

YORK College | **CUNY**



Student Handbook 2021

DIVISION OF ENROLLMENT MANAGEMENT & STUDENT AFFAIRS

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Message from the President of York College

Dear Students,

On behalf of the York College family, welcome to York College, CUNY!

To our newly-admitted freshman cohort and transfer students, I extend an especially warm welcome and congratulate you on your choice of York College for your higher education goals. You are enrolled at a unique time in our city and indeed our country, in that you will not immediately be on campus due to the coronavirus pandemic. But please know that my leadership team and I as well as our faculty and staff, remain committed to providing the best educational experience for you.

We ask in return that you make your very best effort to succeed. If you need help academically, reach out to the Collaborative Learning Center (AKA, the Tutoring Center) via email or telephone and ask for help, which at the moment is being provided virtually, if you need coping support, please reach out to the Counseling Center. At York you will find that we are all cheerleaders for your success; so do engage fully in the process of connecting with your professors, counselors, and peers.

Find a faculty mentor in your field of interest; join one of our 43 academic or social student clubs. We honor diversity and encourage you all to make yourselves at home here at York by finding your niche and creating your success strategy. Aspire to take 15 credits (considered full-time) per semester to graduate on time in four years. The sooner you graduate, the sooner you can launch your career.

To enable your success, we have numerous resources in place. Participate in Undergraduate Research; and make yourselves known virtually by the Career Services Office for internships, resume building and possible job opportunities for after you graduate. Have a plan and follow it. Study hard, be on time for class, turn in your papers when they are due and take care of yourselves.

You will find there are many other opportunities here at York College. Find them, embrace them, work them. Your success is our most important goal. Thank you and enjoy your semester.



Sincerely,

Berenecea Eanes

Berenecea Johnson Eanes, Ph.D.
President

Message from the Interim Vice President for Enrollment Management & Student Affairs

Dear York Cardinals,

Happy 2021. I hope you and your families are safe and well.

If you are new to York College, welcome to our community! We look forward to getting to know you and supporting you as you pursue your academic, personal and professional goals. York students are deeply engaged in their studies and work closely with caring faculty who are deeply committed to your success. This guide is essential in helping you become oriented to the York College. Please take time to become familiar with the contents of this Handbook. Understanding your rights and responsibilities, as well as all of the policies and regulations of the College, will be important for your success at the College.

For those of you who are continuing your studies at York, we are proud of you. You have remained steadfast in your commitment to your goals while taking care of yourselves and families during these unprecedented times. At York, we remain focused on providing you with guidance and support, according to your needs, throughout your journey as a student. During the most challenging moments of the last year, we pivoted quickly to transform our operations and serve you in a completely new way. We thank you for your support during that period of transition and for highlighting areas of opportunity for us to improve.

This year, the leaders of the College have heightened our focus on retention and student success and we want to continue hearing from you. We have established a new email address, **StudentSuccess@york.cuny.edu**, which will be directed to staff within the Offices of Academic Affairs and Enrollment Management Student Affairs. We will review and respond to your messages. Please feel free to let us know how you're doing and provide suggestions on how York can support your success.

In the meantime, please take care and have a great semester.



Yours in the spirit of One York,

A handwritten signature in black ink, appearing to read 'Karen Williams'.

Dr. Karen A. Williams

Interim Vice President of Enrollment Management and Student
Affairs

York College Mission, Vision and Values

Mission

York College enriches lives and enables students to grow as passionate, engaged learners with the confidence to realize their intellectual and human potential as individuals and global citizens.

Vision

“York will be a Transformative Urban Institution and Cultural Hub.”

Values

Integrity York College embraces integrity as a central value in all aspects of its engagement including teaching, learning, research and service. Integrity will emerge from committed, continuing and rigorous evaluation of all college policies, procedures and processes.

Diversity York College values cultivating a climate of acceptance, mutual respect and appreciation of unique differences across the human spectrum.

Intellectual Discovery & Creativity York College values providing an intellectual environment where students and faculty will take ownership for and responsibility to excel in academic inquiry, creativity, scholarship, research, interdisciplinary collaboration and professional growth.

Intentional Interactions York College creates opportunities for productive and creative intentional interactions among the various groups of the college to foster a small college atmosphere.

Self-Reflection & Accountability Each member of the York College Community, on an ongoing basis, will reassess their effectiveness, identify challenges, create a plan to meet the challenges, and improve decision-making and institutional effectiveness.

Civic Engagement Each member of the York College community assumes personal responsibility and awareness of our respective communities and strives to serve the common good.

York College Governance

York College is governed by The College Senate, which is comprised of representatives of the faculty, student body and administration. The number of student senators is equal to the number of faculty senators. The York College Student Government elects one of its members to serve as the student government president and the head of the Student Caucus. The Student Caucus is comprised of all the student representatives elected to the Senate. The York College Senate has established the following standing committees: Committee on Academic Standards; Committee on Elections; Committee on Admissions; Committee on Instruction; Committee on Campus Environment; Committee on Library; and Curriculum Committee. These committees are monitored by and report to the Senate. Committee membership on all standing committees includes student members, usually with full voting privileges. Students do not have to be members of the senate in order to serve on standing committees. The committee structure provides an opportunity for students to participate in the decision-making process, which subsequently affects the campus environment. It also provides a valuable learning experience for students.



College Administration

Office of the President

President

Dr. Berenecea Johnson Eanes

Chief of Staff

Ms. Dana Trimboli

Executive Director of the Office of Legal Affairs & Labor Relations

Russell Platzek, Esq.

Executive Counsel to the President

Russell Platzek, Esq.

Labor Designee

Russell Platzek, Esq.

Executive Director Government Relations and Strategic Initiatives

Dr. Earl Simons

Executive Director Business Operations & Compliance

Ms. Vivian Febus

Executive Advisor to the President

Ms. Vivian Febus

Chief Diversity Officer/Title IX Coordinator/504-ADA Coordinator

Alicia Franqui, Esq.

Assistant Vice President, Office of Institutional Effectiveness and Strategic Planning

Dr. Lori Hoeffner

Division of Enrollment Management & Student Affairs

Interim Vice President of Enrollment Management and Student Affairs

Dr. Karen Williams

Division of Academic Affairs

Interim Senior Vice President for Academic Affairs and Provost

Dr. Derrick Brazill

Interim Dean of the School of Arts and Science

Dr. George White

Dean of School of the Health Sciences and Professional Programs

Dr. Maureen Becker

Interim Dean of the School of Business and Information Systems

Dr. Maureen Becker

Division of Administrative Affairs

Assistant Vice President for Planning and Budget

Mr. Ismael Perez

Interim Chief Information Officer

Mr. Claudio Lindow

Division of Institutional Advancement & Communications

Interim Vice President, Office of Institutional Advancement & Communications

Ms. Dana Trimboli

Division of Enrollment Management & Student Affairs

Mission Statement

The mission of the Division of Enrollment Management and Student Affairs is to integrate, engage, involve, and validate students at York College. By operating and implementing effective programs and services, we enable and empower students to become self-actualized, passionate, and engaged learners in a global society.

Office of Admissions

Room: AC1B07 • 718-262-2165

<https://www.york.cuny.edu/admissions>

As one of the senior colleges of the City University of New York, York College participates in centralized application procedures for freshmen, transfer and international students. The application form can be accessed on the CUNY website.

Athletic & Recreation Program



ATHLETICS MISSION

The York College Intercollegiate Athletics and Recreation Department is committed to excellence in athletics and recreation as part of a larger commitment to enriching the lives of students through institutional pride and intellectual growth as individuals and global citizens.

Goals

- To facilitate the improvement of our athletic programs and the overall student-athlete experience through the recruitment, retention, and development of a diverse student population in order to compete for conference championships;
- To strengthen the department's contributions to and relationship with the campus community and the neighboring residents & businesses;
- To enhance our overall financial position through the development of our athletic facilities, alumni cultivation, identifying sponsorship & partnership opportunities, and expanding fundraising initiatives to ensure appropriate budgetary support to maintain a competitive program.

ABOUT ATHLETICS

York College, home of the Cardinals, competes in National Collegiate Athletic Association (NCAA) Division III competition and is part of the City University of



New York Athletic Conference (CUNYAC). The Cardinals are also a member of the Eastern College Athletic Conference (ECAC).

York College offers 17 varsity sports:

Men's Sports

- Basketball
- Cross Country
- Soccer
- Swimming
- Tennis
- Track & Field (Indoor and Outdoor)
- Volleyball

Women's Sports

- Basketball
- Cross Country
- Soccer
- Softball
- Swimming
- Tennis
- Track & Field (Indoor and Outdoor)
- Volleyball

Club Sports

- Co-Ed Cheerleading

Brief History

The Cardinals have captured 31 CUNYAC Championships in their history, led by Men's Outdoor Track & Field with seven. In 2010, York took home five conference titles, the most in school history for one academic year.

Athletic Eligibility

To be eligible to participate in intercollegiate athletics, a student must:

1. Meet the admissions requirements of the college;
2. Be a full-time matriculated student carrying at least 12 degree credits (or equated credits);
3. Meet the minimum requirements for good academic standing (2.0 GPA);

4. Attend required study hall if you are an incoming freshman or transfer student and if you are a returning student-athlete who has under a 2.25 GPA;
5. Must be maintaining reasonable progress towards degree (minimum of 24 credits successfully completed within the academic year);
6. Comply with NCAA Division III rules and regulations, as well as meeting CUNYAC conference eligibility requirements;
7. Student-athletes are eligible to compete for four seasons of intercollegiate competition in any one sport, spanning 10 full-time semesters (15 quarters) of college attendance.

Medical Coverage

Sports Medicine coverage is provided to all York College student-athletes by our certified Athletic Trainer (AT) and Team Physician. The AT acts in conjunction with the Office of Public Safety in case of emergency or injury.

To contact a member of our administrative or coaching staff, please visit <https://www.yorkathletics.com/contact> or call 718-262-5114.

Media

Website: <https://www.yorkathletics.com>

Facebook: <http://www.facebook.com/yorkathletics>

Instagram: <https://www.instagram.com/yorkcardinals>

Twitter: <https://www.twitter.com/yorkcardinals>

YouTube: <https://www.youtube.com/yorkathletics>

Facilities

York College offers numerous athletic facilities on its campus including:

- 2,500-person capacity Gymnasium
- Heated locker rooms
- Indoor Track
- Fitness Center & Weight Room
- Multi-Purpose Room (for Dance, Meetings, etc.)
- Six-lane heated Swimming Pool



- Six-lane Outdoor Track
- Six Tennis Courts
- Turf Soccer Field
- HPEC Athletic Field with Throwing Cages

Get familiar with our facilities by visiting <http://www.yorkathletics.com/facilities>

RECREATION & INTRAMURALS

Recreation is available for all York College students, faculty, staff, and alumni. Due to distance learning for the Fall 2020 semester, all recreation programming will be offered virtually until our facilities reopen. Please visit <https://yorkathletics.com/virtualrec> to view our virtual recreation offerings, including live & on-demand workouts, and more.

Once in-person recreation services resume, we encourage the college community to #RecWithUs by utilizing the following facilities during specified hours:

- Fitness Center & Weight Room
- Gymnasium
- HPEC Athletic Field
- Indoor Track
- Multi-Purpose Room
- Swimming Pool
- Tennis Courts (seasonal)

Prior to the start of the Spring 2021 semester, recreation schedules will be available by visiting <https://yorkathletics.com/recreation>. Schedules will also be available at the Recreation office (HP-109B).

Recreation Rules

1. Valid York ID must be presented to Recreation staff in order to use the recreational facilities. ID will be held until completion of workout;
2. Proper attire must be worn at all times: Gymnasium – tee shirt, shorts or sweatpants and sneakers. Swimming Pool - Nylon or Lycra swimsuits only (no basketball shorts or cut-offs);
3. No outside food or drink is permitted in the recreation facilities;
4. Lockers are available on the lower levels and are for daily-use only;
5. Clothes are to be changed in community locker rooms only, or faculty locker rooms as assigned;
6. Personal belongings, such as coats, bags, books etc. are not permitted to be left in the recreational spaces;
7. All participants must adhere to York College's code of conduct.

Intramurals

York College Intramurals hosts a wide range of intramural programming throughout the academic year. These co-ed activities and events are designed for the participation, recreation and enjoyment of the entire campus community including students, faculty and staff. It is our goal to actively promote college community engagement through health and recreational activities, which have included, but are not limited to the following:

- Badminton
- Basketball
- Dodgeball
- Flag Football
- Fun Run/Walk
- Soccer
- Table Tennis
- Ultimate Frisbee
- Volleyball

eSports

Challenge a friend, or meet a new one, and compete for prizes and bragging rights with York College eSports. Students, faculty and staff are encouraged to participate in our eSports activities by registering for a free membership to IM Leagues by visiting <http://www.imleagues.com/york/registration>.

Do you have what it takes to be named Campus Champion? If so, join now for league and tournament play on PS4 and Xbox for the following games (but not limited to)

- FIFA 20
- Madden 20
- NBA 2K20
- Rocket League
- Super Smash Bros

As we develop more programming, we look forward to your feedback, so please contact us today via email:

- Director of Recreation & Intramurals - John Baxter (jbaxter@york.cuny.edu)
- Assistant Recreation Coordinator - Janira Calderon (jcalderon@york.cuny.edu).

Career Services

Room: AC3M01 • 718-262-2282
www.york.cuny.edu/career-services



The primary mission of Career Services is to help students become fully marketable by strategizing a career map that runs parallel to their academic endeavors. We focus on providing career development assistance in a partnership effort involving students, faculty, business, industry and a wide variety of community agencies and organizations. The professional staff is available to help individuals increase self-understanding of their abilities, interests, values and goals. In addition, students are taught how to research careers and to develop the skills necessary to launch an effective job search. All students are automatically entered into our online database and should visit us during their first semester at York in order to gain maximum benefit from the following services:

- Career Counseling
- Career Development courses
- Personal Interests, skills, and value inventory
- Inclusion in national databases for internships, volunteer and other career opportunities
- Workshops for resume writing, interviewing skills, job search techniques and business etiquette
- Seminars on discipline related career opportunities
- Job and Internships fairs
- Computer-assisted career development tools
- On-line access to up-to-the-minute updates on all of the above.

You may check for current office hours and information concerning special events and services by going to our website.

The Center for Students with Disabilities

Room: AC1G02 • 718-262-2191

csd@york.cuny.edu • www.york.cuny.edu/student-development/csd

The Center for Students with Disabilities (CSD) provides a wide range of supportive services to York students with disabilities. Services including academic adjustments and/or auxiliary aids are provided to help meet the unique educational needs of students with a permanent and/or temporary documented disability. Accommodations offered may include extended time for exams, use of a tape recorder, reader/scribe, note-taker, magnification device, closed-caption television, and/or computers with adaptive technology. Other accommodations can be provided based on each student's needs and disability documentation.

CSD is committed to fulfilling its mission by facilitating a fulfilling college experience for students with disabilities through education, accommodations, awareness, collaboration, empowerment, and advocacy. All students with a disability are encouraged to self-identify to CSD in a reasonable and timely manner to ensure equal access to all courses, programs, services, and activities at York College. To determine if you are eligible for any of the CSD services, please send an e-mail to csd@york.cuny.edu so that you can be in contact with one of our Accommodations Specialists.

CUNY LEADS

(Linking Employment, Academics, Disabilities and Services)

Room: AC1G02 • 718-262-2323

tvaigneur@york.cuny.edu

CUNY LEADS aims to facilitate successful academic and career outcomes for CUNY students with disabilities. The mission for the CUNY LEADS program is to link a disabled student's academic accomplishments with his/her professional endeavors via career counseling, job coaching, internship assistance and more.



CUNY LEADS also facilitates students' involvement with ACCESS (Adult Career and Continuing Services-Vocational Rehabilitation).

York College Child and Family Center

94-12 160th Street, Jamaica, NY 11451 • 718-262-2930
yccfc@york.cuny.edu

We are a Department of Health licensed high quality early childhood program serving children ages 6 months- 4 years old. We are conveniently located in a new building on the former St. Monica's Catholic Church site,

The Center has eight classrooms, a parent/staff resource room, a food preparation area and offices. The program has been designed to meet the needs of student parents by providing affordable, flexible child-care for infant-toddlers and pre-schoolers. We have a free on site full day Universal Pre-K program funded through the Department of Education.

Flexible Scheduling for Fall 2020 will be limited in person sessions. With flexible scheduling student parents only register their child/ children for the days and hours they need for online or in person classes, work study, fieldwork or for studying. Hours are Monday - Thursday from 8:00 a.m. - 4:00p.m.

Staffing consists of a NY State Certified Director, Head Teachers, Assistant teachers and Administrative staff, all who have been cleared by New York State for child abuse and consistently participate in professional development opportunities. The center will offer an early childhood education program in diverse environment.

Support for Student Parents/ Resource for the College Community. The Child and Family Center is an integral part of the academic community by providing childcare while students are enrolled. Presently, enrollment in The Center is available for children of York College students, staff and faculty. Children are registered in accordance to parent's class schedule. Enrollment will be limited and based on a first come first served basis.

Counseling Center

Room: AC1G03 • 718-262-2272
www.york.cuny.edu/student-development/counseling-center

Due to the COVID-19, the Counseling Center is operating remotely. All psychological counseling sessions, workshops, probation workshops, and various other services are conducted via telephone or videoconference.

The Counseling Center is committed to providing a broad range of high quality, innovative, and ethical services that address the psychological, educational, social, and developmental needs of York students.

Psychological Counseling

We offer free psychological short-term counseling to students who have difficulty coping with personal and/or academic issues. Referral information and guides for additional resources are available.

Psychoeducational Workshops & Support Group

The Counseling Center also offers workshops and support groups to promote students' wellbeing and academic success. Please contact a counselor for workshops on stress/ time management, study skills, test-taking strategies, and more.

Academic Probation

Any student who is on academic probation **MUST** be seen by a counselor in the Counseling Center. If a student has a probation advisement hold on CUNYfirst, they should seek probation advisement as soon as possible. Counselors are authorized to lift probation advisement holds to allow students to register for the subsequent semester after they meet with the counselor.

Alcohol & Drug Prevention Counseling

Our trained staff can provide answers to your questions, referral information, and resources to accurate, useful, and trustworthy information. If you, or anyone that you know, have a problem with substance abuse, please contact the Counseling Center.

Graduate School

The Center hosts a Graduate School Fair during each Fall semester. If you need help with choosing a graduate school to further your education, contact the Counseling Center.

Male Initiative Program

Room: AC3M02 • 718-262-3772

www.york.cuny.edu/student-development/mens-center

The purpose of the York Male Initiative Program and Men's Center is to provide a system of support through various resources that contribute to the improvement of enrollment and graduation rates of male students. The Center has two primary goals. One is to support the College's recruitment efforts from various areas in the community, and the other is to provide services that support student's persistence to graduation. The cornerstone of the program is our Mentoring Program, which gives students the opportunity to interact with other role models including our faculty and staff.

The programs of the York College Male Initiative Program are:

- Pi Eta Kappa - an academic fraternity and honor society
- The Barbershop – a forum for young men to discuss hot topics, issues that impact the campus and the greater community
- Route to Success – a collaboration with the CUNY Adult Literacy Program, learners studying for the HSC/TASC exam receive academic support and practice test materials
- GRE & MCAT workshops
- Peer Mentoring



Military Science/Army ROTC

Room: AC3H01D • 718-262-3774

www.ROTC@york.cuny.edu

Army Reserve Officers' Training Corps (ROTC) provides college students the skills and leadership training to become officers in the United States Active Army, Army Reserve, and Army National Guard. The military science curriculum is designed to help you develop life skills and assist you with achieving your academic and career goals, all of which are essential in building a positive and productive future. The program can prepare you to become a U.S. Army officer while completing a degree.

Cadets develop maturity, responsibility, leadership ability, self-confidence, and other qualities essential to success in any field. The program stresses written and oral communication, physical training, first aid, land navigation, and ethics.

Upon successful completion of ROTC, Cadets receive commissions as second lieutenants in one of the Army's specialized branches.

The New York National Guard Recruit Sustainment Program (RSP)

York also offers the New York National Guard Recruit Sustainment Program (RSP) for those students who also wish to receive financial benefits from the US Army while pursuing their degree.



Office of Student Activities

Room: AC1E01 • 718-262-2285

www.york.cuny.edu/student-development/student-activities

The mission of the Office of Student Activities (OSA) is to complement the academic experience of our students with co- and extra-curricular programs that promote social and personal development. Our staff advises and assists student groups in planning social, educational, and recreational programs, and provides opportunities for the development of leadership skills.

York College is home to various academic, social, athletic, cultural, recreational, political, and special interest groups which add an additional set of valuable learning experiences for students and faculty. Each group established on campus must meet approved criteria in order to gain status as a College-chartered organization. Faculty advisors assist and consult with students in the development of programs, and provide resources and assistance as needed.

For a listing of student clubs, please visit our website.

JumpStart

Room: AC1E01 • 718-262-2269

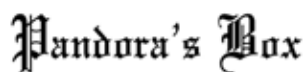
www.jumpstart.org

JumpStart's mission is to work toward the day every child in America enters school prepared to succeed. JumpStart is a national early education organization

that recruits and trains college students and community volunteers to work with preschool children in low-income communities. Through a proven curriculum, these children develop the language, literacy and social skills they need to be ready for school, setting them on a path to close the achievement gap before it is too late. JumpStart operates at over 60 colleges across the country and since its inception in 1993 has served over 90,000 children.

Students participating in JumpStart at York College, called Corps members, are a diverse group who have accepted the role as caring, committed adults shaping the lives of preschoolers in the South Jamaica community. Balanced with full- time academic schedules, part-time jobs, and family obligations, students give between 200 and 300 hours of community service and build lasting relationships with their peers and preschool partners in their classrooms. JumpStart is an AmeriCorps program, which means not only can York students serve their campus community, but they have an opportunity to earn an educational stipend to apply towards tuition and other educational experiences.

Pandora's Box



Room: AC2C13 • 718-262-2529

www.york.cuny.edu/news/pandoras-box-online

Pandora's Box is York College's award winning and nationally recognized college newspaper that keeps the campus up-to-date on current issues and events. It is an excellent opportunity for students to gain journalistic experience.

Student Financial Services

Room: AC1M08 • 718-262-2230

www.york.cuny.edu/administrative/finaid

The Student Financial Services Office at York College provides instruction on the processes for applying, securing and maintaining eligibility for financial resources to meet educational costs and ensures that every student is treated with the highest degree of professionalism, confidentiality, honesty and integrity.

A basic financial aid principle to which institutions generally subscribe is that a college's financial aid program should provide financial assistance to students who, without such aid, would be unable to attend the college. Nevertheless, the family of a student is still expected to make a maximum effort to assist the student with college expenses.

Financial assistance from colleges and other sources are viewed only as supplementary to the efforts of the family. York College adheres to this principle. The cost of education is a total budget figure which includes tuition and fees as well as estimates for home maintenance/living expenses, personal expenses, transportation, books and supplies. Once the family's expected contribution is deducted from the cost of education, the remainder is the student's financial need. The need analysis calculation is done in accordance with federal methodology.

Student Health Services Center

Room: AC1F01 • 718-262-2050

Twitter: @york_health • StudHealthSvcCtr@york.cuny.edu • www.york.cuny.edu/student-development/health

The Student Health Services Center provides services to educate students about the importance of developing a healthy lifestyle to enrich the overall quality of their lives. Additionally, the center provides services relating to administration of free immunizations, first-aid treatments, free over-the-counter medications, counseling, information sharing on health-related topics and obtaining insurance coverage. Each semester the center conducts health insurance events and workshops in the area of domestic violence and other health concerns.

The Student Health Services Center is responsible for ensuring that all students are immunized according to the New York State law. As such, students are required to provide proof of immunity to measles, mumps, and rubella and provide a response to the receipt or refusal of meningococcal meningitis vaccine. Information on the submission of Student Immunization and Physical Examination forms can be obtained on the center's webpage at <https://www.york.cuny.edu/student-development/health>. Because physical examinations are important to developing a baseline health status, proof of a current physical examination is requested annually on the college's physical form. All medical submissions to the center are made on the York College Secure portal, accessible on the center's webpage.

Note: Our services have been curtailed by the COVID-19 virus crisis, until further notice. We, however, offer a limited number of services in the virtual/online environment and invite you to visit our web and twitter pages.

Student Leadership and Campus Programs

Student Game Room

Room: AC1F19-20 • 718-262-2245

www.york.cuny.edu/student-development/student-activities/game-room

The Student Game Room offers a variety of fun and relaxing activities for students to enjoy, including: billiards, assorted card games, board games, Play Station 3 and Xbox 360 video gaming systems, an arcade gaming system, and two plasma television screens which have cable programming.

Student Government Association

Room: AC1G04 • 718-262-2888

www.york.cuny.edu/student-development/student-activities/student-government

The Student Government Association (SGA) is comprised of student senators elected by the student body to represent your ideas, concerns, issues, and needs. SGA Senators meet, discuss and act upon critical issues that impact quality of life from an academic and social standpoint. The Senators serve on the York



College Faculty/Student Senate, York College Association, York College Auxiliary Enterprises, Technology Fee Committee and various other committees that affect the campus environment. Members of the SGA also participate in an annual leadership training conference where they are taught skills and techniques that help them become better leaders.

York College Radio Station

Room: AC1G06 • 718-262-5293

www.york.cuny.edu/ycradio



The York College Radio Station (YCRadio.org) was created within the Division of Student Development to give students a recreational and academic resource that fosters interest in broadcast production and communications technology. It provides hands-on experience for our students. YCRadio.org currently streams online. The station can be accessed through the York College website and is programmed with music, sports talk shows and discussions of “hot topics” by students, staff, faculty scholars and guests.

Center for Leadership, Service and Civic Engagement

Room AC1G06 • 718-262-2936

The York College Center for Leadership Service and Civic Engagement is dedicated to teaching students the many facets of leadership, through literature, workshops, lectures and extracurricular activities. The Center also provides information and resources to students that assist them in enhancing their civic identities and service aptitude through beneficial partnerships with the local



community while broadening their global perspective. Students also learn about civic engagement through community partnerships with community-based organizations and government entities.

The National Society of Leadership and Success

AC1G06 • 718 262-2936

The York College Chapter of The National Society of Leadership and Success, “Sigma Alpha Pi” is a subsidiary of a nationwide organization committed to creating a lasting positive change in the lives of students and their communities through leadership training and the creation of SMART Goals. The society is made up of goal-oriented individuals who come together to learn and support each other through Success Networking Teams which function as support networks for the student. As students move through the process towards the Induction Ceremony, they learn the importance of collaboration and selflessness while also learning the value of persistence towards goal achievement for the greater good of society.

Veterans Affairs

Room: AC2D07 • 718-262-2749

www.york.cuny.edu/student-development/veterans-affairs



The Office for Veterans Affairs (OVA) was created within the Division of Student Development to address the needs of our student veterans. As a full service veteran’s office, the counselor addresses special concerns, such as benefits eligibility



requirements, tutorial assistance, and academic credit for military experience. Other services available include, but are not limited to:

- Processing of the educational benefit application
- Processing the change of program application and/or place of training.
- Processing the application for survivors and dependents.
- Certifying enrollment for all veterans.

Students who are eligible for veterans' benefit should consider the following when planning class schedules for the Fall and Spring semesters:

- To qualify for full-time benefits you must enroll for a minimum of 12 credits.
- To qualify for $\frac{3}{4}$ time benefits you must enroll for a minimum of 9 credits.
- To qualify for $\frac{1}{2}$ time benefits, you must enroll for a minimum of 6 credits

Please Note: The Office for Veteran Affairs at York College is responsible for informing the Department of Veterans Affairs when a veteran has been dismissed from college for poor academic performance and/or for not making satisfactory academic progress. The OVA at York serves as a liaison between the student and Regional Offices in Buffalo and New York City.

- There is no automatic waiver of the Physical Education Instrumental course requirement (Physical Education 150) for student veterans.
- Students who wish to receive a waiver must present evidence of proficiency to the chairperson of the Department of Health and Physical Education.

Women's Center for Gender Justice

Room: AC3C01 • 718-262-2008

womenscenter@york.cuny.edu • www.york.cuny.edu/student-development/womens-center

The York College Women's Center for Gender Justice seeks to advance knowledge of gender equity and women's issues through educational programming, advisement and activism. We collaborate with faculty, staff, student clubs and organizations at York College and throughout the community to promote education and awareness of women's issues, gender equality, LGBTQ rights, anti-violence education, and reproductive justice. The Women's Center for Gender Justice is a safe space for all students, faculty, staff and their allies, and is supportive of all student diversity.

Mission

We provide supportive services for the growth and development of all students as they pursue academic and life-long goals. While gender inequality affects everyone, it is women and girls who face the most discrimination as a result of gender inequality. To combat this inequality, we provide resources and support for women to empower themselves and others. In order to be truly inclusive, our services are available to students, alumni, faculty, staff, and the surrounding community regardless of gender, gender identity, race, ethnicity, age, class, sexual orientation, religion or (dis)ability. To achieve our goals, we provide programs and opportunities designed to contribute to the growth and well-being of all York College students.

Goals

1. Provide Leadership & Mentoring Opportunities - We assist students in building leadership skills and accessing Mentoring/ Networking opportunities via events like leadership conferences, networking receptions and mentoring programs.
2. Promoting Healthy Lifestyles - We educate students about women's health issues (i.e. Breast Cancer Walk, Heart Health, women's reproductive issues, etc.) via our workshops on Mind, Body & Spirit Wellness Workshops and Promoting Healthy Relationships.
3. Domestic Violence/Intimate Partner Violence Education & Awareness - We educate the college community about Domestic/ Intimate Partner Violence via our YorkSAVES Peer DV/IPV Advocacy & Awareness Program, the Domestic Violence Health Fair & Panel Discussion and HopeLine Project.
4. Provide External Resources and Referrals to Students - Through relationships with internal and external community partners, we connect York College students to the additional resources, services and support they need to be successful.

York College Association

The York College Association, Incorporated is a not-for-profit organization with a board of directors that consists of one Chair, two college administrators, six students, two faculty members, and two independent directors. The Association board has the fiscal and fiduciary responsibility to oversee the management of the Student Activity Fees. The Association is responsible for allocating all Student Activity Fees paid by each student at registration. For more information on Student Activity Fees, click on the following link: <https://www.cuny.edu/current-students/student-affairs/student-life/student-activities-fees/q-a/>

Campus Resources (A-Z)

Academic Advisement Center

Room: AC2C01 • 718-262-2280
www.york.cuny.edu/academics/advisement

The Academic Advisement Center provides information related to graduation requirements. All entering First Year students and Transfer students who have not declared a major are advised by the Academic Advisement Center. Continuing students who have not declared a major or are non-degree students should seek advisement from the Center.

Alumni Association

Room: AC1B05 • 718-262-2420
alumni@york.cuny.edu

From your first day on campus until you graduate, you are on the road to becoming a York alum. The Alumni Association was incorporated in 1979 to promote the interests of York College, its graduates, and the surrounding community. Membership in this organization extends to York graduates and to students who have successfully completed 94 credits or more. The association hosts a variety of events such as: the Student Scholarship Fundraising Dinner Dance, Graduates' Week, Holiday Party and Toys-for-Tots Drive, career seminars, student receptions, and the York College Alumni Literacy Program. The York College Alumni Association newsletter is published quarterly and provides students with information on scholarships, employment and internship opportunities, and alumni activities. The association also sponsors scholarships in excess of \$6,000 per year. The York College Alumni Association provides tutoring to students at the Learning Center as part of its community outreach. This is a community-based project where the volunteers are graduates of York who offer tutoring in reading, writing, and other subjects to residents of the community.



Collaborative Learning Center

Room: AC1C18 • 718-262-2303 / 718-262-2494

www.york.cuny.edu/academics/collaborative-learning-center

York College Collaborative Learning Center aims to provide tutoring that assists, deepens, and enriches students' learning and understanding of course content materials.

About the Collaborative Learning Center

The Collaborative Learning Center (CLC) is the result of a merger between the Academic Achievement Center and the Writing Center, in an effort to centralize tutoring services across campus. The CLC supports students academically at all levels and in all disciplines, except Physics and Chemistry. The Center is staffed by College Reading and Learning Association (CRLA) certified tutors and CUNY Graduate Center Writing Fellows. Our mission is to enhance students' academic performance, deepen their satisfaction with their academic experience, and increase the retention and rate at York College.

What kind of help can I get at the Collaborative Learning Center?

Your Writing Consultant will work with you on any aspect of writing:

- helping you understand an assignment
- generating ideas for your writing
- finding and documenting source material
- developing and organizing your ideas
- grammar and mechanics

Your Discipline-Specific Consultant will work with you on:

- explaining complex concepts and principles
- practice using formulas
- working with anatomical models
- pre-exam reviews
- homework

Come to the Collaborative Learning Center if you want help with:

- understanding concepts, principles, and formulas
- writing assignments
- pre-exam review
- interpreting the assignments for your writing or Writing-Intensive Class.
- coming up with ideas, and organizing them effectively.
- understanding how to use grammar and punctuation most effectively. Please note, the CLC Writing Consultants do not offer a proof-reading service. When you come to work on your grammar, your consultant will help you develop strategies, but he/she will not do the work for you.
- working with anatomical models

Library Services

Room: AC3G01 • 718-262-2034

www.york.cuny.edu/library

The Library is the locus of York College's intellectual community, and is offering reference and instructional services during the pandemic via chat, Zoom, Webex, and Blackboard Collaborate Ultra. With over a hundred online licensed databases and large collections of full-text journals and ebooks, the Library is here to assist with your research needs, even when we can't be face-to-face. Consult the many subject-specific Research Guides on the Library website, or use OneSearch to begin your research.

Office of the Bursar

Room: AC1H01 • 718-262-2186

www.york.cuny.edu/bursar

The Bursar's Office assists students with the collection of fees and the disbursement of funds, such as: tuition, student activity fees, parking fees and financial aid or reimbursement checks. Refunds will be issued only with an official program change.

Office of the Registrar

Room: AC1H06 • 718-262-2145

www.york.cuny.edu/registrar

The Registrar's Office is responsible for: registration, transfer credit evaluations, grade reporting, residency changes, scheduling, re-admission, student record maintenance and updating, transcripts, verification of student records, graduation checks, registration, reconciliation and permission to attend other CUNY and non-CUNY colleges.

- During the first week of classes, a student may withdraw from one or more courses, add courses or change from one section to another section of the same course.
- During the second and third weeks, a student may withdraw from a course or courses by logging onto their CUNYfirst account or stop by the Office of the Registrar during business hours.
- Withdrawals during these first three weeks will not appear on the student's transcript but the student may be liable for tuition.
- There is no fee for withdrawals only (although students may be liable for tuition); there is an \$18.00 program change fee (and the possibility of additional tuition).
- A student may withdraw from a course or courses from the fourth through the tenth week of classes by logging onto their CUNYfirst account or stop by the Office of the Registrar during business hours. This action will be recorded on the student's record with a grade of "W," in accordance with CUNY's regulations.

Public Safety



Room: ACIM02 • 718-262-2222

www.york.cuny.edu/administrative/public-safety

The Public Safety Office is responsible for public safety and security at the college. The office is located in the Academic Core Building, Room 1M02, and maintains 24-hour public safety coverage of the campus. Dial extension 2222 from any campus phone. The department works closely with the Vice President for Student Development relative to incidents and conditions affecting the student body.

• Parking

Parking in the York College's parking lots is only by York College permit. All vehicles must be registered with the Public Safety Office to lawfully park on college property. Applications for parking permits are available from the Public Safety Office. Additional information on parking can be viewed or downloaded from the York College Public Safety website.

• Emergency Procedures

The York College Emergency Procedure Handbook was prepared by the York College Office of Public Safety & Security to assist members of the campus community to report and deal with on and off campus emergency situations appropriately. The Emergency Procedure Handbook can be viewed or downloaded from the York College Public Safety website <http://york.cuny.edu/administrative/public-safety>.

• Campus I.D. Cards

All campus identification cards are issued by the Public Safety Department and members of the campus community are required to show their identification cards when requested to do so by any Public Safety officer. Students, staff and faculty may keep the same I.D. card for the length of their enrollment or employment. Additional information and schedules for obtaining an ID card are available at the Public Safety Office room 1M02 of the Academic Core Building.

• Lost and Found

Any item(s) lost by a student and found by another student should be given to a Public Safety Officer in Room IM02 so that it may be logged in the Lost and Found Registry book.

• Annual Security Report

The publication of our Annual Security Report is a means of sharing with the campus community our security policies and crime statistics for the most recent three-year period. In compliance with the 1990 Cleary Act, this information must be disseminated annually to all students and employees. The Annual Security "Right to Know" Report can be viewed or downloaded from the York College Public Safety website <http://york.cuny.edu/administrative/public-safety>.

Testing Center

Room: AC1G05D • 718-262-2012

www.york.cuny.edu/testing

The Testing Center is committed to maintaining the highest compliance with CUNY's testing standards and practices, safeguarding confidentiality of students' records, and creating an optimal testing environment in order to meet the increasing needs of our students, faculty, administrators, and community.

Exams Administered

Our main function is the administration of the CUNY Assessment Tests (CAT), which comprise of Reading, Writing and Mathematics. The center also provides proctoring for the Certified Health Education Specialist and Master Certified Health Specialist (CHES/MCHES), National League for Nursing (NLN), Test of English as a Foreign Language (TOEFL), CLEP and Pearson VUE testing.

To schedule testing for CHES/MCHES, TOEFL and Pearson VUE certification testing you must visit their respective websites and choose YORK as your test center. As for CLEP you must first purchase your exam on the CLEP website. After purchasing your exam you could schedule your date and time by visiting registerblast.com/cuny/exam, there is an additional administrative fee (\$28.50)

College Policies and Procedures

Henderson Rules to Maintain Public Order and Campus Codes of Conduct

RESOLVED, that The City University, in compliance with Chapter 191 of the Laws of 1969 hereby adopt the following rules and regulations for the maintenance of public order on college campuses and other college property used for educational purposes.

RULES AND REGULATIONS FOR THE MAINTENANCE OF PUBLIC ORDER PURSUANT TO ARTICLE 129A OF THE EDUCATION LAW

The tradition of the university as a sanctuary of academic freedom and center of informed discussion is an honored one, to be guarded vigilantly. The basic significance of that sanctuary lies in the protection of intellectual freedoms; the rights of professors to teach, of scholars to engage in the advancement of knowledge, of students to learn and to express their views, free from external pressures or interference. These freedoms can flourish only in an atmosphere of mutual respect, civility and trust among teachers and students, only when members of the university community are willing to accept self-restraint and reciprocity as the condition upon which they share in its intellectual autonomy.

Academic freedom and the sanctuary of the university campus extend to all who share these aims and responsibilities. They cannot be invoked by those who would subordinate intellectual freedom to political ends, or who violate the norms of conduct established to protect that freedom. Against such offenders the university has the right, and indeed the obligation, to defend itself. We accordingly announce the following rules and regulations to be in effect at each of our colleges which are to be administered in accordance with the requirements of due process as provided in the bylaws of The City University of New York.

With respect to enforcement of these rules and regulations we note that the bylaws of the CUNY Board provide that: The president, with respect to his educational unit shall: a. have the affirmative responsibility of conserving and enhancing the educational standards of the college and schools under his jurisdiction; b. be the advisor and executive agent to the board and of his respective College Committee and as such shall have the immediate supervision with full discretionary power in carrying into effect the bylaws, resolutions and policies of the board, the lawful resolutions of any of its committees and the policies, programs and lawful resolutions of the several faculties; c. exercise general superintendence over the concerns, officers, employees, and students of his educational unit.

Henderson Rules to Maintain Public Order

- 1.** A member of the academic community shall not intentionally obstruct and/or forcibly prevent others from the exercise of their rights. Nor shall he/she interfere with the institutions educational process or facilities, or the rights of those who wish to avail themselves of any of the institution's instructional, personal, administrative, recreational, and community services.
- 2.** Individuals are liable for failure to comply with lawful directions issued by representatives of the university/college when they are acting in their official capacities. Members of the academic community are required to show their identification cards when requested to do so by an official of the college.
- 3.** Unauthorized occupancy of the university/college facilities or blocking access to or from such areas is prohibited. Permission from appropriate college authorities must be obtained for removal, relocation and use of university/college equipment and/or supplies.
- 4.** Theft from or damage to university/college premises or property, or theft of or damage to property of any person on university/college premises is prohibited.
- 5.** Each member of the academic community or an invited guest has the right to advocate his position without having to fear abuse, physical, verbal, or otherwise from others supporting conflicting points of view. Members of the academic community and other persons on the college grounds, shall not use language or take actions reasonably likely to provoke or encourage physical violence by demonstrators, those demonstrated against or spectators.
- 6.** Action may be taken against any and all persons who have no legitimate reasons for their presence on any campus within the university/college, or whose presence on any such campus obstructs and/or forcibly prevents others from the exercise of their rights or interferes with the institutions educational processes or facilities, or the rights of those who wish to avail themselves of any of the institutions instructional, personal, administrative, recreational and community services.
- 7.** Disorderly or indecent conduct on university/college-owned or controlled property is prohibited.
- 8.** No individual shall have in his possession a rifle, shotgun or firearm or knowingly have in his possession any other dangerous instrument or material that can be used to inflict bodily harm on any individual or damage upon a building or the grounds of the university/college without the written authorization of such educational institution. Nor shall any individual have in his possession any other instrument or material which can be used and is intended to inflict bodily harm on an individual or damage upon a building or the grounds of the university/college.
- 9.** It is a violation of acceptable standards of conduct at the college, and it is prohibited for any individual, group or organization to engage in the practice of hazing. Hazing is defined as any action or situation which recklessly or intentionally

endangers mental or physical health or involves the forced consumption of liquor or drugs for the purpose of initiation into or affiliation with any organization.

10. In accordance with the policy of The City University of New York, the college prohibits sexual harassment of employees or students.

Consumer Information

For additional information about CUNY, its campuses, York College support services, programs and policies, please use the Consumer link below.

<https://www.york.cuny.edu/about/consumer-information>

York College Customer Service and Complaint System

York College provides all students, faculty and staff the ability to lodge complaints or customer service comments electronically at <https://www.york.cuny.edu/it/e-forms/york-college-complaint-system>. This form takes the place of a paper process. Any response or actions required will only be handled during normal business hours. This electronic system will handle Student Complaints, Faculty or Staff Complaints, and Compliance Complaints (Discrimination & Sexual Misconduct)

Please Do Not Use This System for the Following:

- **Imminent Danger:** If you believe you or another person are in danger of imminent harm, please do NOT use this system. Please contact York College Public Safety (x2222) or call 911 immediately.
- **Criminal Activity:** If you believe you or another person are the victim of a crime, please do NOT use this system. Please contact York College Public Safety (x2222).
- **Union Grievances:** If you wish to file a grievance alleging a violation of your Collective Bargaining Agreement, please do NOT use this system. Please contact your union representative.

Examples of complaints that may be made using this system include, but are not necessarily limited to:

- Employee misconduct
- Student misconduct
- Discrimination complaints
- Sexual Harassment complaints
- Academic complaints (e.g., grades, classes, schedules or professors)

Support Requests: If you have a technology need or issue or if you have a need for services like custodial, facilities or other there are self-service portals in place to address these kinds of service needs: Contact IT for technology needs at ext. 5311 or contact B&G at ext. 2200

If you wish to make a complaint, other than described above, you may proceed with this system.

Customer Service

York College provides and encourages all students, faculty and staff the ability to provide customer service comments electronically using this system. The comments could be in the form of feedback, questions or suggestions. Any response or actions required will be handled during normal business hours.

CUNY Policies

1. Academic

Academic Integrity

Academic dishonesty is prohibited in the City University of New York. Penalties for academic dishonesty include academic sanctions, such as failing or otherwise reduced grades, and/or disciplinary sanctions, including suspension or expulsion.

- a. <http://www.cuny.edu/about/administration/offices/sa/policies/AcademicIntegrityPolicy-withoutmemo.pdf>

Procedures for handling student complaints about faculty conduct in academic settings

The University and its Colleges have a variety of procedures for dealing with student-related issues, including grade appeals, academic integrity violations, student discipline, disclosure of student records, student elections, sexual harassment complaints, disability accommodations, and discrimination. One area not generally covered by other procedures concerns student complaints about faculty conduct in the classroom or other formal academic settings. The University respects the academic freedom of the faculty and will not interfere with it as it relates to the content or style of teaching activities. Indeed, academic freedom is and should be of paramount importance. At the same time the University recognizes its responsibility to provide students with a procedure for addressing complaints about faculty treatment of students that are not protected by academic freedom and are not covered by other procedures. Examples might include incompetent or inefficient service, neglect of duty, physical or mental incapacity and conduct unbecoming a member of the staff.

- b. http://www.cuny.edu/about/administration/offices/la/PROCEDURES_FOR_HANDLING_STUDENT_COMPLAINTS.pdf

2. Admissions

Submission of Fraudulent Documents and On the Omission of Information In Support of an Application for Admission

The submission of documents in support of applications for admission such as transcripts, diplomas, test scores, references, or the applications themselves, that are forged, fraudulent, altered from the original, materially incomplete, obtained under false pretenses, or otherwise deceptive (collectively referred to as fraudulent documents) is prohibited by The City University of New York (CUNY) and may be

punishable by: a bar on applying for admission, suspension, and/or expulsion. The term “applications for admission” includes transfer applications.

- a. <http://www.cuny.edu/about/administration/offices/sa/policies/SubmissionOfFraudulent-Documents.pdf>

3. Campus Security

Missing Persons Procedures

The purpose of The City University of New York Procedures on Missing Persons (“CUNY Missing Persons Procedures”) is to establish official notification procedures for missing students who reside in on-campus housing and to ensure that a student who resides in on-campus housing is informed of his or her options and rights under section 485(j) of the Higher Education Act 1.

- a. <http://www.cuny.edu/about/administration/offices/sa/policies/MissingPersonswithout memo.pdf>

York College Annual Security Report

- b. <https://www.york.cuny.edu/administrative/public-safety/york-college-2016-annual-security-report>

4. FERPA (Family Educational Rights and Privacy Act)

Guidelines for The Implementation Of The Student Records Access Policy And The Federal Family Educational Rights And Privacy Act (FERPA)

The Student Records Access Policy of the Board of Trustees of The City University of New York (CUNY) provides that the University and its colleges shall be in full compliance with the Federal Family Educational Rights and Privacy Act (FERPA) and its implementing regulations.

- a. <http://www.cuny.edu/about/administration/offices/la/Guidelines-for-implementation-of-the-Student-Records- Access-FERPA.pdf>

Directory Information Non-Disclosure Form

This form must be filed with the Registrar’s Office if you do not wish any or all directory information disclosed without your prior consent.

- b. <http://www.cuny.edu/about/administration/offices/sa/policies/FERPAForm.pdf>

5. Student Conduct

The City University of New York Students’ Bill of Rights

CUNY students who experience campus-related sexual or gender-based harassment or sexual violence, including sexual assault, stalking, domestic violence, intimate partner violence or dating violence, are entitled to certain rights:

- a. <http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/legal-affairs/CUNY-Bill-of-Rights-10.1.2015.pdf>

Article XV Students

Freedom to learn and to explore major social, political, and economic issues are necessary adjuncts to student academic freedom, as is freedom from discrimination, as set forth in the university's non-discrimination policy.

- b. <http://www.cuny.edu/about/administration/offices/sa/policies/BylawsFinalARTICLEXVSTUDENTSDec22Rev.pdf>

Drugs and Alcohol

The City University of New York ("CUNY") is an institution committed to promoting the physical, intellectual, and social development of all individuals. As such, CUNY seeks to prevent the abuse of drugs and alcohol, which can adversely impact performance and threaten the health and safety of students, employees, their families, and the general public. CUNY complies with all federal, state, and local laws concerning the unlawful possession, use, and distribution of drugs and alcohol.

- c. <http://www.cuny.edu/about/administration/offices/ohrm/cohr/drug-alcohol2011.pdf>

Medical Withdrawal and Re-Entry

- d. <http://www.cuny.edu/about/administration/offices/sa/advocacy-referral/MedicalWithdrawalPolFINAL7-07.pdf>

The University's Policy on Equal Opportunity and Non-Discrimination

The City University of New York ("University" or "CUNY"), located in a historically diverse municipality, is committed to a policy of equal employment and equal access in its educational programs and activities. Diversity, inclusion, and an environment free from discrimination are central to the mission of The University.

It is the policy of The University—applicable to all colleges and units—to recruit, employ, retain, promote, and provide benefits to employees (including paid and unpaid interns) and to admit and provide services for students without regard to race, color, creed, national origin, ethnicity, ancestry, religion, age, sex (including pregnancy, childbirth and related conditions), sexual orientation, gender, gender identity, marital status, partnership status, disability, genetic information, alienage, citizenship, military or veteran status, status as a victim of domestic violence/stalking/sex offenses, unemployment status, or any other legally prohibited basis in accordance with federal, state and city laws.

It is also The University's policy to provide reasonable accommodations to applicants, employees and other persons on the basis of disability, religious practices, pregnancy or childbirth-related medical conditions, or status as victims of domestic violence/stalking/sex offenses.

This Policy also prohibits retaliation for reporting or opposing discrimination, or cooperating with an investigation of a discrimination complaint.

- e. <http://www2.cuny.edu/about/administration/offices/legal-affairs/policies-procedures/equal-opportunity-and-non-discrimination-policy/>

The University's Policy on Sexual Misconduct

Every member of The City University of New York community, including students, employees and visitors, deserves the opportunity to live, learn and work free from sexual harassment, gender-based harassment and sexual violence. Accordingly, CUNY is committed to:

- 1) Defining conduct that constitutes prohibited sexual harassment, gender-based harassment and sexual violence;
- 2) Providing clear guidelines for students, employees and visitors on how to report incidents of sexual harassment, gender-based harassment and sexual violence and a commitment that any complaints will be handled respectfully;
- 3) Promptly responding to and investigating allegations of sexual harassment, gender-based harassment and sexual violence, pursuing disciplinary action when appropriate, referring the incident to local law enforcement when appropriate, and taking action to investigate and address any allegations of retaliation;
- 4) Providing ongoing assistance and support to students and employees who make allegations of sexual harassment, gender-based harassment and sexual violence;
- 5) Providing awareness and prevention information on sexual harassment, gender-based harassment and sexual violence, including widely disseminating this policy, and implementing training and educational programs on sexual harassment, gender-based harassment and sexual violence to college constituencies; and
- 6) Gathering and analyzing information and data that will be reviewed in order to improve safety, reporting, responsiveness and the resolution of incidents.

f. <https://www.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/legal-affairs/policies-procedures/Sexual-Misconduct-Policy.pdf>

Sexual and Interpersonal Violence Prevention and Response Course (SPARC)

New York State Education Law 129-b, also called the Enough is Enough (“EIE”) statute requires that all NYS colleges provide students with ongoing education and training about sexual misconduct, including domestic violence, dating violence, stalking, sexual harassment, gender-based harassment, and sexual violence. CUNY has implemented a new training program called SPARC (Sexual and Interpersonal Violence Prevention and Response Course) to provide students with this training.

SPARC is an online training module designed to educate students about sexual misconduct and the College’s response to a complaint. All incoming students are required to complete SPARC. In addition, student athletes, student government members, club leaders, students who are engaging in domestic or international travel and students who are going on internships must also complete SPARC. SPARC is accessible to the campus community through the following link:

g. <https://www.york.cuny.edu/sparc>

Drug and Alcohol Use Amnesty Policy

h. <http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/legal-affairs/Drug-and-Alcohol-Use-Amnesty-Policy-10.1.2015.pdf>

6. Student Governance and Leadership

Student Activity Fees and Auxiliary Enterprises

The student activity fee is the total of the fees for student government and other student activities. Student activity fees, including student government fees collected by a college of the university shall be deposited in a college central depository and, except where earmarked by the board, allocated by a college association budget committee subject to review by the college association as required in these bylaws.

- a. <http://policy.cuny.edu/text/toc/btb/ARTICLE%20XVI/>

Fiscal Handbook for the Control and Accountability of Student Activity Fees

- b. http://www.cuny.edu/about/administration/offices/sa/advocacy-referral/fiscal_accountability_handbook.pdf

Guidelines for Eligibility for Service as Members and Officers of Student Governments

- c. <http://www.cuny.edu/about/administration/offices/sa/policies/guidelines.pdf>

Requirements of the Open Meetings Law

- d. <http://www.cuny.edu/about/administration/offices/sa/policies/OpenMeetingsLawwithoutmemo.pdf>

7. Student Life

Child-Care Services

The primary purpose of each child care center operating on a CUNY college campus, either as part of the college or as a separate entity, is to provide services to the dependent children of registered, matriculated college students.

- a. <http://www.cuny.edu/about/administration/offices/sa/policies/POLICYONCHILDCARESERVICES.pdf>

Computer Use

CUNY's computer resources are dedicated to the support of the University's mission of education, research and public service. In furtherance of this mission, CUNY respects, upholds and endeavors to safeguard the principles of academic freedom, freedom of expression and freedom of inquiry.

- b. <http://policy.cuny.edu/text/toc/mgp/ARTICLE%20IV/Policy%204.1/>

Disability Accommodation

The City University of New York, in compliance with Sections 503 and 504 of the Federal Rehabilitation Act of 1973 ("Rehabilitation Act"), the Americans with Disabilities Act of 1990 ("ADA"), New York State Executive Law §296, and the New York City Human Rights Law, provides qualified individuals with disabilities the opportunity to participate in programs, activities, or employment.

- c. <http://www.cuny.edu/about/administration/offices/ohrm/policies-procedures/reasonable-accommodation.html>

Notice to the CUNY Community Regarding File Sharing and Copyright Infringement

d. <http://www.cuny.edu/about/administration/offices/sa/policies/FileSharing.pdf>

Tobacco Policy

The largest urban university in the country, The City University of New York is committed to promoting the health and well-being of its faculty, students and staff.

e. <http://www.cuny.edu/about/resources/healthycuny/tobaccofreecuny/TobaccoPolicyImplementation/TobaccoFreeCUNYWorkplan2011.pdf>

8. University Student Senate

University Student Senate Constitution and Bylaws

We, the duly elected representatives of the student leadership of the City University of New York, in order to preserve the accessibility, affordability and excellence of higher education within the City of New York and to protect the rights of the student body and to inform when their rights are threatened, to further the cause of public higher education and to promote the general welfare of its student constituents and the University, do hereby establish and ordain this Constitution

a. <http://www.cuny.edu/about/administration/offices/sa/policies/USSCONSTITUTIONANDBYLAWS.pdf>

USS Election

Board policy on the scheduling of student government elections and the election of delegates and officers of the University Student Senate.

b. <http://www.cuny.edu/about/administration/offices/sa/policies/USSElections.pdf>

USSERC (Policy for University Student Senate Election Review Committee)

Adopted by the Board of Trustees of The City University of New York on January 26, 1987, Cal. No. 7.A., and amended on September 30, 1996, Cal. No. 6.A. There shall be a University Student Senate Elections Review Committee with responsibility for reviewing and certifying the results of elections for officers of the University Student Senate.

c. <http://www.cuny.edu/about/administration/offices/sa/policies/USSERC.pdf>

9. Veterans/Military

The City University of New York (CUNY) has one of the largest veteran student populations in the U.S., with over 3,000 enrolled veterans. CUNY consists of 11 four-year colleges, 7 community colleges, the Graduate Center, the Graduate School of Journalism, the CUNY School of Law, the Sophie Davis School of Biomedical Education, the School of Professional Studies, the CUNY Baccalaureate Program, the Macaulay Honors College and the Online Baccalaureate Program. CUNY offers a wide range of special programs and options to veterans seeking a high-quality undergraduate or graduate education.

a. <http://www2.cuny.edu/about/university-resources/veterans-affairs/veterans-admissions/>

Notes

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