




OCTOBER 1, 2018

# ANNUAL SECURITY REPORT

## AVEDA INSTITUTE PORTLAND VANCOUVER CAMPUS

AVEDA INSTITUTE PORTLAND VANCOUVER CAMPUS - ANNUAL SECURITY REPORT - 10/01/2018  
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## About the Report

This report was created to educate students, prospective students, employees, and prospective employees about Aveda Institute Portland Vancouver Campus' safety policies and procedures. Portions of this report are also provided in compliance with the Higher Education Opportunity Act known as the Jeanne Clery Act. The Jeanne Clery Act requires universities and colleges to annually disclose crime statistics and certain policies related to safety and security. It is intended to provide students and their families with accurate, complete, and timely information about safety on campus to aid in making informed decisions.

Portions of this report are provided in compliance with the federal Drug-Free schools and Communities Act and the federal Student Right-To-Know and Campus Security Act. Finally, a portion of this report is provided in compliance with The Violence Against Women Reauthorization Act which amended the Jeanne Clery Act to afford additional rights to campus victims of sexual assault, domestic violence, dating violence, and stalking.

## Report Preparation and Distribution

Multiple departments collaborate in order to obtain proper documentation and follow procedures outlined in this report. The Aveda Institute Portland Vancouver Campus Director and Aveda Institute Portland Director are primarily charged with compiling and publishing the Annual Security Report (ASR), working with school and enforcement agencies to collect information. The process includes gathering crime statistics from internal and external agencies where appropriate. Our goal is to publish an accurate and complete report for distribution to current and prospective students and staff.

Each year, an email notification is made to all enrolled students that provides the Annual Security Report in an attached file. Faculty and Staff receive a similar notification. Copies of the report may also be obtained through the student reporting system. All prospective students will receive a copy of this report via the student catalog. Prospective employees will receive a copy of this report via the employee handbook. Online, the report can be accessed via the Student Catalog link at [avedapdx.com](http://avedapdx.com).

## Access to Campus Facilities

Aveda Institute Portland Vancouver Campus adheres to the following precautions in order to ensure the safety of students, staff, and patrons: No one should leave the building at night alone. After the clinic floor is closed, all doors shall be locked. No one will be permitted to remain in the building alone. All students are urged to put away personal property in their lockers, and staff should keep their valuables in a secure place. If a student is dismissed, graduates or fails to return from a leave of absence it is his/her responsibility to empty his/her locker. Failure to do so will result in the lock being cut and contents boxed and held for 10 days. All locker contents held after 10 days will be disposed of.

## Emergency Responses and Evacuation Procedures

The following procedure will be used to notify students and staff of a dangerous situation on the school campus; this includes the occurrence of Clery Act crimes. Instructors and staff members have received training on how to handle a pending emergency.

**Timely Warning:** The Director or person in charge will be responsible to send out a timely warning to the campus community by email or text regarding any health or safety situations. The instructors will ensure all students follow instructions. Any Instructor, Manager, or Director can initiate the alert. The Director or person in charge will notify the police who will notify the neighboring community of impending danger.

Thru our intercom system the following codes may be used to reflect the following:

Code 1: Evacuate the classroom immediately and exit thru the designated paths

Code 2: Evacuate only through the front staircase

Code 3: Dangerous situation outside the campus (such as a gas leak) and no one is allowed to leave the building

To Evacuate the Building (code 1) everyone evacuate the area immediately. Walk to the nearest exit. If you are with a client or if you have a client, take the client with you. Stay calm. Call the fire department, police or ambulance using 911.

The person at the reception desk should find the nearest telephone and place the call immediately, but only after leaving the building if there is an immediate threat. Provide the following information: Your name Address: Aveda Institute Portland Vancouver Campus | 6615 NE Fourth Plain Boulevard | Vancouver|WA|98661 Phone Number: Aveda Institute Portland Vancouver Campus Phone Number 360-619-0008 Nature of the call: Fire, Police, First Aid, etc. You will be asked to stay on the line if at all possible. It is very important that you do this, as the 911 operator will need to get as much information as possible in order to provide the maximum help needed at the scene. Do not hang up unless told to do so by the 911 personnel.

## Procedures for Students and Others to report Criminal Actions or other emergencies on campus

We refer all campus law enforcement issues to local police or other authorities since the institution does not have any campus based security personnel. There is no written memorandum of understanding between Aveda Institute Portland Vancouver Campus and local authorities. Aveda Institute encourages prompt reporting of criminal activity/actions as being in the best interest of all students/employees. Aveda Institute Portland Vancouver Campus has designated the manager on duty as the contact person for any issues relating to campus security. We request that students report any criminal activity/actions on campus to the individual designated. The designated individual will assist the student/employee in reporting the incident to the local police authorities. Please note that victims are not required to report information to school authorities or local police authorities. Anyone remaining alone in the building shall securely lock all doors. Only a school manager or, in his/her absence, another designated individual opens and locks the school.

Please note that Aveda Institute Portland Vancouver Campus does not employ pastoral counselors or professional counselors. The Aveda Institute Portland Vancouver Campus does not have a procedure for voluntary, confidential reporting of crime statistics. Violations of the law will be referred to law enforcement agencies and when appropriate investigated by Aveda Institute Portland. When a potentially dangerous threat to Aveda Institute Portland Vancouver Campus arises, timely reports or warnings will be issued through email announcements, the posting of fliers, in-class announcements, or other appropriate means.

Criminal activity/actions may be reported to the following individuals:

Rebecca Maggiora - Director	360-619-0008 ext 431	<a href="mailto:Rebecca.Maggiora@avedapdx.com">Rebecca.Maggiora@avedapdx.com</a>
Noelle Sanborn– Manager of Education	360-619-0008 ext 442	<a href="mailto:Noelle.Sanborn@avedapdx.com">Noelle.Sanborn@avedapdx.com</a>

## Campus Security Procedures and Practices – Informing the Student Body and Staff

Employees and students both receive information about campus security procedures, practices, and crime prevention during orientation. Orientation is held for all incoming students on the Thursday prior to their official start date. During orientation, students receive information in regards to crime on campus as well as how to request assistance and report crimes or security issues. Employees and students are encouraged to be responsible for their own security and the security of others. They receive general crime prevention information such as not leaving belongings unattended, how to guard against identity theft and sexual assault prevention and response.

## Monitoring and recording off-campus student activity or facilities

Aveda Institute Portland has no off-campus student organizations nor does it have fraternities or sororities. Aveda Institute Portland will help local law enforcement with Aveda Institute Portland Vancouver Campus student issues when requested, but we do not actively monitor off-campus, non-school sponsored activities or individuals' conduct off-campus.

## Rules and Policies regarding possession, use, and sale of alcohol, drugs, or tobacco

Aveda Institute Portland Vancouver Campus is a Drug Free Environment. The use of alcohol, mood-altering, non-prescription chemicals and the abuse of prescription chemicals on the Aveda Institute Portland Vancouver Campus is not allowed. The unlawful manufacture, distribution, possession or use of a controlled substance is prohibited at Aveda Institute Portland Vancouver Campus. The possession, use, and sale of illegal drugs can be enforced by both Federal and State Drug Laws.

Violation of this policy is a severe offense for which the employee or student may be terminated on the first offense. If you have been prescribed a mood-altering chemical by a physician, please notify the Director immediately. Aveda Institute Portland will not illegally discriminate on the basis of this information. Washington has strong laws allowing vehicles used to transport illegal drugs to be seized and forfeited. Alcohol is an illegal drug for those under 21. Most drugs are illegal and a criminal conviction may bar a student from his or her chosen career path, or an employee from employment with Aveda Institute Portland Vancouver Campus. The health-risks associated with use of illicit drugs and alcohol abuse can be serious and numerous. Excessive or chronic alcohol consumption can negatively affect your heart, liver, brain, just to name a few. Alcohol abuse can also be known to cause cancer.

All employees and students, as a condition of employment or enrollment, must agree to abide by the terms of this policy. In addition, all employees and students must notify Aveda Institute Portland Vancouver Campus of any criminal drug statute conviction for a violation occurring on the campus no later than five (5) days after such conviction. Employees or students who appear to have a chemical dependency problem or any other problem that interferes with the performance of their assigned duties will be encouraged to pursue appropriate treatment. If treatment is refused or is not successful and performance is not acceptable, termination may occur. Seeking treatment, in and of itself, will not preclude disciplinary action for policy violations or performance issues which have occurred or continue to occur.

## Drug and Alcohol Abuse Education programs and counseling

Any student or staff member who has personal concerns about the use or abuse of alcohol is urged to contact the resources below. Passive programming in regards to drug and alcohol abuse education is displayed prominently on student communication board and information is rotated frequently. Students may speak with the Aveda Institute Portland Vancouver Campus Student Services department or School Director if they would like further assistance. The following resources are listed below:

Alcoholics Anonymous 360-694-3870  
Cocaine Anonymous 503-256-1666  
Smart Recovery 866-951-5357

Narcotics Anonymous 800-509-8918  
Helpline 866-789-1511  
Lines for Life 800-626-8137

## Disclosures to Alleged Victims of Crimes of Violence or Non-forcible Sex Offenses

The Aveda Institute Portland Vancouver Campus will, upon request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of any investigation conducted by the Aveda Institute Portland Vancouver Campus against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, Aveda Institute Portland Vancouver Campus will provide the results of the investigation to the victim's next of kin, if so requested.

# Sex Offenses and Offenders

## Sexual misconduct and assault prevention and response

Aveda Institute Portland Vancouver Campus is committed to maintaining and strengthening an environment in which students and staff may study and work in an atmosphere that is open, healthy, safe, and unhampered by discrimination. Consistent with this commitment and in keeping with federal and state law requirements, it is the policy of the Aveda Institute Portland Vancouver Campus that sexual assault, dating violence, domestic violence, and stalking will not be tolerated.

## Sex Offense Education programs and counseling

Any student or staff member who has personal concerns sex offenses may seek out resources below. Students may speak with the Aveda Institute Portland Vancouver Campus Student Services department or School Director if they would like further assistance. In 2017, we worked with the YWCA as a resource and support in regards to Domestic Violence and Sexual Violence support and prevention. They may be contacted at 360-696-0167 or on their 24-hour hotline at 360-695-0501. The following resources are listed below. Informational materials in regards to sexual assault, dating violence, domestic violence, and stalking can also be obtained through the Student Services Office. Passive programming in regards to sexual offenses is displayed prominently on student communication board and information is rotated frequently. Staff members receive annual training on reporting responsibilities. In addition, please see Appendix B for information on Bystander Intervention and Risk Reduction, warning signs of abusive behavior, and how to avoid potential attacks.

## If a Sex Offense Occurs

Aveda Institute Portland has designated the manager on duty as the contact person for any issues relating to campus security. All staff members are considered to be “responsibility employees” and are required to report any information in regards to sexual assault, domestic violence, dating violence, or stalking to the Title IX Coordinator. We request that students report any criminal activity/actions on campus to the individual designated. The designated individual will assist the student/ employee in reporting the incident to the local police authorities.

Aveda Institute Portland Vancouver Campus stresses the importance of preserving evidence as it may be necessary to the proof of criminal domestic violence, dating violence, sexual assault, or stalking, or in obtaining a protection order. Aveda Institute encourages prompt reporting of criminal activity/actions as being in the best interest of all students/employees.

Aveda Institute Portland Vancouver Campus is dedicated to preserving the rights of victims and will observe all orders of protection, no contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court. Any accommodations made based on these orders will remain confidential to the extent that maintaining such confidentiality does not impair the ability of Aveda Institute Portland to provide the accommodations or protective measures.

Washington State Domestic Violence Hotline [1-800-562-6025](tel:1-800-562-6025)  
Sexual Assault Resource Center – 360-695-0501

## Sex Offense Investigation Procedure

All reports resulting in investigations will be prompt, fair, and impartial from the initial investigation to the final result. Investigations will be conducted by an official who has received annual training on issues related to dating violence, domestic violence, sexual assault, and stalking as well as how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. The investigation process has been designed to provide the

accuser(s) and accused with the same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice.

In the instance of a report of dating violence, domestic violence, sexual assault, or stalking, if an investigation is deemed necessary, the student(s) may be placed on a two week leave of absence in order to fully investigate all matters in a fair and impartial matter. If more time is deemed necessary, the leave of absence will be extended. The student will not accrue any additional charges due to an investigational suspension. The student will be required to meet with the institute representative to receive the results of the investigation. Investigations may result in the following:

- Change of student schedule
- 1-5 Day Out of School Suspension served during initial two week leave of absence suspension
  - Additional fees will not result during this suspension
- 1-5 Day Out of School Suspension served after leave of absence suspension
  - Additional fees may result during this suspension
- Expulsion

Student victims have the option to change their academic situations after an alleged sexual assault, if such changes are reasonably available. Living situations may not be altered by Aveda Institute Portland Vancouver Campus as the school does not offer on-campus living.

Aveda Institute Portland Vancouver Campus will simultaneously notify, in writing, both the accuser(s) and the accused of: Results of the proceedings that arise from an allegation of dating violence, domestic violence, sexual assault, or stalking. Results of investigations are final.

The accuser and the accused are entitled to the same opportunities to have others present during an institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice; and both the accuser and the accused shall be simultaneously informed, in writing of: the outcome of any institutional disciplinary proceeding that arises from an allegation of domestic violence, dating violence, sexual assault or stalking; the institutions procedures for the accused and the victim to appeal the results of the institutions disciplinary proceeding; of any change to the results that occurs prior to the time that such results become final; and when such results become final. Aveda Institute Portland Vancouver Campus, or an officer, employee, or agent of the institution may not retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights or responsibilities.

During the investigation procedure, the following questions may be asked and documented.

What parties were involved?

Describe the sequence of events (place, time, and date)

How did you respond to the person who harassed you?

Did anyone else see or hear what happened to you?

Have you told anybody about your problem with the accused?

Have any other students or employees mentioned to you that they have experienced a similar problem with the accused?

Are there any documents or other evidence involved in the conduct?

How does this conduct make you feel?

Aveda Institute Portland Vancouver Campus will protect the confidentiality of victims to the extent permissible by law. The Aveda Institute Portland will complete publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifying information about the victim, as defined in section 40002(aa)(20) of the Violence Against Women Act of 1994 (42 U.S.C 13925(a)(20)); and maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of Aveda Institute Portland to provide the accommodations or protective measures.

## Registered Sex Offenders

The Campus Sex Crimes Prevention Act (CSCPA) of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed at, institutions of higher education. The CSCPA is an amendment to the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Act. The federal law requires law enforcement agencies to provide schools with a list of registered sex offenders who have indicated that they are either enrolled, employed, or carrying on a vocation. The CSCPA further amends the Family Education Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

In addition, a list of all registered sex offenders in Washington is available to all members of the community. To get information specifically regarding registered sex offenders, please reference the Washington Association of Sheriffs and Police Chiefs Sex Offender website at <http://www.icrimewatch.net/washington.php>

## Crime Statistics

Criminal Offenses - On Campus					
	2013	2014	2015	2016	2017
Murder/Non-Negligent Manslaughter			0	0	0
Negligent Manslaughter			0	0	0
Sex Offenses - Forcible			0	0	0
Rape			0	0	0
Fondling			0	0	0
Sex Offenses - Non-Forcible			0	0	0
Incest			0	0	0
Statutory Rape			0	0	0
Robbery			0	0	0
Aggravated Assault			0	0	0
Burglary			0	0	0
Motor Vehicle Theft			0	0	0
Arson			0	0	0
Criminal Offenses - Public Property					
	2013	2014	2015	2016	2017
Murder/Non-Negligent Manslaughter			0	0	0
Negligent Manslaughter			0	0	0
Sex Offenses - Forcible			0	0	0
Rape			0	0	0
Fondling			0	0	0
Sex Offenses - Non-Forcible			0	0	0
Incest			0	0	0
Statutory Rape			0	0	0
Robbery			0	0	0
Aggravated Assault			0	0	0
Burglary			0	0	19
Motor Vehicle Theft			0	0	14
Arson			0	0	1



Hate Crimes - On Campus									
Category of Bias for Crimes reported in 2017									
	2016 total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Hate Crimes - On Campus									
Category of Bias for Crimes reported in 2016									
	2016 total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0

Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Hate Crimes - On Campus									
	Category of Bias for Crimes reported in 2015								
	2015 total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Hate Crimes - On Campus									
	Category of Bias for Crimes reported in 2014								
	2014 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-Negligent Manslaughter	n/a								
Rape	n/a								
Fondling	n/a								
Incest	n/a								
Statutory Rape	n/a								
Robbery	n/a								
Aggravated Assault	n/a								
Burglary	n/a								
Motor Vehicle Theft	n/a								
Arson	n/a								
Simple Assault	n/a								

Larceny-Theft	n/a								
Intimidation	n/a								
Destruction/damage/vandalism of property	n/a								
Hate Crimes - On Campus									
	Category of Bias for Crimes reported in 2013								
	2013 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-Negligent Manslaughter	n/a								
Rape	n/a								
Fondling	n/a								
Incest	n/a								
Statutory Rape	n/a								
Robbery	n/a								
Aggravated Assault	n/a								
Burglary	n/a								
Motor Vehicle Theft	n/a								
Arson	n/a								
Simple Assault	n/a								
Larceny-Theft	n/a								
Intimidation	n/a								
Destruction/damage/vandalism of property	n/a								

Hate Crimes - Public Property

			Category of Bias for Crimes reported in 2016						
	2016 Total								
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0

Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Hate Crimes - Public Property									
Category of Bias for Crimes reported in 2015									
	2015 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0
Hate Crimes - Public Property									
Category of Bias for Crimes reported in 2014									
	2014 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-Negligent Manslaughter	n/a								
Rape	n/a								
Fondling	n/a								
Incest	n/a								
Statutory Rape	n/a								
Robbery	n/a								
Aggravated Assault	n/a								
Burglary	n/a								

Motor Vehicle Theft	n/a								
Arson	n/a								
Simple Assault	n/a								
Larceny-Theft	n/a								
Intimidation	n/a								
Destruction/damage/vandalism of property	n/a								

Hate Crimes - Public Property									
	Category of Bias for Crimes reported in 2013								
	2013 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-Negligent Manslaughter	n/a								
Rape	n/a								
Fondling	n/a								
Incest	n/a								
Statutory Rape	n/a								
Robbery	n/a								
Aggravated Assault	n/a								
Burglary	n/a								
Motor Vehicle Theft	n/a								
Arson	n/a								
Simple Assault	n/a								
Larceny-Theft	n/a								
Intimidation	n/a								
Destruction/damage/vandalism of property	n/a								

Arrests – On Campus					
Crime	2013	2014	2015	2016	2017
Weapons: carrying, possessing, etc.			0	0	0
Drug Abuse violations			0	0	0
Liquor Law violations			0	0	0

Arrests - Public Property					
Crime	2013	2014	2015	2016	2017
Weapons: carrying, possessing, etc.			0	0	0
Drug Abuse violations			0	0	0
Liquor Law violations			0	0	0

Disciplinary Actions - On Campus					

Crime	2013	2014	2015	2016	2017
Weapons: carrying, possessing, etc.			0	0	0
Drug Abuse violations			0	0	0
Liquor Law violations			0	0	0

Disciplinary Actions - Public Property					
Crime	2013	2014	2015	2016	2017
Weapons: carrying, possessing, etc.			0	0	0
Drug Abuse violations			0	0	0
Liquor Law violations			0	0	0

Unfounded Crimes	2013	2014	2015	2016	2017
Total Unfound Crimes			0	0	0

VAWA Offenses - Public Property					
Crime	2013	2014	2015	2016	2017
Domestic Violence			0	0	0
Dating Violence			0	0	0
Stalking			0	0	0

VAWA Offenses – On Campus					
Crime	2013	2014	2015	2016	2017
Domestic Violence			0	0	0
Dating Violence			0	0	0
Stalking			0	0	0

## Appendix A Crime Definitions

These definitions conform to the requirements of the implementing regulations of the Clery Act (ref. 34 CFR 668.46 (c)(7)).

**Murder and non-negligent manslaughter** – the willful (non-negligent) killing of one human being by another.

**Negligent manslaughter** – the killing of another person through gross negligence.

**Forcible Sex Offenses** – The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will, where the victim is incapable of giving consent because of his or her temporary or permanent mental or physical incapacity (or because of his or her youth).

**Forcible Sodomy** – Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will, where the victim is incapable of giving consent because his or her youth or because of his or her temporary or permanent mental or physical incapacity.

**Sexual Assault with an object** – The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly against the person's will, where the victim is incapable of giving consent because his or her youth or because of his or her temporary or permanent mental or physical incapacity.

**Forcible Fondling** - The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly against the person's will, where the victim is incapable of giving consent because his or her youth or because of his or her temporary or permanent mental or physical incapacity

**Consent** – Consent is a free and clearly given yes, not the absence of no and cannot be received when a person is incapacitated by alcohol or drugs.

**Incapacity to Consent** – A person is considered incapable of consenting to sexual act if the person is: under 18 years of age, mentally defective, mentally incapacitate, or physically helpless. A lack of verbal or physical resistance does not, by itself, constitute consent but may be considered by the trier of fact along with all other relevant evidence. [1971. C743 S105; 1999 c.949 S2; 2001 c104 S52]

**[Note: The Violence Against Women Act specified the term, “sexual assault” to mean: An offense that meets the definition of rape, fondling, incest or statutory rape as used in the Uniform Crime Reporting System of the Federal Bureau of Investigation.]**

**Incest** – Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Statutory Rape** – Non-forcible sexual intercourse with a person who is under the statutory age of consent.

**Rape** – The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ or another person, without consent of the victim.

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

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

**Burglary** – The unlawfully entry of a structure to commit a felony or a theft. For reporting purposes, this definition includes: unlawfully entry with intent to commit a larceny or a felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned acts.

**Motor Vehicle Theft** – The theft or attempted theft of a motor vehicle.

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

**Hate Crime** – The Clery Act requires the separate reporting, by category of prejudice, of any crime reported in the classifications above and any other crime involving bodying industry that manifests evidence that the victim was intentionally selected because of the victim's actual or perceived race; gender; gender identity; religion; sexual orientation; ethnicity; national origin or disability.

**Domestic Violence** – Abuse between family or household members. Family or Household members includes spouses or former spouses; adults related by blood, marriage, or adoption; persons cohabitation or who have cohabitated; persons in past or present sexually intimate relationships; unmarried parents of a child.

**Abuse** – The occurrence of one or more of the following acts within domestic or dating relationship: attempting to cause or intentionally, knowingly or recklessly causing bodily injury; intentionally, knowingly, or recklessly placing another in fear of imminent bodily injury; causing another to engage in involuntary sexual relations by force or threat of force.

**Dating Violence** – A pattern of behavior in any relationship that is used to gain or maintain power and control over an intimate partner. Abuse can be physical, sexual, emotional, economic or psychological acts or threats of actions that influence another person. This includes any behaviors that frighten, intimidate, terrorize, manipulate, hurt, humiliate, blame or injure someone. Dating violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of the interaction between the persons involved in the relationship. For the purpose of this definition dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not included acts covered under the definition of domestic violence. For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

**Stalking** – the repetitive and/or menacing pursuit, following, harassment and/or interference with the peak and/or safety of a member of the community, or the safety of any of the immediate family members of the community. Stalking is unpredictable and dangerous. A person commits the crime of stalking if: the person knowingly alarms or coerces another person or a member of that person’s immediate family or household by engaging in repeated and unwanted contact with the other person; it is objectively reasonable for a person in the victim’s situation to have been alarmed or coerced by the contact; and the repeated and unwanted contact causes the victim reasonable apprehension regarding the person safety of the victim or a member of the victim’s immediate family or household.

**Liquor Law Violations** – Violations of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintain unlawful drinking places; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned activities. (Drunkenness and driving under the influence are not included in this definition)

**Drug Abuse Violations** – Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine)

**Weapon Law Violations** – Violations of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: the manufacture, sale, or possession of deadly weapons; the carrying of deadly weapons, concealed or openly; the furnishing of deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned acts.

**Unfounded Crimes** – An institution may withhold, or subsequently remove, a reported crime from its crime statistics in the rate situations where sworn or commissioned law enforcement personnel have fully investigated the reported crime and, based on the results of this investigation and evidence, have made a formal determination that the crime report is false or caseless and therefore “unfounded”. Only sworn or commissioned law enforcement personnel may “unfound” a crime report for purposes of reporting under this section. The recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with the prosecution, and the failure to make an arrest do not “unfound” a crime report.

## APPENDIX B - Bystander Intervention and Risk Reduction

*Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene. There are many safe and positive options for bystanders that may be carried out by an individual to prevent harm or intervene where there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than such individual. Please read below for ways to intervene and additional resources that you may review.*

Everyone has a role to play in preventing sexual assault. There are many different ways that you can step in or make a difference if you see someone at risk. This approach to preventing sexual assault is referred to as “bystander intervention.”

### How can I play a role in preventing sexual assault?

The key to keeping your friends safe is learning how to intervene in a way that fits the situation and your comfort level.



Having this knowledge on hand can give you the confidence to step in when something isn't right. Stepping in can make all the difference, but it should never put your own safety at risk.

***A good friend knows how to CARE.***

**C**reate a distraction

**A**sk directly

**R**efer to an authority

**E**nlist others

**Create a distraction.**

Do what you can to interrupt the situation. A distraction can give the person at risk a chance to get to a safe place.

- Cut off the conversation with a diversion like, "Let's get pizza, I'm starving," or "This party is lame. Let's try somewhere else."
- Bring out fresh food or drinks and offer them to everyone at the party, including the people you are concerned about.
- Start an activity that is draws other people in, like a game, a debate, or a dance party.

**Ask directly.**

- Talk directly to the person who might be in trouble.
- Ask questions like "Who did you come here with?" or "Would you like me to stay with you?"

**Refer to an authority.**

Sometimes the safest way to intervene is to refer to a neutral party with the authority to change the situation, like an RA or security guard.

- Talk to a security guard, bartender, or another employee about your concerns. It's in their best interest to ensure that their patrons are safe, and they will usually be willing to step in.
- Don't hesitate to call 911 if you are concerned for someone else's safety.

**Enlist others.**

It can be intimidating to approach a situation alone. Enlist another person to support you.

- Ask someone come with you to approach the person at risk. When it comes to expressing concern, sometimes there is power in numbers.
- Ask someone to intervene in your place. For example, you could ask someone who knows the person at risk to escort them to the bathroom.
- Enlist the friend of the person you're concerned about. "Your friend looks like they've had a lot to drink. Can you check on them?"

**Your actions matter**

Whether or not you were able to change the outcome, by stepping in you are helping to change the way people think about their role in preventing sexual assault. If you suspect that someone you know has been sexually assaulted, there are steps you can take to support that person.

The following websites are of interest in regards to bystander intervention, warning signs of abusive behavior and how to avoid potential attacks:

Not Alone - <https://www.notalone.gov/students/>

Rape, Abuse, and Incest National Network - <https://rainn.org>

National Sexual Violence Resource Center - <http://www.nsvrc.org/>

The National Domestic Violence Hotline - <http://www.thehotline.org/>

