# Table of Contents

The Department of Public Safety .............................................................................................................. 3-4
   University of Minnesota Security Services Department, Student Security Guards, Crime
   Prevention, Reporting a Crime, On-line Reports, Crime Alerts/Timely Warnings

University of Minnesota Crookston Campus ..............................................................................................4
   Buildings and Grounds, Residence Halls

Emergency Notification................................................................................................................................5-6
   TXT-U, Tone Alert Radio, Emergency Tone & Audio Siren, UMC E-mail Messages,
   Digital Signage, Voice Message on Campus Switchboard, KROX Radio

Services and Resources ....................................................................................................................................6
   Escort Service, Employee Assistance Program, Student Mental Health, Predatory/Sexual
   Offenders, Victims Rights and Resources

University of Minnesota Policy ......................................................................................................................7
   Policy Statement on Sexual Assault, Stalking, and Relationship Violence

Responding to Incidents of Sexual Assault, Stalking, and Relationship Violence ....................... 8-10
   Administrative Procedures, Victims/Survivors, University Employees (When informed
   of an Incident or Assault), University Offices Receiving a Report

The Discipline Process, Student Hearings, Drug & Alcohol Policy,
Residential Life Missing Person Policy, Campus Communications
about Missing Students ...........................................................................................................................11-12

Title IX Understanding Sexual Harassment and Sexual Assault .................................................... 12-23

Definitions..................................................................................................................................................24-25
   Criminal Offenses, Sex Offenses, Illegal Weapons Possession, Drug Law Violations,
   Liquor Law Violations, Geography

Crime Statistics..........................................................................................................................................26-33
   Summaries of Statistics for the Crookston campus

Annual Fire Safety Report......................................................................................................................... 34-35
   Housing Regulations, Student Housing Evacuation, Evacuation Procedure, Fire
   Reporting, Fire Statistics, Fire Log, Steps to Be Taken in Case of Fire

For More Information.................................................................................................................................36
The Department of Public Safety

University of Minnesota Security Services
The University of Minnesota Security Services serves the Crookston campus and is responsible for all property owned by the University. The department seeks to maintain a staff of 1 director, and 3 full-time security officers who provide services in proactive patrol, crime prevention and investigation, law enforcement, and emergency response.

The department patrols the University community by squad and foot. In addition to patrol operations, the department investigates crimes and provides directed crime prevention and other support to the University.

All 911 calls made from campus, including from cell phones, are received in the Crookston police department’s dispatch center. The 24-hour 911 center is staffed with professionally trained emergency dispatchers.

Student Security Guards
The department employs students as uniformed security guards. Student security guards provide escorts, routinely inspect exterior lighting and campus telephones, and provide building security. Security guards act as the “eyes and ears” of the department. They have no arrest powers, but are trained to determine when police should be called.

Security guards are employees of the department and are subject to a criminal background check before hiring and undergo 30–40 hours of training.

Crime Prevention
Ensuring the safety of University community is a group effort. We all must do our part. When working, visiting, or attending classes on campus, keep in mind the following:

- Report any suspicious persons or activities to the Security Services Department, Centennial Hall 1110, 218-281-8531.
- Do not leave valuables unattended or unsecure.
- Do not prop open entrances to buildings.
- Lock your work and living areas every time you leave.
- Report any maintenance problems to Facilities Management.
- Use the escort service rather than walk alone at night.
- Be mindful of your surroundings.
- Report lost keys immediately.

Reporting a Crime
Promptly and accurately report all crimes to the University Security Services Department or appropriate police agencies. The University Department is located at Centennial Hall 1110. The main telephone number is 218-281-8531.

To report an emergency, dial 9-1-1. Be prepared to give the following information:

- Type of emergency
- Your name
- Your location and location of the emergency (if different)
- Your phone number
- If applicable (e.g., after a crime), a description of individuals (gender, clothes description, height, weight, hair color)
- If applicable (e.g., after a car accident), a description of vehicles (color, make, model, license plate number)

It is important to wait on the line until the dispatcher tells you to hang up.

On Line Reports
We encourage individuals to interact directly, however some may find it more convenient to report online.

To submit an online report, go to: https://publicdocs.maxient.com/reporting

You are not required to provide your name. You can choose to remain anonymous.
Crime Alerts/Timely Warnings

The University of Minnesota Security Services Department issues timely warnings (alerts) to the campus community for crimes that occur on University property and are determined to represent a serious or ongoing threat. The alerts will be timely and aid in the prevention of similar occurrences.

In certain cases, the alerts may be distributed to a localized area of the University if it is determined that the threat is specific to a particular area.

The alerts may include the following details (if available):

- Description of the incident
- Physical description of the suspect, including gender and race
- Composite drawing of the suspect
- Apparent connection to previous incidents, if applicable
- Protected class status of the victim, if there was an apparent bias motive
- Sex of the victim, if relevant
- Injury sustained by the victim
- Date and time the campus crime alert was released
- Pertinent crime prevention tips

University of Minnesota Crookston Campus

Buildings and Grounds

The University controls access to its space by using traditional key systems, electronic card reader systems, and alarms. Key systems are used predominantly for practical and financial reasons. Individual responsibility and accountability is the primary method used to ensure that authorized people request, receive, and return control keys or cards as their duties dictate.

Anyone duplicating, possessing, or using access control keys or cards for University premises without authorization will be subject to disciplinary actions from the University or will be subject to criminal charges where appropriate.

Most campus facilities are accessible during the normal business hours on weekdays and are accessible for limited hours on weekends. Outside doors of newer University buildings are equipped with electronic card access control systems. Many older buildings are being retrofitted with such systems. Buildings are locked and unlocked by Facilities Management.

Campus phones are available for emergency, medical, and service-related calls. The campus telephones are located outside and housed in yellow boxes. The campus also features several easily recognized blue-light 911 phones.

Residence Halls

Safety in the residence halls is of great importance. The University of Minnesota has two traditional halls, three apartment-style living facilities. All residence halls are fob/card access. Guests and visitors may access residence hall living areas only when escorted by a resident of that hall.

The information desk in Centennial Hall is staffed 8 a.m. - Midnight, Monday through Friday by office assistants during the academic year. In addition, there are security cameras in the lobbies and residential access points as well in other remote areas of the buildings.

Each hall has a community advisor on duty each night. Security guards are on site and do rounds of the building between 8 p.m. and 7 a.m. Security guards, and on-duty community advisors work together to ensure that safety and security needs are met during the evening and night hours.
Emergency Notification

In the event of a confirmed significant emergency or dangerous situation that poses an immediate threat to the health and safety of members of the University of Minnesota, Crookston, community, the University has in place, several methods for communicating information quickly. The situation will dictate which of the following notification methods are used. These include TXT-U, Tone Alert Radios, the U's home page at www.umn.edu, on-the-ground public safety personnel, and information in the media.

TXT-U Emergency Notification

TXT-U is the University’s emergency notification text messaging system. Students, faculty, and staff can stay informed about critical campus safety information by registering to receive TXT-U messages.

Only University of Minnesota students, faculty, and staff can register for TXT-U. However, you can add more than one mobile device to your account, registering your parents, family, friends, or others.

TXT-U will be used infrequently and specifically for real emergency situations. To register for TXT-U, go to www.umn.edu/prepared/txtu.

Tone Alert Radio

A tone alert radio is a radio that is programmed to receive emergency broadcasts directly from dispatch. Information sent to tone alert radios includes severe weather warnings, chemical spills, bomb threats, civil disturbances, or any other immediate threat on campus. Many departments, offices, reception desks, etc., have a tone alert radio and pass information on to others in their area when they receive a message.

Dissemination of emergency information to the larger community (i.e., parents, surrounding neighborhoods) will take place at the incident commander’s discretion and as time allows. Depending on the nature of the incident, the University could utilize such avenues as the University home page (website) or the media. The first concern of the University will be to disseminate information to those people directly affected by the emergency.

The University has adopted the National Incident Management System as its standard for responding to incidents (http://policy.umn.edu/Policies/Operations/Safety/NIMS.html). UMC Security Officers and supervisors, along with University administrators who have responsibility during an incident, have been trained in NIMS. When an incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually from Security Services. Depending on the incident, other University departments or other local or federal agencies could be involved in responding.

Emergency Tone & Audio Siren

This exterior siren (high pitch tone alert) and Digital Voice Message or Live Message is used to notify the campus community of an impending emergency. The campus community should seek more details from the above sources and/or University officials providing additional information.

UMC E-mail Messages

This electronic means of communication will be sent to campus Official (students and employees) and Faculty/Staff distribution lists. Initial notification as well as follow-up messages will be sent regarding any emergency situation or official University communications.

Digital Signage

(EGG & SSC with 8 new locations) - UMC has installed LCD monitors throughout high traffic areas within buildings and dining services to help communicate campus programs and activities. This system will also be utilized to pass along details of any current health or safety/emergency issues.
Voice Message on Campus Switchboard
Messages will be left on campus telephones and automated attendant at 218-281-6510 (x-6510 from a campus phone).

KROX Radio
This local radio station (AM 1260) works collaboratively with UMC to help notify the University and community of local conditions.

Services and Resources

Escort Service
The University provides a free walking escort service during evening hours (from and to University locations) to all student, staff, faculty, and visitors. Clients are met by a uniformed security officer. The escort service phone number is 218-281-8531 or 218-289-0565. Be prepared to give your first name, location at which to be met, and destination.

Employee Assistance Program
The Employee Assistance Program (EAP) provides free professional consultation and referral services for University employees and faculty who are experiencing work or personal-related difficulties. Spouses, partners, and immediate family members are also eligible for EAP services.

Confidential consultation:
- Work productivity
- Work relationships
- Supervisory challenges
- Conflict resolution
- Mental health
- Interpersonal relationships
- Family
- Loss and bereavement
- Alcohol/substance abuse

For more information, go to www.umn.edu/ohr/wellness/eap.

Student Mental Health
The University offers resources to assist students in their well-being. Contact Counseling Department at 218-281-8586 or 8585.

Predatory/Sexual Offenders
Certain felony level sex and other predatory offenders are required by law to keep law enforcement agencies apprised of their current residence, employment and school addresses, as well as any changes. In addition, some of these offenders have demonstrated by their past behavior that they are part of a group who pose the greatest risk to the public when released. This does not mean that they will commit a new crime, just that they are part of a group of persons who might.

State and federal law requires Security Services to advise the University community of the release or residence of such predatory offenders in our community. The use of this information to threaten, harass, or intimidate such individuals may be a crime and will not be tolerated.

Victims Rights and Resources
- You have the right to apply for financial help for losses resulting from a violent crime. This assistance does not cover property losses. For an application and information, call Financial Help, 651-201-7300 or 1-888-622 8799 (TTY 651-205-4827). If you feel your rights as a victim have been violated, call the Minnesota Crime Victim Justice Unit at 651-201-7310 or 1-800-247-0390.
- You have the right to request that the law enforcement agency withhold public access to data revealing your identity. The law enforcement agency will decide if this is possible.
- You have the right, if an offender is charged, to be informed of and participate in the prosecution process, including the right to request restitution (money court ordered from the offender and paid to the victim).
University of Minnesota Policy

Policy Statement on Sexual Assault, Stalking, and Relationship Violence

As a university and as a community we strive to ensure the safety and respect the dignity of each student, staff, and faculty member. Sexual assault, relationship violence, and stalking are prohibited at the University. Sexual assault and relationship violence, including threats of sexual assault and related relationship violence, are attacks not only on a person’s body, but also on the person’s dignity, and are not tolerated. To foster a community free from sexual assault and relationship violence, the University provides reporting options for responding, including the police department; victim/survivor assistance; internal mechanisms for discipline and dispute resolution; prevention training; and other related services.

Board of Regents Policy on Sexual Harassment prohibits conduct covered by this administrative policy and the Student Code of Conduct. Further, this policy implements the Regents’ policy in part and establishes procedures for responding to incidents involving sexual assault and relationship violence. The commitment of the entire University community to this policy contributes to our goal of creating a campus free from sexual assault and from other violence that may occur within a personal, intimate relationship.

Definitions

Consent: Consent is informed, freely and actively given, and mutually understood. If physical force, coercion, intimidation, and/or threats are used, there is no consent. If the victim/survivor is mentally or physically incapacitated or impaired so that the victim/survivor cannot understand the fact, nature, or extent of the sexual situation, and the condition was or would be known to a reasonable person, there is no consent. This includes conditions due to alcohol or drug consumption, or being asleep or unconscious.

Sexual Assault: Sexual assault is actual, attempted, or threatened sexual contact with another person without that person’s consent. Sexual assault often is a criminal act that can be prosecuted under Minnesota state law, as well as under the Student Conduct Code and employee discipline procedures.

Relationship Violence: Relationship violence means causing physical harm or abuse, and threats of physical harm or abuse, arising out of a personal, intimate relationship. Relationship violence often is a criminal act that can be prosecuted under Minnesota state law, as well as under the Student Conduct Code and employee discipline procedures.

Responsibilities

Counseling Services: Provide counseling services and referrals.

Equal Opportunity and Affirmative Action: Oversight of policy and complaint services, consultation regarding allegations, and in the Twin Cities system office, investigation of allegations against employees

Health Care Services: Provide health care and counseling, and referrals

Housing/Residential Life Offices: Provide assistance to residents, including changing living situations if requested and reasonably available

Security Services Department: Investigate allegations for possible criminal prosecution.
Responding to Incidents of Sexual Assault, Stalking, and Relationship Violence: Administrative Procedures

Victims/Survivors

- Any University of Minnesota student or employee who has been sexually assaulted or physically harmed is strongly encouraged to contact local police and appropriate campus officials.
- Victims/survivors are also encouraged to contact the local victim/survivor service office and/or counseling and health care services. These services are strictly confidential.
- Victims/survivors are also encouraged to contact the local victim/survivor service office and/or counseling and health care services. All contacts with victim/survivor service offices such as Crookston’s Community Violence Intervention Center.
- Victims/survivors are also encouraged to contact University officials for appropriate action. Specific contact information is contained in the Contact section above.
  - University housing residents should contact any Housing/Residential Life staff.
  - Anonymous reports of misconduct by University employees can be made to the University through U Report (EthicsPoint).

University Employees (when informed of an incident or assault)

- **Mandatory Reporting of Child Abuse.** If the assault was against a child, you must immediately report the abuse to your University or local police department, county sheriff, or local county social services agency. In addition, inform your supervisor you have made the report. For further information about mandatory reporting for the protection of minors, consult the Administrative Policy: Reporting and Addressing Concerns of Misconduct or the Office of General Counsel.
- **Encourage Prompt Reporting to Police.** If the assault was against an adult, encourage the victim/survivor to report the incident to the police.
- **Encourage Contact with Victim Services.** If the assault was against an adult, encourage the person to contact the local victim/survivor service office and/or counseling and health care services.
- **Make Appropriate University Reports.** If you are a University employee with supervisory or advising responsibilities, contact your campus student conduct office, if victim is a student, or Equal Opportunity and Affirmative Action office, if an employee, to inform them of the reported assault and to obtain guidance on next steps. You may also contact your campus’s local victim/survivor service office for guidance on responding to the report. Once informed, appropriate University offices will work to assist the victim/survivor, by providing guidance in reporting to law enforcement, obtaining counseling or other health or academic services, and filing a complaint with University conduct offices. All other (nonsupervisory) employees, talk to your supervisor for guidance for any next steps. You may also contact your campus’s local victim/survivor service for guidance on responding to the report.

- **Confidentiality.** University employees cannot guarantee confidentiality, except when the reports are privileged communications with counselors or health care professionals. If a complainant requests confidentiality, University employees should take all reasonable steps to investigate and respond consistent with that request, taking into account the University’s responsibility to provide a safe environment for all. University employees should consult with appropriate University offices concerning whether and what identifying information they can or must share within the institution to respond to the report and to promote campus safety.

- **Reports for Crime Statistics.** The University must track reports of alleged incidents of sexual violence for purposes of its required annual crime statistics under the Clery Act. Any employee who is a campus security authority or has supervisory or student-advising responsibility must report the fact of a report of sexual assault as part of the University’s annual crime statistics.
University Offices Receiving a Report

- **Victim/survivor support services will:**
  - Maintain the contacts as strictly confidential.
  - Provide crisis intervention and advocacy, in some cases including assisting victims/survivors in seeking restraining orders.
  - Assist and support the victim/survivor in contacting police and/or reporting to other University offices, if the victim/survivor consents.
  - Assist the victim/survivor in obtaining medical assistance and counseling, changing academic programs or housing, etc.

- **Counseling and health care services will:**
  - Maintain the contact as confidential.
  - Encourage, assist (as needed), and support the victim/survivor in reporting the incident to the police.
  - Provide appropriate counseling and medical services.

- **Police departments will:**
  - On the Twin Cities, Duluth, and Morris campuses, the University of Minnesota police department will contact campus programs against sexual violence for victim/survivor assistance. On other campuses, local departments are requested to assist in contacting local victim service agencies.
  - Investigate and refer for prosecution when warranted.
  - Determine whether to issue a crime alert.
  - Appropriately log and report the incident as required under the Clery Act.

- **Housing/Residential Life Offices will:**
  - Contact, or encourage contact with, the local victim/survivor service office, and assist in obtaining medical care if needed.
  - Encourage the victim/survivor to report the incident to the police, and assist in making the report if requested by the victim/survivor. Housing/Residential Life may be obligated to report to the police the fact that an assault was reported, but the name of the victim/survivor will only be provided with the victim/survivor’s consent, except in extenuating circumstances.
  - If the person accused is a student, the incident will be reported to the campus office responsible for administering the Student Conduct Code.
  - Report for appropriate investigation by campus authorities or police (where no police investigation is warranted, Housing/Residential Life may conduct the investigation).
  - Make determinations regarding temporary relocation of residents, and regarding interim suspensions from Housing pending Student Conduct Code proceedings.
  - Make appropriate reports for purposes of Clery Act crime statistics.
Equal Opportunity and Affirmative Action will:

- Proceed independently of any action taken in the criminal or civil courts, as determined on a case-by-case basis. University procedures are not a substitute for criminal court proceedings.
- Not require a victim/survivor to mediate directly with the person accused.
- Contact victim/survivor service office and encourage victim/survivor to seek their assistance.
- Act promptly and appropriately in cases where the employee conduct process has found the accused party or parties in violation of University policy.
- Inform both victim/survivor and accused person of the outcome of any disciplinary process.
- Encourage the victim/survivor to report the incident to the police, and assist in making the report if requested by the victim/survivor. EOAA may be obligated to report to the police the fact that an assault was reported and may share the alleged perpetrator’s name, but the name of the victim will only be provided with the victim/survivor’s consent, except in extenuating circumstances.
- Allow the victim/survivor and the person accused to have a non-participating/non-witness support person present for interviews.
- If the person accused is a student, the incident will be reported to the campus office responsible for administering the Student Conduct Code.
- If the person accused is an employee, investigate, and make recommendations for action, as appropriate (in many cases the police may conduct the investigation).
- Make appropriate reports for purposes of Clery Act crime statistics.

Campus student conduct offices will:

- Proceed independently of any action taken in the criminal or civil courts, as determined on a case-by-case basis. University procedures are not a substitute for criminal court proceedings.
- Respond promptly to the allegations and discipline if needed, consistent with the Student Conduct Code and the campus’s student disciplinary process.
- Not require a victim/survivor to mediate directly with the person accused.
- Assist the victim/survivor in contacting victim/survivor service office if desired.
- Encourage the victim/survivor to report the incident to the police, and assist in making the report if requested by the victim/survivor. Campus conduct offices may be obligated to report to the police the fact that an assault was reported and may share the alleged perpetrator’s name, but the name of the victim survivor will only be provided with the victim survivor’s consent, except in extenuating circumstances.
- Permit the victim/survivor and the person to have a support person or advisor present at any interview or hearing, in a manner consistent with the governing student conduct procedures.
- Make appropriate reports for purposes of Clery Act crime statistics.
- Inform both victim/survivor and accused person of the outcome of any disciplinary process.

University investigatory and disciplinary procedures will:

- Proceed independently of any action taken in the criminal or civil courts, as determined on a case-by-case basis. University procedures are not a substitute for criminal court proceedings.
- Not require a victim/survivor to mediate directly with the person accused.
- Act promptly and appropriately in cases where the University judicial process has found the accused party or parties in violation of University policy. Possible sanctions include, but are not limited to, dismissal, suspension, and warning.
- Inform both victim/survivor and accused person of the outcome.
The Discipline Process
Alleged violations of the student conduct code are matters of concern to the University. Allegations of individual or group misconduct may be reported by Security Services, University departments, individual students, faculty/staff, or campus guests. Allegations of conduct code violations are forwarded to the Associate Vice Chancellor for Student Affairs to determine (1) whether the alleged misconduct appears, as judged by available evidence, to violate the conduct code, and (2) which item(s) in the code may have been violated.

The Associate Vice Chancellor has been entrusted with the responsibility of upholding the University of Minnesota Board of Regents Student Conduct Code (umn.edu/regents/policies/academic/Student_Conduct_Code.html) and administering the student discipline procedures.

Student Hearings
In cases of sexual assault, if a disciplinary hearing is conducted, both the reporting party and the accused will be given the opportunity to have a support person during proceedings. If either party does not have a support person and wishes to have one, the Associate Vice Chancellor will provide the party with options to accommodate their needs.

Once the hearing is concluded and a determination made, the reporting party and the accused student will be informed of the outcome in writing. The accused student will be given information regarding access to an appeal if responsibility for a violation has been established. The hearings are closed. Therefore the committee’s actions will not be made public.

Sanctions that may occur as a result of a determination of a violation range from a warning to the revocation of admission or degree. Please see umn.edu/oscai for more information.

Drug and Alcohol Policy
Federal laws require the University to carry out a program to prevent the unlawful possession, use, or distribution of illegal drugs and abuse of alcohol by its students and employees. The University prohibits the unlawful possession, use, or distribution of alcohol and illicit drugs by students and employees on all of its campuses and facilities, or as part of University-sponsored activities. It also prohibits the unlawful manufacture, distribution, dispensation, possession, or use of controlled substances in the workplace. The University’s Drug-Free Workplace information can be found at http://www.policy.umn.edu/Policies/Operations/Safety/SEXUAL-ASSAULT.html

Residential Life Missing Person Policy
The purpose of this policy is to establish procedures for the University of Minnesota, Crookston response to reports of missing students. This policy applies to students who reside in University owned housing facilities. For purposes of this policy, a student may be considered a “missing person” if the person’s absence is suspiciously different from his/her usual pattern of behavior and/or unusual circumstances may have caused the absence. Such circumstances may include, but is not limited to:

- A report or suspicion that the missing person may be the victim of foul play,
- The missing person has expressed suicidal thoughts,
- The missing person is drug dependent,
- The missing person is in a life-threatening situation,
- The missing person has been with persons who may endanger the student’s welfare.
- The witnessed abduction of an individual
Official notification procedures for missing persons

- Any individual on campus who has information that a University housing student may be a missing person must notify the University of Minnesota Security Services Department which is a branch of the Department of Public Safety as soon as possible.

- If a report of a possible missing person is made to a Housing & Residential Life staff member, the staff member will:
  - Conduct a life safety/wellness check on the resident,
  - Attempt to make contact via cellular phone, email, or other means,
  - Contact other students who may be aware of the missing person’s whereabouts (e.g., roommate, friends, classmates).

If the missing person cannot be found within 24 hours, RL staff will contact the University of Minnesota Security Services Department to report a possible missing person.

- The University of Minnesota Security Services Department will gather all essential information about the University housing student from the reporting person and from the student’s acquaintances (description, clothes last worn, where student might be, who student might be with, vehicle description, information about the physical and mental well being of the student, an up-to-date photograph, class schedule, card access logs, dining records, video surveillance, etc.). Appropriate campus staff, such as RL staff, may be notified to aid in the search for the student.

- No later than 24 hours after determining that a University housing student is missing, the Director of Residential Life or designee will notify the emergency contact (for students 18 and over) or the parent guardian (for students under the age of 18) that the student is believed to be missing.

Campus communications about missing students

In cases involving missing persons, law enforcement personnel are best situated to provide information to the media that is designed to elicit public assistance in the search for a missing person. Therefore, all communications regarding missing students will be handled by the appropriate law enforcement authorities, who may consult with University Relations. All inquiries to the University regarding missing students, or information provided to any individual at the University about a missing student, shall be referred to University Relations.

Prior to providing the University of Minnesota community with any information about a missing student, University Relations shall consult with the University of Minnesota Police Department to ensure that communications does not hinder the investigation.

Title IX
Understanding Sexual Harassment and Sexual Assault

Many of us know about Title IX as “the law that made school sports more equitable for girls and women.” Yet, there’s also a lot more to it.

“No person in the United States shall, on the basis of sex, be excluded from participation in, be denied benefit of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.” It creates a hostile environment that has no place on our campus. We take this very seriously as we work to keep you safe, to respond quickly and effectively and to prevent any further incidents. Sexual harassment and sexual violence, which includes acts of rape, sexual battery and sexual coercion, is a form of gender-based discrimination prohibited by Title IX (1).

We’re all here to help deter gender-based discrimination and make our campus a safer, more welcoming place. You can talk with any of us here on campus if you or someone you know is experiencing sexual harassment/sexual violence. We’ll provide support and put you in touch with the Title IX coordinator and other resources right away!
Notice of Non-Discrimination

The University of Minnesota Crookston does not tolerate discrimination and here’s what it means regarding Title IX...

- Our institution doesn’t discriminate on the basis of sex within educational programs and activities, in accordance with Title IX requirements
- Inquiries about the application of Title IX may be referred to our Title IX Coordinator, Peter Phaiah at pphaiah@umn.edu or 218-281-8505 or to the Department of Education’s Office for Civil Rights at ocr@ed.gov or 800-421-3481
- Prohibited sex discrimination including sexual harassment, sexual assault, relationship (dating & domestic) violence and stalking.

Policies & Disciplinary Procedures: Our Promise to You

- The University will investigate Title IX complaints in a prompt, fair and impartial manner
- We'll take steps to prevent the recurrence of any harassment and to correct its discriminatory effects on the complainant and others, if appropriate
- Both parties can present witnesses and other evidence
- Mediation will not be used to resolve sexual assault complaints
- The time frame for a grievance investigation will typically take up to 60 days, unless it's particularly complicated
- Both parties will be notified of the outcome of the complaint

Title IX Complaints & Criminal Investigations

If a case of alleged sexual harassment or sexual violence occurs, our school will promptly and equitably investigate under Title IX to determine what occurred. We'll also take appropriate steps to resolve the situation.

A campus Title IX investigation is different from any law enforcement investigation. You can tell a university employee about a Title IX complaint and use our campus grievance process. In addition, if you choose, you can file a report with the Crookston Police Department (218-281-3111 for non-emergencies). We can provide assistance, as needed. Our Title IX Coordinator and other supporters can help you decide the best course of action for you by describing our grievance procedures. Please ask!

Our Title IX Coordinator

Our campus Title IX Coordinator is available to you and responsible for...

- Overseeing all Title IX complaints and investigations to provide prompt, fair and equitable resolutions
- Identifying and addressing any patterns or systemic problems that arise
- Being available to meet with students, provide support and answer questions
- Working with other UofM System campus officials
- Coordinating training, education and communication pertaining to Title IX
- Not having other job responsibilities that may create a conflict of interest
- Being available to assist school law enforcement employees regarding how to respond appropriately to reports of sexual violence
- Ensuring that our institution carries out its Title IX responsibilities
Sexual Harassment

Sexual harassment of a student can deny or limit, on the basis of sex, the student’s ability to participate in or to receive benefits, services or opportunities from the institution’s programs. Therefore, it’s a form of gender-based discrimination prohibited by Title IX.

What constitutes sexual harassment? According to the Department of Education’s Office for Civil Rights, it is conduct that:

- Is unwelcome
- Is based on sex or gender
- Is severe or pervasive enough to interfere with an individual’s campus employment, academic performance or participation in college programs and activities
- Creates an intimidating, hostile or offensive working, learning or activity environment

Here are some other key points:
- Sexual harassment can take different forms depending on the harasser and the nature of the harassment.
- College or university employees, other students and non-employee third parties, such as a visiting speaker, may carry out this conduct.
- The conduct can be verbal, nonverbal or physical.
- People of all genders can be victims of sexual harassment, and the harasser and the victim may be of the same or different sexes.
- Sexual harassment can occur in any school program or activity and can take place in institutional facilities or at off-campus locations, such as a school-sponsored retreat or training program at another location.

Examples of sexual misconduct include:
- Making sexual propositions or pressuring individuals for sexual favors
- Unwelcome sexual advances
- Writing graffiti of a sexual nature
- Displaying or distributing sexually explicit drawings, pictures or written materials
- Performing sexual gestures or touching oneself sexually in front of others
- Telling sexual or dirty jokes
- Spreading sexual rumors or rating other students as to sexual activity or performance
- Circulating or showing emails or websites of a sexual nature

Instances of Sexual Harassment

Some examples of sexual harassment on campus include...

- A faculty member conditions an intern’s evaluation on submission to his sexual advances and then gives her a poor evaluation for rejecting the advances
- A drama director does not give a student a part in a play because he has not responded to sexual overtures from the director
- A professor who supervises the college newspaper continually and inappropriately touches a student editor in a sexual manner, causing the student to resign from the newspaper staff
- A faculty member withdraws approval of research funds for her assistant because he has rebuffed her advances
- A graduate teaching assistant repeatedly asks a student to stay after class and attempts to engage her in discussions about sex and her personal experiences while they are alone in the classroom, causing the student to stop coming to class

Two Forms of Sexual Harassment

1. **Quid Pro Quo Harassment.** Occurs when a campus employee causes a student to believe he/she must submit to unwelcome sexual conduct in order to participate in a school program or activity, or causes a student to believe that the employee will make an educational decision based on whether or not the student submits to unwelcome sexual conduct. It doesn’t matter whether the student resists and suffers the threatened harm or submits to and avoids the threatened harm for it to be considered harassment.

   For example: A faculty member threatens to fail a student unless the student agrees to date him/her.
2. Hostile Environment Harassment. Occurs when unwelcome conduct of a sexual nature is so severe, persistent or pervasive that it affects a student’s ability to participate in or benefit from an education program or activity, or creates an intimidating, threatening or abusive educational environment.

For example: Someone repeatedly makes sexually suggestive comments or sexually assaults a student.

Sexual Violence

Sexual violence is a form of sexual harassment, prohibited by Title IX, which includes conduct that is criminal in nature. There are many types of sexual violence, not all of which include physical contact between the victim and the perpetrator. They include sexual harassment, threats and peeping.

Examples of sexual violence that include physical contact are:

- Rape
- Sexual assault
- Sexual battery
- Sexual coercion (see box on next page)
- Unwanted touching
- Dating violence
- Stalking

Sexual violence refers to sexual acts perpetrated against a person’s will where consent is not obtained or where a person is incapable of giving consent due to his/her use of alcohol or other drugs.

Anyone can experience sexual violence, no matter their gender. The alleged perpetrator and the potential victim may be of the same or different genders.

The person responsible for the violence is typically someone known to the victim, like a friend, neighbor, co-worker, family member, acquaintance or significant other.

There is help available to you if you’re the victim of sexual violence and there’s no reason to be embarrassed, ashamed or to think you won’t be believed. Let a trusted other know so you can get the assistance you need. (3)

Important Steps

Professionals at various universities suggest that students who have been sexually assaulted...

- Get to a place where you feel safe
- Seek a friend you can trust
- Don’t shower, bathe any part of your body, douche, urinate, defecate, use medications or brush your teeth, if possible
- Stay in the clothes you are wearing or, if you’ve already changed, bring clothes, sheets and anything that was in contact with you during the assault in a paper bag (not plastic!) or wrapped in a clean sheet — don’t clean or straighten the area
- Don’t touch anything the accused may have touched or left behind — this physical evidence can help if a criminal charge is pursued
- Get medical help to check for internal injuries you might not be aware of, treat external injuries, be treated for certain STDs, and get information about HIV/AIDS and pregnancy prevention
- Consider having a rape kit done at the hospital — even if you don’t think you want to press charges, having a rape kit allows you to have evidence collected should you change your mind later
- Seek counseling support
- Consider your legal options and ask questions for clarification (4)
Sexual Coercion
Using pressure, force, alcohol or other drugs to have sexual contact with someone against his/her will is considered sexual coercion.

You may be experiencing it if...

• You feel pressure from your date, partner or friend (“Sex is how you can prove you love me — everyone is doing it”)
• Someone buys you gifts or spends money on you to make you feel like you “owe” him sex
• There are times you don’t want to have sex but feel like you can’t say “no” (“We’ve had sex before, so you can’t say no now”)
• You had sex without using a condom because your partner didn’t want to use one

Sexual coercion is not okay and is considered sexual violence. (5)

Consent
Consent is clearly communicating “Yes” about sexual activity on your own terms. It can be limited to certain acts and revoked at any time. (see detailed definition in VAWA section below)

The Role Alcohol Plays
Many campus sexual assaults involve alcohol.

• Can impair a perpetrator’s judgment so he/she disregards indications that a person doesn’t want to engage in sexual activity
• Can impair a victim’s judgment so he or she is less likely to take heed of risk cues
• Can increase the expectancies of what will happen when we drink
• Perpetrators may use alcohol as an excuse for their actions

Keep all of these things in mind when making choices about alcohol.

Complainant Rights
You or a friend are called a “complainant” when you come forward to let us know of a personal instance of sexual harassment/sexual violence.

If you want to learn more about your rights or federal law related to Title IX, you can contact the U.S. Department of Education, Office for Civil Rights, at ocr@ed.gov or (800) 421-3481. You can also fill out a complaint form online through the Department of Education www2sed.gov/about/offices/list/ocr/complaintintro.html.

In order to eliminate a hostile environment, prevent the recurrence of a sexual harassment/violence incident and address its effects, you as a complainant are entitled to remedies that include, but are not limited to, the following...

• The assurance that you and the alleged perpetrator will not attend the same classes
• Alternate housing arrangements in a different residence hall, house or apartment
• The availability of counseling services
• Access to sexual assault response team advocates
• The availability of medical services
• Academic support services, such as tutoring
• Arranging for you to re-take a course or withdraw from a class without penalty, including ensuring that any changes don’t adversely affect your academic record
• The review of any disciplinary action taken against you (such as if you skipped a class because the alleged perpetrator was enrolled and you wanted to avoid contact) to see if there is a connection between the harassment and the misconduct that may have resulted in you being disciplined
• The knowledge that you can file a complaint with local law enforcement at any time and that you have the option to be assisted by campus personnel in notifying such authorities
You also have the right...

- To present your case, which includes the right to adequate, reliable and impartial investigation of complaints; the right to have an equal opportunity to present witnesses and other evidence; and the right to the same appeal process, for both parties
- To be notified of the time frame within which your school will conduct a full investigation of the complaint, the parties will be notified of the outcome of the complaint and the parties may file an appeal, if applicable
- To have your complaint decided using a preponderance of the evidence standard (i.e. it’s more likely than not that sexual harassment or violence occurred)
- To be notified in writing of the outcome of the complaint
  You’re entitled to information about the sanction imposed on the perpetrator when the sanction directly relates to you
  The school can’t require you to abide by a non-disclosure agreement, in writing or otherwise, because the Clery Act requires that both parties be informed of the outcome, including sanction information, of any institutional proceeding alleging a sex offense
- To know that you can end the informal process at any time and begin the formal stage of the complaint process. (6)

Protective interim steps may be taken to protect the complainant before the final outcome of the investigation is reached.

You don’t have to wait!

You have the option to avoid contact with the alleged perpetrator. We’ll talk with you about this right away.

Confidentiality Concerns

When it comes to confidentiality, we’ll be up front with you.

- We’ll take all reasonable steps to investigate and respond in a manner consistent with a student’s confidentiality request. And we’ll let you know if we can’t ensure confidentiality due to overall community safety concerns.
- If a student requests confidentiality and decides not to press charges in a sexual violence case, a report of the incident must still be made in order to comply with the Clery Act (campus crime reporting law). The law allows us to protect you from retaliation.
- On-campus counselors and advocates — like those working or volunteering in sexual assault response centers, victim’s advocacy offices, women’s and health centers, as well as licensed and pastoral counselors can talk with a survivor in confidence, unless a potential risk to health and safety becomes apparent.
- If the safety of others in the community could be at risk, the good of the whole may need to outweigh one student’s confidentiality request. (7)
**What to Expect from Student Advocates**

If you are a victim of sexual harassment or sexual violence, you can fully expect our support to meet your varied needs. Here are some of the ways that student advocates — from coaches to residence hall staff to counseling, student life and other staff — can help you...

- Provide information about campus and community services
- Make referrals, as desired
- Go to the hospital and/or law enforcement office with you
- Help with filing a report
- Assist you in getting a protective order or other remedies such as housing and class schedule changes
- Provide an empathic listening ear
- Help with academic concerns
- Assist you in preparing for judicial meetings and accompanying you, if requested
- Meet with you on a regular basis to follow up
- Keep track of the details
- Assure you that the assault was not your fault

**Responding to Retaliation**

Title IX protects all college students from retaliation if they report sexual harassment or violence. If the alleged perpetrator or his/her friends taunt you, call you names or harass you in any way, report this immediately!

Our Title IX Coordinator and others are there as resources to take strong, responsive action if any retaliation or new incidents of harassment occur. We’ll be sure to keep letting you know that you’re never alone. We can connect you with resources that you need, they are plentiful here within our campus community. (8)

**Helping a Friend**

Do you have a friend who has experienced sexual harassment or sexual violence? In order to help him/her in the best ways possible, you can...

- Listen with compassion
- Direct him/her to available resources
- Not take everything on your shoulders

Getting the appropriate, trained professionals involved is the best thing you can do to help a friend get the real help he or she may need.

Every campus has a population of bystanders who support sexual violence. They may not mean to do so, yet by not intervening when they see something happening, not reporting actions or dismissing certain behaviors, they are essentially sending a message to perpetrators that their actions are okay.
**Proactive Bystander Strategies**

In order to be a proactive bystander who helps prevent cases of sexual harassment or sexual violence, you can...

- Work to create an environment where sexual violence is unacceptable
- Treat people with respect
- Speak up when you hear people making statements that blame victims
- Talk openly with friends about the issues and how to confront them
- Encourage friends to trust their instincts in order to stay safe
- Be a knowledgeable resource for survivors
- Don’t laugh at sexist jokes or comments
- Look out for friends at parties and bars
- Educate yourself and your friends
- Use campus resources
- Attend an awareness event

**Reactive Bystander Strategies**

In order to be a reactive bystander who positively intervenes in instances of sexual harassment or sexual violence, you can...

- Get campus police or other authorities involved
- Create a distraction
- Get help
- Ask someone in a potentially dangerous situation if he/she is okay and/or wants to leave
- Make sure he/she gets home safely
- Intervene if you hear someone “targeting” another person
- Separate someone too intoxicated to consent from a potential perpetrator
- Say or do something *(9)*

**Title IX & UMC**

In compliance with Title IX, the University of Minnesota Crookston does not deny or limit any student or employee the ability to participate in or benefit from any program offered by the institution on the basis of sex or gender.

**How to File a Title IX Complaint:**

- Fill out the online complaint form: www.umcrookston.edu/filetitle9
- File in person with UMC’s Title IX Coordinator

  Peter Phaiah  
  Sargeant Student Center 145 J  
  218-281-8505 or 218-289-2366 (cell.)  
  phaiah@umn.edu
**Violence Against Women Act (VAWA)**

**Protection & Prevention**

Protecting you from sexual and relationship violence — and helping you better understand how to protect yourself and others — is a key campus concern. You should never have to contend with sexual assault, dating violence, domestic violence or stalking — and we strictly prohibit these crimes. They have no place within our community.

The federal Violence Against Women Reauthorization Act (VAWA) put new obligations in place for colleges and universities under its Campus Sexual Violence Elimination (SaVE) Act provision in 2014. These new regulations are designed, in part, to help prevent sexual assault, dating violence, domestic violence and stalking, while also raising awareness and providing support at every turn. Our campus community is committed to creating a safe environment for all students.

**Definitions**

Similar to Title IX, four main categories covered under VAWA are sexual assault, dating violence, domestic violence and stalking. It’s important to know what each one means...

**SEXUAL ASSAULT**

Sexual assault is an offense that meets one of these definitions below...

- **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 of another person, without the consent of the victim.

- **Fondling.** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

- **Incest.** Sexual intercourse between people who are related to each other within the degrees wherein marriage is prohibited by law.

- **Statutory Rape.** Sexual intercourse with a person who is under the statutory age of consent.

**Dating & Domestic Violence**

**Dating Violence**

If someone you are in a romantic/intimate relationship with pinches, kicks, slaps, hits or shoves you, those are physical instances of dating violence.

If that person keeps you away from friends and family, shames you, calls you names, bullies or publicly embarrasses you on purpose, those are psychological and emotional examples of abuse.

And if that person forces or coerces you to engage in sexual activity when you’re unable to consent — or don’t want to consent — that’s sexual abuse.

All of these actions and more constitute dating violence. It’s violence committed by a person who is or has been in a romantic/intimate relationship with you. It can include the types of abuse mentioned above or the threat of such abuse. You never deserve to be treated this way and it’s a crime.

**Domestic Violence**

The crime of domestic violence can be committed by:

- A current or former spouse or intimate partner
- A person with whom you share a child
- A person against an adult or youth victim who is protected from that person’s acts
In most abusive relationships, possessive and controlling behaviors are present. These may include controlling money, put-downs, keeping you away from friends or family, destroying your property, threatening to hurt/kill your pets, controlling who you see/where you go/what you do, preventing you from working or attending school, pressuring you sexually, intimidating you with weapons, threatening to harm your kids or take them away, scaring you with looks and actions, driving dangerously when you’re in the car, preventing you from leaving, forcing drug or alcohol use, physically hurting you and/or your children, someone threatening to harm himself/herself if you leave and more.

These actions are all about having power and control over an intimate partner. Domestic violence can happen to people of all genders, races, abilities, ages, nationalities, sexual orientations, religions, socioeconomic and educational levels. It is always a crime. (11)

Yes, it’s called the “Violence Against Women Act,” yet people of all genders are protected under this federal legislation!

Plus, people of all genders can be perpetrators, too.

Dating violence can take place in person or via technology, such as repeated texting or posting sexual photos of a partner online without consent.

**STALKING**

Stalking is when someone engages in a course of conduct directed at a specific person that causes that person to fear for his/her safety or the safety of others. It also causes the stalked person substantial emotional distress.

Over 85 percent of people are stalked by someone they know, according to the Stalking Resource Center, with behaviors that control, track or frighten them, including...

- Threatening to hurt you, family, friends
- Damaging your home, car or other property or pets
- Spreading rumors about you online
- Showing up or driving by where you are public or by word of mouth
- Following you
- Digging for information about you
- Monitoring your phone and computer use
- Sending unwanted gifts, notes, texts or e-mails
- Using technology to track you

Being stalked can lead to anxiety, stress, irritability, an inability to sleep or concentrate, and depression. You don’t have to feel this overwhelmed, vulnerable and unsafe — let us help.

**Consent**

Crimes of sexual and relationship violence take place without someone’s consent.

Consent is the affirmative, unambiguous and voluntary agreement to engage in a specific sexual activity.

So, if you’re initiating sexual activity, ask for consent before taking ANY action. If someone fails to say “no,” that doesn’t mean he/she is saying “yes.” You must obtain clear consent in that moment that is completely voluntary, without coercion, intimidation, force or threats. If you’re unsure that consent has been given or if consent is withdrawn, do NOT act!

Consent given earlier for a certain act doesn’t mean you can automatically proceed with other acts. And your partner certainly has the right to change his/her mind.

Consent also can’t be given if someone is unconscious, asleep, incapacitated (due to alcohol/other drugs), a minor or physically/mentally impaired. Plus, if you have a current relationship with someone or did in the past, that doesn’t mean you can just proceed with sexual activity. You always need to obtain consent. (13)
PREVENTION AND AWARENESS CAMPAIGNS (2015-2016)

To raise awareness and hopefully prevent incidents of sexual assault, dating violence, domestic violence and stalking, we provide primary and ongoing educational programs. They include...

- New Employee Training (Title IX, VAWA & SaVE Campus Act)- August
- New Student Orientation Training (Title IX, VAWA & SaVE Campus Act) by Orange Slice-August
- Annual Employee Training- Interactive & Online Program-September
- Campus-wide Sexual Assault Awareness & Prevention Event- Thursday Commons- September
- Campus PSA – Short Video, UMC GEMs, -October
- Domestic Violence Awareness Events -October
- YouTube Video
- Poster Campaign
- Bystander Intervention Training Weekend- January
- It’s On US PSA Video Clip competition, CSA- February
- Sexual Assault Awareness Month Programs, TBD- April
- It’s On Use & No More Campaign – all year, ongoing

On- and Off-Campus Contacts:

If you experience sexual harassment, gender discrimination or sexual violence, we encourage you to reach out right away — we are here to help.

Contacts:

- Title IX Coordinator, Peter Phaiah, 218-281-8505 or 218-289-2366 or phaiah@umn.edu
- Director of Residential Life & Campus Security, Gary Willhite, 218-281-8530 or gwillhit@umn.edu
- Security Department (218-281-8531 or 218-289-0565).
- UMC Counseling Center (245 Sargeant Student Center) staff to assist students are Don Cavalier, Director of Counseling Services (218-281-8585, cavalier@umn.edu ); Tim Menard, Asst. Counselor (218-281-8571, menard021@umn.edu ); and Heidi Lamb Castle, Asst. Counselor (218-281-8348, hlcastle@crk.umn.edu ).
- Campus Nurse, Stacey Grunewald, (145F Sargeant Student Center, 218-281-8512, sgrunewa@umn.edu)
- Polk County Coordinated Victim Services- (Domestic Violence & Sexual Assault) at 877-625-8092, 24 hr. crisis or 218-281-1554.
- Sexual Assault Nurse Examiner (SANE) service sponsored by Family Advocacy Center of Northern Minnesota. This service is available 24 hours a day at RiverView’s Emergency Department and the nurse at the desk will page the appropriate SANE nurse on call or patients can call RiverView Health at 218-281 9200. For more information on RiverView’s SANE Program, contact April Grunhovd at 218-281-9482 or Aria Trudeau at 218-333-6156.
- The National Domestic Violence Hotline is 1-800-799-7233 or 1-800-787-3224 (TTY)
- Additional Assistance- UMC Students can also seek help from some of the University’s resources on the Twin Cities campus. If you would like assistance in notifying the proper law enforcement and/or campus authorities, you may call The Aurora Center at (612) 626-2929 or their Helpline at (612) 626-9111. The Helpline is available 24 hours a day, 7 days a week. The Aurora Center also provides crisis counseling and options or assistance with other needs you may have. Their website is www.umn.edu/aurora. You may also seek counseling with University Counseling & Consulting Services at (612) 624-3323 or Boynton Mental Health at (612) 624-1444. The Sexual Violence Center is a free and confidential off-campus resource available (612) 871-5111.
References


7. “Not Alone” Report of the White House Task Force to Protect Students from Sexual Assault, April 2014


10. VAWA Final Regulations, Federal Register, 10/20/14

11. The National Domestic Violence Hotline; “Teen Dating Violence” from the CDC; The National Coalition Against Domestic Violence; VAWA Final Regulations; Federal Register, 10/20/14

12. VAWA Final Regulations, Federal Register, 10/20/14; Stalking Resource Center; CDC’s Veto Violence

Definitions

Criminal Offenses Related to Clery Reporting

The majority of the definitions are from the FBI's Uniform Crime Reporting Handbook. Sex offense definitions are from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program.

**Aggravated Assault:** The unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accomplished by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from 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.)

**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.

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

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned—including joyriding.)

**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.

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

**Sex Offenses**

**Forcible Sex Offenses:** Any sexual act directed against another person, forcible and/or against the person’s will; or not forcible or against the person’s will where the victim is incapable of giving consent.

**Forcible Rape:** 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/her temporary or permanent mental or physical incapacity (or because of his/her youth).

**Forcible Sodomy:** Oral or anal sexual intercourse with another 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/her youth or because of 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 or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of 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 or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of temporary or permanent mental or physical incapacity.

**Non-Forcible Sex Offenses:** Unlawful, non-forcible sexual intercourse.

**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.

**Hate Crime:** Any crime reported in the annual statistics, other crime involving bodily injury, and any of the following crimes that manifest evidence that the victim was intentionally selected because of the victim’s actual or perceived race, gender, religion, sexual orientation, or disability.

**Additional Hate Crime categories** (Note: these crimes are only reported in the annual statistics if the crime is considered a hate crime.)
**Larceny-Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Note: constructive possession is defined by Black’s Law Dictionary, sixth ed. as “where one does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.”)

**Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

**Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

**Destruction/Damage/Vandalism of Property (Except “Arson”):** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**Illegal Weapons Possession**
The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

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

**Liquor Law Violations**
The violation of laws or ordinances prohibiting the manufacture, sale, transporting, furnishing, and/or possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; 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. (Drunkenness and driving under the influence are not included in this definition.)

**Geography**

**On Campus:** Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls. Also, any building or property that is within or reasonably contiguous to the area identified in the first part of this definition that is owned by the institution but controlled by another person, is frequently used by student, and supports institutional purposes (such as a food or other retail vendor).

**Non-Campus Property:** Any building or property owned or controlled by a student organization that is officially recognized by the institution; or this is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

**Public Property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from campus.
Crime Statistics

This brochure is published annually by the University and made available to all current and prospective students, staff, and faculty.

Campus Security Authorities (CSA)

Campus security authorities, as defined by the Clery Act, have an obligation to report allegations of Clery Act-defined crimes if they conclude the allegations are made in good faith. These crime allegations should be reported to the University of Minnesota Security Services Department or to the local police. The Clery Act definition of a campus security authority includes faculty and staff beyond just police officers. A faculty or staff member who has significant responsibility for student and campus activities, including but not limited to student housing, student discipline, and campus judicial proceedings, is a campus security authority. The intent of including non-law enforcement personnel as campus security authorities is to acknowledge that many individuals and students in particular are hesitant about reporting crimes to the police, but may be more inclined to report incidents to other campus-affiliated individuals.

Examples of campus security authorities who report statistics to the University of Minnesota Security Services Department are the vice chancellor for academic and student affairs, associate vice chancellor for student affairs, faculty and staff, advisers to student groups, residential life, athletic department, counseling center, and health services.

Counselors’ Confidential Reporting

Campus pastoral counselors and campus professional counselors, when acting as such, are not considered to be campus security authorities and are not required to report crimes for inclusion into the annual disclosure of crime statistics.

The Clery Act defines Counselors as:

Pastoral Counselor: An employee of an institution, who is associated with a religious order or denomination and is recognized by that denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

Professional Counselor: An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s community and who is functioning within the scope of his or her license or certification.

Statistics from the past three calendar years can be found in the following charts. Please review this section for the definitions used in categorizing different crimes and locations.
### Summaries of Statistics for Crookston Campus

#### Criminal Offenses - On campus

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### Hate Crimes - On-campus Student Housing Facilities - 2014

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### Hate Crimes - Public Property - 2012

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### VAWA Offenses - On-campus Student Housing Facilities

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### VAWA Offenses - Public Property

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# Weapons, Drug, and Liquor Violations breakdowns, Crookston Campus Arrests

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## Weapons, Drug, and Liquor Violations breakdowns, Crookston Campus Disciplinary Actions

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<th>Disciplinary Actions - Public Property</th>
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### Unfounded Crimes

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Annual Fire Safety Report

The University of Minnesota Crookston campus, has 4 facilities for student housing. Two are traditional style residence halls, two are apartment style living. The chart below summarizes each facility’s fire safety system and the number of fire drills held during the 2012 calendar year.

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<thead>
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<th>UM Crookston Student Housing</th>
<th>Number of Drills</th>
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<td>McCall Hall</td>
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<td>Evergreen Hall</td>
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<td>Heritage Hall</td>
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Housing Regulations

Regulations regarding portable electrical appliances, smoking and open flames for all residence halls:

Electrical/Appliances

- Residents in traditional style residence halls are not allowed to have or use hazardous electrical appliances or cooking appliances, including: any appliances with open heating elements, including but not limited to oil popcorn makers, countertop grills, pizza bakers/carousels, quesadilla makers, countertop sandwich makers, toasters, hot plates, toaster ovens, etc.

- Only refrigerators that are 4.3 cubic feet or smaller, and microwave ovens using no more than 700 watts, are allowed except for use in University-designated kitchen areas (e.g., apartment kitchens, residence hall kitchenettes). No other major appliances, including air conditioners or dishwasher units, are permitted.

Cooking

- Cooking is permitted only in University-designated kitchen areas. Cooking is not permitted in traditional style residence hall rooms.

Smoking

- Smoking any substance or creating smoke is not permitted in the residence halls/apartment complexes. This includes all public areas and all resident rooms and apartments. Chewing tobacco is not permitted inside the public areas within the residence hall/apartment complexes.

Fire Hazard

- It is prohibited to have open flames or other materials that constitute fire hazards on University housing property, including candles, candle warmers, incense, or other materials.

- Hookahs or any smoking paraphernalia that has the potential for an open flame are not allowed.

- Due to the hazardous materials in the following listed lighting devices, and the potential for fire and chemical safety hazards, halogen lamps, torchiere lamps, neon lighting, black lights, strobe lights, lava lamps, and decorative lighting (including any string or tube lighting with multiple outlets and plug adapters) are prohibited.

- Due to potential for fire, concealed extension cords, multiple outlet, and octopus adapters are prohibited. Residents may possess multiple strip outlets that are fused with at least 14 gauge wire and grounded cords to power electronic devices in their rooms and apartments.

- In compliance with Minnesota State Fire Code, failure to exit the hall/apartment during a fire alarm is a law violation.
**Student Housing Evacuation**

Procedures are covered yearly with residents. Each hall performs three fire evacuation drills each academic year.

**Evacuation Procedure**

Residents are to immediately leave the building by the nearest, safest exit. Housing staff is responsible for moving all exiting residents to a safe location, normally a nearby residence hall. Each hall conducts three fire drills per academic year.

**Fire Reporting**

For the purposes of including a fire in the annual fire safety report, fires should be reported to one of the following departments/people: Security Services, residence director, central housing, director of housing, or housing facilities.

**Fire Statistics**

2012 - 2013 - 2014

<table>
<thead>
<tr>
<th>Name of facility</th>
<th>Fires</th>
<th>Injuries</th>
<th>Deaths</th>
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<td>Heritage Hall</td>
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</table>

**Fire Log**

The Department of Environmental Health & Safety, 218-281-8300, maintains a fire log of fires that occur in on-campus student housing facilities.

**Steps to Be Taken in Case of Fire**

If you discover a fire:
- Manually activate the fire alarm.
- Immediately exit the building and close the door(s) behind you.
- Tell others in the area there is a fire.
- Call 911 when you have reached safety.

If you are trapped during a fire:
- Wet and place cloth material around and under the door to prevent smoke from entering.
- Close as many doors as possible between you and the fire.
- Be prepared to signal someone outside, but do not break glass until absolutely necessary, as smoke may be drawn into the room.

If caught in smoke:
- Drop to the floor and crawl toward an exit.
- Stay as low as possible.
- Take shallow breaths through your nose and use a shirt or towel as a filter.
The University of Minnesota does not have a system wide policy regarding the fire safety education and training for all students, faculty, and staff. Accredited clinical areas are required to have quarterly drills and policies in place. Housing and Residential Life adheres to state and federal laws regarding policy, training, and drills. The Department of Environmental Safety offers fire safety training to students, staff, and faculty upon request.

**For More Information**

To request copies of this brochure or to request this publication in an alternative format, contact the Office of Residential Life, 218-281-8531.

The University of Minnesota in an equal opportunity educator and employer.