-2020 Academic Year include:

- **The 1<sup>st</sup> Annual E-Board Leadership Summit**  
*Day long leadership training series for current student leaders.*
- **600+ Leadership Positions**  
*Active positions that exist within CSLI and our student organizations*
- **Regular Leadership Development Training Opportunities**  
*Over 75 special guests, training, and sessions that are open to all students and unpack a variety of perspectives and strategies, which review core leadership competencies. Examples include conflict management, goal setting, empathetic leadership, & time management.*
- **The SOLID Series**  
*A series of trainings, targeted to student organization leaders that teach students about a variety of core fundamentals such as communication, managing large groups, organizational development, marketing, finances, and recruitment.*
- **Leadership Incentive Programs**  
*Students earned points and prizes for building up leadership skills and positions.*
- **Co-curricular advisement from staff & peers offered to all student organizations**
- **Student President's Advisory Council monthly meetings**

- **Student Programming and Campus Wide Events**

Events and programs in CSLI fall into three core areas:

- **Student Programming Board** - CSLI oversees and advises the Student Programming Board, which is the body of undergraduate students that provide meaningful programming to enhance students' Bryant experience both on campus and in the surrounding community. They strive to serve Bryant students through a number of specified committees that offer a wide variety of alternative, professional, entertaining,

cultural, and intellectual programs. Through this programming, SPB hopes to foster friendship, develop leaders, and promote undergraduate student involvement, while creating everlasting memories. Examples include:

- Special Weekends (Big B, Spring Weekend/Concert, and Winter Weekend)
- Annual Lectures (Examples - Danny Amendola, John Quinones, Dennis Eckersley)
- Consistent Programming (weekly, bi-weekly, monthly)
- Trips (Examples - theater shows, sporting events, seasonal trips, & recreation)

- **Student Organization Events and Programs** - CSLI supports other student organizations in the planning of large-scale campus events as appropriate. A large percentage of these events are handled through the organizations. However, when an event rises to a certain level because of scale, partnerships, liability, or importance the event or program moves from being solely driven by the club and becomes re-focused as a collaboration between the overall department and the sponsoring student organizations. The goal is for these events to remain majority lead, managed, and owned by students, and for students. Examples include:

- St Jude Up 'til Dawn
- BUNEEC (Collegiate Entrepreneurs Organization)
- Special Olympics
- Large Scale Greek Life Initiatives
  - Sorority Formal Recruitment (Jan), Fraternity Recruitment (Feb), Greek Summit (Nov), Greek Week (Apr), Derby Days (Apr)
- Fall Concert (WJMF Radio)
- Relay for Life

- **Departmental Programs** - CSLI as a department is responsible for organizing or supporting the student components of several other initiatives on behalf of the University. Examples of these events include:

- Involvement Fairs (September and January)
- Blood Drives (September, November, February, May)
- Student Leadership Banquet (May)
- CSLI After Dark – Consistent Nighttime Programming (All year)
- Annual Leadership Summit
- Weekly Leadership Development programs
- Community Service and Non-Profit Engagement Initiatives

- **Student Organizations**

*A variety of over 110 student organizations, including:*

- **Partnering Organizations** - Partnering organizations serve as recognized representatives of the undergraduate student body to the University administration, and are advised by paid University staff dedicated to serving in this role. These organizations include The Archway, Commuter Connection, International Student Organization, Multicultural Student Union, Panhellenic Council, Interfraternity Council, Student Government, Student Programming Board, and WJMF Radio Station. These organizations have

specific functions and obligations delegated to them by Bryant University. These organizations serve the University at the systemic level and support important areas like managing campus systems, programming major events, governing, and representing key subsets of the student community.

- **Greek Life** - Bryant and the CSLI host several social Greek organizations on campus. Overall, there are 4 fraternities, 4 sororities, 2 governing bodies, and 2 additional awareness and leadership organizations. These organizations play a vital role in the ongoing development of both the Bryant University campus and individual students who participate. Greek Life provides leadership, philanthropic, social, and service opportunities to students. Bryant's Greek organizations use a deferred recruitment system, meaning that first-year students must wait until their second semester to enter the recruitment process and accept potentially accept a bid.

Managing groups include:

- GAMMA (Greeks Advocating for Mature Management of Alcohol)
- Order of Omega - Greek Leadership Honors society
- Interfraternity Council - governing body for fraternities
- Panhellenic Council - governing body for sororities

Sororities

- Alpha Omicron Pi
- Alpha Sigma Alpha
- Delta Zeta
- Sigma Sigma Sigma

Fraternities

- Delta Chi
- Delta Kappa Epsilon
- Sigma Chi
- Tau Kappa Epsilon

- **Additional Categories:** Additional organizations fall under the following areas:
  - Affinity/Identity/Religious Organizations
  - Arts/Performing Arts Organizations
  - Common Interest Organizations
  - Community or Political Engagement Organizations
  - Professional Development Organizations
  - Recreation Organizations

- **Community Engagement**

CSLI is working to expand and enhance the level of community engagement opportunities that are available to students at Bryant. The focus is on the development of campus-community partnerships, the expansion of entry level service opportunities, the creation of a volunteer "clearing house," and the formation of long term placements and special programs that intersect with other outcomes of the department (leadership development, experiential opportunities, inclusive practices, collaboration, etc.). Additionally, CSLI works to support the efforts of

Recognized Student Organizations that have a focus on community engagement and service including Special Olympics, Relay for Life, Habitat for Humanity, Big Brother Big Sister, and the Community Activism and Leadership Organization (CALO). Some examples of CSLI's commitment to community engagement include:

- AmeriCorps VISTA: Bryant CSLI proudly hosts an AmeriCorps VISTA grant, which places a full-time staff member on campus with the goal of enhancing the the level of external leadership and community partnerships that exist on campus.
- Leadership and Community Engagement Fellowship program
- Special trainings and on community concepts. Topics have included, advocacy, awareness, and responsible/ethical service
- Social Impact Requirement  
All 110+ student organizations are required to demonstrate at least one instance of social impact throughout the year
- Non-Profit Networking Event and National Service Panel

### ***ADMINISTRATIVE SUPPORT AND ADVISEMENT***

As a department that works closely with a large population of students CSLI also serves as an adviser and guide for new and emerging ideas. Students can come to the CSLI to explore new ideas and initiatives that they are interested in exploring at Bryant or to discuss gaps they see in the offerings that are provided to the campus. A student who is interested in expanding their co-curricular portfolio or simply get more involved can work with both professional and student staff in CSLI to receive wrap around services that help them navigate the landscape of involvement on the Bryant Campus. Staff can help unpack their interests and connect them with recommended areas of involvement and long term leadership goals.

CSLI also works closely with various stakeholders across the campus to manage and develop policies and procedures that allow student initiatives and opportunities to function and thrive. The full listing of policies and procedures that CSLI manages and expects Student Organizations to follow can be found in the *CSLI Manual for Recognized Student Organizations*.

### ***GET INVOLVED***

- Come see us: 3<sup>rd</sup> Floor Fisher Student Center
- Contact us: [CSLI@bryant.edu](mailto:CSLI@bryant.edu)
- Follow us: @bryantCSLI on Instagram, Facebook, and Twitter
- Get Connected on Bryant Engaged: [CLICK HERE](#)



## STUDENT CODE OF CONDUCT

"We never educate directly, but indirectly by means of the environment. Whether we permit chance environments to do the work, or whether we design environments for the purpose makes a great difference." (John Dewey 1933, p. 22)

### **ARTICLE I: PREAMBLE**

Bryant University is committed to educating students to discover their passion and become leaders of character who make a difference around the globe. Another of our goals is to encourage students to develop a sense of self-worth, an understanding of the behavior of themselves and others, an awareness of ethical issues, and a commitment to their own responsibility for upholding and strengthening community standards at Bryant.

Students are expected to obey the policies of Bryant University as well as applicable local, state and federal laws and are not entitled to greater immunity or privilege before the law than that enjoyed by ordinary citizens. As they prize rights and responsibilities for themselves, students are expected to respect the rights and responsibilities of others. For infractions of laws, regulations, policies and standards, students may be subject to disciplinary action up to and including expulsion from the University. Such disciplinary action may be imposed for violations which occur off campus when the violation may have an adverse effect on the University.

### **Definitions**

The following selected terms are defined in an effort to facilitate a more thorough understanding of The Student Code. This list is not intended to be a complete list of all the terms referenced in The Student Code that might require interpretation or clarification. The Director of Community Standards or designee shall make the final determination on the definition of any term found in The Student Code.

1. **"Accused student"** means any student accused of violating the Student Code.
2. **"Administrative hearing officer"** or "student conduct officer" means a University staff member who is authorized to determine the appropriate resolution of an alleged violation of The Student Code, and/or to impose sanctions or affect other remedies as appropriate. Subject to the provision in this code, an administrative hearing officer as well as a student conduct officer is vested with the authority to, among other duties, investigate a complaint of an alleged violation of The Student Code; decline to pursue a complaint; refer identified disputants to mediation or other appropriate resources; establish The Student Code alleged violations regarding an accused student; approve an administrative agreement developed with an accused student; conduct an administrative hearing; impose sanctions; approve sanctions recommended by another hearing body; chair and/or advise a hearing or Probation Review Committee; and conduct an appellate review.
3. **"Appellate body"** means any person or persons authorized by the Vice President for Student Affairs, or designee to conduct a review of a decision reached by a hearing body.
4. **"Business day"** means any day, Monday through Friday, in which the University is open.
5. **"Complainant"** means any person who submits an allegation that a student violated The Student Code. When a student believes that s/he has been a victim of another student's misconduct, the student who believes s/he has been a victim will have the same rights under The Student Code as are provided to the complainant, even if another member of the University community submitted the charge itself.



6. **“Consent”** Consent is a clear, informed and voluntary agreement to engage in sexual activity. Consent requires an outward demonstration, through understandable words or behavior, that conveys a clear willingness to engage in sexual activity. Consent to one type of sexual activity does not equal consent to other types of sexual activity. Consent can be withdrawn at any point during sexual activity and the sexual activity must stop immediately. A verbal “no” establishes lack of consent. Silence, without clear actions demonstrating permission, cannot be assumed to indicate consent – the absence of “no” does not equal “yes.” Consent cannot be obtained by coercion, threat or force. Consent cannot be given by someone if they are mentally or physically incapacitated. Engaging in sexual activity with a person whom you know -- or reasonably should know -- to be incapacitated constitutes sexual misconduct. A person also is incapable of giving valid consent to sexual activity if they are under the legal age of consent (age 16 in Rhode Island). Although consent does not need to be verbal, verbal communication is the most reliable form of asking for and gauging consent. Talking with sexual partners about desires and limits may seem awkward, but serves as the basis for positive sexual experiences shaped by mutual willingness and respect. Presumptions based upon contextual factors (such as clothing, alcohol consumption, or dancing) are unwarranted and do not constitute evidence of consent.
7. **“Designee”** refers to a staff or faculty member who has responsibility for implementing the student conduct process or administering the student conduct system, in part or in whole.
8. **“Director of Community Standards”** refers to that person in Student Affairs, designated by the VP for Student Affairs to be responsible for the overall coordination of the University student conduct system, including the development of policies, procedures, and education and training programs. The Director of Community Standards may serve as an administrative hearing officer, student conduct officer and/or an appellate body.
9. **“Hearing/Board Advisor”** means an administrative hearing officer who observes a hearing body or the Probation Review Committee throughout the hearing/meeting and during the hearing body’s/committee’s private deliberations for the purpose of providing information and interpretations relative to the University student conduct system and The Student Code.
10. **“Hearing Body”** means one or more members of the University community authorized by the Director of Community Standards or designee to determine whether a student has violated The Student Code and to impose sanctions as warranted.
11. **“Incident database”** means the electronic database used to track an incident and the response taken.
12. **“Instructor”** means any faculty member, teaching assistant or any other person authorized by the University to provide educational services (e.g., teaching, research, or academic advising).
13. **“May”** is used in the permissive sense.
14. **“Member of the University community”** includes any person who is a student, instructor, or University staff member; any other person working for the University, either directly or indirectly (e.g., private enterprise on campus); or any person who resides on University premises. A person’s status in a particular situation shall be determined by the Director of Community Standards.
15. **“Policy”** is defined as the written regulations, standards, and student conduct expectations adopted by the University and found in, but not limited to, The Student Code; The On-Campus Housing Contract; the Policy on Alcohol and Other Drugs, the Policy on Harassment; graduate and undergraduate catalogs; and other publicized University notice
16. **“Probation Review Committee”** shall review University Probation removal petitions upon the request of a student or registered student organization at least six months after the student is

placed on University Probation. The Probation Review Committee shall typically consist of at least two University community members. Generally, a Probation Review Committee shall have an advisor. Probation Review Committees do not conduct hearings of alleged violations.

17. **“Shall” and “Will”** are used in the imperative sense.
18. **“Student”** means any person admitted, registered, enrolled, or attending any University course or University conducted program; any person admitted to the University who is on University premises or University-related premises for any purpose pertaining to his or her registration or enrollment.
19. **“Student conduct file”** means the printed/written/electronic file which may include but is not limited to incident report(s), correspondence, academic transcript, witness statements, and student conduct history.
20. **“Student organization”** means an association or group of persons that has complied with the formal requirements for University recognition.
21. **“Support person”** means any person who accompanies an accused student, a complainant, or a victim to an administrative hearing for the limited purpose of providing support and guidance. A support person may not directly address the hearing body, question witnesses, or otherwise actively participate in the hearing process.
22. **“University”** means Bryant University.
23. **“University official”** includes any person employed by the University to perform administrative, instructional, or professional duties.
24. **“University premises”** includes all land, buildings, facilities, and other property in the possession of or owned, used, or controlled by the University, either solely or in conjunction with another entity.

## **ARTICLE II: STUDENT CODE AUTHORITY**

1. The Director of Community Standards or designee shall determine the composition of Student Conduct Boards and determine which Student Conduct Board, Student Conduct Administrator and Appellate Board shall be authorized to hear each matter.
2. The Director of Community Standards or designee shall develop policies for the administration of the student conduct system and procedural rules for the conduct of Student Conduct Hearings that are not inconsistent with provisions of the Student Code.
3. Decisions made by a Student Conduct Board and/or Student Conduct Administrator or designee shall be final, pending the normal appeal process.

## **ARTICLE III: PROSCRIBED CONDUCT**

### **A. Jurisdiction of the University Student Code**

The University Student Code shall apply to conduct that occurs on University premises, at University sponsored activities, and to off-campus conduct that adversely affects the University Community and/or the pursuit of its objectives. Each student shall be responsible for his/her conduct from the time of application for admission through the actual awarding of a degree, even though conduct may occur before classes begin or after classes end, as well as during the academic year and during periods between terms of actual enrollment (and even if their conduct is not discovered until after a degree is awarded). The Student Code shall apply to a student’s conduct even if the student withdraws from school while a disciplinary matter is pending. The Director of Community Standards or designee shall decide whether the Student Code shall be applied to conduct occurring off campus, on a case by case basis, in his/her sole discretion.

## **B. Conduct—Rules and Regulations**

1. Any student found to have committed or to have attempted to commit the following misconduct is subject to the student code sanctions.
  - a. Furnishing false information to any University official, or office.
  - b. Forgery, alteration, or misuse of any University document, record, or instrument of identification; Possession of any form of false identification.
2. Disruption or obstruction of teaching, research, administration, disciplinary proceedings, other University activities, including its public service functions on or off campus, or of other authorized non-University activities when the conduct occurs on University premises.
3. Physical abuse, verbal abuse, threats, intimidation, harassment, coercion and/or other conduct which threatens or endangers the health or safety of any person including but not limited to:
  - a. Sexual misconduct.
  - b. Sexual harassment.
  - c. Sexual exploitation.
  - d. Bullying/Cyber bullying.
  - e. Threats of violence.
  - f. Domestic violence.
  - g. Retaliation.
  - h. Emotional, mental, or psychological abuse.
  - i. Use of technology or social media to target groups or individuals.
4. Vandalism, attempted or actual theft of and/or damage to property of the University or property of a member of the University community or other personal or public property, on or off campus.
5. Hazing, defined as an act which endangers the mental or physical health or safety of a student, or which destroys or removes public or private property, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in, a group or organization. The express or implied consent of the victim will not be a defense. Apathy or acquiescence in the presence of hazing are not neutral acts; they are violations of this rule.
6. Failure to comply with directions of University officials or law enforcement officers acting in the performance of their duties and/or failure to identify oneself to these persons when requested to do so.
7. Abusive language or other behavior that is inappropriate, threatening and directed toward University staff.
8. Unauthorized possession, duplication or use of keys or Bryant ID card to any premises or unauthorized entry to or use of University premises.
9. Violation of any University policy, rule, or regulation published in hard copy or available electronically on the University website.
10. Violation of any federal, state or local law.
11. Use, possession, manufacturing, or distribution or being in the presence of marijuana, prescription drugs other than intended use, narcotics, or other controlled substances except as expressly permitted by law. Possession of drug related paraphernalia is also prohibited e.g. rolling papers, grinders, bong, or pipes.
12. Use, possession, manufacturing, or distribution of alcoholic beverages (except as expressly permitted by University regulations), or public intoxication. Alcoholic beverages may not, in any circumstance, be used by, possessed by or distributed to any person under twenty-one (21) years of age.
13. Illegal or unauthorized possession of firearms, explosives, other weapons, ammunition, fireworks, BB or pellet guns, paintball guns, knives longer than 3 inches, martial arts weapons or dangerous

- chemicals on University premises or use of any such item, even if legally possessed, in a manner that harms, threatens or causes fear to others.
14. Interference with or misuse of the fire safety systems, arson, or repeated fire safety violations.
  15. Participating in an on-campus or off-campus demonstration, riot or activity that disrupts the normal operations of the University and/or infringes on the rights of other members of the University community; leading or inciting others to disrupt scheduled and/or normal activities within any campus building or area.
  16. Obstruction of the free flow of pedestrian or vehicular traffic on University premises or at University sponsored or supervised functions.
  17. Conduct that is disorderly, lewd, or indecent; breach of peace; or aiding, abetting, or procuring another person to breach the peace on University premises or at functions sponsored by, or participated in by, the University or members of the academic community. Disorderly Conduct includes but is not limited to: Any unauthorized use of electronic or other devices to make an audio or video record of any person while on University premises without his/her prior knowledge, or without his/her effective consent when such a recording is likely to cause injury or distress. This includes, but is not limited to, surreptitiously taking pictures of another person where there is reasonable expectation of privacy, i.e. residence hall room, locker room, or restroom.
  18. Theft or other abuse of computer facilities and resources, including but not limited to:
    - a. Unauthorized entry into a file, to use, read, or change the contents, or for any other purpose.
    - b. Unauthorized transfer of a file.
    - c. Use of another individual's identification and/or password.
    - d. Use of computing facilities and resources to interfere with the work of another student, faculty member or University Official.
    - e. Use of computing facilities and resources to send obscene or abusive messages.
    - f. Use of computing facilities and resources to interfere with normal operation of the University computing system.
    - g. Use of computing facilities and resources in violation of copyright laws.
    - h. Any violation of the University Computer Use Policy.
  19. Abuse of the Student Conduct System, including but not limited to:
    - a. Failure to obey the notice from a Student Conduct Hearing Process or University official to appear for a meeting or hearing as part of the Student Conduct System.
    - b. Falsification, distortion, or misrepresentation of information before a Student Conduct Hearing Board or Officer.
    - c. Disruption or interference with the orderly conduct of a Student Conduct proceeding.
    - d. Attempting to discourage an individual's proper participating in, or use of, the student conduct system.
    - e. Attempting to influence the impartiality of a member of a Student Conduct Board prior to, and/or during the course of, the Student Conduct Board proceeding.
    - f. Harassment (verbal or physical) and/or intimidation of a member of a Student Conduct Board prior to, during, and/or after a student conduct code proceeding.
    - g. Failure to comply with the sanction(s) imposed under the Student Code.
    - h. Influencing or attempting to influence another person to commit an abuse of the student conduct code system.
  20. Hate crime or bias incident.
    - a. A hate crime is any crime motivated by bigotry and bias, including, but not limited to threatened, attempted, or completed acts that appear after investigation to have been

motivated by racial, religious, ethnic, sexual orientation, gender, gender identity or expression or disability prejudice or motivated by prejudice against a person who is homeless or is perceived to be homeless (RI Gen. Laws, § 42-28-46(a)(2)).

- b. A bias incident is an act of bigotry, harassment or intimidation toward a person, property or group based on the person's or group's actual or perceived race, religion, color, ethnicity, national origin, age, sex, sexual orientation, gender identity or expression, disability, status as a protected veteran, pregnancy, marital status, or any other category protected by law. It can be an event, image, utterance, or behavior that demeans or degrades an individual or group from a protected category. This could occur physically, verbally, in writing or via social media or electronic means. A bias incident can occur whether the act is intentional or unintentional and may or may not be an unlawful act.
21. Any of the following activities on University-owned or controlled property: taking or receiving gambling bets; receiving and or extorting money for gambling debts; distributing gambling material. Placing bets of any kind on University-owned or controlled property or at any University or University organization sponsored or supervised function.
22. Violations of any kind of the University's Guiding Principles and Pledge.
23. Violation of University policies, rules or regulations as published in the Student Handbook, or other official University publications.

### **C. Violation of Law and University Discipline**

1. University disciplinary proceedings may be instituted against a student charged with conduct that potentially violates both the criminal law and this Student Code (that is, if both possible violations result from the same factual situation) without regard to the pendency of civil or criminal litigation in court or criminal arrest and prosecution. Proceedings under this Student Code may be carried out prior to, simultaneously with, or following civil or criminal proceedings off campus at the discretion of Associate Dean and Director of Community Standards.

Determinations made or sanctions imposed under this Student Code shall not be subject to change because criminal charges arising out of the same facts giving rise to violation of University rules were dismissed, reduced, or resolved in favor of or against the criminal law defendant.

2. When a student is charged by federal, state, or local authorities with a violation of law, the University will not request or agree to special consideration for that individual because of his or her status as a student. If the alleged offense is also being processed under the Student Code, the University may advise off-campus authorities of the existence of the Student Code and of how such matters are typically handled within the University community. The University will attempt to cooperate with law enforcement and other agencies in the enforcement of criminal law on campus and in the conditions imposed by criminal courts for the rehabilitation of student violators (provided that the conditions do not conflict with campus rules or sanctions). Individual students and other members of the University community, acting in their personal capacities, remain free to interact with governmental representatives as they deem appropriate.

## **ARTICLE IV: STUDENT CONDUCT CODE PROCEDURES (Excluding reported Title IX violations)**

### **A. Charges and Student Conduct Board Hearings**

1. Any member of the University community may file charges against a student for violations of the Student Code. A charge shall be prepared in writing and directed to the Director of Community Standards. Any charge should be submitted as soon as possible after the event takes place, preferably within two weeks.
2. The Director of Community Standards may conduct an investigation to determine if the charges have merit and/or if they can be disposed of administratively by mutual consent of the parties involved on a basis acceptable to the Student Conduct Administrator. Such disposition shall be final and there shall be no subsequent proceedings. If the charges are not admitted and/or cannot be disposed of by mutual consent, the Director of Community Standards may later serve in the same matter as the Student Conduct Board or a member thereof. If the student admits violating institutional rules, but sanctions are not agreed to, subsequent process, including a hearing if necessary, shall be limited to determining the appropriate sanction(s).
3. All charges shall be presented to the Accused Student in written form, which includes a written copy or an email. A time shall be set for a hearing, not less than five nor more than fifteen calendar days after the student has been notified. Maximum time limits for scheduling of Hearings may be extended at the discretion of the Director of Community Standards.
4. Hearings shall be conducted by a Student Conduct Board/Administrator according to the following guidelines:
  - a. Hearings normally shall be conducted in private.
  - b. The Complainant, Accused Student and their advisors, if any, shall be allowed to attend the entire portion of the Hearing at which information is received (excluding deliberations). Admission of any other person to the Hearing shall be at the discretion of the Director of Community Standards or designee.
  - c. In Hearings involving more than one Accused Student, the Director of Community Standards, in his or her discretion, may permit the Hearings concerning each student to be conducted either separately or jointly.
  - d. The Complainant and the Accused Student have the right to be assisted by an advisor they choose, at their own expense. The Complainant and/or the Accused Student is responsible for presenting his or her own information, and therefore, advisors are not permitted to speak or to participate directly in any Hearing. A student should select as an advisor a person whose schedule allows attendance at the scheduled date and time for the Hearing because delays will not normally be allowed due to the scheduling conflicts of an advisor.
  - e. The Complainant and the Accused Student have the right to request a redacted copy of Public Safety Reports through the Department of Public Safety.
  - f. The Complainant, the Accused Student and the hearing officer may arrange for witnesses to present pertinent information at the hearing. The University will try to arrange the attendance of possible witnesses who are members of the University community, if reasonably possible, and who are identified by the Complainant and/or Accused Student at least two weekdays prior to the hearing. Witnesses will provide information to and answer questions from the Hearing Officer. Questions may be suggested by the Accused Student and/or Complainant to be answered by each other or by other witnesses. This will be conducted by the hearing officer with such questions directed to the hearing officer, rather than to the witness directly. This method is used to preserve the educational tone of the hearing and to avoid the creation of an adversarial environment. Questions of whether potential information will be received shall be resolved in the discretion of the hearing officer.
  - g. Pertinent records, exhibits, and written statements (including Student Impact Statements) may be accepted as information for consideration by the chairperson or the hearing officer.
  - h. All procedural questions are subject to the final decision of the hearing officer.



- i. After the portion of the hearing concludes in which all pertinent information has been received, Officer shall determine whether the Accused Student has violated each section of The Student Code which the student is charged with violating.
- j. The hearing officer's determination shall be made on the basis of whether it is more likely than not that the Accused Student violated The Student Code.
- k. Formal rules of process, procedure, and/or technical rules of evidence, such as are applied in criminal or civil court, are not used in Student Code proceedings.
5. If an Accused Student, with notice, does not appear at Hearing, the information in support of the charges shall be presented and considered even if the Accused Student is not present.
6. The Hearing may accommodate concerns for the personal safety, well-being, and/or fears of confrontation of the Complainant, Accused Student, and/or other witness during the hearing by providing separate facilities, by using a visual screen, and/or by permitting participation by telephone, videophone, closed circuit television, video conferencing, videotape, audio tape, written statement, or other means, where and as determined in the sole judgment of Director of Community Standards to be appropriate.

## ORDER OF THE HEARING

**The following is an outline of the process of a hearing. Any questions relative to the process should be directed to the Director of Community Standards.**

1. Reading of the complaint.
2. Opening statement of the accused student.
3. Presentation of the complainant's case, including presentation of witnesses.
4. Questions of the complainant by the judicial body or officer.
5. Questions of the complainant when present by the accused presented through the Chair or officer.
6. Presentation of the accused student's case, including presentation of witnesses.
7. Questions of the accused by the judicial body or officer.
8. Questions of the accused by the complainant when present, presented through the Chair or officer.
9. Closing statement by complainant.
10. Closing statement by accused student.
11. Adjournment. –The decision will generally be communicated the next school day.

### **Sanctions\***

- A. The following sanctions may be imposed upon any student found to have violated the Student Code:
  1. **Warning**—A notice in writing to the student that the student is violating or has violated institutional regulations.
  2. **Probation**—A written reprimand for violation of specified regulations. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to violate any institutional regulation(s) during the probationary period.
  3. **Loss of Privileges**—Denial of specified privileges for a designated period of time.
  4. **Fines**—Previously established and published fines may be imposed.
  5. **Restitution**—Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.

6. **Discretionary Sanctions**—Work assignments, essays, service to the University, or other related discretionary assignments.
7. **Residence Hall Suspension**—Separation of the student from the residence halls for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified. Students suspended from residence halls shall receive no refund of room or board.
8. **Residence Hall Eviction**—Permanent separation of the student from the residence halls. Students evicted from residence halls shall receive no refund of room or board.
9. **University Suspension**—Separation of the student from the University for a definite period of time, after which the student is eligible to return. Suspended students are required to schedule a review meeting with the Office of the Vice President for Student Affairs to be considered for readmission to the University. Students suspended from the university shall receive no refund of tuition, room, board or other fees.
10. **University Expulsion**—Permanent separation of the student from the University. Students expelled from the university shall receive no refund of tuition, room, board or other fees.
11. **Revocation of Admission and/or Degree**—Admission to or a degree awarded from the University may be revoked for fraud, misrepresentation, or other violation of University standards in obtaining the degree, or for other serious violations committed by a student prior to graduation.
12. **Withholding Degree**—The University may withhold awarding a degree otherwise earned until the completion of the process set forth in this Student Conduct Code, including the completion of all sanctions imposed, if any.

**\*More than one of the sanctions listed above may be imposed for any single violation.**

Student conduct sanctions shall not be made part of the student's permanent academic record, but shall become part of the student's conduct record. Upon graduation, the student's conduct record may be expunged of student conduct actions other than residence hall expulsion, University suspension, University expulsion, or revocation or withholding of a degree, upon application to the Director of Community Standards. Cases involving the imposition of sanctions other than residence hall expulsion, University suspension, University expulsion or revocation or withholding of a degree shall be expunged from the student's confidential record five years after final disposition of the case.

In situations involving both a Respondent(s) (or group or organization) and a Complainant of another student's conduct, the records of the process and of the sanctions imposed, if any, shall be considered to be the education records of both the Respondent(s) and Complainant because the educational career and chances of success in the academic community of each may be impacted.

The following sanctions may be imposed upon groups or organizations:

- **Those sanctions listed above:** Warning, Probation, Loss of Privileges, Fines and Restitution.
- **Loss of selected rights and privileges** for a specified period of time.
- **Deactivation.** Loss of all privileges, including University recognition, for a specified period of time.

### **Interim Suspension**

In certain circumstances, the Director of Community Standards or a designee, may impose a University or residence hall suspension prior to the Hearing. Students on interim suspension shall receive no refund of tuition, room, board or other fees.



1. Interim suspension may be imposed only: 1) to ensure the safety and well-being of members of the University community or preservation of University property; b) to ensure the student's own physical or emotional safety and well-being; or c) if the student poses an ongoing threat of disruption of, or interference with, the normal operations of the University.
2. During the interim suspension, a student shall be denied access to the residence halls and/or to the campus (including classes) and/or all other University activities or privileges for which the student might otherwise be eligible, as the Director of Community Standards may determine to be appropriate.
3. The interim suspension does not replace the regular process, which shall proceed on the normal schedule, up to and through a Hearing, if required.

## **Appeals**

1. A decision reached by a Hearing Officer or a sanction imposed by the Director of Community Standards may be appealed by the Accused Student(s) or Complainant(s) to the Vice President of Student Affairs or designee within five (5) school days of the decision. Such appeals shall be in writing and shall be delivered to the Director of Community Standards or his or her designee.
2. Except as required to explain the basis of new information, an appeal shall be limited to a review of Hearing and supporting documents for one or more of the following purposes:
  - a. To determine whether the Student Conduct Board Hearing was conducted fairly in light of the charges and information presented, and in conformity with prescribed procedures giving the complaining party a reasonable opportunity to prepare and to present information that the Student Code was violated, and giving the Accused Student a reasonable opportunity to prepare and to present a response to those allegations. Deviations from designated procedures will not be a basis for sustaining an appeal unless significant prejudice results.
  - b. To determine whether the sanction(s) imposed were appropriate for the violation of the Student Code which the student was found to have committed.
  - c. To consider new information, sufficient to alter a decision or other relevant facts not brought out in the original hearing, because such information and/or facts were not known to the person appealing at the time of the original Hearing.
3. If an appeal is granted by the Appellate Body, the Appellate Body has the right to make the following decisions based on the appeal hearing: 1) to accept and enforce the original sanction given to the accused student; 2) to make the original sanction more stringent; 3) to lower or lessen the original sanctions; 4) or order a new hearing for the accused.

The appeals officer shall notify the student in writing of his or her final decision within five class days unless special circumstances make that impossible.

## **ALCOHOL AND/OR DRUG USE AMNESTY FOR REPORTERS OF INCIDENTS OF VIOLENCE –**

The health and safety of every student at the Bryant University is of utmost importance. Bryant University recognizes that students who have been drinking and/or using drugs (whether such use is voluntary or involuntary) at the time that an incident of violence occurs, including, but not limited to, domestic violence, dating violence, stalking, or sexual assault may be hesitant to report such incidents due to fear of potential consequences for their own conduct. Bryant University strongly encourages students to report incidents of violence to institution officials. A bystander acting in good faith, or a reporting individual acting in good faith, who discloses any incident of violence to Bryant University's officials or

law enforcement will not be subject to Bryant University's code of conduct action for violations of alcohol- and/or drug-use policies occurring at or near the time of the commission of the incident of violence.

### **TITLE IX**

Bryant University is committed to providing an inclusive and welcoming educational and working environment for all members of its campus community. Consistent with these values and applicable law, including Title IX, the Clery Act and the Violence Against Women Reauthorization Act of 2013, the University maintains a comprehensive program designed to protect members of the University community from discrimination on the basis of sex or gender, which includes sexual misconduct such as sexual harassment and sexual assault, stalking and intimate partner violence.

Bryant's Title IX Coordinators are responsible for coordinating Bryant's compliance with Title IX. Bryant's Title IX Coordinators are:

Meaghan Trayner, Associate Director, Human Resources  
[mtrayner@bryant.edu](mailto:mtrayner@bryant.edu)  
(401) 232-6015

Mailee Kue, Assistant Vice President of Student Affairs  
[mkue@bryant.edu](mailto:mkue@bryant.edu)  
(401) 232-6448

### **Bryant University's Title IX and Sexual Misconduct Policies**

The University's [policy on sexual misconduct](#) and [title IX procedures](#) are part of its broader prohibition against harassment or other discrimination on the basis of race, color, national or ethnic origin, sex, sexual orientation, gender identity, transgender status, gender transition, religion, disability, age, genetic information, marital status, or protected veteran status. This commitment to non-discrimination applies to admissions, financial aid, academic matters, career services, counseling, housing, employment policies, scholarship programs, medical services, and all other programs and activities available at Bryant.

The student conduct process for dealing with complaints is described in [The Student Code of Conduct](#), which provides additional information regarding sexual misconduct complaints. Individuals are strongly encouraged to read The Student Code of Conduct to fully understand the process.

Upon receiving a report of sexual misconduct, the Office of the Associate Dean of Students and Director of Community Standards may initiate an interim administrative action(s) as allowed by The Student Code of Conduct. Such action may be taken when, in the professional judgment of a University official, a threat of imminent harm to persons or property exists. Interim administrative action is not a sanction. It is taken in an effort to protect the safety and well-being of the complainant, the responding student, of others, of the University, or of property. Interim administrative action is preliminary in nature; it is in effect only until a student conduct matter has been resolved. Actions may include, but are not limited to, no contact instructions, modification of residence hall status, limited access to campus, or interim suspension. The Office of the Vice President of Student Affairs may also impose interim measures or remedies that are not limited by The Student Code of Conduct.

After receiving a complaint, the designated investigator(s) will immediately begin to investigate and strive to reach a resolution within 60 days of notification; however, there are circumstances that may extend this resolution timeline (e.g., gathering witness information, scheduling). Incidents resulting in an administrative review/hearing are typically conducted within fifteen days of the accused student being formally notified of the actual alleged violations. Regular updates as to the progress of the investigation will be provided to the complainant and the responding student by the investigator(s). Both the complainant and the responding student will be notified in writing of the outcome within 24 hours of the conclusion of the investigation or administrative review/hearing, whichever is later. Either party may request an appeal by submitting a request in writing within five business days of notification. Appeals are limited to a review of the process as outlined in The Student Code of Conduct.

Both the complainant and accused student are afforded the same rights as outlined in The Student Code of Conduct. This includes participating in the student conduct process, being accompanied by a support person, notification of the outcome, and the opportunity for appeal. The complete list is available in Part IV of The Student Code of Conduct.

### **BIAS INCIDENTS**

Bryant University is dedicated to building a diverse and inclusive community as one of its strategic objectives. Racism, anti-Semitism, and all expressions of intolerance and hate are in direct opposition to Bryant's commitment to equality and inclusion and have no place on our campus. Bryant is committed to educating students to be leaders with character. This policy describes prohibited bias incident, identifies resources and support provided to individuals who may have experienced such conduct, establishes procedures for reporting incidents, and outlines the process for handling bias incidents. A bias incident is a violation of the Bryant Student Code of Conduct and is subject to the same jurisdiction, regulations, conduct procedures, and sanctions as defined in the Student Code of Conduct and/or highlighted below.

All members of the Bryant University community are accountable for compliance with this policy. Bryant University is committed to eliminating bias incidents and hate crimes, wherever they occur in the University community, by taking corrective action as a result of violations of this policy. Violations may lead to disciplinary action up to and including separation from the university.

Violations of this policy may impact an individual(s) and/or the Bryant University community. After receiving a report of an alleged violation of the Bias Incident, the University will determine the appropriate next steps in accordance with our policy. In most cases the University will allow the complainant to determine if and when to initiate the bias incident process or any other relevant process. However, in instances where extensive harm has occurred or there is risk to an individual(s) or the campus community, Bryant may proceed with the student conduct process with the University serving as the complainant.

#### **Bias Incident Definition**

A bias incident is an act of bigotry, harassment or intimidation toward a person, property or group based race, religion, color, ethnicity, national origin, age, sex, sexual orientation, gender identity or expression, disability, status as a protected veteran, pregnancy, marital status, or any other category protected by law. It can be an event, image, utterance, or behavior that demeans or degrades an individual or group and can occur physically, verbally, in writing or via social media or electronic means. A bias incident can occur whether the act is intentional or unintentional and may or may not be an unlawful act.

In identifying a bias incident, the focus is on behavior that impacts an individual (or individuals) or the Bryant University community. Such acts may result in creating a hostile environment and may have a negative psychological, emotional, or physical impact on an individual, group, and/ or community. Not every behavior rises to the level of a policy violation and yet some may be addressed to the extent it is inconsistent with our values. The determination whether an incident rises to a policy violation is dependent upon the behavior and context in which it occurred.

### **Hate Crimes Definition**

Hate crimes are defined and adjudicated by federal, state, and local governments. The U.S. Federal and Rhode Island State Codes follow below. Bryant University encourages complainants to file reports with local police and to press charges if warranted. However, the decision of whether to do that rests with the complainant. If the complainant does decide to work with local law enforcement, Bryant University will provide appropriate support to the individual in the process.

U.S. Federal Code § 249(1) Offenses involving actual or perceived race, color, religion, or national origin.—Whoever, whether or not acting under color of law, willfully causes bodily injury to any person or, through the use of fire, a firearm, a dangerous weapon, or an explosive or incendiary device, attempts to cause bodily injury to any person, because of the actual or perceived race, color, religion, or national origin of any person, gender, sexual orientation, gender identity, or disability of any person.

RI Gen. Laws, § 42-28-46(a)(2) A **hate crime** is any crime motivated by bigotry and bias, including, but not limited to threatened, attempted, or completed acts that appear after investigation to have been motivated by racial, religious, ethnic, sexual orientation, gender, gender identity or expression or disability prejudice or motivated by prejudice against a person who is homeless or is perceived to be homeless.

### **Examples of Prohibited Conduct**

Prohibited conduct may include (but not limited to), among other things, making offensive or derogatory remarks, telling racist or sexist jokes about another person's age, color, creed, disability, gender identity/expression, genetic information, national origin, race, religion, sex, sexual orientation, political affiliation, or veteran status, or membership in another protected class.

Additional examples of prohibited conduct that might be found to be a bias incident include degrading, public tirades from a student, faculty, or staff member; deliberate, repeated humiliation, including deliberate humiliation on the basis of one of Bryant's protected classes; interference with the life or work of a person with a disability; desecration of religious articles or places; interference with the reasonable pursuit of religion; insults about loss of personal and professional competence addressed to an older person; using a racial, ethnic, or other slur directly toward someone, to identify someone, or to target someone such as leaving a message on a door; imitating someone with any kind of disability, or imitating someone's cultural norm or practice; drawing or creating pictures that imitate, stereotype, or belittle/ridicule someone because of their association (real or perceived) with one of Bryant's protected classes; racist or derogatory graffiti or images/drawings; vandalizing the personal property of someone who is a member of one of Bryant's protected classes.

Prohibited conduct may occur through:

- Direct oral expression and/or physical gestures or actions;
- Notes, letters, and other forms of written communication distributed via U.S. mail, campus mail, or otherwise made visible to the public;

- Phone calls, phone messages, or other forms of electronic verbal communication;
- Email, text messages, instant messaging, social networks, or other means of electronic communication.

### **Retaliation**

Students have the right to report violations of this policy and participate as a witness in an investigation or hearing without fear of retaliation. Retaliation includes threats, intimidation, or reprisals. For example, it would be retaliatory to intimidate a witness or to shun a person from a student organization in retribution for the person having made complaints. It would also be retaliatory to use social media to negatively influence the reporting student or witnesses. Good faith reports of violations of Bryant University policy will generally not be considered retaliatory.

Bryant University strictly prohibits retaliation by any student, staff, or faculty member against a person who makes a report, assists someone with a report, or participates in any aspect of the investigation or resolution of a report.

Acts of retaliation by students are subject to the standard disciplinary procedure set forth in the Student Code of Conduct and, in certain cases, may result in suspension. Acts of retaliation by other members of the community, such as faculty or staff, are subject to sanction as set forth in the respective Faculty or Staff Handbooks.

### **Interim Actions**

As appropriate, the University will implement initial remedial and responsive actions upon notice of alleged violation of this policy. Such actions are determined by the context of the situation and will be based upon ensuring the student who filed the complaint has full access to their educational resources. A complainant need not necessarily pursue disciplinary or other action against the respondent in order to have access to remedial measures.

A member of the Office of Community Standards, in consultation with the Vice President for Student Affairs, shall determine any interim measures. The Vice President for Student Affairs may also determine and implement interim measures.

### **Resources and Support Services**

Bryant University will make every effort to safeguard the identities of students and Bryant University community members who seek help and/or report complaints of bias incidents. While steps are taken to protect the privacy of individuals involved, the University may need to investigate an incident and take action once an allegation is known, whether or not the complainant chooses to pursue a complaint. Files related to complaints of bias incidents will be kept confidential to the extent possible, consistent with the need for a thorough investigation.

### **Bias Incident Report Form**

Concerned individuals may report an incident via the online Bias Incident Report Form at [www.bryant.edu/bias](http://www.bryant.edu/bias); anonymous reports are permitted. If a reporter identifies an affected individual(s), a member of the Bias Incident Committee will meet with the individual(s) to gather more information and discuss options to aid them in moving forward. Though the University may elect to pursue a complaint, deference is usually given to the complainant's decision when they do not wish to proceed with a formal complaint.

### **How to Report a Bias Incident?**

If you have been a victim of a bias incident or hate crime, or have witnessed a situation, please report it immediately. Do not touch any evidence: keep the voice mail message or e-mail message; don't wash away the graffiti; don't clean up the vandalism.

To report:

1. Call the 24-hour Bias Incident Hotline at 401-232-6920.
2. Complete the Bias Incident Report Form available at <https://info.bryant.edu/bias-incident-committee>
3. Visit the Department of Public Safety or contact a member of the [Committee](#).

### **How will the University respond?**

Students who report a bias incident can expect that their report will be acknowledged within 48 hours, and that a Bias Incident Committee member will be assigned to meet with the student to discuss options for addressing the issue and next steps of the process.

Once an incident has been reported, the Bias Incident Committee will discuss the report at the next weekly meeting or sooner if necessary. Based on the nature of the incident, the Committee can recommend appropriate next steps. Recommendations can include, but not limited to, investigation by members of the Bias Incident Committee, investigation by the Department of Public Safety, a conversation with impacted individual(s), etc. Once all information about the incident has been gathered, the Committee will meet to review and discuss findings and make recommendations to VPSA or designee and VPHR or designee. Due to confidentiality laws, the University may not be able to reveal all the information related to the investigation. Conduct found to be in violation of the Student Code of Conduct will be referred for action through existing disciplinary procedures.

### **ALCOHOL AND/OR DRUG USE AMNESTY FOR REPORTERS OF INCIDENTS OF VIOLENCE**

#### **PARENTAL NOTIFICATION**

Parents or legal guardians of dependent students (as defined under Section 99.31 (a)(8) of the Family Educational Rights and Privacy Act of 1974) may be notified of judicial action taken against a student. Parents or legal guardians may be notified of violations of any drug and/or alcohol policy violations. This notification would not be made in cases where a student can demonstrate financial independence.

#### **RECORDS**

Disciplinary records are maintained by the Director of Residential Life, Associate Dean of Students or the Vice President for Student Affairs/ Dean of Students. These records are normally maintained for a period of five years from the time of the hearing. While disciplinary records, files and decisions are confidential, information may be shared with other University departments on a need-to-know basis, as determined by the Vice President/Dean of Students.

#### **ENFORCED MEDICAL WITHDRAWAL**

The University reserves the right to suspend a student temporarily from the institution for a psychological or medical condition when there is reason to believe they are a risk to themselves or others and/ or may disrupt the community. Such action by the Vice President for Student Affairs/Dean of Students or their designee, will be done with appropriate professional consultation, and normally after consultation with the student involved. These policies and procedures supersede all previous statements and policies with



respect to student rights, responsibilities and disciplinary procedures including, but not limited to, the policy statement contained within the undergraduate course catalog.

### **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)**

#### **The on campus contact for FERPA is the Registrar: 401-232-6080**

The Family Educational Rights and Privacy Act of 1974 is a Federal law which states (a) that a written institutional policy must be established and (b) that a statement of adopted procedures covering the privacy rights of students be made available. The law provides that the institution will maintain the confidentiality of student education records. Bryant University accords all the rights under the law to its students. No one outside the institution shall have access to nor will the institution disclose any information from the students' education records without the written consent of students except to personnel within the institution, to officials of other institutions in which students seek to enroll, to persons or organizations providing students financial aid, to accrediting agencies carrying out their accreditation function, to persons in compliance with a judicial order, and to persons in an emergency in order to protect the health or safety of students or other persons. These exceptions are permitted under the Act and a record of disclosure is maintained. Within the Bryant University community, only those members, individually or collectively, acting in the students' educational interest are allowed access to student education records. These members include personnel in the Office of Academic Records, Financial Aid, Admission, Bursar, Student Affairs, Public Safety, and Graduate and Undergraduate Programs and academic personnel within the limitations of their need to know.

At its discretion, the institution may provide Directory Information in accordance with the provisions of the Act to include: student name, address, telephone number, email address, date and place of birth, major field of study, dates of attendance, honors, degrees and awards received including dates, the most recent previous educational agency or institution attended by the student, schedule of classes, and weight and height of members of athletic teams. Students may withhold Directory Information by notifying the Registrar/Academic Office in writing within two weeks after the first day of class for each fall term, as non-disclosure requests may only be honored for one academic year at a time.

The law provides students with the right to inspect and review information contained in their educational records, and to submit explanatory statements for inclusion in their files if they feel the decision of the hearing panels to be unacceptable. The Registrar at Bryant University has been designated by the institution to coordinate the inspection and review procedures for most student education records. The Vice President for Student Affairs/Dean of Students coordinates the inspection of all disciplinary records. Students wishing to review their education records must make written request to the Registrar. 401-232-6237 <https://info.bryant.edu/registrar>

Records covered by the Act will be made available within forty-five days of the request. Students may have made at their request of their records with certain exceptions (e.g., a copy of the academic record for which a financial "hold" exists). Education records do not include records of instructional, administrative, and educational personnel which are the sole possession of the maker and are not accessible or revealed to any individual except a temporary substitute, records of the law enforcement unit, student health records, employment records or alumni records. Health records, however, may be reviewed by physicians of the students' choosing.

Students may not inspect and review the following as outlined by the Act: financial information submitted by their parents; any records to which they have waived their rights of inspection and review; or education records containing information about more than one student in which case the institution will

permit access only to that part of the record which pertains to the inquiring student. The institution is not required to permit students to inspect and review confidential letters and recommendations placed in their files prior to January 1975, provided those letters were collected under established policies of confidentiality and were used for the purpose for which they were collected.

Students who believe that their education records contain information that is inaccurate or misleading, or is otherwise in violation of their privacy or other rights may discuss their problem informally with the Registrar. If the decisions are in agreement with the students' request, the appropriate records will be amended. If not, students will be notified within a reasonable period of their right, under the law, to a hearing. Student request for a formal hearing must be made in writing to the individual designated, who within a reasonable period of time, will inform students of the date, place, and time of hearing. Students may present evidence relevant to the issues raised and may be assisted or represented at the hearings by one or more persons of their choice, including attorneys, at the students' expense. The hearing panels which will adjudicate such challenges will be the individuals designate, (e.g., Vice President for Academic Affairs and representative of the Vice President for Student Affairs/Dean of Students, etc.) Decisions of the hearing panels will be final, will be based solely on the evidence presented at the hearing, and will consist of written statements summarizing the evidence and stating the reasons for the decisions, and will be delivered to all parties concerned.

The education records will be corrected or amended in accordance with the decisions of the hearing panels, if the decisions are in favor of the student. If the decisions are unsatisfactory to the students, the students may place within the education records statements commenting on the information in the records, or statements setting forth any reasons for disagreeing with the decisions of the hearing panels. The statement will be placed in the education records, maintained as part of the students' records, and released whenever the records in question are disclosed.

Students who believe that the adjudications of their challenges were unfair, may request in writing assistance from the President of the Institution.

Further, students who believe that their rights have been abridged may file complaints with the Family Educational Rights and Privacy Act Office (FERPA), Department of Health and Human Services, Washington, DC 20201, concerning the alleged failures of Bryant University to comply with the Act.

### **ACADEMIC STUDENT GRIEVANCE PROCEDURES**

(Grievances may include, among others, sexual harassment or assault and/ or discrimination based on race, color, religion, gender, national origin, or disability.)

Any Bryant student or recognized student group may file a grievance in writing to the Vice President for Student Affairs/Dean of Students when it appears that a personal right or guaranteed privilege has been violated by an employee of the University. The Vice President/Dean will decide if the grievance has sufficient merit to pursue using formal or informal procedures.

Formal grievance procedures are heard by an ad hoc committee appointed by the Vice President for Student Affairs/Dean of Students and will mirror the procedures and protections in place for the University Disciplinary Committee with any adaptation of those procedures or protections requiring approval of the Vice President/Dean and notification to all involved parties.



## **APPEALS PROCEDURES FOR STUDENT FINANCIAL ACCOUNTS**

Location: Unistructure, 2<sup>nd</sup> Floor

Phone: 401-232-6005

Questions regarding a student's financial account with the University that are not resolved after discussion with the Bursar may be appealed to the **Associate VP for Business Affairs**. The student should submit a written memorandum of his/her complaint to the Associate VP for Business Affairs within three business days after receiving the Bursar's decision. The Associate VP for Business Affairs will schedule a meeting with the student within five business days after receiving the memorandum. The Associate VP for Business Affairs' decision may be appealed to the Vice President for Business Affairs and the Vice President for Student Affairs/Dean of Students and must be requested by the student within three business days of the Associate VP for Business Affairs' decision. Once requested, the hearing will be scheduled within five business days. All decisions made by the Vice Presidents will be final and shared with the student, Bursar and Associate VP for Business Affairs.

## **INTERPRETATION AND REVISION**

Any question of interpretation or application of the Student Code shall be referred to the Director of Community Standards or his or her designee for final determination. You may contact the Director of Community Standards at 401-401-232-6046.

## **CAMPUS POLICIES AND PROCEDURES**

This section contains general campus policies and procedures which apply to all students. Specific policies for student organizations or residence halls may be found in other sections of the Student Handbook.

### **ADVERTISING**

Any publication, poster, advertisement or brochure circulated off campus **MUST** be cleared through the Office of University Relations.

### **ALCOHOL POLICY**

First and foremost, Bryant University follows and enforces state and federal laws regarding Alcohol. Further, Bryant University is committed to encouraging and facilitating responsible student decision making. The University recognizes that responsible decision making concerning alcohol is especially crucial to the health and safety of students, the campus community, university property, and the educational mission of the institution. Alcohol abuse among students has been shown to have serious negative effects on the abilities of students to reach their educational goals. While students have the primary responsibility for maintaining their academic progress, and for their overall health, Bryant University must, in all of its programs, services and activities promote and enforce the responsible use of alcohol on its campus and among its community members. To achieve this goal, as well as to monitor and regulate alcohol-related behavior, Bryant has adopted the following policies.

#### **A. Summary of State and City Laws Concerning Alcohol**

1. Rhode Island law regarding alcoholic beverages states that no alcoholic beverages can be sold, delivered or in any way given to a person under twenty-one (21) years of age. The possession of alcohol is also in violation of this State law. Anyone under the age of twenty-one (21) years who knowingly makes false statements as to his/her age in order to purchase or in any way procure alcoholic beverages shall be subject to appropriate penalties by the State of Rhode Island. This includes the use of falsified or false identification in order to procure alcohol in violation of the law. **BRYANT UNIVERSITY IS OBLIGATED TO ABIDE BY AND ENFORCE THIS STATE LAW.**
2. Open Container: Smithfield Town Ordinance (chapter 118) prohibit open containers of alcohol in public areas. This includes outside, public lounges, hallways, etc.
3. Outdoor Gatherings and Alcohol: In accordance with the Smithfield Town ordinance prohibiting open containers of alcohol outside, alcohol is not permitted outside, with the exception of licensed permit areas during pre-approved major campus events.

#### **B. Enforcement**

While it is understood that employees of the Department of Public Safety and the Office of Residential Life encounter violations of these policies more often than others, enforcement of the alcohol policy and other policies contained in the Student Handbook are the responsibility of all members of the Bryant community.

Faculty members, administrators, staff members and students may report violations of the alcohol policy to the Department of Public Safety.

### **Alcohol Citations**

Department of Public Safety (DPS) officers are authorized to issue alcohol citations when violations of the campus rules and state and federal laws pertaining to the possession and use of alcohol have been determined to have been violated.

### **C. Alcohol Limits**

Students who are 21 and over may have in their possession no more than the following amounts of alcohol at any time. These amounts are as follows:

- 12 pack of beer
- or 12 Flavored malt beverages/wine coolers
- or a maximum of 750 milliliters of wine
- or a maximum of 375 milliliters of distilled spirits.
- Students may only possess one of the categories above at a time. (For example, students may not possess a 12 pack of beer and 750 milliliters of wine at the same time.)
- Grain alcohol or equivalent substances are not permitted.
- Beer and other alcoholic substances must be transported in the designated quantity. Transportation in packaging of quantities larger than designated is not permitted.
- The University reserves the right to confiscate all of the alcohol in question if circumstances dictate so. Confiscated alcohol is disposed of; it will not be returned regardless of age.

### **D. Locations in which Alcohol may be consumed**

1. Residence Halls
  - a. Students over the age of 21 may consume alcohol in the privacy of their residence hall bedrooms.
  - b. Students may consume alcohol in their suite/TH lounges/ common areas only when all residents of the suite/TH are 21 or over.
  - c. Students who are underage may not possess or drink alcoholic beverages.
  - d. No alcoholic beverages are permitted in Residence Halls Bristol, Warren, and Barrington, or any other designated first-year area.
2. Licensed Facilities
  - a. The only entity permitted to sell alcohol on the Bryant Campus is the Campus Dining Services.
  - b. License holders on the Bryant Campus are responsible for ensuring that alcohol is not available to persons under the age of 21 or to those who appear intoxicated.
  - c. Proper Identification is required to be served alcohol.

### **E. Violations**

There are a number of potential violations of the alcohol policy, including, but not limited to; Under the age of 21:

- Consuming alcohol
- Possessing alcohol
- Purchasing or attempting to purchase alcohol
- Purchasing or attempting to purchase alcohol with false identification transporting alcohol
- being in the presence of alcohol

General violations:

- Common containers are not allowed.
- providing/serving alcohol to minors

- selling alcohol to or purchasing alcohol for a minor
- purchasing and transporting to campus unreasonably
- high amounts of alcohol
- open containers in public areas or outside
- Significant impairment of functioning due to alcohol
- encouraging or contributing to the intoxication of another person
- drinking games or simulated drinking games, (defined as games that promote the rapid consumption of alcohol. This includes, but is not limited to: beer pong, flip cup, funneling, Quarters or altered board games.)
- Possession or use of alcohol paraphernalia/drinking apparatus
- Large alcohol gathering that exceeds space capacity or involves high risk behavior

#### **F. Guidelines**

1. In cases where large groups of students are drinking outside a specific living unit, that living unit will be assumed to have sponsored the gathering. Accordingly, residents of that living unit will be held responsible for an unauthorized gathering and for serving alcohol.
2. Residents of specific living units, e.g., townhouses, suites, etc., will be held responsible for violations of the alcohol policy occurring within their living units or sponsored by them. Students with multiple violations of these policies may be evicted from the residence halls. Additionally, they may be suspended from Bryant University.

#### **G. Parental Notification**

The University has determined that parents of minors will be notified when there is a violation of alcohol and/or drug policy.

#### **H. Sanctions**

The Associate Dean of Students or designee may restrict a student with a significant prior conduct history or who has currently active sanctions from participating in Study Abroad or Sophomore International Experience opportunities.

Any drinking that leads to high risk behavior will be subject to additional sanctions.

#### **I. Alcohol Education**

As part of Bryant University's comprehensive alcohol education strategy, we offer pre-college alcohol education, programming in the residence halls, on-going alcohol free events, and intervention services. The Bryant Community encourages all of its members to seek professional assistance when they have recognized an alcohol use problem. The Bryant Community can seek assistance from the following offices: Health Services, Residential Life, Counseling Services, Human Resources and Public Safety.

#### **J. Campus Events Involving Alcohol**

1. Campus events must be registered and approved by the Offices of Residential Life, Office of Student Event Services & Orientation Programs, Department of Public Safety, and/or Conference Services.
2. Campus Dining Services will be responsible for securing all applicable alcohol sale permits for major campus events.
3. Consumption of alcohol is permitted only within the limits of a pre-approved area at the event site.
4. Non-alcoholic beverages must be available at the same price or less as the alcoholic beverage(s), and featured as prominently as the alcoholic beverage(s).

5. A reasonable portion of the budget for the event shall be designated for the purchase of food items.
6. No event shall include any form of drinking contest in its activities or promotion.
7. “All you can drink events” at which an unlimited amount of alcohol may be consumed for one fee, or special price promotions are not permitted.
8. Institutionally approved security personnel shall be present at all times during major campus events, as deemed necessary.
9. The sale of alcohol will be by special permission only.

#### **K. Alcohol and Campus Organizations/Departments/Activities**

1. Alcohol may not be used at membership recruitment functions by any campus organization, including, but not limited to:
  - student organizations
  - fraternities or sororities
  - departmental clubs
  - special interest groups
  - faculty or staff professional groups, etc.
2. Alcohol may not be served, consumed, or otherwise present at athletic, Intramural or recreational sports events.

#### **ANIMALS**

Animals are not allowed in any Bryant University building. Any pet on campus must be leashed at all times, in accordance with ordinances of the Town of Smithfield. Tupper exception! Information regarding Service Animals and Emotional Support Animals can be found [here](#).

#### **AUTOMOBILES**

See parking and traffic rules at the Public Safety website: <https://info.bryant.edu/public-safety-dps>.

#### **BIAS INCIDENT COMMITTEE**

**Phone: 401-232-6920**

As part of the University’s commitment to an inclusive campus community, the Bias Incident Committee has been developed to address incidents that occur on-campus or at any Bryant-sponsored events. We urge all community members to familiarize themselves with the [Protection from Harassment Policy](#) and to report promptly any incidents that violate the standards that we as a community seek to uphold.

Upon receiving an incident, a member of the Bias Incident Committee will reach out to the reported and/or impacted individual(s) to provide support and information about the process and options for next steps. The Bias Incident Committee meets weekly to review reports and makes determinations. The Committee can make recommendations about educational sanctions when requested to do so by the Vice President for Student Affairs and the Vice President for Human Resources. The Committee does not have authority to recommend nor apply disciplinary sanctions. The Committee additionally shall provide educational and other initiatives that positively foster an open, inclusive campus climate.

Members of the Bias Incident Committee include:

- Dr. Kwadwo Asare, Associate Professor, Accounting, [kasare@bryant.edu](mailto:kasare@bryant.edu)
- Jordan Cruz, Intercultural Center Coordinator, [jcruz6@bryant.edu](mailto:jcruz6@bryant.edu)

- Dr. Edward Kairiss, Director of Faculty Development & Innovation, [ekairiss@bryant.edu](mailto:ekairiss@bryant.edu)
- Laura Kohl, Director of Library Services, [lkohl@bryant.edu](mailto:lkohl@bryant.edu)
- Dr. Mailee Kue, Chair, Assistant Vice President for Student Affairs and Title IX Coordinator, [mkue@bryant.edu](mailto:mkue@bryant.edu)
- Dr. Heather Lacey, Associate Professor, Psychology, [hlacey@bryant.edu](mailto:hlacey@bryant.edu)
- Dr. Kevin Martins, Assistant Vice President for Diversity, Equity and Inclusion, [kmartins@bryant.edu](mailto:kmartins@bryant.edu)
- Dr. Chris Morse, Professor, Communication, [cmorse2@bryant.edu](mailto:cmorse2@bryant.edu)
- Lily Otu, Assistant Athletic Director for Inclusive Excellence, [lotu@bryant.edu](mailto:lotu@bryant.edu)
- Meaghan Trayner, Associate Director for Human Resources, [mtrayner@bryant.edu](mailto:mtrayner@bryant.edu)

The Bias Incident Committee uses the following framework to determine whether an incidence is related to bias:

- Does the behavior demean or degrade an individual or group based on the person's or group's actual or perceived identity?
- Does the incident appear to be bias motivated?
- Does it violate university policy?
- Does it violate the shared values and expectations of university community members?
- Who is affected by the incident?
- Might the incident be investigated as a hate crime?

#### Impact of bias incidents

The effect of bias incidents or hate crimes are distinctly harmful because the attack is based on membership in an identity group. The additional pain and significance of the event in the victim's life takes on added dimensions, including:

- a lingering sense of fear and vulnerability
- a reactionary response such as action or bias against the perpetrator's group
- a feeling of an inability to prevent future attacks
- severe emotional and psychological impacts
- symbolic reinforcement of the legitimacy of the discrimination
- a loss of importance and self-worth, for both the victim and the victim's group
- inability to concentrate, study, sleep or engage in academic work
- distrust of others, social isolation

If you have been a victim of a bias incident or hate crime, or have witnessed a situation, please report it immediately.

To report:

1. Call the 24-hour Bias Incident Hotline at 401-232-6920.
2. Complete the Bias Incident Report Form available at <https://info.bryant.edu/bias-incident-committee>
3. Visit the Department of Public Safety or contact a member of the [Committee](#).

All reports will be investigated by the appropriate offices, and individuals involved will be notified of actions taken.

#### **CABLE TV**

Bryant University offers two different technologies for viewing cable TV content.

- 1) The traditional RF signal using a coax cable connected to your TV. Bryant University upgraded to a digital signal in the summer of 2016. A digital signal provides a much better quality picture, however there are some TV's that have low quality tuners in them which often doesn't work well with the digital system.

This service is included in your room rate so you don't have to sign up for it. All students receive the same channels and if they connect their TV with a coax cable into the jack in the wall, **AND** program their TV to scan for channels, they should be all set. If they don't receive a good signal or no signal at all, they most likely have a TV with a low quality tuner. It doesn't matter if it's a new TV, it's based on the quality of the tuners in the TV. TV manufacturers install the low quality tuners since a large population of end users have Cox Cable, Verizon or Comcast tuners that override the TV's tuner. If this is what you experience, you may want to consider the second technology.

- 2) The second option is IPTV which means you can view cable TV content over the internet, on your TV through the use of an Amazon Fire TV stick or Roku device via the wireless network (no coax cable required), or on your laptop through a browser, or on an IOS or Android tablet or cell phone. In a browser, type [bryanttv.bryant.edu](http://bryanttv.bryant.edu) and log in using your Bryant credentials.

This service is also included in your room rate. Go to <https://mycampusvideo.com> for more information. This website has several documents and videos with instructions on how to set up Fire TV Sticks and Roku's, along with information on using browsers (which ones are supported), tablets and phones.

For support you may contact Apogee customer service at 855-465-6708 or [MyCampusVideo.com/support](http://MyCampusVideo.com/support).

## **CONFISCATIONS**

Any object or substance used in the commission of a crime or to violate any provision of the Student Handbook may be confiscated and disposed of as deemed appropriate by a university official.

## **DEMONSTRATIONS POLICY**

Bryant University affirms the right to peaceful assembly and free speech. At the same time, the University has long recognized that the right to protest and demonstrate does not include the right to engage in conduct that disrupts the University's operations or endangers the safety of others. The rights of others to participate in learning, teaching, and other campus events and activities must not be infringed upon.

### **Guidelines and Expectations for Protest Attendance and Participation**

Bryant University has specific guidelines for protest activities that protect the rights of all members of the University Community. These are found in the Student Handbook Code of Conduct. Failure to abide by these regulations may result in action by the Department of Public Safety and/or the Office of the Vice President for Student Affairs.

Some general parameters include:

- Do not block egress to and from campus buildings, offices and classrooms
- Signs supported by standards or sticks are not allowed in University buildings
- Noise that interferes with classes, events, and other activities is not acceptable
- Sound amplification can only be used with prior permission

- Demonstrations or behavior that obstruct or seriously impair the ability of the administration, staff, and/or faculty to conduct University business are not allowed

Protests or demonstrations that infringe upon the rights of others to peaceful assembly, orderly protest, free exchange of ideas, or that interfere with the rights of others to make use of or enjoy the facilities or attend the functions of the University will not be tolerated. The Unistructure Rotunda and Fisher Center Patio are the sites designated for protests and demonstrations.

It is a violation of these policies whenever any individual prevents, or willfully attempts to prevent, the orderly conduct of a University function or activity, such as lectures, meetings, interviews, ceremonies, or public presentations; or blocks, or willfully attempts to block, the legitimate activities of any person on the campus or in any University building or facility. The unauthorized occupation, or attempted occupation, of any University office or other work space that impedes the normal flow of activity is strictly prohibited.

Whenever a member of the University community, that is a member of the faculty, staff, or student body, violates these policies, that individual will be subject to University discipline and/or arrest. Whenever a nonmember of the University community violates these policies, that individual will be subject to arrest. Decisions to invoke University disciplinary action or arrest in the course of a protest or demonstration will be made after due warning and, wherever possible, such decisions will be made by officers of the University.

#### **DRONE or UAV OPERATIONAL GUIDELINES**

These guidelines cover any and all property owned and or operated by Bryant University (Bryant). Bryant permits the recreational use and business-related use of Drones or UAVs (Unmanned Aerial Vehicle) on its Smithfield campus. Recreational uses are limited to areas within Bryant's property boundaries but outside of the areas shaded in red on the attached map. Business-related operations may occur throughout the entire campus. All UAV operations must adhere to the following guidelines:

- The operation of any Drone or UAV over exterior lands not owned and operated by Bryant shall fall under state and federal regulations for UAV usage. Please refer to the May 2016 Federal Aviation Administration's memo regarding "[Educational Use of Unmanned Aircraft Systems \(UAS\).](#)"
- The operation of any UAV equipment on and over lands owned and operated by Bryant shall follow all state and federal regulations and requires a prior filing of an operating plan with the Department of Public Safety (DPS).
  - a. The Director of DPS will review the plan and make a recommendation to the VP of Student Affairs for its approval, noting any limitations.
  - b. Law Enforcement use of UAV technology in execution of a search warrant or as part of a tactical response to an immediate threat is automatically authorized, subject to applicable law and government regulations.
  - c. Operators will check in with the Director of DPS before use on campus and will notify the Director upon leaving campus.
- Operating plans must be submitted to the Department of Public Safety [dps@bryant.edu](mailto:dps@bryant.edu) and must include the following:
  - a. Equipment to be used, (include information about the UAV control systems, communication systems etc.)
  - b. Date and approximate time to be used,
  - c. Location(s) to be used,



- d. Purpose(s) of the operation,
  - e. The identity and contact information of pilot(s) or other remote operator(s),
  - f. All forms of data (including imagery) to be collected,
  - g. Current status of any required licenses or permissions
  - h. Provisions for security of the equipment, both during and outside of operation, and of any sensitive data collected.
- For approval of an operating plan:
  - a. Plan must be submitted at least 72 hours prior to operations on campus.
  - b. The plan must include all required information in its content,
  - c. The envisioned operation must comply with applicable laws, government regulations, and other University policies,
  - d. The envisioned operation must not pose an unacceptable threat to health, safety, privacy, or the environment, either in an absolute sense or compared to other methods of obtaining the desired information,
  - e. The envisioned operation must be judged by Bryant administrators to be in the best interest of the public and the University.
- The Director of DPS will notify operators of approval to operate on campus in writing. This must be received before the UAV is brought onto campus.
- The University holds the right to immediately shut down the operation of an UAV if:
  - a. it creates any type of electronic interference;
  - b. poses a hazard to sensitive campus equipment;
  - c. interferes with any Bryant activity, or if;
  - d. the operation of the UAV is contrary to the educational mission of the University.
- The University reserves the right to confiscate a UAV if the owner/operator has violated any of the terms of this policy.

Any questions or comments about this UAV policy shall be directed to the Department of Public Safety at 401-232-6001 or by email at [dps@bryant.edu](mailto:dps@bryant.edu). Prohibited flying areas shaded in red.



## **DRUGS, MARIJUANA AND OTHER SUBSTANCES**

The illegal sale, possession and/or use of controlled substances, e.g., alcohol, marijuana (in any form, including edibles, THC oil, or any other derivative), amphetamines, barbiturates, and other hallucinogens, and prescription medications belonging to another are prohibited on the Bryant campus or at any University sponsored function. Students and student organization leaders are subject to University disciplinary action and referral to local authorities for violation of the University drug policy.

### **Education, Counseling, and Treatment**

Counseling Services      401-232-6045

Health Services          401-232-6220

Students who believe they have a problem with alcohol or other drugs may present their concerns to the Office of Counseling Services and/or the Office of Health Services. The professional staff in these offices can provide personal advising or counseling, detailed information on health risks and intervention strategies, and/or referrals to specialized substance abuse treatment programs as needed. All contacts with these offices are confidential and private.

## **GUEST POLICY**

1. No student shall have more than one guest at any time.
2. The behavior of guests is the responsibility of the host student. Host students will be held responsible for inappropriate behavior (vandalism, fights, etc.) committed by their guests. Therefore, students are required to accompany their guests around the campus at all times and to monitor their behavior.
3. Each student has the right to his or her room, however, the further privilege of entertaining guests in a bedroom is a negotiable agreement between roommates.
4. Guests will not be permitted on campus unless cleared by their hosts through the entrance gate. Guests coming on campus after 11:45 pm must have their host come to claim them at the gate.
5. Guest may stay overnight in the residence halls or townhouses for a maximum of two (2) nights within a seven-day period.
6. Resident students who consistently stay/sleep in another resident's room and/or suite for more than two nights may be subject to disciplinary action.
7. All guests of students shall be at least eighteen years of age, unless accompanied by a parent or certified legal guardian, or with prior approval of the parent or guardian from the Residential Life Office. Students expecting guests under the age of eighteen must request such permission from the Residential Life Office no less than three days before their guest's scheduled arrival.
8. Violation of guest policy may result in loss of future guest privileges.
9. Alumni who are staying overnight in the residence halls need to be registered as guests.
10. Guests (regardless of age) may not bring any amount of alcohol onto campus at any time.
11. Guest passes will not be issued for the first full weekend of the Fall Semester, nor from the Wednesday before Spring Weekend through the Sunday of Spring Weekend. Likewise, guest passes will not be issued from the final day of classes each semester through the conclusion of the final exam schedule. Please contact the Vice President for Student Affairs/Dean of Students Office regarding questions.

## **GUEST POLICY FOR COMMUTING STUDENTS**

1. Commuting students are not considered guests and may enter campus at any time with a valid Bryant University ID.
2. Commuters may host guests. The guest policy applies to their guests.

3. Commuters staying overnight in a residence hall must obtain a guest pass through a resident student. In this case, all policies and procedures noted for outside guests shall apply to the commuting student.

### **GUEST PASS PROCEDURE**

The Guest Pass System can be accessed in:

1. Bryant Mobile App – click on the Guest Pass Icon (you must be logged in to the mobile app to access the Guest Pass system)
2. Banner Self-Service – Personal Tab – Guest Passes link

Guest Pass Process:

1. You will be prompted to enter your guest's name (or you can select a returning guest's name from the dropdown menu) email address, date of arrival and departure.
  - BE SURE TO ENTER THE CORRECT EMAIL ADDRESS FOR YOUR GUEST
2. Once you click submit, your guest will get an email with a link to fill out the guest pass details (Date of Birth, picture, vehicle registration info, and emergency contact details)
  - INFORM YOUR GUEST THAT THEY WILL BE RECEIVING THIS EMAIL AND THAT THEY NEED TO SUBMIT REQUESTED INFORMATION ASAP
3. If your guest is under the age of eighteen the request will be sent to the Office of Residential Life for approval.
  - Students expecting guests under the age of eighteen must submit the guest pass request no less than three days before their guest's scheduled arrival so the office has adequate time to review the request.
  - You will get an email confirmation when your guest pass for guests under the age of eighteen has been approved or denied by Res Life.
4. Your guest will be emailed an Electronic Guest Pass that will have their picture, name, age, email address, emergency contact info, and vehicle registration info and arrival date.
  - They should keep this email and have it readily available when they check in at the Entry Control Station and the entire time they are visiting campus.
  - Guest must have a photo ID indicating their date of birth when they check in at the Entry Control Station.
5. Please report any issues with the Guest Pass system to Laptop Central at extension 6550, or at [laptopcentral@bryant.edu](mailto:laptopcentral@bryant.edu).

### **HAZING**

No student or group of students shall encourage or participate in any form of hazing on or off campus. Hazing is defined as any action taken or situation created to produce excessive mental or physical discomfort, embarrassment, harassment or ridicule. Such activities and situations include, but are not restricted to, paddling in any form; creation of excessive fatigue; requiring the consumption of alcohol; physical and psychological shocks; quests, treasure hunts, scavenger hunts, road trips or any other such activities conducted off-campus; wearing in public any apparel which is not normally in good taste; engaging in public stunts; morally degrading games and activities which are not consistent with the law, ritual or policy of Greek governing bodies, the policies of student organizations, athletic teams, and Bryant departments, or the regulations, policies, and standards of Bryant University.

### **HOVER BOARDS, ELECTRIC SCOOTERS, AND OTHER LITHIUM BATTERY POWERED DEVICES**

Hover boards, electric scooters and other lithium battery powered devices are prohibited from campus due to fire safety hazard.

### **LOGO USE/GRAPHIC STANDARDS**

Bryant University has a clearly defined University logo that will be used on all materials that represent the institution to particular audiences. In order to place that logo on materials or a Website, individuals, organizations, or departments must contact University Relations to request permission. There cannot be any alteration of the Bryant University logo.

There are two other accepted logos that fall within the Bryant University graphic standards. Individuals or organizations wishing to use either of these logos must also contact the University Relations Department for prior approval:

- Bryant Bulldogs (athletic logo)
- Bryant Alumni Association logo

The Bryant University seal is only used for formal academic materials. Anyone seeking to use the University seal must contact University Relations to request permission.

### **POND SAFETY**

For your safety, swimming, ice skating, walking on ice, and throwing persons or objects in the pond is prohibited at all times.

### **SKATEBOARDS/ROLLER BLADES**

Skateboards and roller blades and any other wheeled transportation (i.e. razor scooters) may be used on university sidewalks, but skateboard or roller blade use is strictly prohibited inside any building.

### **STUDENT VENTURES - SELLING AND SOLICITATION**

Student ventures are defined as projects conducted by students for the purpose of making a profit. Solicitation applies to commercial, charitable, religious and political endeavors.

- No Bryant University student may engage in the sale and distribution of goods or services to or solicitation of subscriptions from Bryant University students, faculty, and/or staff without the approval in writing from the Vice President for Student Affairs and Dean of Students.
- Bryant University assumes no liability for the products or services provided by student businesses.
- Students may not use their residence hall address (i.e., Bryant University post office box number) as a business address, nor may they use their residence hall telephone as a business telephone.
- All parties granted permission to sell or solicit for the sale of merchandise must agree to abide by appropriate federal, state and local regulations.
- The office of the Vice President for Student Affairs and Dean of Students may review at any time the operation of any student business and may revoke its permission to operate on campus.

### **STUDENT ORGANIZATION VENTURES / FUNDRAISERS**

Student organization ventures/fundraisers are projects conducted by Recognized Student Organizations (RSOs) for the purpose of making a profit. Student organizations may sell or solicit for the sale of merchandise on campus only with the written approval of the Center for Student Leadership and

Involvement. Such approval will be given only when it can be shown that the primary beneficiaries of the sale will be the University community and the student organization. RSOs seeking approval for fundraising and business endeavors must fill out [this form](#).

### **NON-STUDENT VENTURES**

Non-student ventures include all efforts to sell or solicit for the sale of merchandise by University employees, University affiliates, or commercial vendors.

- University employees may sell or solicit for the sale of merchandise on campus only as directly related to the purpose and description of their employment.
- University affiliates may sell or solicit for the sale of merchandise on campus only as provided for in their written terms of affiliation with Bryant University.
- Commercial vendors may sell or solicit for the sale of merchandise on campus only with the written authorization of an office of Bryant University acting within the scope of its authority.

### **CHARITABLE, RELIGIOUS, AND POLITICAL SOLICITATIONS**

Charitable, religious and political solicitation on university property is not allowed unless they have received the permission of the Vice President for Student Affairs/Dean of Students or designee. Permission for such solicitation will be granted only to the extent that such activities are consistent in time, place, and manner with the mission and activities of Bryant University.

### **TELEPHONES**

The University provides one voice over internet protocol (VOIP) telephone per suite in all residential locations with the exception of Bristol House and Warren House. In those halls there is one phone per bedroom. This telephone will not work unless it is connected to the University's Cisco VOIP network. To place long distance calls from this phone, you will need a calling card that provides a toll free access number. The University also uses the speakers in these phones to send out **Emergency Broadcasts**, so it is important that these phones stay plugged in and are not tampered with.

Questions about defective wiring/jacks/phones may be forwarded to 401-232-6550 or e-mail [laptopcentral@bryant.edu](mailto:laptopcentral@bryant.edu). For more information on the operation and features of these systems, please visit our website at [web.bryant.edu/~telecom](http://web.bryant.edu/~telecom).

### **UNIVERSITY POLICY ON TRIPS**

- Private or commercial trips may not be advertised in University facilities or on bulletin boards without the permission of the office of the Center for Student Leadership and Involvement. Advertising is prohibited under residence hall doors or on car windshields.
- Recognized student organizations may use University facilities and bulletin boards to advertise trips. However, the University does not imply any sponsorship of such trips by use of its facilities for advertisement purposes only.
- Student organization trips are registered by the office that oversees their day to day operations (Center for Student Leadership & Involvement, Office of Residential Life, Department of Athletics, or other appropriate university office).
- Students have no authority to contract for trips or travel arrangements on behalf of Bryant University. The Vice President for Student Affairs (or their designees), Director of Residential Life and Director of Athletics are the only authorized agents of the University in this regard. Trips conducted against this policy by students or student organizations are not considered official university organization travel, and the sponsoring organization may have any or all of its

privileges as an organization revoked. Individual students organizing such unauthorized trips may also be subject to disciplinary action.

- Student organization advisors must notify the Department of Public Safety of buses coming onto campus to pick up students. They must indicate time and location of arrival.

### **WEAPONS**

The possession of firearms, fireworks, ammunition, explosives, knives or other dangerous weapons or any instrument used as a weapon is strictly prohibited on campus. Instruments such as pellet guns, paint ball guns, BB guns, projectiles, and other instruments in which the propelling force is spring, air, piston, CO2, or brute force are considered weapons.

Folding knives that have blades that do not exceed 3 inches are permitted except in sponsored events. If brought to sponsored events, they will be confiscated. Any knife or instrument with a cutting edge greater than 3 inches will be confiscated without return.

Brandishing weapons such as hand pellet guns and other weapons where a reasonable person may interpret it to be a genuine article may have criminal as well as Code of Conduct implications.

### **VETERANS AFFAIRS**

Students receiving educational assistance through the Veterans Administration are assisted in their filing procedures by the Registrar's Office, which acts as liaison with the V.A. Students receiving such benefits must report regularly to the Registrar's Office to complete the requirements for continuing to receive benefits.

## **NOTICE OF NONDISCRIMINATION POLICY AS TO STUDENTS**

Bryant University admits students of any race, gender, sexual orientation, religion, color, and national and ethnic origin to all the rights, privileges, programs, and activities generally afforded or made available to students at the school. It does not discriminate unlawfully on the basis of race, gender, sexual orientation, religion, color, or national and ethnic origin in administration of its educational policies, admission policies, scholarships and loan programs, and athletic and other school-administered programs. In addition, Bryant University does not discriminate unlawfully against the disabled and is in full compliance with the Rehabilitation Act of 1973, as amended and the Americans with Disabilities Act of 1990.

Inquiries/complaints with regard to discrimination on the basis of race, gender, sexual orientation, religion, color or national or ethnic origin should be directed to the Vice President for Student Affairs:

Bryant University  
1150 Douglas Pike  
Smithfield, RI 02917-1284  
401-232-6046

Inquiries/complaints with regard to disabled student issues should be directed to the Associate Vice President for Student Affairs, Bryant University, 1150 Douglas Pike, Smithfield, RI 02917-1284, who has been designated by Bryant University to coordinate the institution's efforts to comply with the Rehabilitation Act and the ADA:

Phone: 401-232-6406; TDD: 401-231-2860; E-mail: [jdenio@bryant.edu](mailto:jdenio@bryant.edu)

Persons may also contact Director, U.S. Department of Education, Office of Civil Rights, Region One, Boston, MA 02109, regarding the University's compliance with regulations.