Message from the Chancellor:

Safety and security at the University of Minnesota Duluth are of the utmost importance to us. Whether you work, study, or live at UMD, the University needs your cooperation and active participation to create a safe campus. Be alert, and if you observe a public safety problem or a possible crime, don’t hesitate to report it.

Our staff is available to serve you 24-hours a day, seven days a week. We strive to provide a safe and secure campus environment by protecting and providing assistance for students, faculty, staff, and visitors.

Thank you for joining us as we keep our campus safe.

-Lendley C. Black, Chancellor
University of Minnesota Duluth
# Table of Contents

Message from the Chancellor.................................................................2

The Clery Act.........................................................................................4

University of Minnesota Duluth Police Department ........................................4
UMD Police, Crime Prevention, Public Log

Crime Reporting and the University's Response.................................6

Emergency Response and Notification ..............................................9
Campus Crisis Emergency Response Team, Timely Warnings/Crime Alerts, Crime Alerts, Monitoring Off-Campus Activities, Public Safety Advisories

Emergency Notification Systems.......................................................10
TXT-U Emergency Notification, Tone Alert Radio, Campus Wide Emergency Alert System (CWEAS), Testing and Evacuation Drill

Services and Resources .....................................................................14
Access to Campus Facilities, Access and Security in Residence Halls and Apartments, Campus Lighting, Emergency Telephone Access, Parking Facilities, Escorts, Crime Prevention and Educational Programs, Violence Prevention Education, Sex Offender Registration, Student Behavioral Management Committee, Campus Climate Response Team

University of Minnesota Duluth Policies and Procedures ....................17
Student Conduct Code

University of Minnesota Policy Statement on Sexual Assault, Stalking, Dating/Relationship and Domestic Violence .........................................................18
Definitions, Responsibilities, Responding to Incidents of Sexual Assault, Stalking and Relationship Violence: Administrative Procedures, Victims/ Survivors, University Employees and Students (when informed of an incident of assault), University Offices Receiving a Report, The Discipline Process, Student Hearings, Drug and Alcohol Policy, University of Minnesota Duluth Office of Housing and Residential Life Missing Person Policy and Procedure, Bias Incidents and Hate Crimes, Possession or Carrying of Weapons

Definitions .........................................................................................52
Criminal Offenses, Sex Offenses, Hate Crimes, Illegal Weapons Possession, Drug Abuse Violations, Liquor Law Violations, Other Definitions, Locations

Crime Statistics ................................................................................55
Crime Charts, Records Retention

University of Minnesota Duluth Annual Fire Safety Report ........................58
Residential Life Fire Safety, Fire Safety, Student Housing Evacuation Procedures, Education, Fire Reporting, Fire Statistics 2015 Calendar Year, Fire Log
The Clery Act

The Clery Act requires all U.S. colleges and universities that participate in federal financial aid programs to keep and disclose information about crime on and near their respective campuses. Compliance with the Clery Act is monitored by the United States Department of Education.

This report is prepared and presented in compliance with Clery Act requirements.

For further information on the Clery Act:
http://www2.ed.gov/admins/lead/safety/campus.html

University of Minnesota Duluth Police Department

UMD Police – Enforcement Authority
The University of Minnesota Duluth Police Department (UMDPD) serves the UMD campus and surrounding area, and is responsible for safety and security at all property owned by the University of Minnesota Duluth. UMDPD may also take enforcement action in areas not owned by the university, as it relates to the interests of the university and its personnel. The department seeks to maintain a staff of ten full-time licensed police officers who provide proactive patrol, crime prevention, investigative law enforcement, and emergency services. UMDPD provides 24-hour per day coverage throughout the year.

For further information on the areas served by UMDPD please see: http://www.d.umn.edu/police/cgeog.html

Officers of the UMDPD are licensed as peace officers by the State of Minnesota Board of Peace Officers Standards and Training. Minnesota State Statute 629.40 gives peace officers statewide arrest powers while acting in the course and scope of employment. The department investigates all crimes that occur on UMD property. By working closely with federal, state, and local police agencies, the department strives to provide a safe environment for all students, staff, faculty, and visitors.

The UMDPD has mutual aid agreements with the Duluth Police Department, St. Louis County Sheriff’s Office, Minnesota State Patrol, the Hermantown Police Department, and most other law enforcement agencies in the Duluth area. When the department receives information about an off-campus crime that requires investigation, it forwards the information to the proper law enforcement agency. UMDPD officers may also assist in off-campus investigations that fall under the primary scope of the agency responsible for law enforcement in that area. UMDPD may also enlist the aid of other law enforcement agencies in its own investigations. UMDPD does not currently have a MOU in place with any law enforcement agency for the investigation of alleged criminal offenses.
The UMDPD can be contacted via telephone through the St. Louis County 911 Emergency Communications Center; UMD Police Department officers can be contacted directly for non-emergencies at 218-726-7000. The UMD Police Department is located in the Darland Administration Building (DAdB), office #287, at 1049 University Dr. in Duluth, MN (55812).

The UMDPD is also staffed by a full-time Associate Administrator and a full-time Principal Office and Administrative Specialist. UMDPD may at times employ up to two Community Service Officers and two student employees, all on part-time basis. Community Service Officers may provide assistance to the public and to our officers and staff in matters that do not require full police powers. Community Service Officers do not have arrest powers. Student employees may assist officers and staff with administrative and clerical tasks.

It is the University’s policy to encourage the prompt and accurate reporting of all crimes committed on campus to the UMD Police Department and other appropriate law enforcement agencies when the victim of a crime elects to, or is unable to, make such a report and to assist the victims of those crimes.

Additional information about the University of Minnesota Duluth Police Department may be found at their website:
www.d.umn.edu/police.

Crime Prevention
Ensuring the safety of the 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 UMD Police Department by calling 911 immediately.
- Do not leave valuables unattended or unsecure anywhere on-campus.
- Do not prop open entrances to buildings.
- Lock your work and living areas every time you leave, no matter how long you will be gone.
- Report any maintenance problems to UMD Facilities Management.
- Contact the UMD Police or Safewalk service for protective escorts.
- Be mindful of your surroundings.
- Report lost keys and access cards immediately to UMD Facilities Management.

Securing Valuables
Property theft is one of the most frequently occurring crimes on college campuses. Stolen items are rarely returned to the owner and most thieves are not identified or arrested. However, victims may aid in recovery of property and criminal apprehension by recording and storing serial numbers and other identifying information of their valuables. Students, staff, faculty, and visitors are encouraged to secure all their valuables while at UMD.

Daily Crime Log
A public log of campus Clery Act offenses is available for public viewing at the UMD Police Department, located
at 287 Darland Administration Building on the UMD campus, during University non-holiday business hours (Monday through Friday from 8:00am to 4:30pm).

The daily crime and fire log is also available on the UMD Police Department website at:
http://www.d.umn.edu/police

The UMD Police Department does not publish personally identifiable information in the UMDPD Daily Crime Log.

Emergency and Crime Reporting and the University’s Response
Call police immediately if you witness a crime or other emergency, are a victim of one, or observe suspicious activity. You can report a crime or emergency by calling 911. The appropriate law enforcement agency will respond.

In non-emergency (not in-progress or just-occurred) situations involving sexual assault, domestic violence, dating/relationship violence, or stalking, UMD community members may also contact the UMD Office of Student Conduct (Katie Jackson, director; http://www.d.umn.edu/conduct/) or the UMD Office of Human Resources and Equal Opportunity (Karna Kurtz, Interim Director; http://www.d.umn.edu/umdhr/) for guidance and reporting assistance.

If you witness or are a victim of a crime, write down as much accurate information as you can remember. Try to obtain a description of the offender’s clothing, age, gender, height, weight, and voice. Also try to describe details such as ethnicity, eye color, hair color, facial structure and distinguishing characteristics.

Try to obtain a description and license number of any vehicles involved. Note the direction of travel if the vehicle leaves. Do not touch any items involved in the incident. Discourage others from entering the incident area unless they do so to lend aid to injured parties.

Members of the University of Minnesota Duluth community who become aware of violation of university policy, or the Student Conduct Code, or illegal activity, are encouraged to report the incident to their supervisor or to the UMD Police Department. In cases of illegal activity, community members should notify UMD Police by calling 911 immediately.

The UMD Police Department encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. Because police reports are public records under state law, the UMD Police Department cannot hold reports of crime in confidence. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can be made to other UMD campus security authorities.

Prompt reporting of criminal or suspicious activity to law enforcement is the vital first step in efforts toward making any community safer. In the UMD community, it enables our police department to respond rapidly to aid those in need and contain threats to safety, and to issue timely warnings to the public that could enhance the safety of people and property.
University Response to Crime Reports

The UMD Police Department will investigate all criminal allegations. These investigations may be done in conjunction with law enforcement agencies that participate in mutual aid agreements with UMDPD, or any law enforcement agency involved in the matter.

The UMD Police Department will classify reports in conjunction with the appropriate police agency according to Minnesota state law.

Students are members of the University community and citizens of the state. As citizens, students are responsible to the community of which they are a part, and the University neither substitutes for nor interferes with regular legal processes.

Students are also responsible for offenses against the academic community. Therefore, an action involving the student in a legal proceeding in civil or criminal court does not necessarily free the student of responsibility for this conduct in a University proceeding. When a student is charged in both jurisdictions, the University will decide on the basis of its interest and the interest of the student whether or not to proceed with its internal review simultaneously or defer action.

The major objective of the disciplinary system at the University of Minnesota Duluth is to maintain standards of conduct and order commensurate with the educational goals of the institution. These procedures help students understand and accept the consequences of their behavior in relation to themselves and others. The procedures are designed to guarantee the rights of the accused and to protect the welfare of all members of the University community.

Crime Statistics

This brochure is published annually by the University in compliance with The Clery Act and made available to all current and prospective students, staff, and faculty. Statistics are compiled by the University of Minnesota Duluth Police Department in consultation with the Duluth Police Department and other area law enforcement agencies, and a wide range of University personnel called Campus Security Authorities (CSA).

Campus Security Authorities, as defined by the Clery Act, have an obligation to report allegations of Clery Act-defined crimes to UMDPD if they conclude the allegations were made in good faith.

The Clery Act definition of a Campus Security Authority includes faculty and staff other than 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, students in particular, may be hesitant about reporting crimes to 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 Duluth Police Department are the Vice Chancellor for Student Life; faculty/staff advisors to student groups; Housing & Residential Life; Office of Student Conduct and Community Standards; Athletics; Recreational Sports and Outdoor Programs; and Parking Services.

While the University of Minnesota Duluth encourages all reports of crime to be made to the University of Minnesota Duluth Police Department, crimes may also be reported to individuals on campus who have been identified as Campus Security Authorities. Campus Security Authorities can accept confidential reports of crime for the inclusion in the annual statistical disclosure. Reports of crime made to Campus Security Authorities will be considered for the need to issue a Timely Warning Notification. There are numerous CSAs on campus, however UMD would prefer reports of crime be made to the following individuals.
Exemption of Pastoral and Professional Counselors

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 Definitions of Counselors:

A Pastoral Counselor includes 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.

A Professional Counselor includes 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.

Counselors are encouraged, if and when deemed it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for investigation and inclusion into the annual crime statistics.

Timely Warning Notifications

The UMD Police Department issues timely warning notifications to the campus community for reported crimes which occur on University property or on public property immediately adjacent to an accessible from campus, and are determined to represent a serious or ongoing threat. Timely Warning Notifications are designed to aid in the prevention of similar occurrences.

With approval from the Chief Law Enforcement Officer or designee, Timely Warning Notifications are forwarded to the Office of the Vice Chancellor for Finance and Operations for distribution approval. Timely Warning Notifications are electronically distributed to all UMD students, staff, and faculty via UMD email. In certain cases (most often burglary), Timely Warning Notifications may be distributed to a localized area of the University if it is determined that the threat is specific to a particular area.

Timely Warning Notifications 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 or actual photos and video footage
- 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
Additionally, Timely Warning Notifications are posted on the UMD Police Department website and archived there for approximately one year.

Content of timely warnings will be developed and sent by the UMD Police Department, UMD Marketing and Public Relations, and/or UMD Information Technology Systems and Services (ITSS), depending on the situation.

While there is no specific agreement between UMDPD and local law enforcement agencies, UMDPD has a close relationship with local law enforcement agencies who routinely inform UMDPD if there has been a crime which may warrant a timely warning notification.

Emergency Response and Notification

Campus Crisis
The Chancellor, or in his/her absence a Chancellor’s Cabinet member identified as Officer of the Day, has the responsibility and authority to implement UMD’s Emergency Operations Plan and provide overall policy direction of UMD resources during an emergency situation. Emergency operations include coordination of campus and community resources to save lives, protect property, and provide for the continuity of UMD operations. The Chief Law Enforcement Officer (or designee) and the Vice Chancellor for Student Life are lead personnel in campus crisis response. When an emergency situation occurs that impacts the campus community, these administrators, in consultation with the Chancellor, identify a crisis response team (typically four to six people) to coordinate a campus crisis response. Specific team members will vary to meet the needs of the situation at hand.

The UMD Emergency Operations Plan can be viewed at: UMD Emergency Operations Plan (pdf)

The Chancellor/Officer of the Day, in conjunction with emergency response personnel, will direct the need for emergency communications. Except in the event of imminent threat, UMD Marketing and Public Relations and UMD Information Technology Systems and Services (ITSS) will coordinate on the communication approach taken.

Emergency Notification
In the event of a potential emergency or dangerous situation, confirmed by university authorities and that poses an imminent threat to members of the UMD campus community, university authorities will notify the campus community without unnecessary delay, taking into account the safety of the community, the appropriate audience for the communication, and the professional judgment of the responsible authorities, to ensure that efforts to assist victims and contain, respond to, or mitigate the emergency are not compromised.

UMD will confirm an emergency via dispatched officers, video monitoring, and notifications from the National Weather Service or other emergency professionals on the scene. Information obtained from these responders will be used by UMD authorities in order to determine the content and scope of the notification and will initiate the notification process. The situation will dictate which notification methods are used. Notification methods include: through news media; online at the UMD home page at www.d.umn.edu; through TXT-U (the University’s text message emergency notification system); and through e-mail; tone-alert radios; phone and fax trees; outdoor warning system; digital signage; social media; and posted emergency notices on the entrances and exits to buildings, and by on-scene public safety personnel.

In these cases, the Chief Law Enforcement Officer or designee has the authority to immediately take action to activate the emergency notification system. This authorization supersedes any established
structure or chain of command relating to emergency warning and notification at the University of Minnesota Duluth as outlined in this and other annexes of the University of Minnesota Duluth Emergency Operations Plan.

While there is no specific agreement between UMDPD and local law enforcement agencies, UMDPD has a close relationship with local law enforcement agencies who routinely inform UMDPD if there is a situation which may require an emergency response.

Dissemination of emergency information to the larger community (i.e.: parents/families, the Duluth community, etc.) will take place at the discretion of the Chancellor/Officer of the Day or Emergency Response Team, as appropriate and as time allows. The UMD Police Department will work with these entities to determine which information is appropriate to disseminate, and when it will be disseminated. Depending on the nature of the incident, the University could utilize such avenues as the UMD home page or local media. The top priority of the University will be to disseminate information to those people directly affected by the emergency.

## Emergency Notification Systems

### TXT-U Emergency Notification

TXT-U is the University’s emergency notification text messaging system. Students, faculty, and staff can stay informed of 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 an account, so parents, family, friends, or members of the greater community can have access. TXT-U will be used infrequently, and specifically for emergency situations. To register for TXT-U, go to:


### Tone Alert Radio System (TARS)

A tone alert radio is a radio that is programmed to receive emergency broadcasts directly from the UMD Police Department. Information sent to the tone alert radios includes crimes that threaten safety, severe weather warnings, hazardous material incidents, bomb threats, civil disturbances, or any other immediate threat to 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.

### Campus Wide Emergency Alert System (CWEAS)

CWEAS is the University of Minnesota Duluth’s outdoor emergency notification system. The University currently has one speaker on the Duluth campus located at its upper northwest corner near Goldfine Hall.

### Blastmail for Emergency Email

UMD has developed an email system call Blastmail, which is intended to deliver a large number of messages as quickly as possible. Updated mailing lists of all students, faculty, and staff are generated on a regular basis, so that they will be ready to use at a moment’s notice.

### UMD Facebook and Twitter

Emergency information may also be communicated on UMD Facebook and Twitter accounts.

### Digital Signs

Most digital signs on campus can be updated quickly to include an emergency message.

### Web Announcements
Weather-related closings and other emergencies may be announced by placing an announcement on the UMD home page (www.d.umn.edu) or on UMD’s Emergency Closings page (http://www.d.umn.edu/closings/). In the case of a severe emergency, where we need to reach the maximum number of people immediately the entire UMD web site will be replaced with a single page for emergency information.

On-Scene Emergency Personnel
On-scene emergency personnel may be able to provide valuable emergency communication depending upon the emergency situation.

The UMD Police Department and Environmental Health and Safety work with other departments at the University to ensure that emergency evacuation and response procedures are up-to-date and effective. The Department of Environmental Health and Safety works with each department of the University to develop and maintain emergency procedures and guidelines for their buildings and employees. The Office of Housing and Residential Life is responsible for developing and maintaining emergency evacuation procedures for all University residence halls. The UMD Police Department has procedures in place for the response to incidents such as active shooters and bomb threats.

Testing and Evacuation Drill
The UMD Campus Emergency Response Team organizes and participates in several exercises throughout the year to prepare for emergencies. UMD Police and Environmental Health and Safety work with other departments at the University to ensure that emergency evacuation and response procedures are up-to-date and effective. The Office of Environmental Health and Safety conducts announced and unannounced evacuation drills throughout the year. Records of evacuation drills and tests are maintained in the Office of Environmental Health and Safety. Records contain documentation for each test, a description of the exercise, the date and time of each exercise, and whether it was announced or unannounced.

At least once a year, UMD conducts an exercise to test the emergency response and evacuation procedures of the UMD campus. The University community will be notified of this exercise, and the notification will summarize the emergency evacuation procedures and indicate where full versions of the procedures can be found. The Office of Environmental Health and Safety works with each department of the University to develop and maintain emergency procedures and guidelines for their buildings and employees. The UMD Office of Housing and Residential Life is responsible for developing and maintaining emergency evacuation procedures for all University residence halls. UMD has procedures in place for the response to incidents such as active shooters and bomb threats.

“Shelter-In-Place”
In certain emergencies, such as active shooter/threat and hazardous material situations, recipients of emergency notifications may be advised to “shelter-in-place”. Though methods of sheltering-in-place may vary by hazard, a common practice is selection of a small interior room with no or few windows and using it to take shelter in until the crisis has been mitigated.

For active shooter/threat situations, the U.S. Department of Homeland Security offers shelter-in-place advisement here:
http://www.dhs.gov/xlibrary/assets/active_shooter_pocket_card.pdf

For hazardous material situations, the American Red Cross offers shelter-in-place guidance here:
Communication Testing:

<table>
<thead>
<tr>
<th>Communication Tool</th>
<th>Frequency Tested</th>
<th>Tester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tone Alert Radios (TARs)</td>
<td>Monthly (1st Wednesday)</td>
<td>UMD Police</td>
</tr>
<tr>
<td>CWEAS</td>
<td>Monthly (1st Wednesday)</td>
<td>UMD Police</td>
</tr>
<tr>
<td>Mass E-mail</td>
<td>Each Semester</td>
<td>ITSS</td>
</tr>
<tr>
<td>Text Messaging (TXT – U)</td>
<td>Each Semester</td>
<td>ITSS CLER Group</td>
</tr>
<tr>
<td>UMD Homepage</td>
<td>Internal (Ongoing)</td>
<td>UMD Marketing and Public</td>
</tr>
<tr>
<td>Digital Signs</td>
<td>Each Semester</td>
<td>Digital Admin. Group</td>
</tr>
<tr>
<td>Media Advisory or Press Release</td>
<td>Test Not Needed</td>
<td>UMD Marketing and Public Relations</td>
</tr>
<tr>
<td>Outdoor Warning Sirens</td>
<td>Monthly (1st Wednesday)</td>
<td>St. Louis County 911</td>
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Monitoring Off-Campus Activities
The UMD Office of Student Conduct and the UMD Police Department work cooperatively with the Duluth Police Department and other area law enforcement agencies to share information about criminal activity that occurs off-campus, but may affect members of the UMD community. This information includes that pertaining to officially recognized UMD student organizations that may have non-campus residential sites unaffiliated with UMD Housing. This shared information enhances the welfare and safety of our campus.

Confidentiality Statement
The University of Minnesota Duluth will protect the confidentiality of crime victims to the extent allowable by law. The University of Minnesota Duluth will not publish personally identifiable information of crime victims in complying with public disclosures required by the Clery Act.

Services and Resources

Access to Campus Facilities
The UMD campus is for use by the students, faculty, staff, and guests. Access is limited to normal business and building hours. Most campus facilities are accessible during business hours, Monday through Friday, and during limited hours on weekends.

Requests for access to facilities for events or others purposes should be directed to contacts noted in UMD scheduling policies. UMD reserves the right to deny access to facilities and services to those people or groups who do not meet campus guidelines and policies.

Policies and Procedures for Safe Access to Campus Buildings:

- Keys and access cards are issued only to authorized faculty, staff, students, and approved contractors.
- Exterior doors should not be propped open when the doors are locked.
- Building evacuation is mandatory for all fire alarms.
• Individual academic buildings are normally open by 7:00am. Employees and students in buildings after normal working hours should have University ID in possession.

• Only authorized individuals will be allowed to stay after building hours.

Access and Security in UMD Housing
UMD Housing has nine on-campus residential facilities for students.

University Housing staff receives training on security measures and emergency/crisis management. Residence hall staff members inform residents of safety and security information via handbooks, floor meetings, and programming in the halls. Staff members work closely with the UMD Police Department in maintaining security in all residence halls and apartment buildings, and in resolving situations that affect the safety of residents.

Campus visitors will only be allowed in the Residence Halls when they are guests of, and accompanied by, a resident of that building. Residents are encouraged disallow access to anyone other than their guests.

Security Considerations in the Maintenance of Campus Facilities
The University of Minnesota Duluth routinely inspects its facilities to ensure the continued safety and security of campus. For example, campus lighting, doors, locking mechanisms and access control hardware are regularly inspected to ensure they are functioning properly. UMD encourages notification of Facilities Management to report poor lighting, building issues or other hazards on campus or on UMD property. Facilities Management can be contacted at 218-726-8262 or 218-726-8263.

Emergency Telephone Access
Campus courtesy phones are placed in public areas around the campus. Courtesy phones provide free campus and local calling and can be used to report emergencies or to request assistance.

Parking Facilities
Parking lots are well lit and checked frequently by the UMD Police Department and Facilities Management.

Security Cameras
Many areas of the UMD campus and properties are equipped with security cameras which are monitored by the University of Minnesota’s Department of Central Security.

Escorts
The University’s “Safewalk” walking escort service is available Sunday through Thursday non-holidays from 8:00pm to midnight. Volunteers can be reached at 218-726-6100 or in the Greek office near the Kirby Student Center Lounge.

The UMD Police Department may also provide escorts to students, faculty, and staff from all campus locations to other on-campus or nearby locations, circumstances permitting.
Crime Prevention and Security Awareness Education Programs

Crime prevention and security awareness programs on personal safety and theft prevention are sponsored by various campus organizations throughout the year.

During orientation in August, students are informed of services offered by the UMD Police Department. The presentations outline ways to maintain personal safety and residence hall security. Students are told about crime on campus and in surrounding neighborhoods. Similar information is available to new employees.

UMD Police Department personnel, often in conjunction with other UMD departments, facilitate programs for students, parents, faculty, staff, resident advisors and directors, student organizations, and community organizations. They provide a variety of educational strategies and tips on crime prevention and personal safety. Topics such as self-defense, alcohol and drug awareness, school and workplace violence, sexual assault, relationship/dating violence, stalking, security of residence and personal property, and internet safety may be covered.

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

(See tables on pages 24-34 for crime prevention and safety education programs provided to students, faculty, and staff for calendar year 2015.)

Sexual Offender Registration

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 by, institutions of higher education. This law requires state law enforcement agencies (in Minnesota, it is the Minnesota Bureau of Criminal Apprehension) to provide UMD with a list of registered sex offenders who have indicated that they are enrolled, employed, or carrying on a vocation at UMD.

UMD is required to inform the campus community that a registration list of sex offenders is available by going to the UMD Police Department website, click on Sex Offender Locator.

Or go to: https://coms.doc.state.mn.us/Level3/

The CSCPA further amends the Family Educational 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.

The Student Care Team (SCT) formerly the Student Behavior Management Team (SBMC) changed its name in the summer of 2016

Purpose

The Student Care Team (SCT) is a committee that collaboratively addresses issues related to student behavior on campus. The SCT brings representatives from a variety of campus departments together to develop a general sense of patterns of student behavior, to share advice and counsel, to collaborate on dealing with concerning behavior, and to recommend strategies, policies, and procedures that proactively address student behavior.

The Student Care Team (SCT) reports to the UMD Vice Chancellor for Student Life and Dean of Students, and has the following responsibilities:

• Threat Assessment

Threat assessment is defined as using a collaborative process to address situations that have the potential to be
disruptive to the UMD community, in order to facilitate maximizing safety for students and the university community. SCT focuses on situations as they arise from student behavior and decides the most productive course of action to minimize impact to the community and to facilitate the most positive outcome possible for the student acting out. Threats are generally lower level threats that affect a limited number of students. UMD’s emergency procedures take precedence and are employed when significant threats arise.

• Recommend Strategies, Policies and Procedures

SCT recommends strategies, policies and procedures for dealing with issues such as sexual assault, alcohol and drug abuse, self-harm, mental health concerns, and parental notification.

Membership
The SCT is chaired by the Vice Chancellor for Student Life and Dean of Students, and includes membership from the following UMD offices:

• Office of Cultural Diversity
• Office of Student Life
• Office of Student Conduct
• Health Services
• Housing and Residential Life
• University of Minnesota Duluth Police Department

* Disability Resources

(Guests may be invited as needed.)

Meetings
The SCT meets every other week throughout the year, and more frequently if situations necessitate immediate action.

SCT Website:  http://www.d.umn.edu/student-life/sbmc/

If a student or community member exhibits behaviors that indicate IMMEDIATE DANGER to SELF or SOMEONE ELSE, CALL 9-911 from a campus phone or 911 from a cell phone or other off-campus phone.

If a student exhibits behaviors of concern that should be addressed, contact the SCT through the Office of Student Life:

UMD Office of Student Life
245 Kirby Plaza
1208 Kirby Dr.
Duluth, MN 55812
vcsld.umn.edu
(218) 726-8501
Campus Climate Response Team (CCRT)

**Purpose**
The University of Minnesota Duluth seeks to “create a positive and inclusive campus climate for all by advancing equity, diversity, and social justice.” The Campus Climate Response Team was created to respond to issues or incidents that degrade or threaten the campus climate and that require a response beyond that provided by established processes.

**Function**
The Campus Climate Response Team (CCRT) reports to the UMD Chancellor, and has the following responsibilities:

- The CCRT develops and facilitates the implementation of a timely and appropriate response to a campus climate incident.
- The CCRT evaluates and analyzes an incident; CCRT coordinates a “real time” response, involving all critical parties and/or stakeholders.
- CCRT coordinates communication with the campus, public, media, etc. in a timely manner.
- The CCRT receives data from other processes and offices that also respond to campus climate incidents. CCRT conducts regular reviews of the data to analyze how incidents are handled on campus and to identify trends and patterns occurring over time.
- The CCRT provides regular reports summarizing campus climate incidents to the campus in order to ensure transparency (see below).
- The CCRT designs and recommends strategies to improve responses to issues and incidents and addresses outcomes of data analyses. This includes recommendations for programming, education and other proactive approaches.

**Membership**
The CCRT comprises a visible, high-level core (or “front-line”) team. It includes broad representation, and
convenes ad hoc teams as the situation demands.

• Vice Chancellor for Student Life and Dean of Students, convener
• Executive Vice Chancellor for Academic Affairs
• Vice Chancellor for Finance and Operations
• Chancellor’s Chief of Staff/Associate to the Chancellor
• Director of Human Resources and Equal Opportunity
• Director of the UMD Police Department
• Director of Marketing and Public Relations

CCRT RESPONSE PROTOCOL
Actions that undermine and damage a safe, respectful, and diverse campus climate should be reported. After a report has been made, referrals may be made to any member of the CCRT. Upon receiving a referral, the following steps are taken:

• The Equity and Diversity administrator will convene the CCRT (and others as appropriate) immediately.

• The CCRT will review and analyze the issue and either: 1) delegate it to an appropriate UMD office or, 2) convene an ad hoc team based on the specifics of the incident.

• If the CCRT creates an ad hoc working group, the ad hoc group will take the following steps:
  o The ad hoc group will gather information.
  o The ad hoc group will identify any need for further investigation.
  o The ad hoc group will assign responsibilities (including further investigation, if needed) and coordinate actions.
  o The ad hoc group will communicate with the CCRT, stakeholders, and other constituents.
  o The ad hoc group will debrief and report at the conclusion of the process.

CCRT Incident Reporting link: http://www.d.umn.edu/chancellor/climate/reporting/

University of Minnesota Duluth Policies and Procedures
Additional information and copies of relevant policies and procedures are available on the UMD website at: http://www.d.umn.edu

Student Conduct Code
The University of Minnesota Student Conduct Code is based on these guiding principles:

• The University seeks an environment that promotes academic achievement and integrity, that is
protective of free inquiry, and that serves the educational mission of the University.

- The University seeks a community that is free from violence, threats, and intimidation; that is respectful of the rights, opportunities, and welfare of students, faculty, staff, and guests of the University; that does not threaten guests of the University; and that does not threaten the physical or mental health or safety of members of the University community.

- The University is dedicated to responsible stewardship of its resources and protection of its property and resources from theft, damage, destruction, or misuse.

- The University supports and is guided by state and federal law while also setting its own standards of conduct for its academic community.

- The University is dedicated to the rational and orderly resolution of conflict.

The University-wide Student Conduct Code specifically prohibits scholastic dishonesty; disruptive classroom conduct; falsification; refusal to identify and comply; attempts to injure or defraud; threatening, harassing, or assultive conduct; disorderly conduct; illegal or unauthorized possession or use of weapons; illegal or unauthorized possession, use, or distribution of illicit drugs or alcohol; unauthorized use of University facilities and services; theft, property damage, and vandalism; unauthorized access; disruptive behavior; hazing; rioting; violation of University rules; and violation of federal or state law. The entire Student Conduct Code, including Duluth proceedings, is available on Office of Student Conduct page of the UMD website.

University of Minnesota Policy Statement on Sexual Assault, Stalking, Dating/Relationship, and Domestic Violence

The University of Minnesota Duluth does not discriminate on the basis of sex in its educational programs, and sexual harassment and sexual violence are types of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited, whether sexually-based or not, and include dating/relationship violence, domestic violence, and stalking. Therefore, University of Minnesota Duluth issues this statement of policy to inform the community of our comprehensive plan addressing sexual misconduct, educational programs, and procedures that address sexual assault, domestic violence, dating/relationship violence, and stalking, whether the incident occurs on or off campus and when it is reported to a University official. In this context, University of Minnesota Duluth prohibits the offenses of domestic violence, dating/relationship violence, sexual assault, and stalking, and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the university community.

No one acting on behalf of the University may retaliate against an individual for having made a report in good faith under this policy or having participated in an investigation of a sexual assault. Any individual employee who engages in retaliation may be subject to disciplinary action up to and including termination of employment. Reports of retaliation will be reviewed and investigated in the same manner in which other allegations of misconduct are handled. This provision aligns with Board of Regents Policy: Code of Conduct.

A. Definitions

**VAWA Crime Definitions**

For the purpose of classifying incidents for inclusion in the Annual Statistical Disclosure, the following definitions are used, and come from the Violence Against Women Act (VAWA)

**Dating Violence**

The term “dating violence” means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and;

The existence of such a relationship shall be based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

For the purposes 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 include acts covered under the definition of domestic violence.

Any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

**Domestic Violence**

The term “domestic violence” means

Felony or misdemeanor crimes of violence committed—

By a current or former spouse or intimate partner of the victim;
By a person with whom the victim shares a child in common;
By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; (iv) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
By any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

**Sexual Assault**

“Sexual assault” means an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI’s Uniform Crime Reporting system. A sex offense is any act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

- **Rape** is defined as 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** is defined as the touching of the private parts of another person for the purposes of sexual
gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental incapacity.

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

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

**Stalking**

engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

- fear for the person’s safety or the safety of others; or
- Suffer substantial emotional distress.

For the purposes of this definition—

- “Course of conduct” means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about a person or interferes with a person’s property.

- “Substantial emotional distress” means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

- “Reasonable persons” means a reasonable person under similar circumstances and with similar identities to the victim.

Any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

**Minnesota State law definitions of VAWA Crimes and Terms**

The following definitions are for the purpose of educating readers regarding jurisdictional crime definitions. Legal citations are given to enable the reader to access information on where the applicable definitions can be referenced under Minnesota law. Some terms are not explicitly defined under Minnesota law in these instances information is given to help readers situate VAWA terms in Minnesota State law.

**Consent**

**MN 609.341 Subd. 4.**

“Consent” means words or overt actions by a person indicating a freely given present agreement to perform a particular sexual act with the actor. Consent does not mean the existence of a prior or current social relationship between the actor and the complainant or that the complainant failed to resist a particular sexual act.

- A person who is mentally incapacitated or physically helpless as defined by this section cannot consent to a sexual act.

- Corroboration of the victim’s testimony is not required to show lack of consent.

**Affirmative Consent as defined by University of Minnesota Policy:**

A determination about the existence of consent is a critical element in the investigation of a sexual assault. University policy requires affirmative consent between individuals engaging in sexual activity. Affirmative consent is defined as “informed, freely and affirmatively communicated willingness to participate in sexual activity that is expressed by
clear and unambiguous words or actions.” Clear and unambiguous words or actions are those that are freely and actively given by informed individuals that a reasonable person in the circumstances would believe communicate a willingness to participate in a mutually agreed upon sexual activity. The following factors will be considered when determining consent:

- It is the responsibility of each person who wishes to engage in the sexual activity to obtain consent.
- A lack of protest, the absence of resistance and silence do not indicate consent.
- The existence of a present or past dating or romantic relationship does not imply consent to future sexual activity.
- Consent must be present throughout the sexual activity and may be initially given, but withdrawn at any time.
- When consent is withdrawn all sexual activity must stop. Likewise, where there is confusion about the state of consent, sexual activity must stop until both parties consent again.
- Consent to one form of sexual activity does not imply consent to other forms of sexual activity.
- Consent is not obtained where:
  - There is physical force, threats, intimidation or coercion.
  - There is incapacitation due to the influence of drugs or alcohol.
  - There is the inability to communicate because of a physical or mental condition
  - An individual is asleep, unconscious or involuntarily physically restrained.
  - An individual is unable to understand the nature or extent of the sexual situation because of mental or physical incapacitation or impairment.
  - One party is not of legal age to give consent pursuant to Minnesota state law.

### Dating Violence

Minnesota law does not define dating violence.

### Domestic Violence

**MN 518B.01 Subd. 2**

(a) "Domestic abuse" means the following, if committed against a family or household member by a family or household member:

- physical harm, bodily injury, or assault;
- the infliction of fear of imminent physical harm, bodily injury, or assault; or
- terrorist threats, within the meaning of section 609.713, subdivision 1; criminal sexual conduct, within the meaning of section 609.342, 609.343, 609.344, 609.345, or 609.3451; or interference with an emergency call within the meaning of section 609.78, subdivision 2.

(b) "Family or household members" means:

- spouses and former spouses;
- parents and children;
- persons related by blood;
- persons who are presently residing together or who have resided together in the past;
- persons who have a child in common regardless of whether they have been married or have lived together at any time;
- a man and woman if the woman is pregnant and the man is alleged to be the father, regardless of whether they have been married or have lived together at any time; and
- persons involved in a significant romantic or sexual relationship.

Additional Information

Minnesota State Statute 609.2242 DOMESTIC ASSAULT: [https://www.revisor.mn.gov/statutes/?id=609.2242](https://www.revisor.mn.gov/statutes/?id=609.2242)

Minnesota State Statute 518B.01 DOMESTIC ABUSE ACT:
Sexual Assault

The term sexual assault is not defined by Minnesota Law. The comparable crimes of rape, fondling, statutory rape, and incest are generally coded as criminal sexual conduct in the state of Minnesota.

“Minnesota law classifies the crime of criminal sexual conduct into five categories: first- through fifth-degree criminal sexual conduct, with first-degree carrying the most severe penalties and fifth-degree the least. Minn. Stat. §§ 609.342 to 609.3451.”

“Generally speaking, the first-degree and third-degree crimes apply to sexual conduct involving sexual penetration of the victim; the second-, fourth-, and fifth-degree crimes apply to sexual conduct involving sexual contact with the victim without sexual penetration.”

“Criminal sexual conduct in the first and second degree typically apply to conduct involving personal injury to the victim; the use or threatened use of force, violence, or a dangerous weapon; or victims who are extremely young.”

“Criminal sexual conduct in the third, fourth, and fifth degree typically address less aggravated conduct and apply to other situations in which the victim either did not consent to the sexual conduct, was relatively young, or was incapable of voluntarily consenting to the sexual conduct due to a particular vulnerability or due to the special relationship between the offender and the victim.”

The above information is from the following source: http://www.house.leg.state.mn.us/hrd/pubs/ss/ssovrsc.pdf

Stalking

MN 609.749 Subd. 1

"stalking" means to engage in conduct which the actor knows or has reason to know would cause the victim under the circumstances to feel frightened, threatened, oppressed, persecuted, or intimidated, and causes this reaction on the part of the victim regardless of the relationship between the actor and victim.

B. Education and Prevention Programs

The University of Minnesota Duluth engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that:

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and,

- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and employees that:

- Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;

- Defines using definitions provided both by the Department of Education as well as state law what behavior constitutes domestic violence, dating violence, sexual assault, and stalking;
• Defines what behavior and actions constitute consent to sexual activity in the State of Minnesota and/or using the definition of consent found in the Student Code of Conduct if state law does not define consent;

• Provides a description of safe and positive options for bystander intervention. 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;

• Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victim/survivors in order to promote safety and to help individuals and communities address conditions that facilitate violence.

• Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act.

The University of Minnesota Duluth prohibits all crimes related to domestic violence, dating and relationship violence, sexual assault, and stalking. Toward the goal of campus safety, incoming students receive training via Haven from EverFi. Haven is a population-level approach to educate all students on the issues associated with sexual assault and relationship violence, taking into account their unique perspectives and experiences. The training covers:

• Key definitions and statistics
• Reflective and personalized content
• Bystander skill and confidence-building strategies
• Campus-specific policies, procedures, and resources
• Rich data summaries to inform future programming

More information on Haven can be found at http://www.everfi.com/haven.

Additional trainings are provided during Bulldog Welcome Week (beginning of fall semester) and throughout the school year by UMD Health Services (“Got Your Back” for UMD Peer Health Educators), the UMD Women’s Resource Action Center (for incoming students on awareness and education for prevention of relationship violence, domestic violence, sexual assault, and stalking), and the Office of Student Conduct (on personal safety and prevention of sexual violence). All incoming students attend a presentation on sexual violence prevention during Bulldog Welcome Week.

For further information, please refer to the University of Minnesota Duluth’s policy regarding efforts to prevent relationship violence, sexual assault, and stalking at:

http://www.d.umn.edu/conduct/sexassault.html
The University of Minnesota Duluth has developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students, and participating in and presenting information and materials during new employee orientation.

The University offered the following primary prevention and ongoing awareness programs for students, faculty, and staff in 2015:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date</th>
<th>Sponsoring Department</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>“Sex and Money” Film</td>
<td>01/28/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Human Trafficking Awareness</td>
</tr>
<tr>
<td>Brown Bag: Healthy Relationships</td>
<td>02/04/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault Prevention</td>
</tr>
<tr>
<td>Self-Defense Workshop</td>
<td>02/12/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault Prevention</td>
</tr>
<tr>
<td>Consent Week</td>
<td>02/16/15, 02/17/15, 02/19/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault Prevention</td>
</tr>
<tr>
<td>BDSM, Kink, and Consent: A Sex Positive Presentation on Consent</td>
<td>02/19/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault Prevention</td>
</tr>
<tr>
<td>Self-Defense Workshop</td>
<td>02/19/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault Prevention</td>
</tr>
<tr>
<td>Self-Defense Workshop</td>
<td>02/26/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault Prevention</td>
</tr>
<tr>
<td>Self-Defense Workshop</td>
<td>03/05/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault Prevention</td>
</tr>
<tr>
<td>Enough is Enough Week</td>
<td>04/06/15 – 04/09/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault Prevention</td>
</tr>
<tr>
<td>Relationship Violence: It’s Everyone’s Business</td>
<td>04/07/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking, Relationship Violence.</td>
</tr>
<tr>
<td>Bystander Intervention Training</td>
<td>04/08/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault Prevention</td>
</tr>
<tr>
<td>Self-Defense Training</td>
<td>04/08/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault Prevention</td>
</tr>
<tr>
<td>BEST Party Model</td>
<td>04/09/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault Prevention</td>
</tr>
<tr>
<td>“The Hunting Ground” Film Showing</td>
<td>04/09/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking, Relationship Violence.</td>
</tr>
<tr>
<td>Event</td>
<td>Date(s)</td>
<td>Organizers</td>
<td>Topics</td>
</tr>
<tr>
<td>------------------------------</td>
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<td>------------------------------------------------</td>
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</tr>
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<td>Clothesline Project</td>
<td>04/13/15 – 05/04/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking, Relationship Violence.</td>
</tr>
<tr>
<td>Love Your Body, Consent &amp; The World</td>
<td>04/20/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault Prevention</td>
</tr>
<tr>
<td>Mock Rape Trial</td>
<td>04/20/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking, Relationship Violence.</td>
</tr>
<tr>
<td>Sexual Assault Advocacy</td>
<td>04/21/15 – 04/23/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault Awareness and Prevention</td>
</tr>
<tr>
<td>Take Back the Night</td>
<td>04/29/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking, Relationship Violence.</td>
</tr>
<tr>
<td>Brown Bag: BEST Party Model</td>
<td>09/16/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault Prevention</td>
</tr>
<tr>
<td>Window Pain</td>
<td>09/21/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault Prevention</td>
</tr>
<tr>
<td>I am Strong because</td>
<td>09/28/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault Prevention</td>
</tr>
<tr>
<td>Femicide Awareness</td>
<td>10/05/15 – 10/09/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking, Relationship Violence.</td>
</tr>
<tr>
<td>Clothesline Project</td>
<td>10/06/15 &amp; 10/08/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking, Relationship Violence.</td>
</tr>
<tr>
<td>Take Back the Night</td>
<td>10/07/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking</td>
</tr>
<tr>
<td>Journey Footprints</td>
<td>10/12/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking</td>
</tr>
<tr>
<td>Femicide Awareness</td>
<td>10/12/15 – 10/31/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking, Relationship Violence.</td>
</tr>
<tr>
<td>Safety Planning</td>
<td>10/19/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking, Relationship Violence.</td>
</tr>
<tr>
<td>Sexual Assault Awareness</td>
<td>10/23/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking, Relationship Violence.</td>
</tr>
<tr>
<td>Conversation Heart Shrinky Dinks</td>
<td>10/26/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking, Relationship Violence.</td>
</tr>
<tr>
<td>Zen Tangle</td>
<td>11/02/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking, Relationship Violence.</td>
</tr>
<tr>
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<td>Date</td>
<td>Organization</td>
<td>Topic</td>
</tr>
<tr>
<td>-------------------------------------------------</td>
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</tr>
<tr>
<td>Consent Week: BEST Party Model</td>
<td>11/16/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking, Relationship Violence</td>
</tr>
<tr>
<td>Turning Over a New Leaf</td>
<td>11/16/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking, Relationship Violence</td>
</tr>
<tr>
<td>Got Your Back!</td>
<td>11/17/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Bystander Intervention</td>
</tr>
<tr>
<td>Consent Week: The Hunting Ground</td>
<td>11/18/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking, Relationship Violence</td>
</tr>
<tr>
<td>Consent Week: BDSM, Kink, and Consent</td>
<td>11/19/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking, Relationship Violence</td>
</tr>
<tr>
<td>The Coldest Day</td>
<td>11/23/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking, Relationship Violence</td>
</tr>
<tr>
<td>Bracelet Making – Holidays with HeART Series</td>
<td>11/30/15</td>
<td>Women’s Resource &amp; Action Center</td>
<td>Sexual Assault, Stalking, Relationship Violence</td>
</tr>
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<td>Sexual Assault Prevention, Awareness and Reporting</td>
<td>01/20/15</td>
<td>Human Resources / Student Life</td>
<td>Sexual Violence Prevention</td>
</tr>
<tr>
<td>Sexual Assault Prevention, Awareness and Reporting</td>
<td>02/12/15</td>
<td>Human Resources / Student Life</td>
<td>Sexual Violence Prevention</td>
</tr>
<tr>
<td>Sexual Assault Prevention, Awareness and Reporting</td>
<td>03/17/15</td>
<td>Human Resources / Student Life</td>
<td>Sexual Violence Prevention</td>
</tr>
<tr>
<td>Sexual Assault Prevention, Awareness and Reporting</td>
<td>04/17/15</td>
<td>Human Resources / Student Life</td>
<td>Sexual Violence Prevention</td>
</tr>
<tr>
<td>Sexual Assault Prevention, Awareness and Reporting</td>
<td>08/11/15</td>
<td>Human Resources / Student Life</td>
<td>Sexual Violence Prevention</td>
</tr>
<tr>
<td>Sexual Assault Prevention, Awareness and Reporting</td>
<td>10/14/15</td>
<td>Human Resources / Student Life</td>
<td>Sexual Violence Prevention</td>
</tr>
<tr>
<td>Sexual Assault Prevention, Awareness and Reporting</td>
<td>10/20/15</td>
<td>Human Resources / Student Life</td>
<td>Sexual Violence Prevention</td>
</tr>
<tr>
<td>Sexual Assault Prevention, Awareness and Reporting</td>
<td>11/16/15</td>
<td>Human Resources / Student Life</td>
<td>Sexual Violence Prevention</td>
</tr>
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<td>Event Description</td>
<td>Date</td>
<td>Organizing Department</td>
<td>Responsibility</td>
</tr>
<tr>
<td>--------------------------------------------------------</td>
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<td>Sexual Assault Prevention, Awareness and Reporting</td>
<td>11/30/15</td>
<td>Human Resources / Student Life</td>
<td>Sexual Violence Prevention</td>
</tr>
<tr>
<td>Sexual Assault Prevention, Awareness and Reporting</td>
<td>12/14/15</td>
<td>Human Resources / Student Life</td>
<td>Sexual Violence Prevention</td>
</tr>
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<td>UMD Responsible Employees - Title IX -</td>
<td>10/22/15 &amp; 10/23/15</td>
<td>Human Resources / Student Life</td>
<td>Title IX</td>
</tr>
<tr>
<td>Sexual Harassment, Diversity &amp; Respectful Workshop Training</td>
<td>10/14/15</td>
<td>Human Resources / Student Life</td>
<td>Training on all.</td>
</tr>
<tr>
<td>De-Escalation Training</td>
<td>08/27/15</td>
<td>Human Resources / Student Life</td>
<td>General Safety</td>
</tr>
<tr>
<td>Bystander Intervention</td>
<td>02/12/15</td>
<td>Health Services</td>
<td>Safety and Alcohol Overdose Education, and Sexual Violence Prevention</td>
</tr>
<tr>
<td>Bystander Intervention</td>
<td>04/08/15</td>
<td>Health Services</td>
<td>Safety and Alcohol Overdose Education, and Sexual Violence Prevention</td>
</tr>
<tr>
<td>Bystander Intervention</td>
<td>04/15/15</td>
<td>Health Services</td>
<td>Safety and Alcohol Overdose Education, and Sexual Violence Prevention</td>
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28
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Tips for Being an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They are individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it. UMD promotes a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. One may not always know what to do, even with a willingness to help. Below is a list of some ways to be an active bystander.

- If you or someone else is in immediate danger, dial 911.
- Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are OK and seek help if needed.
- Confront people who seclude, make sexual advances on, or have sex with people who are incapacitated, and report such non-consensual sexual incidents to law enforcement.
- Speak up when someone discusses plans to take sexual advantage of another person, and report it to law enforcement.
- Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
- Refer victims to on- or off-campus resources listed in this document for support in health, counseling, or with legal assistance.

Risk Reduction

With no intent to blame victims, and recognizing that only rapists are responsible for rape, the following are some strategies to reduce one’s risk of sexual assault or harassment (from the Rape, Abuse, & Incest National Network, http://www.rainn.org):

- Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be.
- Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
- Make sure your cell phone is with you and charged and that you have cab money.
- Don’t allow yourself to be isolated with someone you don’t trust or someone you don’t know.
- Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
- When you go to a social gathering, go with a group of friends, arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
- Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
- Don’t leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you’ve left your drink alone, just get a new one.
- Don’t accept drinks from people you don’t know or trust. If you choose to accept a drink, go with the
person to the bar to order it, watch it being poured, and carry it yourself. At parties, don’t drink from punch bowls or other large, common, open containers.

• Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they’ve had, or is acting out of character, get him or her to a safe place immediately.

• Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.

• Try to avoid isolated areas; it is more difficult to get help if no one is around.

• Walk with purpose; even if you don’t know where you are going, act like you do.

If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).

• If you need to get out of an uncomfortable or scary situation here are some things that you can try:

• Remember that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.

• Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.

• Have a code word with your friends or family so that if you don’t feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.

• Lie if you don’t want to hurt the person’s feelings. It is better to make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.

• Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?

• If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

C. Procedures for Reporting Sexual Assault, Dating Violence, Domestic Violence and Stalking

The University of Minnesota Duluth has procedures in place that serve to be sensitive to those who report sexual assault, domestic violence, dating/relationship violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services on and/or off campus as well as additional remedies to prevent contact between a victim/survivor and an accused party, such as housing, academic, transportation, and working accommodations, if reasonably available.

After an incident of sexual assault and domestic violence, the victim/survivor should consider seeking medical attention as soon as possible. Victim/survivors can be examined at a hospital of their choice. In Duluth, victims can go to Essentia Health Center-St. Mary’s Hospital or St. Luke’s Hospital. Both medical facilities employ
Sexual Assault Nurse Examiners (SANE) nurses. PAVSA or the University of Minnesota Duluth Police Department can assist the victim/survivor with contact information. In Minnesota, evidence may be collected even if you chose not to make a report to law enforcement by making an anonymous/confidential report.

Under the Violence Against Women and Department of Justice Reauthorization Act of 2005, starting in 2009, states must certify that they do not “require a victim of sexual assault to participate in the criminal justice system or cooperate with law enforcement in order to be provided with a forensic medical exam, reimbursement for charges incurred on account of such an exam, or both.

In circumstances of sexual assault, if victim/survivors do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease.

It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the previous 120 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order.

Victims of sexual assault, domestic violence, stalking, and dating violence are also encouraged to preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to University hearing boards/investigators or police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim/survivor chooses not to make a complaint regarding an incident, they nevertheless should consider speaking with law enforcement to preserve evidence in the event that the victim changes her/his mind at a later date.

Further information may be obtained at:
http://www.d.umn.edu/umdoeo/saprotocol

Further information may be obtained at:
http://www.d.umn.edu/umdoeo/saprotocol/whatshouldido.html

Reporting
If you have been the victim of domestic violence, dating violence, sexual assault, or stalking, you should report the incident promptly to the Title IX Coordinator(s) and/or the UMD Police Department.

Police
Although the university strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim/survivor’s choice whether or not to make such a report and victims have the right to decline involvement with the police. The University will assist any victim/survivor with notifying local police if they so desire. The University of Minnesota Duluth Police Department may be reached by calling 911, or in-person at 1049 University Dr., Suite 287 DAdB, Duluth, MN

Victim/survivors may report instances of sexual assault, dating violence, domestic violence, and stalking to the University of Minnesota Duluth Police Department (if the victim so desires), by telephone, written letter, or in-person. The University will provide on- and/or off-campus resources to persons who have been victims of sexual assault, domestic violence, dating/relationship violence, or stalking, and will apply appropriate disciplinary
procedures to those who violate this policy.

Title IX

Victim/survivors may report instances of sexual assault, dating violence, domestic violence, and stalking to the appropriate Title IX resources:

**Employees:** Karna Kurtz, Interim Director, UMD Human Resources; (218) 726-6326 Darland Administration Building, Room 269-273;

**Students:** Katie Jackson, Director, UMD Office of Student Conduct; (218) 726-7647; 245 Kirby Plaza;

**Student Athletes:** Karen Stromme, Associate Director, UMD Athletics; (218) 726-7143; Sports and Health Center, Room 170 SpHC;

Anonymous/Confidential Reporting

Victims/survivors may choose to speak confidentially with PAVSA without making a report to law enforcement or the University. Should a victim/survivor seek a sexual assault exam at St. Luke’s or Essentia Health (St. Mary’s Hospital Emergency Department), s/he may opt to make an anonymous report to law enforcement through a sexual assault nurse examiner (see Medical Assistance section). In this case, an Incident Criminal Report (ICR) number will be assigned. Evidence collected will be turned over to law enforcement marked only with the ICR number – no identifying information will be shared. Should the victim/survivor decide to pursue a criminal investigation, evidence may be used by law enforcement at that time.

UReport (confidential reporting)

Reporting incidents of sexual assault, dating violence, relationship violence, and stalking can be difficult. You can make an anonymous report through UReport, a resource that was established by the University of Minnesota for reporting such matters in a way that is protective of your concerns and identity.

When utilizing UReport, you are not required to provide your name or other information that might identify you. However, if you choose to remain anonymous, the University may be limited in its investigation and response. The reporting website also will not track the identity of the computer you use.

If you do provide your name, or if your identity becomes known during an investigation, the University might become obligated to use your identity in the process of investigating any alleged misconduct. But the University forbids retaliation against people who make good faith reports of violations of law or University policy. Therefore, if you experience retaliation or other negative consequences as the result of providing information through UReport or having your identity revealed in the process you should report it. Information you provide will be used to help determine whether there has been a violation of law or policy.

Information may be shared with persons within the University if they have a need to know. Other persons, organizations, or agencies may obtain access to this information if they have statutory or judicial authority to do so.

For more information or to make a report, go to: [www.ureport.umn.edu](http://www.ureport.umn.edu)

(Note: Do not use the UReport site to report immediate threat to life or property. Reports submitted through this service may not receive an immediate response. If you require emergency assistance, please call 911.)

Further information may be obtained at:
Requesting Accommodations:

The University of Minnesota is obligated to comply with a student’s reasonable request for living and/or academic accommodations following an alleged sex offense. These accommodations will be provided if the victim/survivor requests them and they are reasonably available, regardless of if the victim/survivor chooses to report the crime to law enforcement.

Students should contact Dr. Lisa Erwin, Vice Chancellor for Student Life and Dean of Students at 218-726-8501 and employees should contact the Director of Human Resources at 218-726-6326, who will arrange these accommodations.

Any accommodations or protective orders afforded to the victim/survivor will be maintained as confidential to the extent that maintaining such confidentiality will not impair the ability of the University to provide the accommodations or protective measures. In some cases, some personally identifying information must be released to a third party with a need to know the information in order to arrange for accommodations.

Assistance for Victims: Rights & Options

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on- or off-campus, the university will assist victims of sexual assault, domestic violence, dating violence, and stalking, and will provide each victim with a written explanation of their rights and options.

In Minnesota, a victim/survivor of domestic violence, dating violence, sexual assault, or stalking has the following rights, per state statute:

https://www.revisor.mn.gov/statutes/?id=611A

UNIVERSITY OF MINNESOTA DULUTH SEXUAL ASSAULT VICTIMS' RIGHTS POLICY

If you are the victim of a sexual assault, you may report the matter to the UMD Police Department by calling 911 at any time of the day or night. You may also report the assault in-person at the UMD Police Department (1049 University Dr.; DAdB 287; Duluth, MN 55812) during weekday business hours (8:00am-4:30pm). For personal support or assistance in notifying the proper law enforcement and University authorities, you may call:
24-Hour Sexual Assault Crisis Line (PAVSA)…..218-726-6115

UMD Office of Equal Opportunity…..218-726-6827 (TTY: 218-726-6115)

UMD Health Services…..218-726-8155

UMD Support Group/Individual Counseling for Survivors of Sexual Assault (Students)…..Contact: Jean Baribeau-Thoennes, 218-726-6967 or 218-726-8155

St. Luke’s Hospital Employee Assistance Program (Faculty and Staff)…..218-249-7077 or 1-888-355-8495

UMD Women’s Resource Action Center (WRAC)…..218-726-6292 or 218-726-8444

Program to Aid Victims of Sexual Assault (PAVSA)…..218-726-1442 (Monday through Friday, 8:30am-4:30pm)

You also have the right to assistance from:
State of Minnesota Crime Victims Reparations Board…..612-282-6256

The University will follow the direction of law enforcement authorities in obtaining, securing, and maintaining evidence related to any reported sexual assault. University authorities will also assist in preserving materials which are relevant to a University disciplinary proceeding.

The University of Minnesota Duluth complies with Minnesota law in recognizing Orders for Protection and Harassment Restraining Orders issued through criminal, civil, or tribal courts, or through the University itself. Any person who obtains such an order should provide a copy of it to the University of Minnesota Duluth Police Department. Persons in need of assistance in obtaining an Order for Protection or Harassment Restraining Order can contact: Safe Haven at 218-623-1000; 414 W. 1st Street; Duluth, MN 55803; Monday through Friday 8:00am - 4:00pm.

University department personnel that are made aware of an Order for Protection or Harassment Restraining Order, and need assistance with related accommodations, can contact Dr. Lisa Erwin, Vice Chancellor for Student Life and Dean of Students, at 218-726-8501 for cases involving UMD students, or the Director of Human Resources at 218-726-6326 for cases involving employees.

Any person who is a witness or a victim of a violation of an Order for Protection or Harassment Restraining Order should immediately call 911 for police response.

The University does not publish personally identifiable information of crime victims in public disclosures related to the Clery Act.

Victims may request that UMD directory information on file be removed from public sources. Students should contact Carla L. Boyd, UMD Registrar, 139 DAdB, 218-726-8795. Employees should contact the Director of Human Resources, 261 DAdB, 218-726-6326. Certain changes to directory information can also be made online at: http://hrss.umn.edu/

Resources
General On-Campus Resources for Students, Staff, and Faculty

UMD Women's Resource and Action Center (WRAC)
Support and advocacy for sexual assault, relationship violence, stalking, 24-hour help line.
266 Kirby Student Center  
1120 Kirby Dr.  
Duluth, MN  55812  
218-726-6292  
Website: http://www.d.umn.edu/mlrc/wrac/

**UMD Health Services**  
*Physical and mental health services.*  
615 Niagara Court  
Duluth, MN 55812  
218-726-8155  

**University of Minnesota Duluth Police Department**  
*Law enforcement for UMD campus, properties, events, and surrounding communities.*  
287 Darland Administration Building (DAdB)  
1049 University Dr.  
Duluth, MN 55812  
Website: [www.d.umn.edu/police](http://www.d.umn.edu/police)  
Emergencies and/or Police Services: Call 911  
Administrative Resources: 218-726-7000

**UMD Office of Disability Resources**  
*Support and advocacy for persons with disabilities, including victims of violence and other crimes.*  
258 Kirby Student Center  
1120 Kirby Dr.  
Duluth, MN  55812  
218-726-6101  
Website: [http://www.d.umn.edu/access/](http://www.d.umn.edu/access/)

**UMD Multicultural Center**  
*Multicultural support and resources.*  
270 Kirby Student Center  
1120 Kirby Dr.  
Duluth, MN  55812  
218-726-6522  
Website: [http://www.d.umn.edu/mlrc/](http://www.d.umn.edu/mlrc/)

**UMD Office of Student Conduct**  
*Student Conduct Code violations and sanctions.*  
245 Kirby Plaza  
1208 Kirby Dr.  
Duluth, MN  55812  
218-726-7255  
Website: [http://www.d.umn.edu/conduct/](http://www.d.umn.edu/conduct/)

**UMD Safewalk**  
*On-campus secure walking escorts.*  
195 Kirby Student Center  
1120 Kirby Dr.
Duluth, MN  55812
218-726-6100
Website: http://www.d.umn.edu/depts/view.cgi?groupid=248

UMD Employee Assistance Program
Faculty- and staff-specific professional consultation and mental health resources.
255 DAdB
1049 University Dr.
Duluth, MN  55812
218-726-7161
888-243-5744
612-625-2820
Website: http://www.d.umn.edu/umdhr/About/eap.html

UMD One Stop Student Services
Financial Aid
23 Solon Campus Center
1049 University Dr.
Duluth, MN  55812
218-726-8000

UMD International Student Services
Visa and Immigration Information
237 Kirby Student Center
1049 University Dr.
Duluth, MN  55812
218-726-7305
218-726-7119

Off-Campus Local, Regional, and National Resources

University of Minnesota Equal Opportunity and Affirmative Action
Harassment and discrimination advocacy and assistance.
274 McNamara Alumni Center
200 SE Oak St.
Minneapolis, MN 55455
612-624-9547
Website: www.eoaffact.umn.edu

Program for Aid to Victims of Sexual Assault (PAVSA)
Advocacy and assistance for victims of sexual assault.
32 E. 1st Street
Suite 200
Duluth, MN  55802
24-Hour Crisis Line: 218-726-1931
Office: 218-726-1442
Website: http://www.pavsa.org

Safe Haven
Advocacy, safe housing, counseling, legal services for victims of domestic and relationship violence.
414 W. 1st St.
Duluth, MN 55802
218-623-1000
24-Hour Crisis Line: 218-728-6481
Website: http://www.safehavenshelter.org

Domestic Abuse Intervention Programs (DAIP)
Advocacy, safe housing, counseling, legal services for victims of domestic and relationship violence.
202 East Superior Street
Duluth, MN 55802
(218) 722-2781
Website: http://www.theduluthmodel.org/

Minnesota Coalition Against Sexual Assault (MNCASA)
Assists local programs in providing advocacy and prevention programming in relation to sexual assault.
161 St. Anthony Ave.
Ste. 1001
St. Paul, MN 55103
651-209-9993
Website: www.mncasa.org

OutFront Minnesota
GLBT community-specific advocacy and assistance with sexual assault and relationship violence issues.
310 East 38th Street, Suite 209
Minneapolis, MN 55409-1337
612-822-0127
800-800-0350
Website: www.outfront.org

Canvas Health
Help for people of all ages with mental health, chemical health, and relationship and sexual abuse issues.
Various locations in the Twin Cities Metro area
Crisis Line: 612-379-6363 Website: www.crisis.org

Domestic Abuse Project
Advocacy and assistance for male victims of relationship violence.
204 West Franklin Avenue
Minneapolis, MN  55404
612-874-7063
Website: www.domesticabuseproject.org

Rape, Abuse, and Incest National Network: http://www.rainn.org

United States Department of Justice: http://www.ovw.usdoj.gov

United States Department of Education, Office of Civil Rights:
http://www2.ed.gov/about/offices/list/ocr/index.html

Note: Resources and organizations not affiliated with the University of Minnesota or the University of Minnesota Duluth are listed for informational purposes only, and are not endorsed by the University of Minnesota or the University of Minnesota Duluth.
University of Minnesota Duluth Process for Resolving Sexual Assault, Dating Violence, Domestic Violence, and Stalking Complaints Involving Students

The procedures set forth below are intended to afford a prompt response to allegations of sexual assault, dating violence, domestic violence and stalking, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy.

Below is the University of Minnesota’s administrative procedure for responding to incidents of sexual assault, stalking and relationship violence.

The full document can be found at:
http://www.policy.umn.edu/Policies/Operations/Safety/SEXUALASSAULT_PROC01.html

For further information, go to:
http://www.d.umn.edu/umdoeo/saprotocol/faq.html

Adjudication of Violations

Reports of all domestic violence, dating violence, sexual assault, and stalking made to the University of Minnesota Duluth Police Department will automatically be referred to the Title IX Coordinator for investigation regardless of if the complainant chooses to pursue criminal charges.

The university disciplinary process is consistent with the institution’s policy and will include a prompt, fair, and impartial investigation and resolution process transparent to the accuser and the accused. The investigative/disciplinary process used is determined based upon the status of the accused individual, there is separate process for accused students and accused employees.

Sexual assault, domestic violence, dating violence, and stalking are criminal acts which also may subject the accused person to criminal and civil penalties under federal and state law.
Students (Resolving Alleged Student Conduct Code Violations)

Whether or not criminal charges are filed, the university or an individual person may file a complaint alleging that a student violated the Board of Regent Policy: Student Conduct Code.

The University of Minnesota has fair processes for resolving complaints against students and student organizations under the Board of Regents Policy: Student Conduct Code. This process emphasizes student development through understanding and accepting responsibility for personal behavior, while protecting community interests and due process. The University of Minnesota will:

• provide fair notice to students of alleged violations of the Board of Regents Policy: Student Conduct Code;
• encourage informal resolution of alleged violations without the need for a hearing;
• not require the complainant and respondent to appear in the same room;
• permit students the opportunity for a fair hearing upon request, and the opportunity for one campus-wide appeal of a finding of violation of the Code; and
• provide for a preponderance of the evidence (i.e. more likely than not) standard of proof.

For cases involving violations of sexual assault, sexual harassment, stalking, or relationship violence, the University of Minnesota’s disciplinary process will:

• be conducted by officials who receive annual training on the issues related to sexual assault, sexual harassment, stalking, and relationship violence and how to conduct an investigation and hearing process that protects the safety of victim/survivors and promotes accountability;
• not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused;
• provide equitable access to an appeal by both the accused student and the reporting party;
• allow equitable access to a support person of their choice for both the accused student and the reporting party at any related meeting or proceeding;
• allow equitable access to an advocate, if permitted for either, for both the accused student and the reporting party at any related meeting or proceeding; and
• provide simultaneous written notice to both the accused student and the reporting party:
  • of the results of any disciplinary proceeding;
  • of the procedure for the accused student and the reporting party to appeal the results of the disciplinary proceeding;
  • of any change to the results prior to the time the results become final; and
  • when the results become final.

Hearings for incidents of sexual assault, sexual harassment, stalking, and relationship violence will be heard by the Student Hearing Panel.

This summary describes the University’s general investigative and disciplinary process for cases involving sexual assault, dating violence, domestic violence, and stalking.
The University’s Office of Student Conduct (OSC) thoroughly investigates reports of sexual assault, dating violence, domestic violence and stalking as a neutral party when the accused individual is a student.

An OSC staff person who is trained annually on issues relating to investigating cases of sexual assault, dating violence, domestic violence and stalking will thoroughly investigate each report.

The investigator will first interview the reporting party to gather as much information as possible about the incident.

The investigator will then interview relevant witnesses including those identified by the reporting party.

OSC will notify the accused student in writing about the complaint, available resources and how to schedule an interview to discuss the alleged violations.

OSC will explain thoroughly the process to both parties during their respective meetings.

The investigator will interview the accused student and relevant witnesses identified by the accused student.

It may be necessary to meet with the reporting party and/or accused student a second time to ask any additional questions which arose during the investigation process.

The investigator will collect additional information such as copies of text messages, email correspondence, VM recordings, medical reports, video recordings from surveillance cameras when available, and any other relevant evidence.

The investigator will determine whether it is more likely than not that any of the University’s policies related sexual assault, dating violence, domestic violence and stalking have been violated. This is also known as a preponderance of the evidence standard.

The investigator will forward a report containing its investigative findings to the Hearing Officer responsible for initiating the student conduct process.

OSC aims to complete sexual misconduct investigations within 14-35 days.

After receiving the report from the investigator, OSC will inform both parties in writing of the following: (1) the outcome of the investigation; and (2) a proposed resolution. If both parties agree to the outcome and proposed resolution, the University’s investigative process ends.

Either party may disagree with the investigative outcome and/or OSC’s proposed resolution and request a hearing in front of the UMD Student Hearing Panel.

The parties have five days to request a formal hearing.

Both the reporting and accused parties may bring an advisor, advocate or support person to their meetings with OSC and the hearing.

UMD Student Hearing Panel will hear the case and will determine if the accused student is or is not responsible for violating University policy based upon a preponderance of the evidence standard and will recommend an appropriate sanction.

Either party may appeal the hearing panel’s decision to the Student Appeals Panel of the Student Educational Experiences Committee of UMD Campus Governance.

Sanctions for Students

In all cases, investigations that result in a finding of more likely than not that a violation of the Student Code of Conduct occurred will lead to the initiation of disciplinary procedures against the accused individual.

The factors considered in sanctioning students for any violation, include:

- Nature of offense
- Severity of offense
- Culpability of the student
- Impact on other students or members of the U community
- Opportunity for student development
Possible sanctions:
- Academic Sanction
- Warning
- Probation
- Required compliance
- Confiscation
- Restitution
- Restriction of Privileges
- University Housing Suspension
- University Housing Expulsion
- Suspension
- Expulsion
- Withholding of Diploma or Degree
- Revocation of Admission or Degree

Sanctions for Employees
The Office for Equal Opportunity will promptly investigate any incidents of sexual assault, stalking or relationship violence where the accused party is an employee. The Office for Equal Opportunity will make recommendations for actions based on their investigation.

The Office for Equal Opportunity will proceed independently of any action taken in the criminal or civil courts, as determined on a case-by-case basis. Criminal court proceedings are not a substitute for University procedures. The victim/survivor and the accused employee will be allowed to have a non-participating/non-witness support person present for interviews. The victim/survivor will not be required to mediate directly with the accused employee.

Employees are not allowed a formal hearing.

The Office for Equal Opportunity will inform both victim/survivor and accused employee of the outcome.

Possible Sanctions:
- Discipline
- Termination

Victim Notification
Upon written request by the victim of a crime of violence or a non-forcible sex offense, the University will disclose to her/him the report on the results of any disciplinary proceeding conducted by the University against a student or students who allegedly committed the offense. If the victim is deceased as a result of the offense, her/his next of kin will be afforded this same opportunity.

Confidentiality
The university will protect the identity of persons who report having been victims of sexual assault, domestic violence, dating/relationship violence, and stalking to the fullest extent of the law and as previously mentioned in this document.

Sexual Offender Registration
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 by, institutions of higher education. The federal law requires state law enforcement agencies (in Minnesota, it is the Minnesota Bureau of Criminal Apprehension) to provide UMD with a list of registered sex offenders who have indicated that they are enrolled, employed, or carrying on a vocation at UMD.
UMD is required to inform the campus community that a registration list of sex offenders is available by going to the UMD Police Department website (click on Sex Offender Locator): http://www.d.umn.edu/police/ Or go to: http://coms.doc.state.mn.us/level3/.

The CSCPA further amends the Family Educational 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.

**Drug and Alcohol Policy**

The UMD Police Department is responsible for the enforcement of state and federal laws regarding use, possession, and sale of alcoholic beverages and illegal drugs. The University is committed to providing a healthy learning and working environment for all students and employees and strives to meet this commitment through prevention and awareness programs. Alcohol abuse and illegal drug use endangers the health and safety of all students and employees. As stated in the University’s Drug-Free Policy (http://policy.umn.edu/Policies/Operations/Safety/DRUGFREE.html), students, faculty, and staff are prohibited from engaging in:

- The illegal possession, use, sale, or distribution of alcohol, drugs, and drug paraphernalia on all University premises, in University-supplied vehicles, and as part of University activities and business; and,

- The unlawful manufacture, distribution, dispensation, sale, possession, or use of a controlled substance on all University premises, in University-supplied vehicles, and as part of University activities and business.

University students, employees, and others who conduct research and teaching activities with controlled substances must comply with Administrative Policy: Using Controlled Substances for Research in order to ensure that they follow all applicable regulations and safely handle and prevent diversion of controlled substances.

University community members are expected to refer suspected illegal situations to University police or local law enforcement agencies for criminal investigation leading to possible prosecution.

**Education and Treatment Programs**

The University demonstrates its commitment to maintaining appropriate campus environments by offering a variety of drug and alcohol abuse prevention and education services for students and employees, including confidential diagnosis and assessment, short-term counseling, referral, and support groups.

Supervisors who are concerned that employees may have alcohol or drug-related problems should consult with the Employee Assistance Programs (http://www.d.umn.edu/umdhr/About/eap.html)

Disciplinary sanctions will not be taken against students for seeking assistance from student health services or against employees for seeking assistance from the Employee Assistance Programs.

Each campus is expected to provide information to students, faculty, and staff regarding available educational and treatment programs and related services. For more information: http://www.d.umn.edu/hlthserv/health_education/services/alcohol_drugs.html

**Risks and Sanctions**

To make informed choices about drug and alcohol use, students and employees should educate themselves about the serious health consequences of the use, misuse, and abuse of alcohol and other drugs as described in the Drug and Alcohol Health Risks Chart:

http://policy.umn.edu/Policies/Operations/Safety/DRUGFREE_APPA.html

Students and employees also should be aware that they may be subject to criminal prosecution under federal,
state, and local laws that specify fines or imprisonment or loss of federal financial student aid for conviction of alcohol and drug-related offenses as described in the Drug and Alcohol Legal Sanctions Chart: http://policy.umn.edu/Policies/Operations/Safety/DRUGFREE_APPB.html

These legal sanctions are in addition to disciplinary sanctions by the University.

**Students-Disciplinary Sanctions**

Students who violate the prohibitions of the Drug Free policy are subject to progressive disciplinary procedures as described in the Student Conduct Code: warning; probation; required compliance; confiscation of goods; restitution; restriction of privileges; University housing suspension or expulsion; suspension or expulsion; withholding of diploma or degree; and revocation of admission or degree.

**Employees-Disciplinary Sanctions**

Employees who violate the prohibitions of the Drug Free policy are subject to discipline ranging from an oral warning, written warning, or unpaid suspension up to termination consistent with policies, rules, and contracts governing the terms and conditions of their employment. Supervisors also may require an employee to provide documentation of satisfactory participation in an alcohol or drug abuse assistance or rehabilitation program.

Employees who are convicted of any criminal drug statute violation in the workplace must report it to a supervisor within five days of the conviction. Supervisors, department heads, and principal investigators who are aware of any drug crime convictions of individuals (students or employees) who work on sponsored projects for violations that occurred in the workplace must report them to the Office of the Associate Vice President for Sponsored Projects Administration (SPA) within three calendar days of their notice of the conviction.

**University of Minnesota Duluth Office of Housing and Residential Life**

**Missing Person Policy and Procedure**

The purpose of this policy is to establish official standard procedures for the University of Minnesota Duluth’s response to reports of missing student residents who reside in University-owned housing facilities, as required by the US Higher Education Opportunity Act of 2008.

For purposes of this policy, a student resident may be considered a missing person if the resident’s absence from residential life and the campus community is suspiciously different to his/her usual pattern of behavior and/or unusual circumstances may have caused the absence.

I. Student designation of missing person contact information

• Students age 18 and above and emancipated minors: Student residents will be given the opportunity to designate an individual or individuals to be contacted by the University no more than 24 hours after the time that the student resident is determined to be missing. A designation will remain in effect until changed or revoked by the student resident via email to umdhouse@d.umn.edu or until the student is no longer a resident of University housing.

• Students under the age of 18 and not emancipated: In the event a student resident who is under age 18, not emancipated, and is determined to be missing, the University is required to notify custodial parent or guardian no more than 24 hours after the student resident is determined to be missing. The custodial parent or guardian contact information will remain in effect throughout the duration of the contract period for which they signed when under the age of 18, unless the student turns 18 during the contract period and contacts Office of Housing and Residential Life to change or revoke the designation.

This contact information will be registered confidentially and will only be accessible to campus officials and will only
be disclosed to law enforcement personnel in the furtherance of a missing person’s investigation.

II. Official notification procedures for missing persons:

A) Any individual on campus who has information that a University student resident may be a missing person must notify the UMD Police Department as soon as possible. It shall be the policy of the University of Minnesota Duluth that any of its agents that receive information on a missing student resident will report it to the UMD Police Department within twenty-four (24) hours of the determination that the student is missing. This will be done regardless of whether or not the student resident has designated a contact person, is over the age of 18, or is an emancipated minor.

B) If a report of a potential missing person is made to UMD Housing, staff will immediately contact (call 911) and work cooperatively with the UMD Police Department in its investigation of the matter. Cooperative efforts may include:

- Conduct a health and wellness check on the resident
- Attempt to make contact via cellular phone, e-mail, or other means
- Identify other students who may be aware of the missing person’s whereabouts (i.e. roommate, friends, classmates, family, etc.).
- Checking attendance at class or on-campus employment, use of meal plan, etc.

C) The UMD Police Department will gather all essential information about the University student resident from the reporting person and other individuals who may provide information that will assist with the investigation.

D) No later than 24 hours after the University determines that a student resident is missing, the chief law enforcement officer on campus or designee will notify the designated missing person contact (for students 18 and above and emancipated minors) or the parent/guardian (for students under the age of 18 and not emancipated) that the student resident is believed to be missing. This individual contact will be updated as to the progress of the investigation into the missing person report.

III. Campus communications in the event of a missing student resident:

In cases involving missing student residents, all inquiries by media or the public regarding missing student residents shall be referred to the UMD Office of Marketing and Public Relations. Law enforcement personnel are best situated to provide information that is designed to elicit public assistance in the search for a missing person. Therefore, all communications regarding missing students will be coordinated through the UMD Police Department and Marketing and Public Relations.

Information shared with University housing residents:

In accordance with the Higher Education Act of 2008, all student residents may register a missing person contact with the Office of Housing and Residential Life. This is the individual who will be contacted by the University in the event a student resident is determined to be missing.

In the event a student is under 18 years of age and has not been legally emancipated, the missing student resident’s parent/guardian will be contacted. For students who are 18 years of age and above or emancipated minors, the contact may be a parent or any other designated individual(s).

A student resident can be reported missing at any time. The UMD Police Department will conduct a thorough investigation into all reports of potential missing student residents.
If you suspect a student to be missing, please contact the UMD Police Department immediately by calling 911.

The UMD Police Department will be notified of any missing person whether or not they have designated a missing person contact.

Bias Incidents and Hate Crimes

Policy Statement
The University of Minnesota’s Mission Statement commits us to “establish and nurture an environment that actively acknowledges and values diversity and is free from racism, sexism, and other forms of prejudice, intolerance or harassment.” Members of the University of Minnesota community have the right not to be discriminated against by any agent or organization of the University of Minnesota for reasons of actual or perceived race, color, creed, religion, national origin, gender, gender identification, age, marital status, disability, public assistance status, veteran status and/or sexual orientation. The University of Minnesota Duluth does not tolerate such incidents and will seek resolution of such matters.

Definitions
Bias Incident: Expressions of disrespectful bias, hate, harassment, or hostility against an individual, group, or their property because of the individual or group’s actual or perceived race, color, creed, religion, national origin, gender, gender identification, age, marital status, disability, public assistance status, veteran status and/or sexual orientation can be forms of discrimination. Expressions vary, and can be in the form of language, words, signs, symbols, threats, or actions that could potentially cause alarm, anger, fear, or resentment in others, or that endanger the health, safety, and welfare of a member(s) of the University community, even when presented as a joke.

Hate Crimes: Minnesota does not have a “hate crimes law.” Instead, the Legislature has identified particular crimes that, if perpetrated because of the victim’s actual or perceived race, color, religion, sex, sexual orientation, disability, age, or national origin, trigger heightened penalties. Included crimes are criminal damage to property, assault, and harassment/stalking.

Bias Incidents not under the jurisdiction of the University of Minnesota: Bias incidents impacting students, faculty, and staff but occurring beyond the campus should be reported through this process.

Conduct and Free Speech: The conduct underlying some bias incidents might be protected speech, but still violate the University of Minnesota’s commitment to civility and diversity. Constitutional rights will continue to be protected, and University community members will also exercise the right to speak, engage in educational dialogue, and seek a constructive response rooted in the university’s mission and vision.

Procedures: Reporting a Possible Bias Incident
Please report any incidents in which it is perceived that you, someone you know, or a group within our university community has experienced bias, discrimination or hostility. UMD is concerned about incidents based on actual or perceived race, color, creed, religion, national origin, gender, gender identification, age, marital status, disability, public assistance status, veteran status and/or sexual orientation. The University of Minnesota is ready and willing to provide support, and address disrespectful bias and discrimination within our community. Details need to be reported so that affected parties can gain needed assistance. Reporting of incidents is an important part of resolving the problem.

It is essential that potential crimes and incidents are reported before repairing, removing, altering, or disposing of any evidence of bias.

Reasons to report an incident:
• So you or someone you know can receive support
• So any damage to property can be repaired
• So authorities can investigate and follow-up with any alleged perpetrators
• So the University can track and examine campus climate, and work towards improving it
• So that efforts can be undertaken to prevent further acts of bias
• Because suffering in silence can be a suffocating experience.

University of Minnesota Duluth Contacts and Reporting
Many University of Minnesota offices and staff members are willing to assist and provide support. If you have experienced or witnessed a bias incident, please contact us for support and to allow us to respond:

<table>
<thead>
<tr>
<th>FIRST RESPONSE:</th>
<th>PHONE NUMBER:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Police Assistance/UMD Police Department</td>
<td>911</td>
</tr>
<tr>
<td>UMD Human Resources &amp; Equal Opportunity</td>
<td>218-726-7161</td>
</tr>
</tbody>
</table>

Or see the University of Minnesota Bias/Discrimination Reporting Form (for all UM campuses) at: [http://www.d.umn.edu/umdoeo/reporting.html](http://www.d.umn.edu/umdoeo/reporting.html)

Possession or Carrying of Weapons
No person, whether a student, employee, or visitor, shall possess or carry a weapon while on University property, except as authorized below.

**Authorized Possession or Carrying of Weapons:**
This policy authorizes the possession or carrying of weapons on University property under the following circumstances:

**Law Enforcement and Military Personnel:** Licensed peace officers, other law enforcement agents, security guards, and military personnel may possess or carry weapons on University property when acting in the course of their official duties and when authorized by law to carry weapons.

**Military Training:** Students, employees, and visitors participating in military training may possess or carry weapons on University property when acting in the course of their official duties or performing duly assigned tasks involving weapons.

**Presidential Approval:** The president or delegate may in writing permit or revoke permission for the otherwise lawful possession or carrying of a weapon on University property. This may include possession or carrying of a weapon for an academic use, use of a firearm at a campus shooting range, otherwise lawful storage of a weapon on residential property not operated as a residence hall, or any other possession or carrying of a weapon on University property.

**Storage of a Firearm:**
Otherwise lawful storage of a firearm inside a personal motor vehicle is permitted on University property.

**Violations:**
**Students:** Violation of this policy by a student is a violation of, and will be adjudicated in accordance with, Board of Regents Policy: Student Conduct Code.
Employees: Violation of this policy by an employee constitutes misconduct subject to University discipline up to and including termination.

Visitors: Violation of this policy by a visitor shall result in a request to leave the University property, function, or event, as the case may be, and also may result in a written directive prohibiting presence on University property.

Referral to Law Enforcement Agencies:
The University may refer related suspected violations of law to appropriate law enforcement authorities and provide access to investigative and other data as permitted by law.

Definitions

Criminal Offenses
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 accompanied 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.)

Murder and Non-Negligent Manslaughter: The willful (non-negligent) homicide 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

Rape: is 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: is 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 persons 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.

Hate Crimes

Hate Crime: A criminal offense committed against a person or property which is motivated, in whole or in part, by the offender’s bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, or disability.

Although there are many possible categories of bias, under the Clery Act, only the following six categories are reported:

• Race: A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).

• Religion: A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).

• Sexual Orientation: A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex (e.g., gays, lesbians, heterosexuals).

• Gender: A preformed negative opinion or attitude toward a group of persons because those persons are male or female.

• Gender Identity. A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.

• Ethnicity. A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.

• National Origin. A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth

• Disability: A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

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 edition 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 in possession of deadly weapons; and all attempts to commit any of the aforementioned.

**Drug Abuse 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 intermperate 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 of alcohol are not included in this definition.)

**Other Definitions**
**Pastoral counselor:** A person who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling, and is functioning within the scope of that recognition as a pastoral counselor. (Note: pastoral counselors are not Campus Security Authorities for reporting campus crime statistics.)

**Professional counselor:** A person whose official responsibilities include providing mental health counseling to members of UMD’s community and who is functioning within the scope of his or her license or certification. (Note: professional counselors are not campus security authorities for reporting campus crime statistics when acting in their counseling capacities.)

**Referred for Campus Disciplinary Action:** The referral of a student to any campus official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction. (Note: These referrals do not include those students already counted in the arrest categories for liquor law violations, drug law violations, and arrests for weapons violations, but will include students referred for disciplinary action for a major crime [murder, sexual offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, and manslaughter]). Crime Definitions are from the Uniform Crime Reporting Handbook.

**Locations**

**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).

On-Campus Residence Halls: Any student housing facility that is owned or controlled by the institution, or located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus and is considered an on-campus student housing facility.

Non-Campus Property: Any building or property owned or controlled by a student organization that is officially recognized by the institution; or 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, and to staff and faculty. Statistics are compiled by the UMD Police Department in consultation with University personnel in Student Affairs, faculty and staff advisors to student groups, Office of Housing and Residential Life, and other University areas and departments.

Statistics from the past three calendar years can be found in the following charts. The definitions are listed for categorizing different crimes and location.

- These categories are new for the 2013 reporting period and were not required to be reported in this manner in 2011 or 2012. Statistics for 2012, where available, have been provided for your information.
  
  NOTE: Sodomy and sexual assault with an object are included in the rape category.
- On-Campus Residence crimes are included in the On-Campus numbers.

Records Retention
Records supporting the statistics reported in the UMD Campus Safety and Security Report are kept for seven years from the date of incident.

Reported Hate Crimes at UMD

2015:
- One on-campus Intimidation incident characterized by, race, ethnicity, gender and national origin bias.

2014:
- None reported.

2013:
- None reported.
## Clery Crimes at UMD (2013-2015)

<table>
<thead>
<tr>
<th>Offense</th>
<th>On-Campus</th>
<th>On-Campus Residence**</th>
<th>Non-Campus</th>
<th>Public</th>
<th>Unfounded</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aggravated Assault</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Arson</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Negligent Manslaughter</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Burglary: Total</strong></td>
<td>11</td>
<td>0</td>
<td>5</td>
<td>7</td>
<td>0</td>
</tr>
<tr>
<td>Forceible Burglary</td>
<td>4</td>
<td>0</td>
<td>2</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Non-Forceible Burglary</td>
<td>7</td>
<td>0</td>
<td>3</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Attempted Burglary</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Murder/Non-Negligent Manslaughter</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Sexual Offenses: Total</td>
<td>15</td>
<td>7</td>
<td>7</td>
<td>6</td>
<td>3</td>
</tr>
<tr>
<td>Rape*</td>
<td>7</td>
<td>6</td>
<td>7</td>
<td>5</td>
<td>3</td>
</tr>
<tr>
<td>Fondling*</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Incest*</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Statutory Rape*</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Stalking*</td>
<td>15</td>
<td>7</td>
<td>2</td>
<td>12</td>
<td>2</td>
</tr>
<tr>
<td>Domestic Violence*</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Dating Violence*</td>
<td>0</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Unfounded is a new category addition to the 2014 and subsequent reporting requirements.
<table>
<thead>
<tr>
<th>Offense</th>
<th>On-Campus</th>
<th>On-Campus Residence**</th>
<th>Non-Campus</th>
<th>Public</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ARRESTS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liquor Law Violations</td>
<td>133</td>
<td>204</td>
<td>167</td>
<td>94</td>
</tr>
<tr>
<td>Drug Violations</td>
<td>39</td>
<td>62*</td>
<td>49</td>
<td>26</td>
</tr>
<tr>
<td>Weapons Violations</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>NON-ARREST CAMPUS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>REFERRALS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alcohol</td>
<td>568</td>
<td>459</td>
<td>471</td>
<td>562</td>
</tr>
<tr>
<td>Drug Violation</td>
<td>8</td>
<td>10</td>
<td>54</td>
<td>4</td>
</tr>
<tr>
<td>Weapons Violation</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

*2 on-campus in residence hall drug violations (arrests) not previously counted added to 2014 statistics.
University of Minnesota Duluth Annual Fire Safety Report

The University of Minnesota Duluth has nine student housing facilities for approximately 2,900 student residents. Five are traditional style residence halls and four are apartment style facilities. The chart below summarizes fire safety systems in each facility and the number of fire drills held during the 2015 calendar year.

All fires should be reported by calling 911.

<table>
<thead>
<tr>
<th>UMD Student Housing</th>
<th>Fire Alarm Monitoring (3)</th>
<th>Full Sprinkler System (1)</th>
<th>Smoke Detection</th>
<th>Fire Extinguisher Devices</th>
<th>Evacuation Plans/ Placards (4)</th>
<th>Number of drills (2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burntside Hall</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>3</td>
</tr>
<tr>
<td>Griggs Hall</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>3</td>
</tr>
<tr>
<td>Ianni Hall</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>3</td>
</tr>
<tr>
<td>Lake Superior Hall</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>3</td>
</tr>
<tr>
<td>Vermilion Hall</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>3</td>
</tr>
<tr>
<td>Goldfine Hall (apartments)</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>3</td>
</tr>
<tr>
<td>Heaney Hall (apartments)</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>3</td>
</tr>
<tr>
<td>Junction Apartments</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>3</td>
</tr>
<tr>
<td>Oakland Apartments</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>3</td>
</tr>
</tbody>
</table>

1. Full Sprinkler System is defined as having sprinklers in both the common areas and individual rooms.
2. Number of drills is the number of evacuation (fire) drills each academic year.
3. Fire Alarm Monitoring indicates if the fire alarms are monitored at a central location.
4. Evacuation Plan indicates if a location has evacuation plans for fire evacuation.

Policies and Procedures

Policies and procedures for fire safety and evacuation are included in the UMD Housing & Residence Life Guidebook at [www.d.umn.edu/housing/guidebook](http://www.d.umn.edu/housing/guidebook) Policies and procedures are also reviewed at “floor” or “area” meetings with the residents living in University housing facilities at the beginning of fall semester.

Appliances, cookware or decorative items with open flames are not allowed. Student residents living in traditional residence halls may bring a microwave up to 1,000 watts, a coffee pot and popcorn popper. No other cooking appliances are allowed in traditional residence halls. Student residents living in University apartments are allowed to bring cooking items that do not have an open flame. Policies are listed at [www.d.umn.edu/housing/guidebook/#pp-appliances](http://www.d.umn.edu/housing/guidebook/#pp-appliances)

Any fire, fire alarm activation or sprinkler activation needs to be reported Housing & Residence Life. Typically, the first staff to be notified will be the Resident Advisors for the specific living area. An electronic monitoring system monitored by a contract vendor notifies 911 of activated systems.
UMD is a smoke free campus. No smoking is allowed in University facilities or on University grounds.

Education

UMD Housing & Residence Life staff receives training in use of fire extinguishers and fire safety on an annual basis. Resident Advisors review fire safety and fire evacuation procedures at floor and area meetings at the beginning of fall semester.

Student Housing Evacuation

Fire evacuation drills are coordinated between UMD Housing & Residence Life, UMD Environmental Health and Safety, and the Duluth Fire Department at the beginning of each fall semester.

Fire evacuation maps and/or procedures are posted on the inside of every residence hall room door and University apartment door.

In a fire emergency:

- Pull the fire alarm if able.
- Call 9-911.
- Remain calm and act quickly.
- Wear protective clothing such as a coat and shoes, and carry a damp towel for use in heavy smoke.
- Close your room door and windows.
- Walk in an orderly manner to the nearest exit. Never use an elevator.
- Move a safe distance away from the building and out of the way of fire department personnel.
- Remain outside until you are told to return by the staff.

If you think there is a fire in the hallway, feel the door before you open it:

- If the door does not feel hot, open it slightly, holding your head away and brace the door with your foot.
- Put your hand across the opening to test the heat of the air.
- If the door is hot and the hallway unsafe, plug any opening or cracks through which smoke may enter your room using wet towels, sheets, blankets, etc.
- If smoke does enter the room, open the window for ventilation; break it if sealed.
- DO NOT JUMP.
- Make your presence known.
- Wait for rescue.
In case of minor fire:

- Pull the fire alarm if able.
- Call 9-911.
- Use a fire extinguisher located in the hallway cabinets or a blanket to smother the fire.
- Call the Lake Superior Hall Information Desk at 218-726-7381.
- Never risk your personal safety!

Fire Statistics

UMD Housing & Residence Life maintains a fire log for fires that occur in UMD student housing facilities. The fire log can be reviewed in the UMD Housing Office during normal business hours, Monday – Friday, 8:00 a.m. – 4:30 p.m.

<table>
<thead>
<tr>
<th>Housing Facility</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burntside Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Griggs Hall</td>
<td>0</td>
<td>0</td>
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</tr>
<tr>
<td>Ianni Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Lake Superior Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Vermilion Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Goldfine Hall</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Heaney Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Junction Apartments</td>
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<tr>
<td>Oakland Apartments</td>
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</tr>
<tr>
<td>Stadium Apartments</td>
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<td>NA</td>
<td>NA</td>
</tr>
</tbody>
</table>

Fire Details

No fires have been reported during the current reporting period, and therefore there have been no fire-related injuries, deaths, or damage to property.

System Upgrades

Housing & Residence Life works closely with University code officials to review current systems and plan for future improvements. There are currently no plans deemed necessary for improvements in fire safety systems or procedures.

This document was produced by University of Minnesota Duluth Police Department, September 2015. This publication can be made available in alternative formats for people with disabilities. To request an alternative format or more copies, contact:

UMD Police Department
1049 University Dr.
DAdB 287
Duluth, MN  55812
218-726-7000

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