**HERE’S WHO TO CONTACT! Rutgers–Camden depends on you making the call when a student or colleague is in need. Protect our community: make the call!**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Topic** | **Scenario** | **Call** | **Number** | **Policy Library** |
| **EMERGENCY (students/faculty/staff)** |  |  |  |  |
| **Emergency**  Danger - Violence – Medical – fire – suicidal – threat – danger – accident  For emergencies, the process is the same whether a student, faculty, staff, or community member  See Note – When to call RUPD below | I see or am informed of a fight, assault, or other dangerous ongoing event.  I see or hear a person threaten violence  I see a person in need of urgent medical assistance (serious injury, someone unconscious, in medical distress)  I am with a person attempting to commit suicide or discussing a plan to commit suicide | RUPD  If you are not aware of the individual’s location (e.g. they contact you via phone or email) indicate that the person is part of Rutgers University and the call will be appropriately routed)  RUPD can be called 24/7/365. | 9-1-1  **Inform the dispatcher that you are calling from Rutgers University–Camden** so that your call can be routed to the correct police department. | 60.1.13 (employee)  60.1.33, 10.2.11 (student) |
|  |  |  |  |  |
| **CONCERNS ABOUT STUDENTS** |  |  |  |  |
| Conduct (non-emergency) | I saw or heard a Rutgers student say or do something that is a potential conduct violation (not an emergency) | Office of Student Conduct/Community Standards | 856-225-6663  Report an incident <https://deanofstudents.camden.rutgers.edu/reporting> | 10.2.1 |
| Well-Being/Mental Health | I am concerned about the mental well-being or mental health of a student due to their behavior or change in behavior, something that they wrote or said in class, via email/posting (not emergency)  NOTE: Student Wellness has free counseling and medical services for all students, regardless of a student’s insurance | Student Wellness (medical and counseling health services)  Dean of Students  sometimes students prefer one over the other– so we offer both resources | 856-225-6005  <https://wellnesscenter.camden.rutgers.edu/>  856-225-6050  For additional information [deanofstudents.camden.rutgers.edu](http://deanofstudents.camden.rutgers.edu) |  |
| Student Behavior | I am concerned that a student is behaving unethically, causing concern, or is disruptive in or outside of the classroom. | Office of Student Conduct/Community Standards | 856-225-6663  Report an incident <https://deanofstudents.camden.rutgers.edu/reporting> | 10.2.11 |
| Sexual Harassment | I received a complaint about, or witnessed, a Rutgers student involved in behavior that could be sexual harassment, gender-based harassment, sexual intimidation, sexual exploitation, or sexual assault. | Title IX Compliance Officer - Allison Wisniewski | 856-225-6422  Report an incident –  <https://respect.camden.rutgers.edu> | 60.1.33 |
| Student Attendance or Personal/Medical Concern | I am concerned about a student who has had a change in participation or who has recently stopped participating in or attending class, or who shared a personal/family or medical crisis or difficulty | Dean of Students – CARES Team  NOTE: Office will assist faculty in getting students to resources in addition to identifying issues and concerns with student in a confidential manner | 856-225-6050  For additional information  deanofstudents.camden.rutgers.edu –  Report an incident or concern for student <https://deanofstudents.camden.rutgers.edu/reporting> |  |
| Acute Student Need | I am concerned about a student who 1) cannot afford materials (books/access codes/technology) for class, or 2) is in need of food or housing, or 3) is in some other acute financial problem. | Dean of Students (CARES Team)  NOTE: Office will assist students with resources in addition to identifying issues and concerns with student in a confidential manner | 856-225-6050  For additional information [deanofstudents.camden.rutgers.edu](http://deanofstudents.camden.rutgers.edu) |  |
| Academic Integrity Concern/Violation | I believe that one of my students may have plagiarized or cheated on an academic assignment. | Office of Community Standards/Student Conduct  NOTE: The office is available for consultation prior to filing a formal report | 856-225-6663  Report an incident <https://deanofstudents.camden.rutgers.edu/reporting>  Faculty guidance: <https://deanofstudents.camden.rutgers.edu/guidelines-documents-and-forms-students-and-faculty-case-adjudication> | 10.2.13  <https://deanofstudents.camden.rutgers.edu/sites/deanofstudents/files/Academic%20Integrity%20Policy.pdf> |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Bias, Harassment, or Discrimination | I am concerned that a student may be experiencing or potentially perpetrating harassment or discrimination based on their/another person(s)’ race/ethnicity, gender identity, religion, etc. | Dean of Students – may then call the harassment and bias committee should that be required  If an employee is involved, also refer to chart below | 856-225-6050  For additional information  <https://deanofstudents.camden.rutgers.edu>  <https://respect.camden.rutgers.edu>    Report an incident – harassment  <https://deanofstudents.camden.rutgers.edu/reporting> | 60.1.12 |
| Military Deployment | I have been informed that a student is being deployed by the military/national guard.  Note: there is a military leave policy that gives guidance for faculty and students. | Office of Military and Veteran Affairs  Office of Military and Veteran Affairs can consult with the faculty member on options to consider | 856-225-2791  <https://veterans.camden.rutgers.edu>  Report an incident –  military deployment/leave <https://deanofstudents.camden.rutgers.edu/reporting> | 10.3.5 |
| Pregnancy | I have been informed by a student of a pregnancy.  NOTE: NJ State recently added additional protections for students who are pregnant that requires additional considerations to allow for accommodations and academic credit – the Dean of Students and Title IX office are available to consult on all options. | Dean of Students  The Dean of Students can consult with and work with faculty on the academic accommodations that are available and need to be considered.  Student Wellness/Student Health – is available, confidential and free to all students | 856-225-6050  For additional information [deanofstudents.camden.rutgers.edu](http://deanofstudents.camden.rutgers.edu)  Report medical (pregnancy) for student <https://deanofstudents.camden.rutgers.edu/reporting>  856-225-6005  <https://wellnesscenter.camden.rutgers.edu/> |  |
| General Student Concern | For all of the student concerns listed above that are not emergencies, or for others that do not fit in categories above, the Dean of Students Office will get the appropriate departments connected to the situation for follow up, resources and consultation. | Dean of Students CARES Team – they will consult with faculty, connect with student, get the student to resources and work the concerns through to conclusion. | 856-225-6050  For additional information [deanofstudents.camden.rutgers.edu](http://deanofstudents.camden.rutgers.edu)  Report an incident <https://deanofstudents.camden.rutgers.edu/reporting> | Multiple student policies |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **CONCERNS ABOUT COLLEAGUE/FACULTY/**  **STAFF** |  |  |  |  |
| Conduct (non-emergency) | I saw or heard a Rutgers employee make a concerning statement directly or indirectly (Non-emergency) | Office of Employment Equity (OEE)  Camden Human Resources | 848-932-3973  Report an incident: <https://uhr.rutgers.edu/oee/investigations>  856-225-6475 |  |
| Well-Being (non-emergency) | I am worried about the mental health of a Rutgers employee.  I am worried about my own mental health | Employee Assistance Program or Primary Care Giver to discuss referral  Camden Human Resources | 848-932-3956  <https://uhr.rutgers.edu/faculty-staff-counseling/home>  <https://uhr.rutgers.edu/covid-19-telecommuting/wellness>  856-225-6475 |  |
| Bias, Harassment, Intimidation, Discrimination | I am concerned that a Rutgers employee may be experiencing or possibly perpetrating harassment or discrimination based on their/another person(s)’ race/ethnicity, gender identity, religion, etc. | Office of Employment Equity (OEE) | 848-932-3973  Report an incident: <https://uhr.rutgers.edu/oee/investigations> | 60.1.12 |
| Sexual Harassment | I observed or received a complaint about a Rutgers employee involved in behavior that could be sexual harassment, gender-based harassment, sexual intimidation, sexual exploitation, or sexual assault. | Office of Employment Equity (OEE). For employees – start with the Office of Employment Equity.  If students are involved – refer to the student chart above. | 848-932-3973  Report an incident: <https://uhr.rutgers.edu/oee/investigations> | 60.1.33 |
| General Faculty/Staff/Colleague Concern | If you have a general concern for or about a faculty/staff/colleague that is not captured above, then contact one of these offices for further assistance. | Camden Human Resources (staff/administrators)  Camden Provost (faculty) | 856-225-6475  [cam-provost@camden.rutgers.edu](mailto:cam-provost@camden.rutgers.edu) |  |

RUPD can be called 24/7/365. All emergencies should be reported via 9-1-1. The operator will first ask "*Where is your emergency?*" If you are at Rutgers regardless of campus, please say "Rutgers University” or “Rutgers University–Camden.” This will cue the operator to transfer you to the Rutgers 9-1-1 Center. Rutgers Police will then work with and follow up with relevant departments, including Student Wellness Center, Dean of Students, EMT and others. All non-emergency calls for police services (escorts, administrative questions) should be directed to 856-225-6111.