
**THE GEORGE
WASHINGTON
UNIVERSITY**

WASHINGTON, DC

**Foggy Bottom Campus Plan Compliance Report
Foggy Bottom Campus Plan (2007)
Zoning Commission Case Nos. 06-11 and 06-12
as directed by Condition C-15**

The George Washington University

November 20, 2012

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Condition C-4: Foggy Bottom Campus Student Population

Condition:

For the duration of this Plan, Foggy Bottom student headcount shall not exceed 20,000 students, and Foggy Bottom student full-time equivalent shall not exceed 16,553.

a. *For the purposes of these Conditions,*

i. **“Foggy Bottom student headcount”** shall be defined as the number of GW students in the “Foggy Bottom/Mount Vernon Campus Total Student Body”, minus: study abroad students, continuous enrollment students, students that reside at the Mount Vernon Campus, students that take all of their courses at the Mount Vernon Campus, and Foggy Bottom faculty and staff accounted for pursuant to Condition C-5 herein who are also enrolled in one or more courses at the Foggy Bottom campus.

ii. **“Foggy Bottom student full-time equivalent”** shall be determined by assigning a fraction to part-time students included in the Foggy Bottom student headcount number based on the number of credits they are taking compared to a full-time course load and adding the number of full-time students. Currently, the full-time course load for undergraduates is 12 credits, and the full-time course load for graduate and professional students is 9 credits. Formulas for determining full-time equivalents may change over the term of the proposed Foggy Bottom Campus Plan depending on program requirements or the restructuring of the academic calendar.

b. *An audit of the Foggy Bottom student headcount and Foggy Bottom student full-time equivalent reported pursuant to Condition C-15 herein shall be conducted in a manner and by a firm previously approved by the Zoning Administrator and reported to the Advisory Committee. The audit shall be completed by January 10 of the year following each report submitted pursuant to Condition C-15 herein.*

c. *Compliance with this condition shall be based upon the data reported for the most recent semester in either the Foggy Bottom Campus Plan Compliance Report required in Condition C-15 or in the Interim Foggy Bottom Campus Plan Compliance Report required by Condition C-16.*

GW Response:

	Spring 2012 ¹	Fall 2012 ²
Foggy Bottom Student Headcount	17,138	17,777
Foggy Bottom Student Full-Time Equivalent (FTE)	15,448	16,168

For the methodology for calculation of Foggy Bottom campus student populations see Attachment A.

Note 1 – Data as of the GW census date, February 28, 2012.

Note 2 – Data as of the GW census date, October 6, 2012.

Condition C-5: Foggy Bottom Campus Faculty & Staff Population

Condition:

For the duration of this Plan, the Foggy Bottom faculty and staff population shall not exceed a total of 12,529 on a headcount basis, and 10,550 on a full-time equivalent basis.

- a. For the purposes of these Conditions,
 - i. **“Foggy Bottom faculty and staff headcount”** shall include: regular full-time faculty and staff; regular part-time faculty and staff; wage account staff that are not Foggy Bottom students accounted for pursuant to Condition C-4; temporary part-time faculty (excluding part-time clinical faculty who are not paid employees of the University); affiliated faculty employed by the Medical Faculty Associates; and visiting instructional and research faculty. For the purposes of these Conditions, Foggy Bottom faculty and staff shall not include faculty and staff whose primary office locations are not on the Foggy Bottom campus; employees of non-GW owned or controlled entities which are located on the Foggy Bottom campus; and contractors that provide ancillary campus-related service functions who are not employees of the University.
 - ii. **“Foggy Bottom faculty and staff full-time equivalent”** shall be determined by assigning a fraction to part-time employees included in the Foggy Bottom faculty and staff headcount number based generally on the number of hours worked as compared to the standard full-time 40 hour work week.
- b. Compliance with this condition shall be based upon the data reported for the most recent semester in either the Foggy Bottom Campus Plan Compliance Report required in Condition C-15 or in the Interim Foggy Bottom Campus Plan Compliance Report required by Condition C-16, whichever is the most current.

GW Response:

	Spring 2012 ¹	Fall 2012 ²
Foggy Bottom Faculty & Staff Headcount	6,867	7,168
Foggy Bottom Faculty & Staff Full-Time Equivalent (FTE)	5,237	5,362

For the methodology for calculation of Foggy Bottom campus faculty and staff populations see Attachment B.

Notes:

Note 1 – Data as of the GW census date, February 28, 2012.

Note 2 – Data as of the GW census date, October 6, 2012.

Condition C-6 and Condition 15: On-Campus Undergraduate Student Housing

Condition:

For the duration of the Plan, the University shall make available on-campus beds for full-time Foggy Bottom undergraduate students equivalent to 70% of the full-time Foggy Bottom undergraduate student population up to an enrollment of 8,000, plus one bed per full-time Foggy Bottom undergraduate student over 8,000. Compliance with this condition shall be based upon the data reported for the most recent semester in either the Foggy Bottom Campus Plan Compliance Report required in Condition C-15 or in the Interim Foggy Bottom Campus Plan Compliance Report required by Condition C-16, whichever is the most current.

- a. For the purposes of this Condition,
 - i. "full-time Foggy Bottom undergraduate students" shall be defined as follows:
 - A. Until the fall 2010 semester or until the completion and occupancy of the next University residence hall project proposed in accordance with the Foggy Bottom or Mount Vernon Campus Plans, whichever event first occurs, the term shall mean the number of students in the "Foggy Bottom/Mount Vernon Campus Total Student Body" minus graduate students, first professionals (JDs and MDs), undergraduates taking fewer than 12 credit hours at the Foggy Bottom campus, non-degree students, full-time undergraduate study abroad students, undergraduate continuous enrollment students, and full-time undergraduate students accounted for under the Mount Vernon Campus Plan Order (BZA Order No. 16505), which does not differentiate between resident and non-resident students.
 - B. Once either of the above-described events occurs, the terms shall have the same meaning as above, except only full-time undergraduate students who reside on the Mount Vernon Campus plan will be subtracted from the "Foggy Bottom/Mount Vernon Campus Total Student Body."
 - ii. The term "**on-campus beds**" shall include beds available to full-time Foggy Bottom undergraduate students in any property in which the University has an ownership, leasehold, or contractual interest, or beds otherwise occupied by full-time Foggy Bottom undergraduate students in fraternities, sororities, or other programs recognized by or affiliated with the University and located within the campus plan boundary.

The University's efforts with respect to this Condition shall be monitored by the Advisory Committee.

GW Response:

	Spring 2012 ¹	Fall 2012 ²
Full-Time Foggy Bottom Undergraduate Students	7,807	8,382
On-Campus Beds Available to Full-Time Foggy Bottom Undergraduates	6,713	6,718³
On-Campus Beds Occupied by Full-Time Foggy Bottom Undergraduates	5,761	5,960

University-Supplied Off-Campus Beds WITHIN the FB/WE Area	809	791 ⁴
University-Supplied Off-Campus Beds WITHIN the FB/WE Area Occupied by FT Foggy Bottom Undergraduates	350	346
University-Supplied Off-Campus Beds OUTSIDE the Foggy Bottom/West End Area	0	0
University-Supplied Off-Campus Beds OUTSIDE the Foggy Bottom/West End Area Occupied by FT Foggy Bottom Undergraduates	0	0

For the methodology supporting undergraduate student housing numbers see Attachment C.

Notes:

Note 1 – Data as of the GW census date, February 28, 2012.

Note 2 – Data as of the GW census date, October 6, 2012.

Note 3 - Based on the number of full-time Foggy Bottom Undergraduate Students, GW is required to make available 5,982 beds to full-time Foggy Bottom Undergraduates.

Note 4 - Of the university supplied off-campus beds within the Foggy Bottom/West End area, only 381 of these beds were available to undergraduate students in spring 2012 and fall 2012.

Evidence of Compliance with Condition C-8 (Off-Campus Housing Information Program)

Condition:

The University shall maintain a program to provide its students who are eligible to live off-campus with information about housing opportunities outside the Foggy Bottom/West End Area. The University's efforts with respect to this Condition shall be monitored by the Advisory Committee."

GW Response:

Information regarding housing opportunities both within and outside the Foggy Bottom/West End area is provided on the Off-Campus Student Affairs website, as well as through the Center for Student Engagement office located in the Marvin Center.

Apartment listings and other off campus housing opportunities may be found at <http://www.qwoffcampus.com>. The current edition of the Guide to Living Off-Campus is also posted on this webpage.

The off-campus student affairs website can be found at: <http://qwired.qwu.edu/offcampus>.

For screen prints of current data on the Off-Campus Student Affairs website see Attachment D.

Evidence of Compliance with Condition C-9 (Student Conduct Programs)

Condition:

The University shall use disciplinary interventions for acts of misconduct by students living off-campus in the Foggy Bottom/West End Area, even if the students are not in properties owned or controlled by the University. The University shall act on incident reports by residents, ANC 2A, community associations, building management, building association boards, University security officers, and the Metropolitan Police Department. The University shall maintain an outreach program with neighboring apartment buildings to education management companies and tenant associations on the University's disciplinary program and its reporting requirements to facilitate effective use of its programs. The University's efforts with respect to this Condition shall be monitored by the Advisory Committee.

GW Response:

All incident reports where students are identified are acted on through the Office of Student Rights & Responsibilities. Responses ranging from warning letters and conversations to judicial charges and hearings have been implemented. The University's Code of Student Conduct treats off-campus violations with the same seriousness as on-campus violations (i.e., there is no lesser judicial charge for violations off-campus than on-campus). The Code of Student Conduct holds students to same level of accountability regarding charging and sanctioning regardless of their on or off-campus status.

GW representatives from the Office of Government & Community Relations and the Office of Off-Campus Student Affairs regularly attend meetings of ANC 2A and community associations as requested. The University hosts "Building Managers Meetings" throughout the academic year in order to keep open the lines of communication between the University and properties where students reside.

Evidence of Compliance with Condition C-10 (24/7 Hotline)

Condition:

The University shall maintain and publicize (through appropriate written and/or electronic publications) a hotline available 24 hours per day, seven days per week to receive calls about student conduct issues and safety and security concerns. The University shall maintain a log of all calls received and all actions taken, including all referrals made. The University shall maintain its Crimes Tips Hotline (presently 994-TIPS), where calls can be made anonymously to a recorded "tip" line. Calls needing a more immediate response shall be directed to the University police (presently 994-6110) 24 hours per day, seven days per week. The University police will aid off-campus complainants in obtaining assistance from the Metropolitan Police Department. Reports of improper off-campus student conduct will also be referred to the appropriate University departments for their attention. This process shall be fully described on the University website, published catalogs, and student handbooks. The University's efforts with respect to this Condition shall be monitored by the Advisory Committee."

GW Response:

The 24 Hour Community Concern Hotline (202-994-6110) remains the best way for community members to bring GW-related concerns to our attention. The University is committed to being a good neighbor and working with members of the community to respond to complaints regarding student behavior both on-campus and off-campus. When a GW-related concern is reported by a member of the Foggy Bottom/West End community, the University responds to the report taking into account factors such as the geographic location of the complaint/incident. GW's Police Department ("GWPD") can exercise police power to respond to incidents that occur in/on property owned or leased by the institution and controlled or used by GW for institutional purposes. GWPD enlists the assistance of DC's Metropolitan Police ("MPD") when a police response is required outside of GWPD's jurisdictional boundaries. GW also maintains a good neighbor policy that calls for an active response to noise/behavior issues involving townhouses or streets within specific neighborhood boundaries. For both on-campus and off-campus concerns, the University will follow up with the community member regarding the complaint when contact information is provided. The GW Community Concern Policy serves as a tool to address misconduct and quality of life issues. The policy is attached.

The Hotline is publicized via our widely-distributed neighborhood resource guide *discover GW* (attached), the neighborhood website www.neighborhood.gwu.edu, Councilmember Jack Evans newsletter and multiple other outlets.

The University's trash policy allows off-campus trash violations to be processed as violations to the Code of Student Conduct as defined by the Office of Student Rights & Responsibilities. Potential violations are elevated by The Office of Government & Community Relations & the Office of Off-Campus Student Affairs who regularly conduct trash walks to identify problems and notify residents of their responsibilities within the community.

The Office of Government & Community Relations and the Office of Off-Campus Student Affairs upholds a Repetitive Concern Policy that outlines proactive outreach to landlords who own private property near the Foggy Bottom Campus that house GW undergraduates for which the University has received repeated complaints of misconduct from members of the community. The outreach letter is attached.

202-994-TIPS, monitored directly by the GW Chief of Police, continues to be available for anonymous tips.

GW publishes an annual Community Concern Report, which can be found online at the Office of Off-Campus Student Affairs (www.gwired.gwu.edu/offcampus) website as well as the GW Neighborhood website (www.neighborhood.gwu.edu).

Attachment E provides various materials evidencing GW's efforts in this area.

Evidence of Compliance with Condition C-11 (Good Neighbor Program)

Condition:

The University will maintain a mandatory program for its students that will address "good neighbor" issues, educating students about appropriate conduct in the off-campus community. This program will especially emphasize objectionable noise both inside and outside of buildings, restricted parking in the Foggy Bottom/West End Area, illegal underage drinking, and respect for personal and real property of the residential and private business communities. The University's efforts with respect to this Condition shall be monitored by the Advisory Committee"

GW Response:

Every student at GW is held accountable through the student judicial process as stated in the Code of Student Conduct, which addresses both on and off-campus behavior. Furthermore, all students who make the transition from on-campus to off-campus housing are given a copy of the GW Guide to Living Off-Campus and the Code of Student Conduct is made available to them to reinforce the applicability to off-campus behavior. The Code of Student Conduct is attached.

Each year the Office of Off-Campus Student Affairs (OCSA) works with GW and DC partners to host an Off-Campus Student Services Fair. The GW Police Department, Office of Student Rights & Responsibilities, the Office of Government and Community Relations as well as Off-Campus Partners were some of the participants during the Spring 2012 OCSA Fair. Students attended the event and were provided with different types of information pertaining to living off campus, including how to be a good neighbor.

Furthermore, each fall the Director of Community Relations and OCSA co-author a "Good Neighbor" letter to students to remind students of the importance of being a good neighbor and to raise awareness of their behavior as Halloween approaches. This letter is sent to on-campus and off-campus students. See letter attached.

The "Quiet Zone" initiative involves placing Quiet Zone signs near the doors of all campus residence halls and reminding students throughout the year that they have a responsibility to be respectable members of the Foggy Bottom/West End community. Additionally, GW officials worked with the DC Department of Transportation to have official yellow and black "Quiet Zone" signs installed on street lamps poles in areas of heavy student pedestrian traffic.

The F-Street Commission was initiated as a forum to discuss concerns that affect the larger community around F Street. Discussions frequently include proactive plans for student behavior related to celebrations such as Halloween, noise issues related to student pedestrians along F Street, and any other potential disruptive behavior that could negatively affect the community. The Commission meets twice every semester, or on a more frequent basis as determined by commission members or the chair. The Commission consists of administrators from the Office of the Dean of Student Affairs, Residential Property Management, the Division of Operations, the F-street House, GWPD, the Office of Government and Community relations, and OCSA. Student representatives are invited from RHA, and Hall Councils from 1959 E Street, Mitchell, Thurston, Potomac, Building JJ, South Hall, Guthridge, and 2109 F Street.

In a proactive effort to reach out to our incoming students, GW has designed (with the help of local neighbors, students, faculty and staff) a good neighbor video to help raise the awareness of our students about the responsibilities of being a good neighbor. The video may be viewed at the following web link: <http://neighborhood.qwu.edu/wearenotalone/>

The University will update the content of these sessions and documents, regularly, to react to emerging issues related to good neighbor issues.

The Office of Government & Community Relations maintains the “Be a Winning Neighbor Program” which began in Fall 2007. This program is an effort by the university to recognize positive student conduct. Be a Winning Neighbor, the idea of Foggy Bottom residents, is designed to acknowledge and promote neighborly conduct on the part of GW students. Neighbors are encouraged to report positive student conduct to the Office of Community Relations at 202/994-9132, discover@qwu.edu or via a form at www.neighborhood.qwu.edu. Each Spring semester, all students who receive substantial compliments will be invited to be recognized at the Spring BBQ in May and be rewarded for their efforts.

See Attachment F for materials evidencing GW’s efforts in this area.

Evidence of Compliance With Condition C-12 (Local Address Information)

Condition:

The University shall gather information about the local addresses of the full-time Foggy Bottom undergraduate population. The University shall compile and report the number of full-time Foggy Bottom undergraduate students residing in (1) Foggy Bottom/West End outside the campus boundaries; (2) the District of Columbia outside both the campus boundaries and the Foggy Bottom/West End Area, organized by postal codes; (3) Maryland; and (4) Virginia.

GW Response:

	Fall 2012 ¹
Full-Time Foggy Bottom Undergraduates residing in Foggy Bottom/West End outside the campus boundaries	1,358
Full-Time Foggy Bottom Undergraduates residing in the District of Columbia outside both the campus boundaries and the Foggy Bottom/West End Area	274
Full-Time Foggy Bottom Undergraduates residing in Maryland	105
Full-Time Foggy Bottom Undergraduates residing in Virginia	258

For detailed data regarding local address information see Attachment G.

Notes:

Note 1 – Data as of October 25, 2012.

Evidence of Compliance With Condition C-13 (Off-Street Parking Inventory)

Condition:

The University shall continue to provide at least 2,800 off-street parking spaces, including proposed spaces to be dedicated for university use on Square 54 and all University-owned parking spaces on Square 122 (specifically including the parking lot and garage spaces at Old Main located at 1922 F Street, NW). The number of off-street parking spaces required to be provided may be increased in any subsequent further processing order pursuant to this plan if necessary to mitigate the adverse impact of the approved uses on the University's parking resources. The University shall monitor its utilization of University parking facilities to determine usage patterns and conduct an ongoing assessment of parking needs.

GW Response:

Number of University-provided off-street parking spaces located in areas covered under this condition: 2,862

For detailed information regarding the number of off-campus parking spaces per garage see Attachment H.

Evidence of Compliance With Condition C-14 (Transportation Management Plan)

Condition:

The University shall maintain, and periodically update, its comprehensive Transportation Management Plan ("TMP") addressing traffic and parking associated with events on campus that are attended by a significant number of persons not normally associated with the University and the campus. The transportation management plan shall include the following:

- a. Measures to schedule events at times that reduce conflicts with other traffic and other demands for parking.*
- b. Measures to discourage travel by private automobile and encourage travel by public transportation.*
- c. Measures to encourage persons who drive to park in commercial or University parking garages.*
- d. Designation of a Transportation Management Coordinator responsible for implementing and monitoring the TMP program.*
- e. Promotion of various technology initiatives (currently including, e.g., the use of video conferencing, podcasts, online library resources, the Bb@GW on-line course management system based on the Blackboard Learning System™, and administrative document management system) to reduce the need for physical movement to and between the Foggy Bottom and other GW campuses.*
- f. Evaluation of opportunities to provide access and links through appropriate website portals to allow members of the University community to purchase transit fare media, including SmarTrip fare cards and bus passes, online.*
- g. As necessary throughout the term of the Campus Plan, when existing parking facilities are being renovated or redeveloped, utilization of attendant parking at various campus parking facilities to ensure that campus parking demands are adequately met.*
- h. Implementation of a Truck Management Plan to avoid adverse impacts on the surrounding neighborhood.*

These measures and their efficacy and appropriateness given changes in programs, technology, and parking demand shall be regularly reviewed, evaluated, and updated over the twenty-year term of the Campus Plan. The TMP shall be submitted to and reviewed by the Advisory Committee on an annual basis.

GW Response:

The University has had a transportation management plan in place on its Foggy Bottom Campus for a number of years. A variety of measures are used to limit transportation demand and eliminate adverse traffic and parking impacts.

Most importantly, the Campus is located adjacent to many public transit opportunities, including Metrorail, and the University encourages the use of public transit for employees and visitors alike. Since 2007, the University has participated in pre-tax Metro SmartBenefits, and the University received Honorable Mention for its marketing of employee transportation alternatives at the Commuter Connections 2009 Employer Recognition Awards.

University parking is priced at market rates and employee programs such as pre-tax parking deductions are encouraged. Those faculty, staff and students who drive to campus are encouraged to park in university garages by providing discounted daily parking (as compared to visitor parking or parking in adjacent commercial garages) and also by allowing for parking fees to be paid by payroll deduction (for regular parkers) or via funds deposited to the GWorld card. The University regularly schedules special events, including athletic events and entertainment events at times outside of the peak traffic hours.

GW also encourages students, faculty and staff to utilize car sharing to accommodate the occasional requirement for automobile transportation whether for university business or personal matters. Programs such as NuRide and ZipCar have been promoted through flyers and information provided at

university fairs and events. Since 2007, the University has worked to promote GW affiliated ZipCar memberships and available vehicles on campus.

The University has continued to encourage bike use and currently maintains 23 surface bike racks as well as several secure interior building racks throughout the Foggy Bottom Campus. In total, the University currently provides space for over 500 bicycles on campus. Upon completion of the proposed developments on Squares 102, 103, 55, & 39, the University will provide space for 770 bicycles on campus. Furthermore, the University is encouraging bike sharing through Capital Bikeshare, which has recently installed several locations on and near the Foggy Bottom Campus. In addition, with the implementation of the University's Climate Action Plan (CAP) in the spring of 2010, other initiatives are being explored in an effort to reduce single-occupancy-trips and reduce vehicle trips on Campus. For instance, in 2012 the University initiated a telecommuting program for GW staff and faculty.

The University currently utilizes technology to limit required trips between its campuses, including online library sources, use of the Bb@GW on-line course management system based on the Blackboard Learning Systems, videoconferencing for administrative meetings, teleconferences and other similar technologies. In cases where transportation between campuses is necessary, GW provides regular shuttle service between its Mount Vernon and Foggy Bottom campuses via The Vern Express as well as regular shuttle service, which has recently been expanded to the Virginia Science & Technology Campus from Foggy Bottom to limit individual vehicle trips.

In the spring of 2010, the University combined the responsibilities for transportation and parking initiatives to allow for a comprehensive approach to campus transportation matters. As such, coordination of all transportation activity on all three of GW's campuses (Foggy Bottom, Mount Vernon and Virginia) is managed through the department of Transportation and Parking Services. Oversight of the Transportation Management Plan is the responsibility of this department.

In order to enhance access to information regarding transportation alternatives, a transportation factsheet is posted online to provide information and campus transportation options (<http://neighborhood.gwu.edu/campusdev/docs/factsheets>). Other online information includes links to commuter connections (to encourage carpooling or public transit use), Metro pass sale information, and other sources of information. This resource is also at key locations on all GW campuses through resource center/kiosks.

Truck Management Plans are currently in place and will be updated as GW carries out new development on its campus.

For information evidencing GW's efforts in this area see Attachment I.

**Foggy Bottom Campus Plan Compliance Report
Foggy Bottom Campus Plan (2007)
as directed by Condition C-15**

ATTACHMENTS

ATTACHMENT A – Methodology for Calculation of Student Populations

Foggy Bottom Student Headcount

	Spring 2012 ¹	Fall 2012 ²
Foggy Bottom/Mount Vernon Campus Total Student Body	19,189	19,758
Less (minus):		
Study Abroad Students	674	491
Continuous Enrollment Students	273	250
Students that reside at the Mount Vernon Campus	537	677
Students that take all courses at the Mount Vernon Campus	114	136
Foggy Bottom faculty and staff accounted for under condition C-5 who are also enrolled in one or more courses at the Foggy Bottom campus.	431	402
School Without Walls students	22	25
Foggy Bottom student headcount	17,138	17,777

Foggy Bottom Student Full-Time Equivalent

Determined by assigning a fraction to part-time students included in the Foggy Bottom student headcount number based on the number of credits they are taking compared to a full-time course load and adding the number of full time students. Currently, a full-time course load for undergraduates is 12 credits, and the full-time course load for graduate and professional students is 9 credits.

Spring 2012 Foggy Bottom Student Full Time Equivalent (FTE) – 15,448

Fall 2012 Foggy Bottom Student Full Time Equivalent (FTE) – 16,168

Notes:

Note 1 - Data as of the GW census date, February 28, 2012.

Note 2 - Data as of the GW census date, October 6, 2012.

ATTACHMENT B – Methodology for Calculation of Foggy Bottom Campus Faculty & Staff Population

Foggy Bottom Faculty and Staff Headcount

	Spring 2012 ¹	Fall 2012 ²
Summation of:		
Regular full-time faculty and staff	4,149	4,212
Regular part-time faculty and staff	315	332
Wage account staff that are not Foggy Bottom students accounted for pursuant to Condition C-4	793	1,032
Temporary part-time faculty (excluding part-time clinical faculty who are not paid employees of the University)	1,171	1,155
Affiliated faculty employed by the Medical Faculty Associates	289	302
Visiting instructional and research faculty	150	135
Foggy Bottom Faculty and Staff Headcount	6,867	7,168

Foggy Bottom Faculty and Staff Full-Time Equivalent

Determined by assigning a fraction to part-time employees included in the Foggy Bottom faculty and staff headcount number based generally on the number of hours worked as compared to the standard 40-hour work week.

Spring 2012 Foggy Bottom Faculty and Staff Full-Time Equivalent (FTE) – 5,237

Fall 2012 Foggy Bottom Faculty and Staff Full-Time Equivalent (FTE) – 5,362

Notes:

Note 1 – Data as of the GW census date, February 28, 2012.

Note 2 – Data as of the GW census date, October 6, 2012.

ATTACHMENT C – Methodology Supporting Undergraduate Student Housing Condition Numbers

Determining Full-Time Foggy Bottom Undergraduate Students

	Spring 2012 ¹	Fall 2012 ²
Foggy Bottom/Mount Vernon Campus Total Student Body	19,189	19,758
Less (minus):		
Graduate students	6,806	7,097
First professionals (JDs, MDs)	2,451	2,394
Undergraduates taking fewer than 12 credits at the Foggy Bottom campus (and are not accounted for under the Mount Vernon Campus Plan Order, below)	389	183
Non-degree students	527	506
Full-time undergraduate study abroad students	614	452
Undergraduate continuous enrollment students	74	76
Full-time undergraduate students who reside on the Mount Vernon campus ²	521	668
Full-Time Foggy Bottom Undergraduate Students	7,807	8,382

On-Campus Beds Available to Full-Time Foggy Bottom Undergraduate Students

	Spring 2012 ¹	Fall 2012 ²
Summation of:		
Beds available to undergraduate students in GW owned or leased properties within the campus plan boundary	6,692	6,697
Beds available to undergraduate students in fraternities, sororities, or other programs recognized by or affiliated with the University and located within the campus plan boundary	21	21
Total Number of On-Campus Beds Available to Undergraduates	6,713	6,718

On-Campus Beds Occupied by Full-Time Foggy Bottom Undergraduate Students – 5,960

Based on housing programs records of residence hall occupancy as of census date (October 6, 2012)

Notes:

Note 1 - Data as of the GW census date, February 28, 2012.

Note 2 - Data as of the GW census date, October 6, 2012.

Number of off-campus University-supplied beds within the Foggy Bottom/West End Area

SPRING 2012 DATA¹ University supplied beds within Foggy Bottom/West End Area	Total Number of Beds Available (Spring 2012)	Available to Full-Time Foggy Bottom Undergraduates (Spring 2012)	Occupied by Full-time Foggy Bottom Undergraduates (Spring 2012)
City Hall, 950 24 th Street, NW	381	381	350
The Aston, 1129 New Hampshire Avenue, NW	119	0	0
Hall on Virginia Avenue, 2601 Virginia Avenue, NW	192	0	0
2144 F Street, NW	4	0	0
607 21 st Street, NW	5	0	0
Columbia Plaza, VA Avenue NW between 23 rd & 24 th Streets	108 units	0 units	0 students
Totals	809	381	350

FALL 2012 DATA² University supplied beds within Foggy Bottom/West End Area	Total Number of Beds Available (Fall 2012)	Available to Full-Time Foggy Bottom Undergraduates (Fall 2012)	Occupied by Full-time Foggy Bottom Undergraduates (Fall 2012)
City Hall, 950 24 th Street, NW	381	381	346
The Aston, 1129 New Hampshire Avenue, NW	119	0	0
Hall on Virginia Avenue, 2601 Virginia Ave., NW	192	0	0
2144 F Street, NW	4	0	0
607 21 st Street, NW	5	0	0
Columbia Plaza, VA Ave. NW between 23 rd & 24 th Streets	90 units	0 units	0 students
Totals	791	381	346

Notes:

Note 1 - Data as of the GW census date, February 28, 2012.

Note 2 - Data as of the GW census date, October 6, 2012.

University Supplied Beds Outside the Foggy Bottom/West End Area, University Supplied Beds Available to Full-Time Undergraduates Outside the Foggy Bottom/West End Area and University Supplied Beds Outside the Foggy Bottom/West End Area Occupied by Full-Time Undergraduates

	Spring 2012	Fall 2012
University Supplied Beds Outside Foggy Bottom/West End Area	0	0
University Supplied Beds Outside Foggy Bottom/West End Area Occupied by Full-Time Undergraduates	0	0

ATTACHMENT D: Materials Evidencing GW's Efforts related to Off-Campus Housing Opportunities



See More SASS Departments and Services: ▾

Off-Campus Student Affairs

TIP OF THE WEEK



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- [Community Concerns Report](#)
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Quiet Zone



For more information about living off-campus as a GW student, please contact
 Off-Campus Student Affairs, The George Washington University
 John Quincy Adams House, 2129 I Street, Washington, DC 20052, Upper Level
 phone (202) 994-0334 | fax (202) 994-3051 | email ocsa@gwu.edu



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Off-Campus Student Affairs



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Home > [Finding Your New Home](#) > Where to Look

Where to Look

A wide variety of housing options are available throughout the metropolitan area. Personal preferences are generally the deciding factors in choosing a home. For GW students, proximity to campus may make a difference in where you want to live. No matter where you decide to make your home, close to campus or far away, there are tradeoffs. If cost is a key issue, remember that the farther away from the city, the less expensive the housing. If you rely on public transportation, keep in mind that living in the city requires less travel time. If you own a car, you should know that parking is generally difficult in the city, as street parking is scarce and garages often cost approximately \$15 per day.

As neighborhoods do vary within the city, students are well advised to visit the prospective home and investigate the neighborhood in order to assess the safety of the area.

The District of Columbia is divided into four quadrants, with the US Capitol serving as the center point. The quadrants correspond to the compass directions: Northwest, Southwest, Northeast and Southeast. Below is a brief overview of each quadrant:

- **Northwest**
The Northwest quadrant is home to GW's Foggy Bottom and Foxhall neighborhoods as well as Georgetown and Dupont Circle. It is the largest area of the District and is composed of several contrasting neighborhoods, including older areas and those being modernized and renovated. Most neighborhoods within Northwest, DC are accommodated by both Metro buses and the Metrorail system.
- **Northeast**
This is the area around Howard, Catholic, and Gallaudet Universities and Union Station. As many residents of this area are students, housing options are less expensive and less luxurious. Metro buses travel regularly through all major arteries within Northeast and both the yellow and green lines of the Metrorail system service neighborhoods of this area. Commuting time to campus is approximately 20-40 minutes.
- **Southwest**
This is the downtown area near Washington's waterfront. Southwest includes a wide range of economic and ethnic groups and is the location of many Federal buildings. New apartment complexes are being built in this area at very reasonable rates. Public transportation exists in the way of Metro buses and the Metrorail system. Commuting time to campus is approximately 20-30 minutes.
- **Southeast**
The neighborhood most famous in this area is "Capitol Hill," location of the Library of Congress and most major government offices. The Southeast is a very historic area, consisting of important Federal buildings and residences representing diverse architectural styles. Members of the political set, many Federal employees, and young professionals make their home in Southeast. Due to the diversity of the residents housing options and prices in the Southeast vary greatly. Public transportation via metro bus and the Metrorail system are available on a frequent basis. Commuting time ranges from 30-40 minutes in rush hour.

The following neighborhoods are considered closest to GW's Foggy Bottom campus: West End, Dupont Circle, Georgetown; Alexandria, Virginia; and Arlington, Virginia. Listed below are brief descriptions of these and some other neighborhoods in and around Washington, DC:

- **Foggy Bottom** ([Map](#))
Foggy Bottom is home to GW's largest campus. Housing is convenient but can be very expensive and limited. Advantages to living in this area include a very close proximity to campus as well as the Orange and Blue lines of the Metro and other DC attractions. Housing options include high-rise apartments and townhouses. Dupont Circle West and the West End may also be considered part of the Foggy Bottom, "GW" neighborhood.

Average Commute Time	0-10 minutes' walk

Average Rent for Studio	\$1250 - \$1600
Average Rent for 1 bedroom	\$1500 - \$1800
Average Rent	\$2824
Link to Crime Statistics	http://mpdc.dc.gov/mpdc/cwp/view,a,1239,q,566898.asp

• **Dupont Circle (Map)**

The Circle is actually the entire area around lower Connecticut Avenue, surrounded by Foggy Bottom to the south, and Adams Morgan/Washington Heights to the north. Dupont Circle is a busy office and luxury shopping area, as well as an urban cultural center populated by young people, artists, and musicians. The streets and avenues that radiate from Dupont Circle offer many types of accommodations at various prices, from older high-rises to smaller apartment buildings and basement apartments or private rooms in homes. Dupont Circle is within walking distance of the University, is a main thoroughfare for metro buses, and is located on the Red Line of the Metrorail.

Average Commute Time	10 minutes by bus and metro; walk about 15-20 minutes
Average Rent for Studio	\$1350 and up
Average Rent for 1 bedroom	\$1500 - \$1900
Average Rent	\$2791
Link to Crime Statistics	http://mpdc.dc.gov/mpdc/cwp/view,a,1239,q,566898.asp

• **Georgetown (Map)**

The Georgetown shopping area caters to students and young adults, but housing in this area is expensive and at a premium. Many apartments do not rent to students, but rather to government and diplomatic employees. Occasionally townhouses are available and are rented to several students who share the cost. Families sometimes rent individual rooms, or basement apartments in their private homes. This area can be reached by any bus on Pennsylvania Avenue.

Average Commute Time	15 minutes' walk to Georgetown; 8-10 minutes on the Circulator bus
Average Rent for Studio	\$1500 and up
Average Rent for 1 bedroom	\$1700 and up
Average Rent	\$2670
Link to Crime Statistics	http://mpdc.dc.gov/mpdc/cwp/view,a,1239,q,566898.asp

• **Capitol Hill/Eastern Market (Map)**

Located near the United States Capitol, this neighborhood is home to many elected officials, congressional staffers, lobbyists, and journalists. The "Hill", as it is sometimes called, is a community of restored row houses and a few apartment communities. Capitol Hill is home to many restaurants, shops, and boutiques that serve area locals and tourists. It is an old historical neighborhood with culinary and cultural attractions. Capitol Hill/Eastern Market is accessible by the Capitol South and Eastern Market stops on the blue line of the Metrorail.

Average Commute Time	15-18 minutes by train
Average Rent for Studio	\$1900 - \$2500
Average Rent for 1 bedroom	\$2900 - \$4000

Link to Crime Statistics	http://mpdc.dc.gov/mpdc/cwp/view,a,1239,q,566898.asp
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◦ **Adams Morgan (Map)**

This is an urban area near Dupont Circle and Kalorama, centered around Columbia Road and 18th St. NW. Adams Morgan has a diverse population, both ethnic and economic - foreign and domestic students, young families, diplomatic officials, recent immigrants and longtime residents of the District. The neighborhood is richly diverse with many international restaurants and markets, including Latin Market on Sunday, plus many inexpensive shops and free festivals. Also referred to as Washington Heights and Dupont Circle North, housing options and prices vary enormously.

Average Commute Time	10-15 minutes by train
Average Rent for Studio	\$1350 - \$1500
Average Rent for 1 bedroom	\$1600 and up
Average Rent	\$2680
Link to Crime Statistics	http://mpdc.dc.gov/mpdc/cwp/view,a,1239,q,566898.asp

◦ **Cleveland Park/ Woodley Park (Map)**

Located on Connecticut Avenue, these neighborhoods are within walking distance of the National Zoo, a variety of restaurants, shops and nightspots. Cleveland Park and Woodley Park are elegant neighborhoods with a variety of housing opportunities, including apartments, group houses, and basement apartments in private homes. Approximately a 40 minute walk straight up Connecticut Avenue from GW, this area is situated on a busy Metrobus route, and there are two Metrorail stations.

Average Commute Time	10-15 minutes by train
Average Rent for Studio	\$1000 - \$2000
Average Rent for 1 bedroom	\$1100 - \$2700
Link to Crime Statistics	http://mpdc.dc.gov/mpdc/cwp/view,a,1239,q,566898.asp

◦ **Arlington, Virginia (Map)**

North Arlington's main streets are Lee Highway (Key Bridge), Route 50 (Theodore Roosevelt Bridge,) and Wilson Blvd, (Theodore Roosevelt Bridge). All are accessible from GW by Metro on the Orange Line at the Rosslyn, Courthouse, Clarendon, and Ballston stations. There are many types of housing in the North Arlington area including townhouses, garden apartments, large high-rises, luxury apartments, duplexes, and individual homes. Rent is typically lower in Virginia.

There are many moderately priced accommodations in South Arlington. As in North Arlington, there are varied types of housing. Crystal City is a section of high-rises off of U.S. Route 1 overlooking the Potomac River and is accessible by Metrorail on the Blue Line. Large populations of students, especially graduate students, live here. A new development of apartment complexes has been built at Pentagon City, adjacent to the Fashion Center shopping mall and also accessible on the Blue Line.

Average Commute Time	10-20 minutes by train from stops like Pentagon City, Clarendon
Average Rent for Studio	\$1200
	\$1400

Average Rent for 1 bedroom	
Link to Crime Statistics	http://www.arlingtonva.us/departments/Police/citizens/reference/PoliceCitizensReferenceCrimestats.aspx

• **Alexandria, Virginia** ([Map](#))

Alexandria, a historic city, offers a wide price range in housing and a wide variety in types of housing, although many landlords may not advertise in newspapers. Many students, young adults, and historic, established families live in Alexandria. The main thoroughfare, Shirley Highway (I-395) is very crowded during rush hour. A key attraction of Alexandria is Old Town, a restored colonial area with a wide array of shops and other attractions. The Yellow Line on the Metrorail makes several stops in the Alexandria area.

Average Commute Time	25-30 minutes- King Street Metro
Average Rent for Studio	\$1400 and up
Average Rent for 1 bedroom	\$1600 and up
Link to Crime Statistics	http://www3.alexandriava.gov/police/crime_reports/index.php



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phone: (202) 994-0334 | fax: (202) 994-3051 | email: ocsa@gwu.edu

Off-Campus Student Affairs

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[Event Details](#)
[Mission](#) >

[Finding Your New Home](#) >

[Off Campus Fair](#) >

[Home](#) > [Living in the Community](#) > [Responsibilities as a Tenant](#)

Responsibilities as a Tenant

State and local laws vary regarding the specific rights and responsibilities of tenants. However, there are some general responsibilities you assume when entering into a rental relationship. The following should be taken as general guidelines.

- **Pay your rent**
You have to pay your rent on time without the landlord having to remind you.
- **Sign and keep a copy of the lease**
You must be given a copy of the lease (rental agreement) within one month of the date you move in. Even if your landlord does not give you a copy of the lease, you are agreeing to the terms of the lease by occupying the apartment or paying the rent. Whether or not you have a copy, you are bound by the terms of the lease that you signed.
- **Follow the terms of the lease**
You and the landlord must follow the terms of the lease. The only way you can be evicted before your lease is up is if you do not obey the terms of the lease.
- **Write down what damages there are to the apartment when you move in**
You are responsible for documenting and providing your landlord a written list or checklist, listing everything that is wrong with your apartment when you move in. When you move out, if there are damages to the apartment that were not listed during those first 5 days, you will be held responsible. The landlord has the right to charge you for the damages.
- **Agree to reasonable entry of your apartment by the landlord**
If the landlord has a good reason, you must allow him or her to enter your apartment. Some good reasons are to:
 - Inspect the property,
 - Make repairs or decorate,
 - Make alterations or improvements,
 - Supply necessary or agreed services, or
 - Show the apartment to prospective or actual purchasers, mortgagees, tenants, workmen, or contractors.

The landlord can enter the apartment without your consent in emergency situations. The landlord must not abuse the right of entrance or use it to harass you. The landlord can only enter at reasonable hours of the day, except in an emergency and the landlord must tell you before he plans to enter your apartment.
- **Keep your apartment in good condition**
You must:
 - Obey building and housing codes affecting health and safety.
 - Keep the apartment as clean and safe as the conditions permit.
 - Remove garbage, ashes, and waste in a clean and safe manner into the appropriate containers.
 - Keep all plumbing fixtures in the apartment you use as clean as their condition permits.
 - Notify the landlord of any repairs that need to be done to the apartment as soon as possible. The notice must be in writing and dated.

Pay your rent

Sign and keep a copy of the lease

Follow the terms of the lease

Write down what damages there are to the apartment when you move in

Agree to reasonable entry of your apartment by the landlord

Keep the apartment in good condition

Give proper notice before moving

Provide correct information on your rental agreement

- Use all utilities and all electrical, plumbing, sanitary, heating, ventilation, air-conditioning, and other facilities and appliances including elevators on the property in a correct manner.
- Be responsible for your conduct and the conduct of other persons on the property whether known by you or not.
- Abide by all rules and regulations imposed by the landlord.

You must NOT:

- Deliberately or carelessly destroy, deface, damage, impair, or remove any of the property or permit any person to do so whether known by you or not.
- Remove or tamper with a properly working smoke detector.
- Give proper notice before moving

You have to give your landlord a written notice in advance of the time you move out. Your lease should state how much time is enough notice. Usually you must give the landlord written notice that you plan to move at least 30 days before the rent is due. If you have a week-to-week lease then you must give a 10-day notice.

- **Provide correct information on your rental application**

If you give false information on your application, the landlord has the right to end your lease.



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phone: (202) 994-0334 | fax: (202) 994-3051 | email: ocsa@gwu.edu

ATTACHMENT E: Materials Evidencing GW's Efforts related to the 24/7 Hotline

[Discover GW](#)[Campus Development](#)[Community Notices](#)[Contact GW-Day or Night](#)[Back to GW Neighborhood Home](#)[SEARCH The GW Neighborhood](#)[GO](#)

Contact GW Day or Night

GW COMMUNITY CONCERN POLICY

If you have a GW related concern regarding violations of the law and or city ordinances, you may contact:
Metropolitan Police at # 311
or

George Washington Police Department
(202) 994-6110
(press "0" for dispatcher)

(202) 994-TIPS or (for anonymous calls)

UDP Website: <http://gwired.gwu.edu/upd/OnlineForms/994TIPSONlineForm/>

GW Property:

When contacted the George Washington Police Department (GWPD) will respond to the concern, investigate, and attempt to resolve the problem. GWPD will document its actions and forward a report to the appropriate campus departments.

Non-GW Property:

When contacted with a GW related concern, GWPD will document the concern and forward a report to the appropriate campus departments.

For both on-campus and off-campus concerns, the University will follow up with the community member regarding the complaint when contact information is provided.

When appropriate, GW does adjudicate cases involving student behavior on and off campus.

* GWPD's jurisdiction does not extend to off-campus private property. If the concern regards behavior in a private apartment building or residence, please contact building management or the Metropolitan Police Department. Agreements with building management allow for adjudication of off-campus student behavior when appropriate.

[Campus Development](#) | [Discover GW](#) | [Community Notices](#) | [Contact GW-Day or Night](#)

THE GEORGE WASHINGTON UNIVERSITY
WASHINGTON DC

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GW Trash Concern Policy

As with all issues that can have a negative impact on the quality of life in our neighborhood, GW takes trash concerns very seriously. The University has implemented a progressive strategy for addressing trash problems.

1st Offense: Letter regarding Trash Policy from Office of Off-Campus Student Affairs

The first time a trash-related complaint is received, any GW students that are on-record as residing at the problem property will immediately receive a friendly reminder from the Office of Off-Campus Student Affairs. In addition to outlining the city's trash pickup procedures, students will be instructed to promptly resolve the issue at hand.

2nd Offense: Warning letter from Office of Student Judicial Services

A second violation at the same location will result in a written warning letter from the Office of Student Judicial Services.

3rd Offense: Student Judicial Process started through Office of Student Judicial Services

Any future violations will involve an in-person meeting with a University official and the dispensation of appropriate sanctions. Of course, this tiered process can be altered depending on the severity of the trash concern.

In addition to relying on community members to notify us of problems, staff from the Office of Community Relations and the Office of Off-Campus Student Affairs will regularly walk the neighborhood to proactively identify areas of concern.

Furthermore, GW is committed to working with the DC government on persistent problem properties. Addresses that have been the subject of repeated complaints will be shared with the Mayor's Office of Community Relations and Services and the Director of Constituent Services for the appropriate Council office (in most instances, Evans) for referral to the appropriate city agency. The combination of GW's follow-up with building occupants and the city's follow-up with owners should allow us to effectively combat persistent violators.

GW-related concerns regarding violations of the law or city ordinances can be reported via the 24-hour GW Community Concern Hotline at (202)994-6110. Alternately, you may send an email to discover@gwu.edu or contact the Office of Community Relations at (202)994-9132.



Office of Community Relations
George Washington University
neighborhood.gwu.edu



REMEMBER!!!!

- * Trash is collected on Tuesdays and Fridays!
- * You cannot put your trash on the curb prior to 5pm the night before!
- * For bulk trash removal **DO NOT** leave it on the street- call the Department of Public works at #311 to arrange for removal!
- * Your trashcan should be covered, with all of the trash fitting inside of the can!

For more information or questions/concerns please visit:

- www.dpw.dc.gov
- neighborhood.gwu.edu
- <http://gwired.gwu.edu/offcampus>

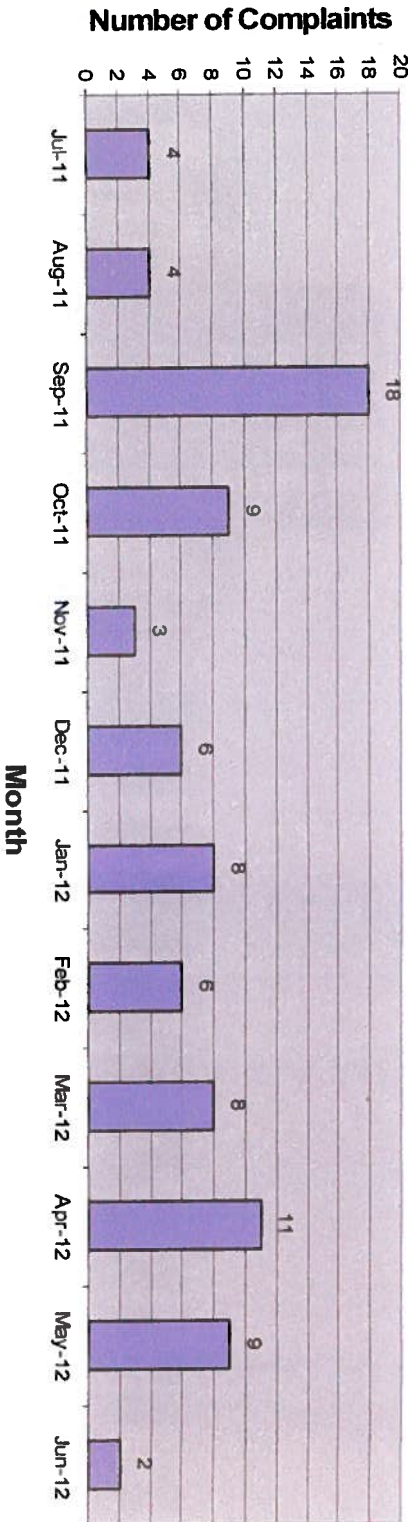


Community Concerns Report: Student Behavioral Response
2011 - 2012



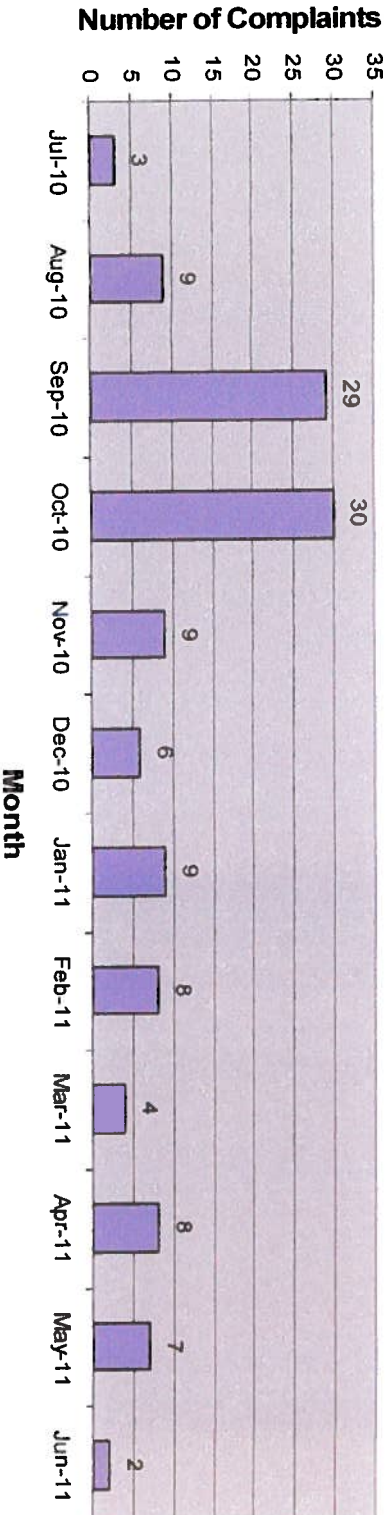
THE GEORGE WASHINGTON UNIVERSITY
WASHINGTON DC

**Total Number of Complaints
July 1, 2011 - June 30, 2012**



Total = 88

**Total Number of Complaints
July 1, 2010 - June 30, 2011**

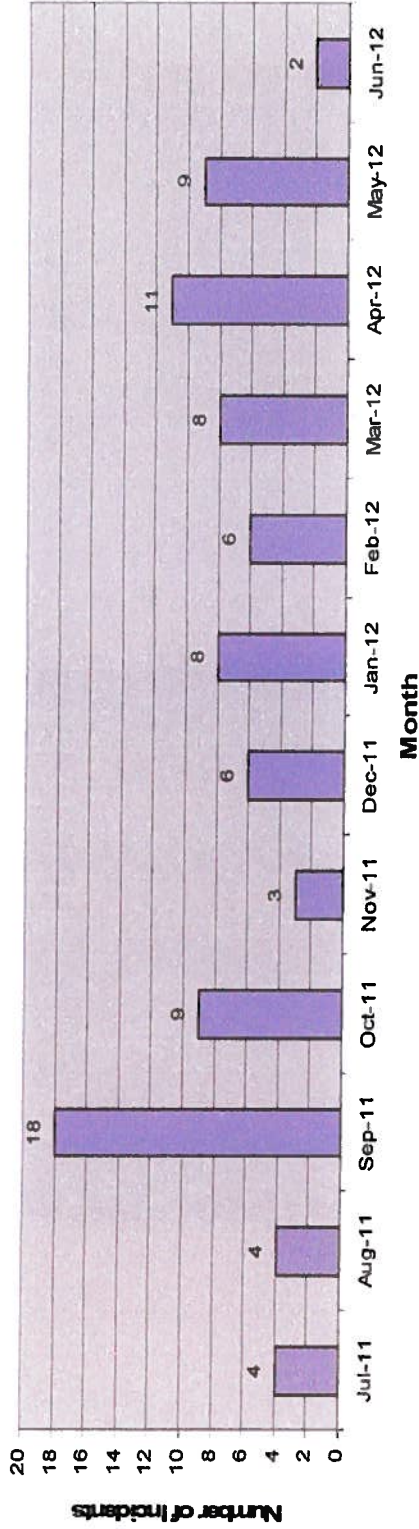


Total = 124

Complaints include reports that are submitted through the Community Concern Line, the George Washington University Police Department and/or the Office of Government & Community Relations. This data reflects the actual number of complaints the George Washington University responded to in the 2011-2012 and 2010-2011 academic years.

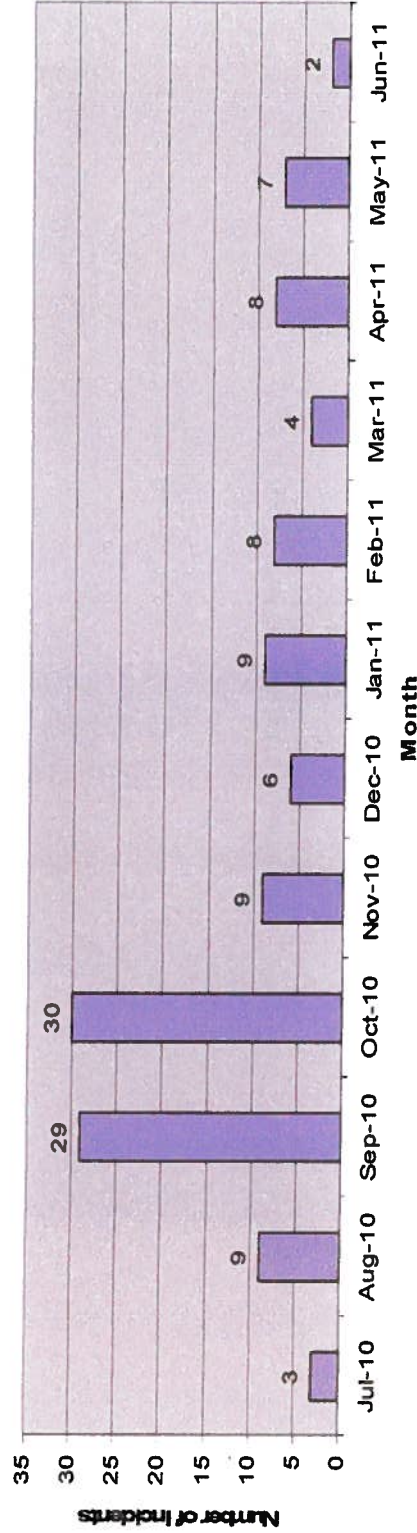
**Total Number of Incidents
July 1, 2011 - June 30, 2012**

Total = 88



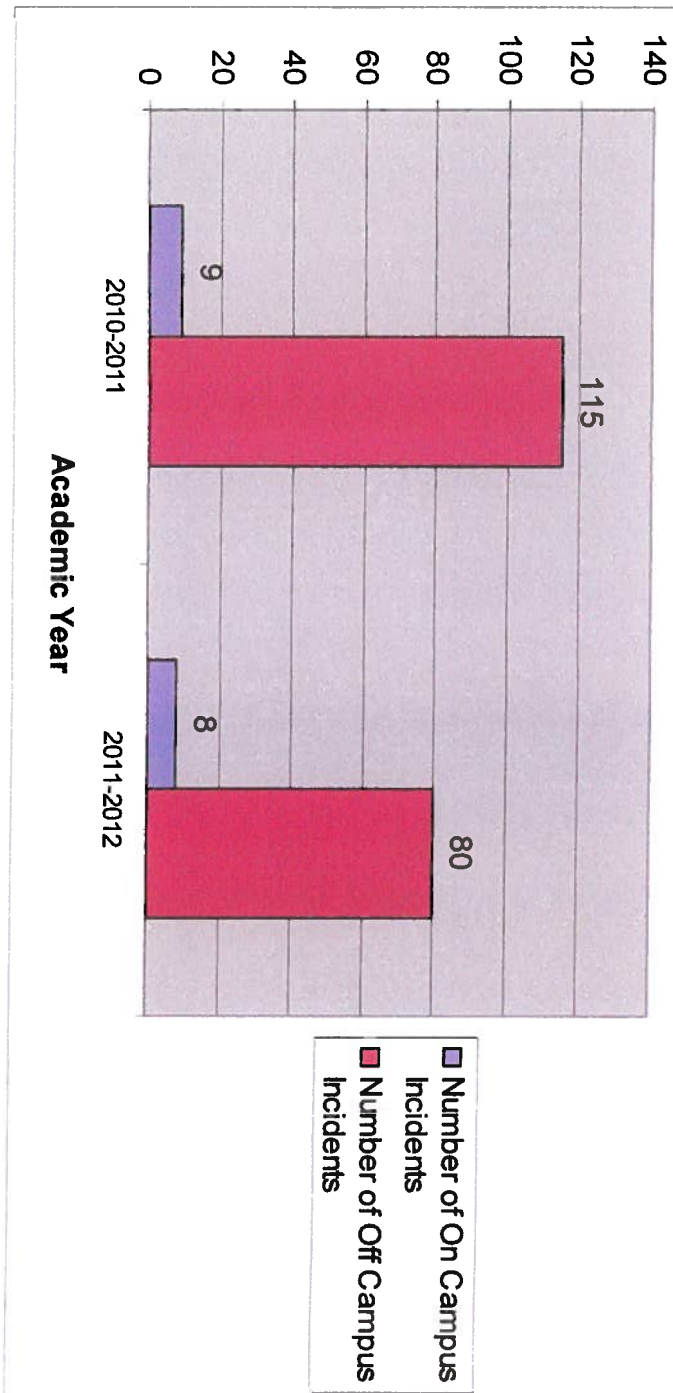
**Total Number of Incidents
July 1, 2010 - June 30, 2011**

Total = 124



As complaints can include multiple callers reporting the same incident and/or individuals submitting more than one report about an incident, this data reflects the actual number of incidents the George Washington University responded to in the 2011-2012 and 2010-2011 academic years.

Total Number of Incidents On and Off Campus



Total Number of Incidents On-Campus

2010-2011 = 9
2011-2012 = 8

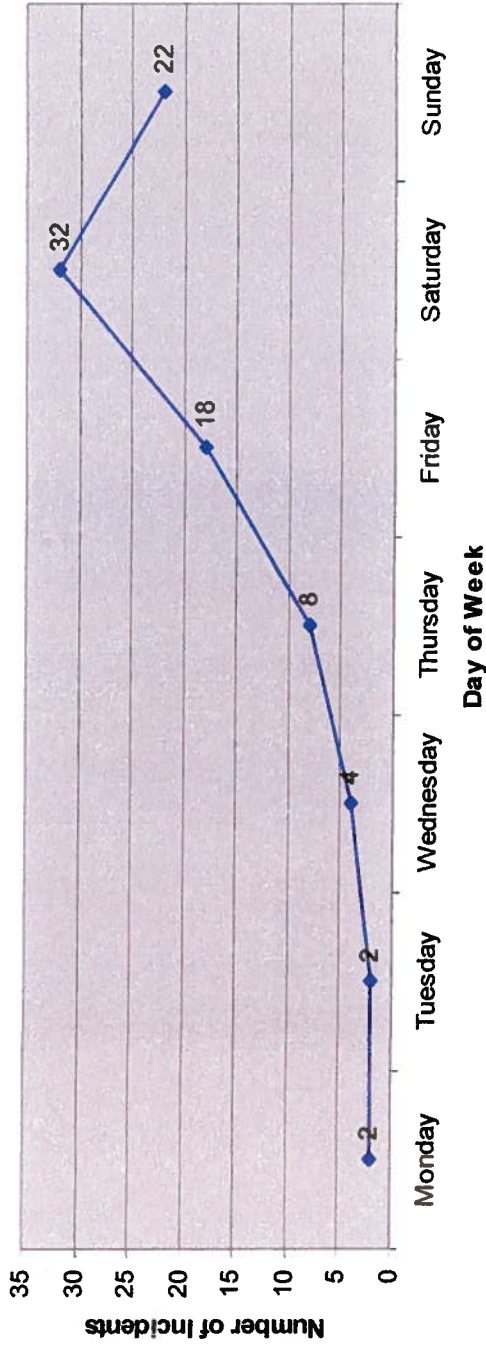
Total Number of Incidents Off-Campus

2010-2011 = 115
2011-2012 = 80

This data represents the number of on campus and off campus incidents as reported through the Community Concerns Hotline by neighbors as well as GW students, faculty and staff.

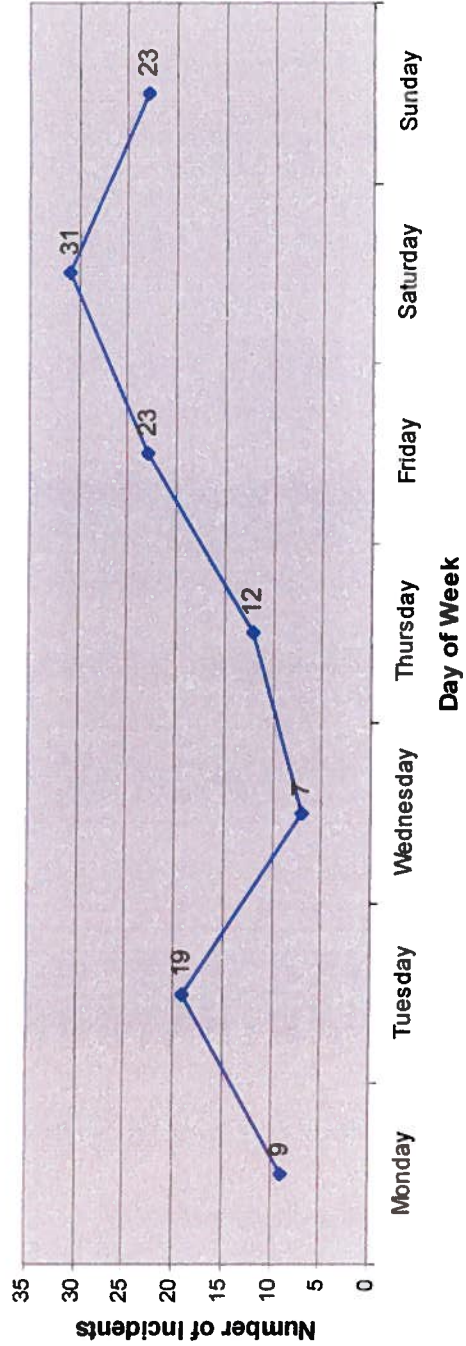
Total = 88

Incidents by Day of the Week
July 1, 2011 - July 30, 2012

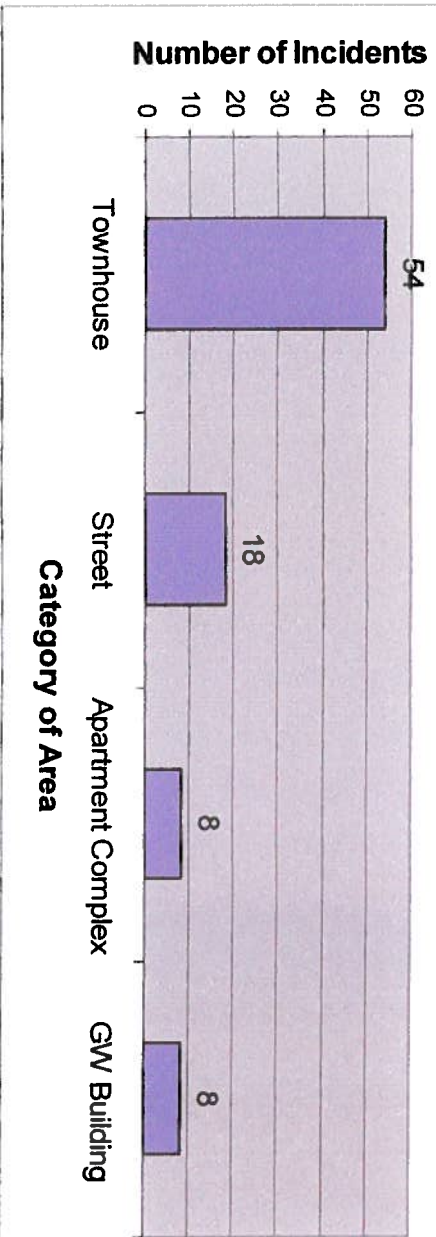


Total = 124

Incidents by Day of Week
July 1, 2010 - June 30, 2011

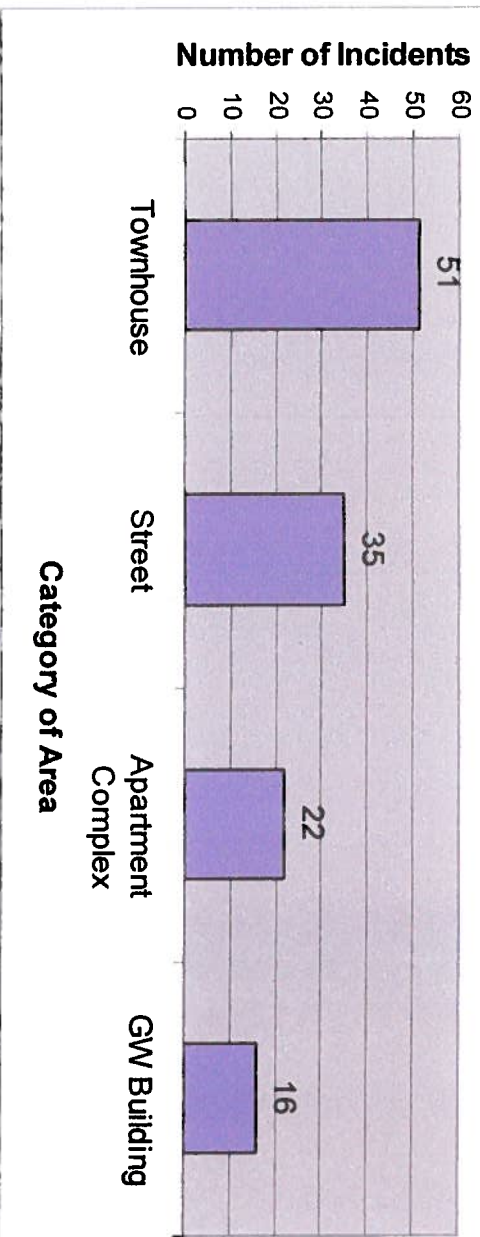


Category of Area
July 1, 2011 - June 30, 2012



Total = 88

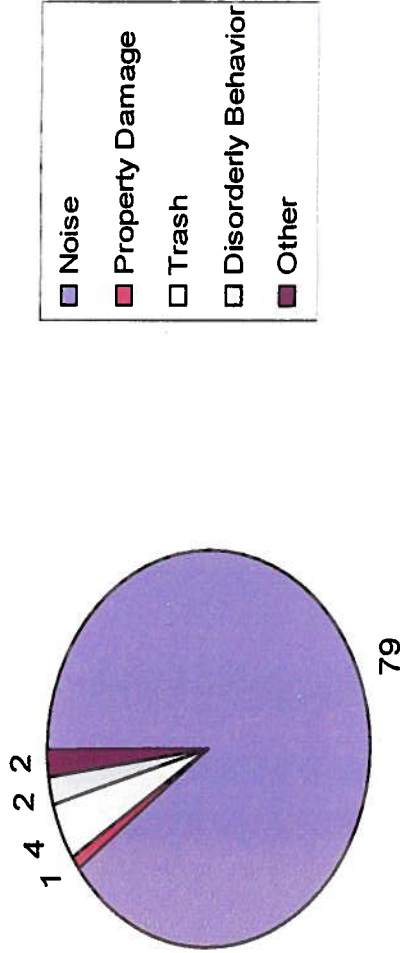
Category of Area
July 1, 2010 - June 30, 2011



Total = 124

Initiatives such as the Quiet Zone Campaign, reminders to residents of University residence halls, proactive neighborhood walks, and meetings with student's residing in townhouses and GW buildings have contributed to the overall decrease in complaints. In addition to continuing these initiatives, OCSA and OGCR will continue to develop new initiatives to address the number of incidents in townhouses.

**Type of Incident
July 1, 2011 - June 30, 2012**



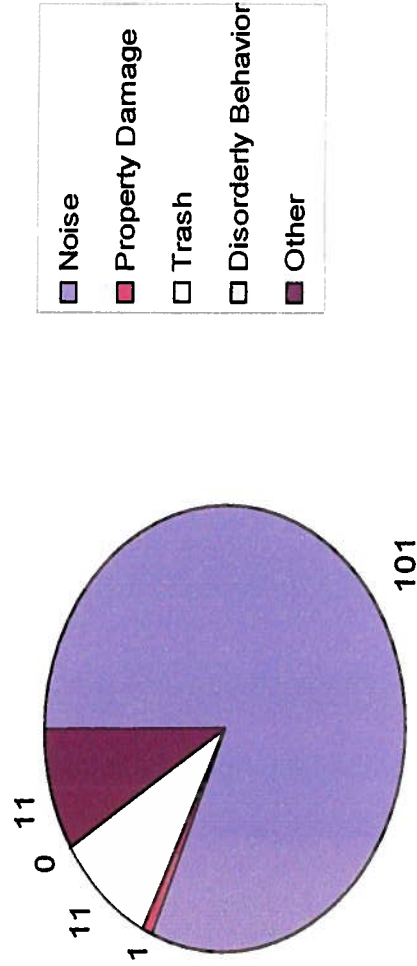
Noise incidents include loud talking, music, transient noise and parties originating from inside residence hall rooms, private townhouses and private apartments as well as on public streets and sidewalks.

Property Damage incidents involve any theft of or damage to neighborhood property.

Disorderly Behavior incidents include public arguments, playing ball in the street, and harassment.

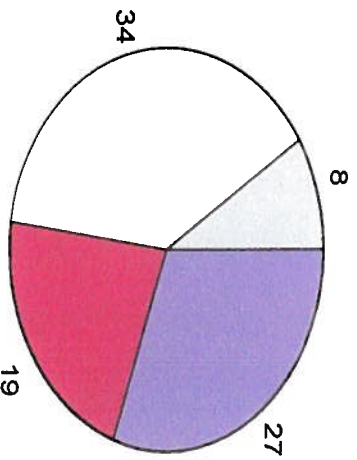
Other incidents include parking violations, suspicious packages and/or individuals.

**Type of Incident
July 1, 2010 - June 30, 2011**



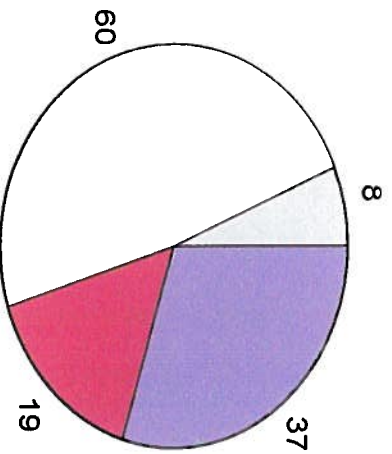
In the last academic year, the overall number of noise incidents saw a decrease from 101 in the 2010-2011 academic year to 79 noise incidents in the 2011-2012 academic year.

**Incident Report Outcomes
July 1, 2011 - June 30, 2012**



- Immediate Resolution
- MPD Contacted
- Undetermined Cause / Negative Findings
- Non-GW Affiliated

**Incident Report Outcomes
July 1, 2010 - June 30, 2011**



- Immediate Resolution
- MPD Contacted
- Undetermined Cause / Negative Findings
- Non-GW Affiliated

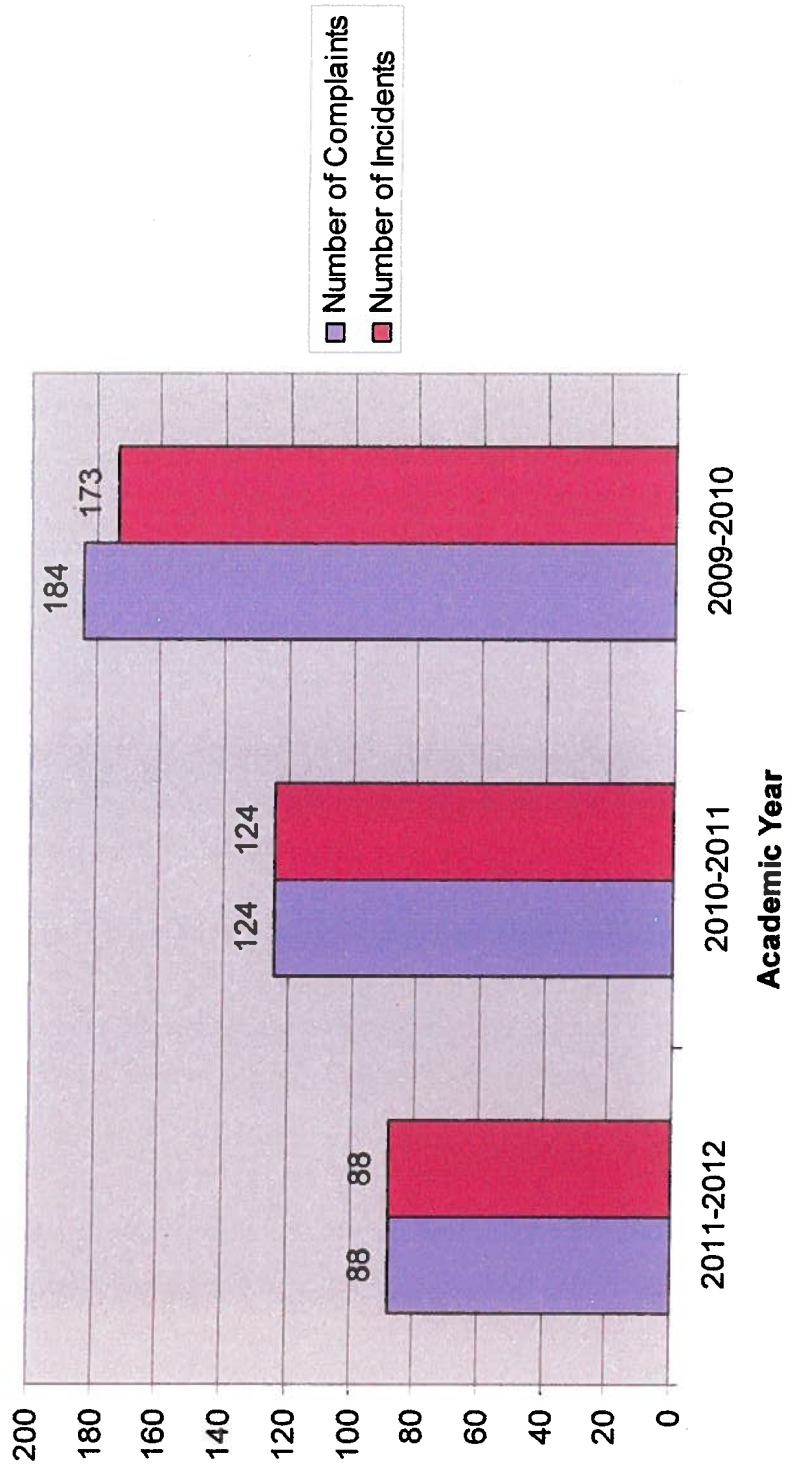
Immediate Resolution actions are those situations in which GWPD responded and was able to halt the offending activities on the scene.

MPD contacted includes any time in which MPD was contacted by GWPD or when GWPD was unable to respond because the activity occurred outside their boundaries.

Undetermined Cause/Negative Findings includes situations in which GWPD responded, but found no activity or evidence supporting complaint.

The Office of Government & Community Relations follows up with all community members regarding their complaints when contact information is provided.

Year by Year Comparison



ATTACHMENT F: Materials Evidencing GW's Efforts related to the Good Neighbor Program

CODE OF STUDENT CONDUCT

2011-2012



THE GEORGE
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WASHINGTON D.C.

Code of Student Conduct

Authority for Student Discipline

1. Ultimate authority for student discipline is vested in the Board of Trustees by the University Charter. Disciplinary authority may be delegated to University administrators, faculty members, student committees, and organizations, as set forth in the "Code of Student Conduct" ("Code"), or in other appropriate policies, rules, or regulations adopted by the Board. Students are asked to assume positions of responsibility in the University judicial system so that they may contribute their skills and insights to the resolution of disciplinary cases.

Rationale

2. The primary purpose for the maintenance of discipline in the University setting is to protect the campus community and to establish clear standards for civil interaction among community members. The University's goal, through maintenance of standards set forth in the "Code", is to help students experience democratic citizenship, and its attendant obligations and responsibilities.

The purpose of a disciplinary proceeding is to establish the factual record of an alleged violation of the "Code". The procedures outlined do not attempt to recreate or approximate a court of law. Procedures shall reflect standards of fundamental fairness, and minor deviations from procedural guidelines for hearings suggested in this "Code" shall not invalidate a decision or proceeding resulting from a conference or hearing unless significant prejudice to the accused or the University may result, as judged by the Assistant Dean of Students or designee.

Definitions

3. When used in this "Code",

- a. "Distribution" means any form of sale, exchange, or transfer.
- b. "Group" means a number of persons who are associated with each other, but who have not complied with University requirements for registration as a student organization.
- c. "Institution" and "University" mean the George Washington University and all of its undergraduate, graduate, and professional schools, divisions, and programs.
- d. "Organization" means any number of persons who have complied with University requirements for registration with the Center for Student Engagement as a student organization.
- e. "Student" means any currently enrolled person, full-time or part-time, or on continuous enrollment, pursuing undergraduate, graduate, or professional studies, whether or not in pursuit of a degree or of any form of certificate of completion.
- f. "University premises" means buildings or grounds owned or leased by the University, including, but not limited to, buildings or grounds in which students reside and University food service facilities are located; Marvin Center facilities; Columbia Plaza; and facilities operated in the name of any officially registered student organization. This definition is not limited to buildings or grounds owned or leased by the University at the Foggy Bottom Campus.
- g. "University-sponsored activities" means events and activities initiated by a student, student organization, or University department, faculty member, or employee that

- (1) Are expressly authorized, aided, conducted or supervised by the University; or
- (2) Are funded in whole or in part by the University; or
- (3) Are initiated by an officially registered student organization and conducted or promoted in the name of that student organization and/or the University.

Interpretation of Regulations

4. The purpose of publishing disciplinary regulations is to inform students of prohibited behavior. This "Code" is not written with the specificity of a criminal statute, and any similarity to the language of any criminal statute does not mean that such language or statute or case(s) applies to the University's disciplinary system or is relevant to the interpretation or application of the "Code".

Inherent Authority

5. The University reserves the right to take necessary and appropriate action to protect the safety and well being of the campus community. Such action may include taking disciplinary action against those students whose behavior off University premises constitutes a violation of this "Code".

6. Students may be accountable both to civil authorities and to the University for acts that constitute violations of law and of this "Code". Disciplinary action at the University will not be subject to challenge on the grounds that criminal charges involving the same incident have been dismissed or reduced or that no criminal charges have been brought.

Interim Suspension

7. The Dean of Students or designee, following consultation with the Provost and Executive Vice President for Academic Affairs and the General Counsel or their designees, may evict a student from University housing or suspend a student from the University for an interim period not to exceed 21 days, pending disciplinary proceedings or medical evaluation. The interim eviction/suspension shall become immediately effective without prior notice whenever there is evidence that the continued presence of the student on the campus poses a substantial and immediate threat to himself or herself or to others or to the stability and continuance of normal University functions. Interim suspension shall be considered an excused absence.

8. A student suspended or evicted on an interim basis will be granted a disciplinary hearing or conference as soon as is practical.

Standards of Classroom Behavior

9. The primary responsibility for managing the classroom environment rests with the faculty. Students who engage in any prohibited or unlawful acts that result in disruption of a class may be directed by the instructor to leave the class for the remainder of the class period. Longer suspensions from a class or dismissal on disciplinary grounds must be preceded by a disciplinary conference or hearing, as set forth in Articles 25 and 26 of this "Code", or in accordance with Articles 7 and 8 above.

The term "prohibited...acts" includes behavior prohibited by the instructor (including, but not limited to, smoking in the classroom, persistently speaking without being recognized or called on, refusing to be seated, disrupting the class by leaving and entering the room without authorization). It must be emphasized that this provision is not designed to be used as a means to punish classroom dissent. The expression of disagreement with the instructor or classmates is not in itself disruptive behavior.

Office of Student Rights & Responsibilities

10. The Office of Student Rights & Responsibilities within the Office of the Dean of Students directs the efforts of students and staff members in matters involving student discipline and supports the University's mission of guiding students to become more responsible citizens. The responsibilities of the Office include:

- a. Determining the disciplinary charges to be filed according to this "Code";
- b. Interviewing parties and witnesses involved in disciplinary proceedings and providing information to them regarding the disciplinary process;
- c. Training and advising the campus judiciary;
- d. Maintaining all student non-academic disciplinary records;
- e. Developing procedures for conflict resolution;
- f. Conducting disciplinary hearings and conferences;
- g. Collecting and disseminating research and analysis concerning student conduct;
- h. Resolving cases of student misconduct, including the imposition of sanctions lesser than suspension or expulsion.

Prohibited Conduct

11. Violence of any kind will not be tolerated on or off University premises or at University-sponsored activities. Any student, group, or organization found to have committed misconduct is subject to disciplinary action and to the sanctions outlined in this "Code". Attempts to commit any of these acts of misconduct are included in the scope of these definitions. The following are examples of misconduct subject to disciplinary action (subject to the provisions of Article 5):

- a. Sexual Assault - Inflicting any sexual invasion (including but not limited to sexual intercourse) upon any person against that person's will, or without that person's consent, or when that person is incapable of giving consent due to his or her medical or physical condition, intellectual or other disability, or use of alcohol or other drugs. "Consent" requires words or actions indicating a freely given agreement to have sexual intercourse or engage in other sexual activities. The lack of verbal or physical resistance does not by itself constitute consent. The degree of impairment of a person's ability to give or withhold consent (including but not limited to incapacity or helplessness caused by alcohol or other drugs) may be introduced as pertinent information at any University disciplinary hearing.
- b. Physical Abuse - Committing physical abuse and/or battery of any person.
- c. Assault - Placing a person in fear of imminent physical danger or injury through the use of electronic, written, verbal, or physical threats.
- d. Sexual Harassment - Committing sexual harassment against another person. "Sexual harassment" means sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:
 - (1) Submission to such conduct is made explicitly or implicitly a term or condition of academic performance, advancement, or employment; or

- (2) Submission to or rejection of such conduct by a person is used as a basis for a decision relating to the academic performance, advancement, or employment of the person; or
 - (3) A person knows or should have known that such conduct is unwelcome and that the conduct has the purpose or effect of
 - (a) Substantially interfering with a person's academic or work performance; or
 - (b) Limiting participation in University programs or University-sponsored activities; or
 - (c) Creating an intimidating, hostile, or offensive academic, work, social, or living environment.
- e. Drug / Alcohol Violation - Possession or use of alcohol by persons under 21; intoxication on University premises; possession or use of illegal drugs or controlled substances; possession of paraphernalia containing drug residue; manufacture or distribution of illegal drugs or controlled substances.
 - f. Weapon Violation - Use, possession, or storage of any firearms, ammunition, knives, other weapons, or objects that could be construed as weapons. Items that pose a potential hazard to the safety or health of others are also prohibited.
 - g. False Alarm/Report - Knowingly or negligently causing or attempting to cause a fire in a University building; initiating or causing to be initiated any false alarm/report, warning, or threat of fire, explosion, or other emergency.
 - h. Interfering With University Events - Interfering with any normal University or University-sponsored events, including but not limited to studying, teaching, research, and University administration, fire, police, or emergency services.
 - i. Sanction Violation - Violating the terms of any disciplinary sanction imposed in accordance with this "Code".
 - j. Dishonesty - Non-academic dishonesty including but not limited to,
 - (1) Furnishing false information to the University or University personnel, including the University Police.
 - (2) Furnishing false information at University disciplinary proceedings.
 - (3) Forgery, unauthorized alteration, or unauthorized use of any University documents, records, or identification cards, including computer records, misuse of computer facilities, and electronic mailing systems. Academic dishonesty violations will be handled according to the Code of Academic Integrity.
 - k. Misuse of Fire Safety Equipment - Misuse or damage to fire safety equipment, such as fire extinguishers or exit signs.
 - l. Theft - Theft of property or of services or knowing possession of stolen property.
 - m. Destruction of Property - Destroying or damaging University property, such as library holdings, or the property of others.
 - n. Non-compliance - Failure to comply with reasonable directions of University officials, including University Police officers and representatives of the Office of Student Rights &

Responsibilities acting in performance of their duties. Directives to cooperate in the administration of this "Code" including those to appear and give testimony at a University disciplinary proceeding as well as directives to produce identification are included in the scope of this provision.

- o. Regulation Violation - Any violation of other published University regulations including but not limited to The Alcoholic Beverage Consumption and Distribution Policy, regulations governing student organizations, the Residential Community Conduct Guidelines (whether the student lives in residence or not) and other lease agreements with the University, the Code of Computer Usage, and the Gelman Library Rules and Regulations.
- p. Fireworks Violation - Use or possession of fireworks.
- q. Violation of Law - Violation of federal and/or local law, including, but not limited to, possession of any false, fraudulent, or otherwise illegal identification card or document; manufacture, sale, or distribution of local, state, or federal identification.
- r. Unauthorized Use of the University's Name - Any unauthorized commercial use of the University's name, logo, or other representation.
- s. Disorderly Conduct - Shouting or making excessive noise either inside or outside a building; verbally abusing University officials acting in performance of their duties; acting in a manner that annoys, disturbs, threatens or harasses others; disrupting obstructing or interfering with the activities of others; or behaving in a lewd or indecent manner.
- t. Hazing - Any act of hazing. Hazing is defined as any action taken or situation created, intentionally, with or without consent, whether on or off campus, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities and situations include but are not limited to paddling in any form; creation of excessive fatigue; physical and psychological shocks; quests, treasure hunts, scavenger hunts, road trips, or any other such activities carried on outside the confines of the house or organization; wearing, publicly, apparel that is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities which are not consistent with the academic mission of the University. Groups and organizations will be held responsible for the actions of their members including pledges, associates, and any other pre-initiates.

Persons will be charged, in addition to the group or organization itself, under this, as well as any other applicable violations. See Articles 28 and 29 for further information on this prohibition.

- u. Discrimination - Committing any of the above acts because of a person's race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, or gender identify or expression.

Sanctions

Articles 12 and 13 represent an attempt to give needed assistance to those who are assessing sanctions. The guidance is directed toward imposing more severe disciplinary sanctions in serious cases. However, the language concerning "mitigating factors" is broad enough to give considerable discretion to do justice, depending upon the facts in each case. The burden of establishing mitigating factors prior to imposition of sanctions is on the student accused.

12. This "Code" seeks to preserve flexibility in the imposition of sanctions so that each student, group, or organization offender is afforded the greatest possibility for appropriate and just treatment.

Significant mitigating or aggravating factors shall be considered, which may include the current demeanor and the presence or lack of a disciplinary or criminal record of the offender, as well as the nature of the offense and the extent of any damage, injury, or harm resulting from it.

- a. Censure - An official written reprimand for violation of specified regulations, including a warning that continuation or repetition of prohibited conduct will be cause for additional disciplinary action.
- b. Disciplinary Probation - Exclusion from participation in privileged or extracurricular institutional activities for a specified period of time, including athletic and any other team activity or sport. Additional restrictions or conditions may also be imposed. Violations of the terms of disciplinary probation, or any other violation of this "Code" during the period of probation, will normally result in suspension or expulsion from the University.
- c. Restitution - Repayment to the University or to an affected party for damages, loss, or injury resulting from a violation of this "Code".
- d. Eviction from Residence - Termination of residence contract and exclusion from visiting within certain or all residential facilities as set forth. Any student who is evicted shall not be entitled to a refund of room fees. Evicted students may not reside in other University-owned/controlled housing unless a waiver is granted by the Office of Student Rights & Responsibilities.
- e. Suspension - Exclusion from classes and other privileges or activities, including access to University premises or University-sponsored activities off campus, as set forth in the notice of suspension, for a specified period of time. Any student who is suspended shall not be entitled to any tuition or fee refund and is barred from University premises.
- f. Expulsion - Termination of student status and exclusion from University privileges and activities, including access to University premises or University-sponsored activities off campus, in perpetuity. Any student who is expelled shall not be entitled to any tuition or fee refund and is barred from University premises.
- g. Other sanctions - Other sanctions may be imposed instead of, or in addition, to those specified above. For example, students may be subject to restrictions upon or denials of University parking privileges for violations involving the use or registration of motor vehicles on campus. Service projects may also be assigned. Students may be directed to have "no contact" with other students and/or may be forbidden to access specified areas of campus ("persona non grata").

13. The following are recommended **minimum** sanctions:

- a. Sexual Assault: One year suspension and eviction from the residence halls or University-owned or controlled rental properties.
- b. Physical Abuse: One semester suspension and eviction from the residence halls or University-owned or controlled rental properties.

- c. Assault: Disciplinary probation.
- d. Sexual Harassment: Disciplinary probation.
- e. Drug Violation:
 - (1) Possession and/or use:
 - 1st offense: \$50 fine, required participation in a drug abuse education program, disciplinary probation, and eviction from residence halls;
 - 2nd offense: \$100 fine and required evaluation by a certified service at the student's expense;
 - 3rd offense: Conference with the Dean of Students or designee to determine the viability of the student's remaining at the University.
 - (2) Manufacture, distribution, possession with intent to distribute illegal drugs or controlled substances: One year suspension.
 - (3) Violation of the Alcohol Policy:
 - 1st offense: \$50 fine, censure, and required participation in an alcohol education program;
 - 2nd offense: \$100 fine, disciplinary probation, and required assessment by a certified service at the student's expense;
 - 3rd offense: Conference with the Dean of Students or designee to determine the viability of the student's remaining at the University.
- f. Possession or Storage of a Weapon or Object That Could Be Construed as a Weapon: Disciplinary probation and eviction from the residence halls or University-owned or controlled rental properties.
 - (1) Use of weapons, ammunition or objects that could be construed as weapons: One semester suspension.
 - (2) Use of firearms: One year suspension.
- g. False Alarm/Report: Suspension from the University and/or eviction from the residence halls or University-owned or controlled rental properties.
- h. Interfering with University Events: Censure.
- i. Sanction Violation: Disciplinary probation.
- j. Dishonesty: Disciplinary probation.
- k. Misuse of Fire/Safety Equipment: Restitution.
- l. Theft: Restitution.
- m. Destruction of Property: Restitution for the cost of replacement or repairs; loss of privileges in libraries or computer or other laboratories.
- n. Non-compliance: Disciplinary probation.
- o. Regulation Violations: Disciplinary probation, eviction from the residence halls or University-owned or controlled rental properties; denial of computer privileges/access; loss of library privileges. In egregious cases, such as tampering with

University computer records, the student may be suspended for no less than one semester.

- p. Fireworks Violation: Eviction from the residence halls or University-owned or controlled rental properties; restitution for the cost of repairs.
- q. Violation of Law: Disciplinary probation for acts including but not limited to possession of any falsified means of identification; one semester suspension or, in egregious cases, expulsion for acts including, but not limited to, manufacture, sale, or distribution of local, state, or federal means of identification.
- r. Unauthorized Use of the University's Name: Disciplinary probation.
- s. Disorderly Conduct: Disciplinary probation and/or eviction from the residence halls or University-owned or controlled rental properties.
- t. Hazing: For groups or organizations, loss of University registration and all attendant privileges; for individuals, disciplinary probation or any other sanction applicable for additional charges.
- u. Discrimination: Will not have a separate, minimum sanction since it only will be charged in conjunction with charges or other prohibited conduct as an aggravating circumstance to be considered in imposing sanctions for another violation.

14. Repeated or aggravated violations of any part of this "Code" may also result in expulsion or suspension or any other sanction that may be appropriate.

15. Attempts to commit acts prohibited by this "Code" or encouraging others to commit acts prohibited by this "Code" shall be punished to the same extent as completed violations.

Case Referrals

16. Any person may refer students or student groups or organizations suspected of violating any part of this "Code" to the Office of Student Rights & Responsibilities and the University Police Department. Any person who witnesses a violation in progress should report it immediately to the University Police Department.

17. The Assistant Dean of Students or designee will review the allegations to determine whether a sanction of suspension, eviction from housing, or expulsion could potentially result. If so, a hearing before a University Hearing Board will be scheduled pursuant to Article 26 of this "Code." If not, a Disciplinary Conference will be scheduled pursuant to Article 25, or an ad hoc board will be convened.

18. Any student entitled to a hearing before a University Hearing Board may elect to have a Disciplinary Conference instead. If a student entitled to a hearing before a University Hearing Board elects a Disciplinary Conference, the full range of sanctions may be imposed, including, eviction, suspension, and expulsion.

19. The Assistant Dean of Students or designee may defer disciplinary proceedings (University Hearing Board or Disciplinary Conference) for alleged violations of this "Code" for a period not to exceed two semesters. Pending charges may be withdrawn thereafter, depending on the conduct of the accused student, or be added to any subsequent charges within the period of deferment.

Judicial Boards

20. Judicial Bodies:

- a. The University Hearing Board hears cases to be resolved in accordance with this "Code". The Board is composed of five full-time students to be selected from the pool. The pool shall consist of at least 10 full-time students selected according to Article 22 of this "Code". If the alleged misconduct may result in suspension or expulsion from the University, whenever possible, a faculty member or administrator will be included; however, the absence of a faculty member or administrator will not prevent the University Hearing Board from hearing a case. Quorum will consist of at least three students.
- b. The Student Parking Violations Board considers appeals of offenses for which a ticket was issued by Parking Services, as well as other parking matters referred by the Office of Parking Services. It may both impose and reduce prescribed fines or suspensions of parking privileges. The Board is composed of three full-time students. Board decisions are subject to administrative review at the discretion of the Assistant Dean of Students or designee, but are otherwise considered final and conclusive. Requests for appeal of parking tickets must be submitted in writing to the Office of Parking Services within thirty business days from the date the ticket was issued. Failure to appeal within this allotted time will render the original decision final and conclusive.
- c. Ad hoc Boards may be appointed by the Assistant Dean of Students or designee if after reasonable effort a board is not able to be constituted, is unable to obtain a quorum, or is otherwise unable to hear a case. Ad hoc Boards may be composed of administrators, faculty members, students, or any combination thereof. Reasonable efforts should be made to arrange for student membership on any ad hoc Board.
- d. The Committee on the Judicial System, appointed by the President for a term of two years, will be composed of the following members: two faculty members to be nominated by the Faculty Senate; two administrators to be nominated by the Dean of Students; and two full-time undergraduate students and one graduate student to be nominated by the President of the Student Association. Quorum will consist of three members with each constituency - administrators, faculty, and students - represented. The chair should be a member of the Faculty Senate. In addition to reviewing appeals, other tasks or assignments may be referred to the Committee at the discretion of the Dean of Students. The Committee on the Judicial System's decisions on appeals are final and conclusive.

21. With the exception of the Student Parking Violations Board, the finding of fact as determined by each University Hearing Board or Disciplinary Conference will be forwarded to the Assistant Dean of Students or designee for determination and imposition of sanction, if applicable. In case of suspension or expulsion, the Dean of Students or designee, in concurrence with the Provost and Executive Vice President for Academic Affairs or designee, will impose sanctions.

Selection and Removal of Judicial Board Members

22. Student members of each Judicial Board and the presiding officer are selected in accordance with procedures developed by the Assistant Dean of Students or designee. Student members of each Judicial Board are appointed by the Dean of Students or designee to serve for a term of one year. Faculty and administrative members of each Judicial Board are nominated by the Faculty Senate and the Dean of Students,

respectively, and are appointed by the President for terms established by the Faculty Senate.

23. Members of any Judicial Board who are charged with any violation of this "Code" or with a criminal offense will be suspended from their judicial positions by the Assistant Dean of Students or designee during the pendency of the charges against them. Members found in violation of any such violation or guilty of a criminal offense will be disqualified from any further participation in the University judicial system. Additional grounds and procedures for removal may be established by the Assistant Dean of Students or designee.

24. Students, faculty and staff appointed as members of any Judicial Board must adhere to absolute confidentiality relative to the matters and names of all persons who participate in the judicial process. Any student who violates this provision will be charged and, if found in violation, will be sanctioned.

Procedural Guidelines - Disciplinary Conferences

25. A Disciplinary Conference will normally consist of an informal, non-adversarial meeting between the accused party and a University administrator or an experienced member of the University Hearing Board as designated by the Assistant Dean of Students or designee, or the Office of Student Rights & Responsibilities. Respondents may request the Office of Student Rights & Responsibilities to call appropriate and relevant witnesses on their behalf. Accused students who fail to appear after written notice will be deemed not to have contested the allegations against them; however, a student may elect not to speak on his or her own behalf.

The following procedural guidelines are applicable to respondents in Disciplinary Conferences:

- a. Written notice of the specific charges and date of the scheduled conference at least three days prior to the conference.
- b. Reasonable access to the case file at least three days prior to and during the conference. A case file is part of the student's education record under the Family Educational Rights and Privacy Act of 1974. The personal notes of University staff members are not included in the case file. The case file will be retained in the Office of Student Rights & Responsibilities.
- c. The opportunity to respond to the evidence and to call appropriate and relevant student witnesses. It is expected that all witnesses will provide information that is true and correct. Any student who knowingly provides false information during a disciplinary conference will be charged under Article 11, section j of this "Code".
- d. The right to an advisor in accordance with the guidelines in Article 27.
- e. If a student entitled to a hearing before a University Hearing Board elects a Disciplinary Conference, the full range of sanctions may be imposed, including eviction, suspension, and expulsion.
- f. Notarized affidavits may be accepted or other accommodations made at the discretion of the presiding officer in lieu of live testimony if a witness is out of state or otherwise determined to be unavailable.

Procedural Guidelines – University Hearing Boards

26. The following procedural guidelines shall be applicable in all hearings before University Hearing Boards:

- a. Parties accused of violations will be given written notice of the hearing date and the specific charges against them within a reasonable amount of time and be given reasonable access to the case file, which will be retained in the Office of Student Rights & Responsibilities.
- b. The Office of Student Rights & Responsibilities will take steps to compel the attendance of student witnesses whose testimony may help the University Hearing Board establish the factual record. Failure to appear when called will result in charges under this “Code” but will not invalidate the proceedings. Character witnesses will not be heard. It is expected that all witnesses will provide information that is true and correct. Any student who knowingly provides false information during a disciplinary hearing will be charged under Article 11, section j of this “Code”.
- c. Accused parties who fail to appear after written notice will be deemed not to have contested the allegations against them; however, a party may elect not to speak on his or her own behalf. In such cases, the University Hearing Board’s decision will be based solely on witness testimony and other information presented during the proceeding.
- d. Hearings will be closed to the public.
- e. The presiding officer will exercise control over the proceedings to maintain proper decorum, avoid needless consumption of time, and achieve an orderly completion of the hearing. Anyone disrupting the hearing may be removed or excluded from the hearing by the presiding officer, the Assistant Dean of Students, or designee. Such disruption is a violation of this “Code”, and a person may be charged following his or her disruption and removal.
- f. Hearings will be recorded or transcribed. The method used is at the discretion of the Assistant Dean of Students or designee.
- g. Any party may challenge a Board member on the grounds of personal bias before the hearing commences. The decision to disqualify a Board member will be made by the Assistant Dean of Students or designee. This decision is final.
- h. Witnesses will be truthful in giving testimony before the Board. Furnishing false information in such a context is a violation of this “Code” and appropriate sanctions will be applied.
- i. Only the immediate parties (and the parties’ advisors if applicable) to the alleged violation may be present throughout the hearing. All parties will be excluded during Board deliberations.
- j. The Board will question all parties in an effort to establish the factual record. On disputed points, a preponderance of the evidence available, fairly considered, will decide the facts. A “preponderance of the evidence” means that it is “more likely than not” that a fact is true or an event occurred.
- k. Formal rules of evidence will not be applicable in disciplinary proceedings described in this “Code”.
- l. All parties may question witnesses who testify for any of the parties at the hearing.

- m. Prior to the hearing, the Assistant Dean of Students or designee may appoint a special presiding officer in complex cases.
- n. Reports of the Board shall include a finding of fact and a determination of whether or not the respondent is in violation of the alleged misconduct. If the Board determines the respondent to be in violation, the report will also include a recommendation of sanction. The Board may consider mitigating or aggravating circumstances when making a sanction recommendation. The report will be forwarded to the Assistant Dean of Students or designee for review. If in the judgment of the Assistant Dean of Students or designee the sanction recommended by the Board is significantly at variance with sanctions imposed in closely similar cases, the Assistant Dean of Students or designee may then revise the sanction.
- o. In cases of suspension or expulsion, the Dean of Students or designee, in concurrence with the Provost and Executive Vice President for Academic Affairs or designee, will impose sanctions. The past disciplinary record of the accused student and applicable mitigating and aggravating circumstances will be taken into account in determining the sanction(s).
- p. The decision of the Board shall be rendered, in writing, within a reasonable amount of time, along with any sanction(s) imposed.
- q. Notarized affidavits may be accepted or other accommodations made at the discretion of the presiding officer in lieu of live testimony if a witness is out of state or otherwise determined to be unavailable.

Representatives and Advisors

27. Legal representation is not permitted in University Disciplinary Conferences or University Hearing Board hearings, although parties may be accompanied by advisors or friendly observers. The role of advisors shall be limited to consultation with the specific parties they are advising; and they may not address the Board or question witnesses. A violation of this limitation may result in an advisor being removed from the hearing at the discretion of the presiding officer. The advisor may be, but may not act as, legal counsel. Accused students must notify the Office of Student Rights & Responsibilities if they will have legal counsel at the hearing or conference at least three business days prior to the hearing or conference.

Student Groups and Organizations

28. Student groups and organizations may be charged with violations of this “Code”.

29. A student group or organization may be held collectively responsible and its officers may be held individually responsible when violations of the “Code” by those associated with the group or organization have occurred.

A position of leadership in a student group, organization, or athletic team entails responsibility. Student officers cannot permit, condone, or acquiesce in any violation of this “Code” by the group or organization.

This section of the “Code” is also designed to hold a group, including athletic teams, student organizations, and their officers, accountable for any act of hazing. For example, requiring, expecting, or encouraging members to consume any drugs, including alcohol, as a condition or prelude to membership or further participation in the organization would constitute a violation of Article 11, sections b, e, h, and t. This is because such an activity may be physically abusive, constitutes an

interference with normal University activities, and violates drug or alcohol regulations. The express or implied "consent" of the victim or participant is not a defense. Participants in these activities will be charged; the University community is considered to be the victim.

30. The officers or leaders or any identifiable spokesperson for a student group or organization may be directed by the Assistant Dean of Students or designee to take appropriate action designed to prevent or end violations of this "Code" by the group or organization. Failure to make reasonable efforts to comply with the Assistant Dean of Students or designee's directive shall be considered a violation of this "Code" by the officers, leaders, or spokesperson for the group or organization and by the group or organization itself.

31. Sanctions for group or organization misconduct may include revocation or denial of registration, as well as other appropriate sanctions.

Appeals

32. Appeals must be based on new information that is relevant to the case, that was not previously presented at the hearing or conference, and that significantly alters the finding of fact. Appeals must be submitted in writing to the Office of Student Rights & Responsibilities within five business days from the date of the written sanction notice. Failure to appeal within the allotted time will render the original decision final and conclusive.

33. A timely appeal will be reviewed by the Senior Assistant Dean of Students or designee to determine its viability based on the criteria in Article 32. Upon a determination of viability, the appeal will be forwarded to the chair of the Committee on the Judicial System, who shall select a Panel of three persons from the Committee to review and decide the appeal. The Panel shall consist of one member from each constituency - administrators, faculty and students - but otherwise the selection of Panel members shall be within the discretion of the chair. The decision to grant or deny the appeal will be based on information supplied in the written appeal and, when necessary, on the record of the original proceedings. The decision of the Panel, or the findings and sanctions arising from any new hearing or conference ordered by the Panel in connection with the appeal, are final and conclusive.

34. The Panel of the Committee on the Judicial System may

- Affirm the finding of the original board or conference;
- Remand the case to the original board or conference officer for a new hearing;
- Request that a new board or conference officer hear the case.

35. The imposition of sanctions will be deferred during the pendency of appellate proceedings unless, in the judgment of the Dean of Students or designee, the continued presence of the student on campus poses a substantial threat to others, to himself or herself, or to the stability and continuance of normal University functions.

Transcript Notations

36. An encumbrance may be placed on a student's University records by the Assistant Dean of Students or designee while disciplinary proceedings are pending or sanctions are incomplete.

37. Notation of disciplinary action will be made on the transcript whenever a student is expelled or suspended. Students may petition for removal of the notation of suspension when the suspension period has expired or after three years, whichever comes first. Such petitions may be granted at the discretion of the Assistant Dean of Students or designee. Factors to be considered in reviewing petitions for notation removal include the current demeanor of the student, the student's

conduct subsequent to the violation, and the nature of the violation, including the damage, injury, or harm.

Disciplinary Files and Records

38. Case referrals may result in the development of a disciplinary file in the name of the student; the file shall be voided if the charge is not substantiated. Voided files will be so marked, shall not be kept with active disciplinary records, and shall not leave any student with a disciplinary record.

39. The files of students found in violation of any prohibited conduct will be retained as a disciplinary record until their graduation. This provision shall not, however, prohibit any program, department, college, or school of the University from retaining records of violations and reporting violations as required by their professional standards; the University may retain, for appropriate administrative purposes, records of all proceedings regarding violations of the "Code of Student Conduct". Disciplinary records may be reported to third parties in accordance with University regulations and law.

40. Disciplinary records may be removed from the student disciplinary files of the Office of the Dean of Students by the Assistant Dean of Students or designee, upon written request of the student, no sooner than one year after the finding of fact for the case. In deciding whether to grant the request, the Assistant Dean of Students or designee will consider such factors as the current demeanor of the student, the student's conduct subsequent to the violation, and the nature of the violation, including the severity of any other student's damage, injury, or harm.

41. Students assigned to complete any sanction as a result of violating any section of this "Code" will have their records encumbered by the Office of Student Rights & Responsibilities. The encumbrance will be removed upon completion of all sanctions required by the University.

Conflicts

42. In event of conflict between the terms of this "Code of Student Conduct" and any other provision of the Guide to Student Rights and Responsibilities, the terms of this "Code" shall govern.

Approved - October, 1996

Additional Conduct Regulations

In addition to the Statement of Student Rights and Responsibilities and the "Code of Student Conduct," the following are the principal regulations governing student conduct. The text below is a summary of the official University document (cited in parenthesis following the title). Please refer to the full text of the policies, which can be found online at <http://policy.gwu.edu>.

A. Violations of Law, Including Laws Proscribing Certain Drugs (Board of Trustees Resolution -- October 19, 1968)

The University cannot condone violations of law, including violation of those laws that prohibit possession, use, sale, or distribution of certain drugs. Administrative action, which may include dismissal from the residence halls, revocation of other privileges, or suspension or dismissal from the University, may be taken in order to protect the interests of the University and the rights of others.

B. Possession of Firearms

(Firearms and Weapons Policy)

The possession of firearms, explosives, or other weapons by members of the University community on University premises without the explicit authorization of the University, whether or not a federal or state license to possess the same has been issued to the possessor, is prohibited.

<http://my.gwu.edu/files/policies/FirearmsFINAL.pdf>

C. Unauthorized Entry/Trespass

(Barring People From Campus Policy)

The University reserves the right to determine who can and cannot access and/or use property owned, controlled, or leased by the University. The University reserves the right to bar from University property or facilities any person, whether or not affiliated with the University, to whom the University does not wish to allow access.

<http://my.gwu.edu/files/policies/BarringPeopleFINAL.pdf>

D. Misuse of University Identification

(GWorld Card Policy)

The GWorld Card is the official identification card of the University, and it is required for access to certain campus buildings (such as residence halls, libraries, and athletic facilities) and to University events. The card also provides a declining balance account for purchases at on- and off-campus merchants. By accepting the GWorld card, an individual agrees to be bound by the requirements set forth in the GWorld Card Policy. Violations may result in confiscation of the card and disciplinary action up to and including termination of employment or enrollment.

<http://my.gwu.edu/files/policies/GWorldCardFINAL.pdf>

E. Animals in Residential Buildings

(Residential Community Conduct Guidelines)

No animals of any kind, other than properly attended service animals for individuals with disabilities (registered through the Office of Disability Support Services), are permitted in University residence halls. In the event animals, including laboratory specimens, are found in a residence hall, the University reserves the right to have them removed and to bill the student(s) responsible for required extermination and cleaning services. Disciplinary action may be taken against the student(s).

<http://living.gwu.edu/forms/rccgs>

F. Demonstration

(Demonstrations Policy)

The University supports the rights of members of the community to dissent and to demonstrate that dissent, provided that such activities do not disrupt normal campus operations, obstruct free access to University buildings, facilities, or spaces or infringe upon the rights of others.

<http://my.gwu.edu/files/policies/DemonstrationsFINAL.pdf>

G. Disruption of University Functions

(Board of Trustees Resolution -- January 16, 1969)

Any member of the University (including as members of the University all persons having a formal connection with the University) who

1. Engages in conduct that unreasonably obstructs teaching, research, and learning; or
2. Unreasonably obstructs free access to members of the University or to University buildings; or
3. Disobeys general regulations of the University; or
4. Damages University property or injures members or guests of the University;

may be punished for conduct by dismissal from the University, or by some lesser disciplinary action, through procedures established within the University for the government of its members.

H. Political Activities

(Political Activity Policy)

The University's policy is to comply with Internal Revenue Service regulations that restrict the use of its property and employees in political campaign activities in support of or in opposition to candidates.

<http://my.gwu.edu/files/policies/PoliticalActivityFINAL.pdf>

I. Right to Change Rules and Programs

(University Bulletin)

The University reserves the right to modify or change requirements, rules, and fees. Such regulations shall go into force whenever the proper authorities may determine. The right is reserved by the University to make changes in programs without notice whenever circumstances warrant such changes.

<http://www.gwu.edu/~bulletin/>

J. Right to Dismiss Students

(University Bulletin)

The University reserves the right to dismiss or exclude any student from the University, or from any class or classes, whenever, in the interest of the student or the University, the University Administration deems it advisable.

<http://www.gwu.edu/~bulletin/>

K. Non-Punitive Administrative Actions

In the course of University administration, faculty and administrators may take actions that have some coloring of punitive action but that, in fact, are not taken with intent to punish the student. Actions of this kind are necessary to the reasonable operation of the University, but care must be exercised that they do not become devices for avoiding the safeguards established to avoid unfair, arbitrary, or capricious invasions of student rights. An example is the refusal to re-enroll a student with unpaid indebtedness to the University. Another example would be the refusal to re-enroll a student with incapacitating psychological disturbances. Another example would be the requirement that a student pay for damage to University property caused by his or her negligence. These examples are illustrative, not a comprehensive description of these inherent administrative powers. These actions are not governed by the disciplinary procedures of the *Statement of Student Rights and Responsibilities* or by the "Code of Student Conduct."



Dear Students,

One of the great benefits of attending The George Washington University is our location in the Foggy Bottom/West End and Foxhall communities. We enjoy numerous cultural activities as well as excellent shopping, restaurants, and entertainment opportunities.

The George Washington University is committed to being a good neighbor in our community. The GW University Police Department, the Office of Community Relations, and the Office of Off-Campus Student Affairs demonstrate this commitment and work in partnership with students and neighbors to address concerns and make a better community for all of us.

We often hear concerns from our neighbors about noise. Our neighborhoods are filled with working professionals, senior citizens and families with young children. The lifestyle of students can be very different from the lifestyle of our neighbors. You may be walking with a group of friends for a fun night out at 8:00 p.m. on Saturday night, just when parents are putting their children to bed. Or, you may be returning at 1:00 a.m. from enjoying a night on the town and families are sound asleep.

To help us all be better members of our community, we are continuing the Quiet Zone initiative for the Fall 2011 semester. We encourage everyone to keep these tips in mind:

- When walking in a group, please keep your talking and laughing to a moderate level, particularly during late night hours.
- Pay special attention to residential buildings. DC laws make it illegal to shout or make a disturbance outside a building at night.
- Refrain from congregating outside of your on or off campus residence late at night or early in the morning.
- Keep your mobile phone conversations to a reasonable volume.

We encourage you to follow these tips, and your own common sense, in our neighborhoods. Courtesy can reap tremendous benefits for our communities. Please help us all to be better neighbors and encourage others to take part in the Quiet Zone.

Sincerely,

Andrew Goretsky
Director, Graduate, Distance, and Professional Student Experience
Off-Campus Student Affairs
The Center for Student Engagement

Britany Waddell
Director, Office of Community Relations

ATTACHMENT G: Detailed Information Regarding Local Address Information

Local Address Information for Foggy Bottom Students not living in GW-housing¹

Full-Time Foggy Bottom undergraduate Students Residing in Foggy Bottom/West End outside the Campus Plan Boundaries	1358
District of Columbia outside the Foggy Bottom Campus Plan boundaries and outside Foggy Bottom/West End	274
breakdown by zip code: 20001 17 20002 9 20003 20 20004 0 20005 32 20006 0 20007 52 20008 11 20009 36 20010 5 20011 12 20012 4 20015 2 20016 13 20017 6 20018 0 20019 2 20020 4 20024 5 20027 0 20032 1 20036 20 20037 23 20078 0	
Maryland	105
Virginia	258

Note 1: This data is current as of the GW census date, October 25, 2012 and represents a 96% response rate from the 2,027 full-time Foggy Bottom Undergraduate Students not included in the GW Foggy Bottom housing program.

ATTACHMENT H: Detailed data regarding the number of off-street parking spaces per garage

THE GEORGE WASHINGTON UNIVERSITY PARKING SERVICES				
On Campus Parking			Nov-12	
Lot #	Lot Name	Self-Park	Valet Parking	Total Spaces
3	Lot 3	22	45	67
4	Academic Center Garage	226	60	286
5	Elliot School	198	0	198
6	New Hall Garage	59	0	59
7	Ambulatory Care Center Garage	110	0	110
9	Media & Public Affairs Garage	64	0	64
12	Lot 12¹	0	0	0
14	Ross Hall Garage	139	48	187
15	Old Main	63	0	63
16	Funger Hall Garage	218	46	264
17	Ivory Tower	90	0	90
18	South Hall	180	0	180
20	Dakota	60	0	60
21	Health & Wellness Garage	112	0	112
MC	Marvin Center Garage	170	126	296
Square 54	The Avenue	362	100	462
Rear of Westend	Rear of Westend	9	0	9
International House	International House (Formally: Riverside Towers)	5	0	5
Interim Parking	Off-campus leased spaces at the Kennedy Center	350	0	350
Total		2,437	425	2,862

Note 1: These 23 spaces are temporarily removed from the parking inventory for GW Hospital's Radiation and Oncology temporary use.

ATTACHMENT I: Materials Evidencing GW's Efforts related to Transportation Management

THE GEORGE WASHINGTON UNIVERSITY
WASHINGTON, DC

TRANSPORTATION & PARKING SERVICES

[Parking at GW](#)

[Parking Locations](#)

[Rates & Forms](#)

[Public Transportation](#)

[FAQ](#)

[Meet the Staff](#)

Welcome!

Welcome to the George Washington University. This website is designed to provide information and resources to the campus and community for a wide range of parking and transportation issues.

We are committed to provide exceptional service to our customers both through our service centers as well as our central office. If this site is unable to answer your questions, please contact us at:

Parking

Students:

Please visit Colonial Central
Marvin Center (801 21st Street NW - Ground Floor)
Hours of Operation: Monday - Friday, 8:30am - 5:30pm

Faculty/Staff/Contractors:

Please visit Faculty Staff Services Center (FSSC)
Rice Hall (2121 I Street, NW - 1st Floor)
Hours of Operation: Monday - Friday, 8am - 5pm

Transportation:

2025 F Street, Suite 100

If you have questions that are not answered in our service centers please feel free to contact one of our staff members. Contact information can be found under "Meet Staff."

[Click here to view updates from April 2011 through August 2012](#)

Quick Links:

- [Mount Vernon Shuttle \(Vern Express\)](#)
- [Foggy Bottom Visitor information](#)
- [Virginia Science & Technology Campus \(VSTC\)/Foggy Bottom Shuttle \(link to schedule\)](#)
- [GW Student Online Permit Purchase](#)
- [Online Citation Payment](#)
- [Staff Parking Forms](#)
- [Washington Metro Area Transit Authority](#)
- [Capital Bike Share](#)

Student Parking Policy:

Reminder: The University's complete policy regarding on-campus student parking can be found here:

[Parking Policy](#)

[Download the Parking Requirement Exemption Form. click here](#)

Follow our shuttles on Twitter:

- [@TheGWVASHuttle](#)
- [@TheVernExpres](#)

How do I...

[Get a student parking permit?](#)

[Pay for parking using my GWorld?](#)

[Locate the Visitor parking lots?](#)

[Learn about Summer Intern Parking?](#)

[Pay for parking using my GWorld?](#)

[Submit an online application form?](#)

[Locate the Visitor parking lots?](#)

x

x

x

x

Parking Locations

x
x
x
x
x

- [GW Carpool Incentive Program](#)
- [Mount Vernon Campus Express Shuttle](#)
- [Virginia Campus Shuttle](#)
- [DC Transportation Resources](#)

How do I? v

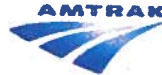
DC Transportation Resources

Here are some alternate resources to help you figure out how to get around GW's Campus and the DC Metro area.

Around Campus

- [The GW Main Campus Shuttle](#)
- [The Vern Express Shuttle](#)
- [The GW Virginia Campus Shuttle](#)

Around DC/MD/VA



Maryland Transit Administration



The DC City Pages [Review of Taxi Cab service](#) in the District



Transportation options from Washington Dulles International Airport



Virginia Railway Express

**Office of Transportation and Parking Services, 2025 F Street NW, Washington, DC 20052, (202) 994-PARK (7276).
Office Hours are Monday - Friday, 8am - 6pm.**

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Foggy Bottom Campus Public Transportation Options



General Information:

Information/Contact Us:

The DC Zoning Commission's approval of The 2007 Foggy Bottom Campus Plan allows GW to implement a "Grow Up, Not Out" strategy.

- Send transportation related questions/comments to gwutrans@gwu.edu
- Visit www.neighborhood.gwu.edu for more details on Foggy Bottom Campus Plan

Flexible Work Arrangements:

The University offers flexible work arrangements approved by ones supervisor such as compressed work weeks, flex time and telecommuting in appropriate circumstances.

GW's pre-tax transportation benefits:

These benefits allow full time and regular part-time GW employees to set aside funds on a pre-tax basis for the purchase of "Metrochecks" or Metro Smarttrip funds, contact Human Resources for more information.

DC Taxicabs:

DC Taxicabs operate on a meter system with a \$3.25 initial charge for the first half mile plus \$0.90 for each additional half mile or fraction. More details can be found at www.dctaxi.dc.gov

DC Specific Transportation Information:

www.godcgo.com links directly to all transportation information relevant to getting you "Straight to the Point" in Washington, DC. The site includes interactive mapping technology allowing you to plot your trip and choose the transportation options that fit your needs.

Campus Escort Vans/4RIDE:

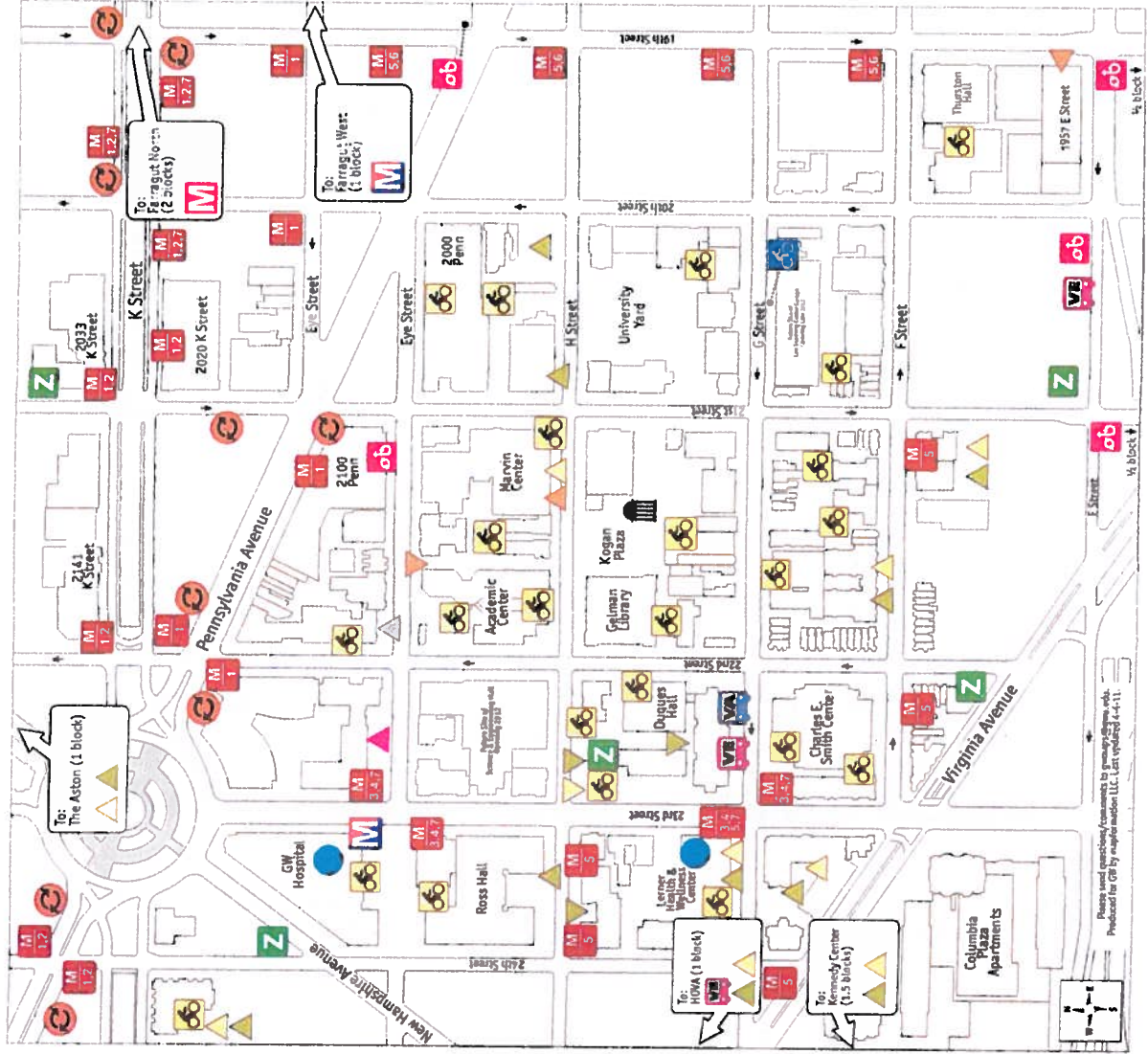
The University Police Department offers a free evening vehicle escort service to and from locations on and near the Foggy Bottom Campus. To use 4RIDE, call 202-994-RIDE. More information is available online at <http://gwired.gwu.edu/upd>

Shuttles:

The Vern Express - connects the Mount Vernon and Foggy Bottom Campuses. For more information visit <http://gwired.gwu.edu/mvd/express>

The Virginia Campus Shuttle - connects the Foggy Bottom and Virginia Campus. For more information visit <http://www.ra.gwu.edu/student-services/vanpool.html>

The West Falls Church Express - bus service connects the Metro's West Falls Church Station to the main entrances of Research I and Building II. For more information visit www.westfalls.org



Please send questions/comments to gwutrans@gwu.edu.
Produced for GW by mapmaker LLC. Last updated 4-4-11.

The Vern Express

Fall 2012 Public Schedule

Monday, August 27 – Wednesday, December 19

Foggy Bottom Campus:

Pick-up & Drop-off: 23rd and G Streets (Funger Hall)*
 2025 E Street (Red Cross building)
 2601 Virginia Avenue (HOVA) Weekdays, after 10am

Mount Vernon Campus:

Pick-up: The Quad by Somers Hall*
 Drop-off: Rear of Academic Building (soccer field) and Eckles Library

* Denotes the primary shuttle pickup and drop-off locations.

Monday-Friday

MIDNIGHT – 8AM	Departures every 15 minutes from both campuses**
8AM – 7PM	Departures every 5 minutes from both campuses
7PM – MIDNIGHT	Departures every 15 minutes from both campuses**

Saturday-Sunday

MIDNIGHT – MIDNIGHT	Departures every 15 minutes from both campuses**
---------------------	--

Holidays

Labor Day Monday September 3th

MIDNIGHT – MIDNIGHT	Departures every 15 minutes from both campuses**
---------------------	--

Thanksgiving Break Thursday November 22nd and Friday 23th

MIDNIGHT – MIDNIGHT	Departures every 15 minutes from both campuses**
---------------------	--

**When running on a 15-minute schedule, *There will be one Vern Express* shuttle departing from both Foggy Bottom and Mount Vernon Campus at :00, :15, 30, and :45 past the hour.

For ADA arrangements, please contact GWPD at 202-242-6110. Any questions or concerns as it relates to the shuttles contact Transportation & Parking Services at 202-994-(PARK) 7275 or email us at tve@gwu.edu.

Where is the Vern Express?

For real time shuttle tracking please visit www.gwshuttles.com.

Twitter

Follow-us @thevernexpress

Visitors	Academics	Research	Services	Events	Partners
--------------------------	---------------------------	--------------------------	--------------------------	------------------------	--------------------------

[Home](#) / [Services](#) / [Shuttles](#) /

Academic Support
The Colonial Cafe
Library
Shuttles
Technology

Shuttles

The University provides convenient shuttles between the GW Virginia Science and Technology Campus and the GW Foggy Bottom Campus (DC), as well as the West Falls Church metro station.

The shuttle services are free for GWorld Holders (please be prepared to show your ID to the shuttle driver). The public rides the WFC Express for \$2.



OPTION 1: WFC EXPRESS
(download schedule, .pdf)

[Download updated map of stops, eff. 4/16/12.](#)

OPTION 2: INTERCAMPUS SHUTTLE, M-F
(download .pdf)

(Saturday schedule below)

INTERCAMPUS SATURDAY SCHEDULE
(AS OF April 16, 2012)

Depart/Arrive	Loop #1	Loop #2	Loop #3
FB	7:30 a.m.	N/S	N/S
Enterprise Hall	8:15 a.m.	4:00 p.m.	6:00 p.m.
Research Place	8:20 a.m.	4:05 p.m.	6:05 p.m.
Innovation Hall	8:25 a.m.	4:10 p.m.	6:10 p.m.
Exploration Hall	8:30 a.m.	4:15 p.m.	6:15 p.m.
FB	N/S	5:05 p.m.	7:05 p.m.

Location of Shuttle Stops:

Foggy Bottom (FB) Stop:

- G Street between 22nd and 23rd Streets, NW, Washington, D.C. (Funger Hall)

West Falls Church (WFC) Metro Stop:

- Bus Bay A on the side of the Metro station opposite the "Kiss and Ride" drop-off

SEARCH



QUICKLINKS

Select below



Related Links

New Provider of GW's VSTC Campus Shuttle Service (Effective 10/1)

Download New Schedule (Effective 04/16/12)

VA Regional Transit

Metro—WMATA

Follow Shuttle Updates/ Alerts on Twitter!

twitter



Virginia Science & Technology Campus Stops:

- Main entrances to **Exploration Hall**, 20101 Academic Way, Ashburn, VA 20147, **Innovation Hall**, 45085 University Drive, Ashburn, VA 20147, **Enterprise Hall**, 44983 Knoll Square, Ashburn, VA 20147, and **Research Place**, 45155 Research Place, Ashburn, VA 20147.

Questions About the Shuttles?

- Contact the GW Office of Transportation at 202-994-7275 or **Quentarus Brown**, Transportation Services Manager, at 202-994-5037.

Until Oct. 1 Contact VRTA for all shuttles:

- Please contact the Virginia Regional Transportation Authority (VRTA) Dispatch at 540-338-1610 if any schedule issues/problems arise.

Starting Oct. 1 Contact:

- **WFC Express Service:** Please contact the Virginia Regional Transportation Authority (VRTA) Dispatch at 540-338-1610 if any schedule issues/problems arise.

- **Intercampus Shuttle:** Please contact the International Limousine Service (ILS) Dispatch at 202-388-6800 x236 if any schedule issues/problems arise.

*** Please note there is no service on Sundays or official university holidays.

GW Pre Tax Transportation & Metro Parking Program- SmartBenefits

This pre-tax Transportation and Metro Parking benefit allows benefit eligible employees (full-time and regular part-time) to set aside pre-tax dollars each month to be credited to your SmarTrip card, up to \$125 per month for Transit, and up to \$110 per month for Metro Parking. You may elect payroll deductions in increments of \$10 starting at \$40 up to the current maximum of \$125 Transit per month and \$110 Metro Parking. SmarTrip cards may be used for Metrorail, Metrobus, and Metro Parking.

Employees who use area transit providers that do not currently accept the SmarTrip card as fare payment such as MetroAccess, Virginia Railway Express (VRE), MARC Train Service, MTA Commuter buses (Eyre, Dillon's, & Keller) may still take advantage of pre-tax savings by participating in the GW SmartBenefits program. The SmarTrip card allows employees to allocate their benefit to their personal account through either Commuter Direct, or (for residents of Maryland only) MTA to contribute to your order.

**To learn more about your SmarTrip card please visit:
<http://www.wmata.com>**

**To learn more about how to allocate funds to another provider visit:
http://www.wmata.com/business/employer_fare_program/vanpool_transit.cfm**

GW's pre-tax transportation benefits program highlights include:

- Available to all benefits eligible employees
-
-
- SmartBenefits are automatically downloaded to your (registered and formatted) SmarTrip card beginning on the 1st of the month deductions.
-
- You may enroll, change or terminate the benefit any time during the year by completing a new form – Bi-weekly paid employees r second deduction in any given month.
- The maximum stored value for each purse on your SmarTrip Cards is as follows: Personal value of \$300; Transit value of \$4,045; max value of \$4,045.
- SmartBenefits will always add value to either the Transit, and/or Metro Parking purses based on your elections. The only way to a Metro Parking purses is to participate in the SmartBenefits program. SmartBenefits will not add value to your Personal purse.
- Value in your Transit purse will only pay for Transportation expenses, value in your Parking purse will only pay for Metro Parking your Personal purse can be used for both. Value in Transit and Parking purses have first priority over funds in your Personal purs
- SmartBenefits downloaded to your SmarTrip card will always remain yours until you use them. Any portion of your election that t month rolls over adding to the available balance of your Transit and Parking purse each month.

- The value displayed at Metro exits represents the balance of the purse that actually pays your fare, not a cumulative total of all val your SmartTrip card.
-
-
-
- Enrollees who do not register or fail to reformat their SmartTrip cards will not be eligible to participate.
- Should you make any change to your SmartBenefits election, you must reformat your SmartTrip card in the last two weeks of the r change amount being made available.

Participation Deadlines

- **Monthly paid employees:** New enrollments, changes or terminations must be received by the **10th** of the month in order for the enrollment to be effective the first day of the following month.

- **Bi-Weekly paid employees:** New enrollments, changes or terminations must be received two weeks prior to the first pay of the month in which deduction is effective. The deductions are only taken the first two pay periods of a month. For a calendar click here: http://financeoffice.gwu.edu/taxpayrollbenefits/payroll/payroll_calendar.html

• **\$125** max allowable pre-tax transit benefit is set by IRS regulation therefore is subject to change.

Learn more about the Pre-tax Transportation benefit by clicking the links below:

[SmartTrip Card Registration](#)

[SmartBenefits Enrollment/Change Form](#)

[SmartBenefits FAQ](#)

[Washington Metropolitan Area Transit Authority](#)

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This page was last updated on :23-Apr-2012



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plus tax
per hour maximum



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plus tax
per mi after 150mi
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[The A to Z of car2go](#)

