
2014

Amended June 2015

PREPARED BY:

The Sacramento State Police Department
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Dear Sacramento State Community:

In compliance with the Jeanne Clery Act Disclosure of Campus Security Policy and Crime Statistics Act (Jeanne Clery Act), Sacramento State is pleased to introduce the 2014 Jeanne Clery Act Annual Security Report. Enclosed you will find information about key institutional policies, personal safety and crime prevention information, how to report suspicious and criminal activities, and required Clery Act crime and fire statistics for the last three calendar years.

Sacramento State combines a beautiful campus setting in the heart of California, top-rated student residential facilities, a world-class track, which could arguably be the best in the United States, and a friendly and collaborative atmosphere to provide an educational experience that fosters intellectual, cognitive, social, and personal growth. Throughout 2014, Sacramento State continued to strive for academic excellence in education. Safety remains an integral part in reaching our milestones in the first 50 years and continues to be an integral part of our continued success as we move forward.

This report compiles information gathered from throughout our community in 2013 and includes reports from all divisions and all employees defined in the Clery Act as “Campus Security Authorities.” It shows the commitment of Sacramento State to provide policies, practices, and outreach that supports the safest community possible for all to live, work and learn. Crime prevention and safety takes the cooperation and collaboration of the entire community. The Sacramento State Police Department appreciates working with and within the Sacramento State community to maintain a proactive approach to safety.

I wish everyone a successful educational experience and appreciate your on-going support in keeping Sacramento State safe and prosperous in 2015.

Mark M. Iwasa
Chief of Police
What is the Jeanne Clery Disclosure Act?

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)), as a part of the Higher Education Act of 1965, is a federal law that requires colleges and universities to disclose certain timely and annual information about campus crime and security policies. All public and private post-secondary educational institutions participating in federal student aid programs are required to comply with it. The law, originally enacted by Congress in 1990 as the Campus Security Act, was initiated by Howard and Connie Clery after their daughter Jeanne was killed at Lehigh University in 1986. Amendments to the Act in 1998 renamed it in memory of Jeanne Clery. The Clery Act requires colleges and universities to publish an annual security report every year by October 1st that contains three years of crime statistics and certain policy statements including sexual assault policies which assure basic victims' rights, the law enforcement authority of university police, and where the students, staff, faculty, and visitors should go to report crimes.

The annual security report for Sacramento State includes statistics for the previous three years concerning reported crimes that occurred on campus, in certain non-campus buildings or property owned or controlled by Sacramento State, and on public property within, or immediately adjacent to and accessible from the campus. In accordance with mandated reporting requirements, information concerning the monitoring and recording of any criminal activity in which students have engaged, at off campus locations and/or within student organizations that are officially recognized by the University, are gathered from local police agencies that may include any City, County, State, or Federal agencies that may have relevant information. The report also includes institutional policies concerning campus safety, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters.

The Sacramento State Police Department is aware that crimes may go unreported to law enforcement and strongly encourage our students, staff, faculty, and visitors to immediately report any crimes to the Sacramento State Police Department that have occurred within our community. Those employees of the University who have significant responsibility for students and student activities are designated as Campus Security Authorities (CSA), and they are responsible for the reporting of accurate statistics under the Clery Act. Administrator, Faculty Advisors to student clubs, Student Affairs and Activities Advisors and Coordinators, and Athletic Coaches are all CSA’s. Although classroom faculty (except for Club Advisors) and most clerical staff are not CSA’s, these individuals are still encouraged to report crimes to law enforcement. In addition, physicians, psychologists, and clergy are generally exempt from reporting crimes as a result of the privilege that applies to their communications (see Privileged and Confidential Communications, page 29). Crime prevention and personal safety information and pamphlets are available at the Sacramento State Police Department and on the Sacramento State Police Department website (http://www.csus.edu/aba/police/). The Student Health Center, Counseling and Psychological Services (CAPS), and Residential Life, also maintain related information and pamphlets and this information can also be located in various student and staff publications throughout the campus.

In 2013, the VAWA/SaVE Act was reauthorized to include broader hate crime definitions and the additional crimes of domestic violence, dating violence and stalking. These statistics are included in the 2014 Annual Security Report.
Policy for Reporting the Annual Disclosure of Crime Statistics

The Sacramento State Police Department compiles this institutional report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be located on our website (http://www.csus.edu/police/cleryact.htm). This report is a collaborative and comprehensive effort that includes the cooperation of departments from all divisions within the institution, and all employees designated as Campus Security Authorities (CSA) under the Clery Act. Each entity is asked to provide crime statistics and/or information on their educational efforts and programs to comply with the Act. Crime statistics are also collected from law enforcement agencies with concurrent law enforcement jurisdiction or jurisdiction surrounding Sacramento State, and off-site properties or facilities owned or utilized the university. These law enforcement agencies provide crime statistics they have collected for crimes occurring in the on-campus and non-campus properties, and public property surrounding on-campus property as defined in the Clery Act. Sacramento State has two fraternity and sorority houses off campus that are privately owned by the organizations. Student organization recognition does not extend beyond the University and student organizations are not recognized to engage in activity off-campus.

Distribution of Annual Security Report:

All students and prospective students, as well as every paid part-time, full-time, and intermittent employee and prospective employee, receives an annual notice in University-wide email that informs them of the annual Clery Act report, a brief description of the contents, information regarding the availability of the report on the Internet, the electronic address to access the report, and a statement on how to obtain a paper copy, if desired. Employees and students also receive this same information when inquiring about the application process for admission or employment via the Internet. In addition, all CSU employees receive a notice concerning this information on their August paycheck.

Additionally, notices regarding the existence of the Clery Act Report, a brief description of its contents, information regarding the availability of the report on the Internet with the electronic address to access the report, and a statement on how to obtain a paper copy, if desired are included in several University publications, and on the Employee Services web site. Copies of the report may also be obtained at the University Library, the Police Service Center located in the University Union and by request from the Office of the Vice President for Student Affairs and the Sacramento State Police Department.

Law Enforcement Authority, Policies, Memorandum of Understanding, and Minimum Training Standards

The Sacramento State Police Department is a fully accredited law enforcement agency and not a branch of any other law enforcement agency. The department employs sworn peace officers who are vested with full arrest authority in the State of California, pursuant to California Penal Code section 830.2(c) and Education Code section 89560. The Police Officers' arrest authority may extend to any place within the State of California and maintain primary law enforcement jurisdiction for all crimes occurring on University properties. Police officers all meet the requirements specified by the California Peace Officer's Standards and Training (POST) Commission, which are mandated for all sworn California law enforcement officers.
The Sacramento State Police Department focus enforcement and prevention efforts in our primary jurisdiction to include all property owned and operated by the University. The Sacramento State Police Department shares concurrent law enforcement jurisdiction with federal, state and local law enforcement agencies on all adjacent public streets, areas, and in communities surrounding the University properties. The Sacramento State Police Department cooperates fully and regularly communicates with its law enforcement partner agencies. Sacramento State maintains operational agreements/memorandums of understanding with the City of Sacramento Police Department that comply with the Kristin Smart Campus Safety Act and Higher Education Opportunity Act clarifying that the Sacramento State Police Department is the primary law enforcement agency for all crimes occurring on Sacramento State properties or facilities.

The Sacramento State Police Department actively participates in Community Oriented Policing and utilizes a combination of foot and vehicle patrols to reach all areas of our campus and properties. We remain active and prepared to respond to calls from our community for service and assistance any time of the day or night, every day of the year. The department handled 7,936 specific incidents that required police response, and made a total of 117 arrests. Officers and non-sworn campus personnel completed mandated and specialized training and utilized unique areas of expertise to conduct 148 presentations and outreach efforts throughout the community, including sexual assault education and prevention, substance abuse, drug and alcohol education and prevention, defensive driving, personal safety and crime prevention, active shooter response and emergency preparedness training, identity theft prevention, building and office safety, alarm systems, and bicycle safety.

Our non-sworn Community Service Officers (CSO) and Community Service Specialists (CSS) work several special events and are assigned to patrol specific areas to help in crime prevention and outreach efforts. They also provide safety escorts, bicycle registration, property engraving, administrative support, and help enhance the safety of the campus by reporting any suspicious activity to Police dispatch.

Our commitment to the Sacramento State campus and the partnerships we maintain within our community help reduce criminal incidents throughout the year and contribute to Sacramento State remaining one of the most desirable CSU campuses for student, staff and faculty to live, work, and learn.

**Procedures for Reporting Crimes and Emergencies**

Sacramento State strongly encourages all members of the campus community who believe they are victims of a crime of any nature to immediately report the incident to the Sacramento State Police Department or the police agency of jurisdiction where the crime occurred. The Sacramento State Police Department is located on the Sacramento State Campus at 6000 J Street, Sacramento, CA 95819-6092. Similar to other police agencies in your local communities, we provide 24-hour law enforcement service throughout the entire year, including all holidays.

<table>
<thead>
<tr>
<th>Sacramento State Police Department</th>
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<tbody>
<tr>
<td>Non-emergencies and regular business:</td>
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<tr>
<td>(916) 278-6000</td>
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<tr>
<td>In-progress crimes or suspicious activity, including all fire or medical emergencies:</td>
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<tr>
<td>(916) 278-6900 or call 9-1-1 from any campus phone</td>
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Blue-Light Phones:
Police Dispatch can be also contacted directly by pushing the red button on a "blue-light" campus emergency phone. The emergency phones are strategically located throughout the entire campus and have blue lights for easy visibility.

When calling in emergencies, be prepared to provide the police dispatcher with your name, telephone number, and location, as well as any pertinent information (such as suspect and vehicle description, direction of travel, etc.). Always stay on the line until the dispatcher ends the call. Sacramento State does have anonymous or confidential reporting programs. In cases involving sexual assaults, please see the additional information listed under Reporting a Sexual Assault (page 27).

All reports will be investigated. The University does not have procedures for voluntary, confidential reporting of crime statistics. Violations of law will be referred to law enforcement agencies and, when appropriate, to the Office of Student Affairs for review.

Crimes occurring off campus should be immediately reported to the appropriate law enforcement agency of jurisdiction:
- City of Sacramento Police Department (916) 264-5471
- California Highway Patrol (916) 861-1300
- Sacramento County Sheriff’s Department (916) 874-5115

Missing Student Notification

Federal law requires that the University report, both to local law enforcement and to the student's designated contact person, when campus residents are determined missing for 24 hours (i.e., no one can identify where they are). Campus residents are notified of the missing student notification procedures when providing emergency contact information and are given the opportunity to provide a confidential contact person during initial building meetings with the Residential Life staff during move-in week. This information is maintained by the Office of Housing and Residential Life and is treated as strictly confidential and only utilized by law enforcement and university officials in the event an investigation determines the resident is missing. If the missing student is less than 18 years of age and not emancipated, the University is required to notify their parent or guardian, in addition to the designated confidential contact. Law enforcement will always be notified if a student has been determined to be missing for over 24 hours, regardless of whether the student has provided a confidential contact.

When a campus resident is believed missing, the situation must be reported immediately to the Sacramento State Police Department and/or any member of the Residential Life or Housing Services staff. After investigation of the missing person report, and if the person is determined missing for 24 hours, the Office of Housing and Residential Life and/or the Vice President of Student Affairs will notify the student's missing student contact, if provided. The Sacramento State Police Department will notify Sacramento City and County law enforcement agencies via the California Law Enforcement Telecommunications System (CLETS) and make an entry into the Missing and Unidentified Persons System (MUPS) no later than 24 hours after the student is determined to be missing. The Sacramento State Police Department’s Missing Persons Policy incorporates procedures required under the Kristin Smart Campus Security Act.
Daily Crime/Media Log Access

The Sacramento State Police Department maintains a daily crime/media log of all incidents investigated or reported to the department for the most recent 60-day period. The log is available for public inspection by viewing or printing from our website (http://www.csus.edu/aba/police/news-and-alerts/media-log.html). Log entries older than 60 days can be obtained by request at our front counter 24 hours a day, 7 days a week.

Press Releases and Media Information

The Sacramento State Police Department media releases are posted through the Office of Student Affairs and are also on the Police Department website (http://www.csus.edu/aba/police/media-alerts.html). The Sacramento State Police Department works in partnership with Student Affairs and the State Hornet (campus newspaper) to publish information related to crime, crime prevention and campus safety issues.

Emergency Preparedness

The Sacramento State Police Department is responsible for ensuring that the campus community is prepared to respond appropriately in the event of an emergency of any nature. The campus Emergency Response System is comprised of three major components:

- The Emergency Notification System (ENS), including Timely Warning Alerts
- The Emergency Operations Center (EOC)
- Emergency Preparedness Training and Emergency Response Exercises

Emergency Notification System (ENS)

In 2008, Sacramento State began implementation of a new integrated Emergency Notification System (ENS). In 2011, an initiative was started to update and integrate ENS, which is utilized to distribute emergency messages during major critical incidents that occur on campus. Students, faculty and staff can receive emergency messages on their campus assigned email accounts. Students are required to provide their cell phone information during the registration process to receive text messages. Faculty and staff can “Opt-In” to receive text messages (SMS) via the ENS website at http://www.csus.edu/ENS/. Emergency personnel, first responders and secondary responders may also receive telephone calls notifying them that an emergency has occurred. The system also has the capability to ring campus telephones, provide audio messages via loudspeakers, and display messages on campus computer screens and on-campus digital sign boards.

The ENS system may be used to notify the campus community upon the confirmation of a significant on-campus emergency or dangerous situation involving an immediate threat to the health or safety of students, faculty or staff or when a hazardous condition, natural disaster, or other critical incident reaches or has the potential for reaching proportions beyond the capacity of routine operations. Local law enforcement agencies participate in mutual notification procedures with the Sacramento State Police Department to inform one another of potential emergencies that could affect surrounding jurisdictions. In addition to the ENS system, the campus may use additional notification systems to notify the greater campus community. Sacramento State will, without delay, and taking into account the safety of the
community, determine the content and scope of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

The Sacramento State Multi-Hazard Plan is available at [http://www.csus.edu/aba/Police/units-and-functions/crisis-planningemergency-preparedness/multi-hazard-emergency-preparedness-plan.html](http://www.csus.edu/aba/Police/units-and-functions/crisis-planningemergency-preparedness/multi-hazard-emergency-preparedness-plan.html) and is designed to integrate with the California Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS) and the Incident Command System (ICS). Based on the available information, the designated incident commander will determine and confirm that there is a significant emergency or potential threat that meets the criteria for dissemination of a mass emergency notification message. Depending on the magnitude of the critical incident and the potential impact on life and safety, the President, Vice President of Administration and Business Affairs, Chief of Police or the on-duty Police Watch Commander will determine the necessity of distributing a message to the campus community. An ENS committee meets periodically to discuss current system capabilities, schedule testing and propose additional improvements. The following personnel or their designees have the authority to activate the Emergency Notification System (ENS) in the event of an emergency/hazardous condition, natural disaster or other critical incident:

- President
- Vice President of Administration and Business Affairs/CFO
- Chief of Police or designee

Inclusive in the Emergency Notification System (ENS), various methods and processes may be used to distribute emergency information to the campus and the greater community, including:

- Text messages/email/voicemail
- Telephone trees/emergency cell phones
- Police vehicle public address systems
- Bullhorns
- Faxes
- Emergency Blue Light and other phones
- Runners
- Electronic digital signs/desktop alerts/posting boards
- Public radio announcements/commercial and campus radio
- Local television announcements/Emergency Alert System (EAS)
- Internet websites/campus homepage
- Visiplex audible alert system
- Building postings/bulletins
- Social Media websites

Once the determination has been made that it is appropriate to send out an emergency message the Sacramento State Police Department is responsible for activating the messaging system. Updated ENS messages are also posted to keep all subscribers informed about the progress of the situation.

The Emergency Notification System (ENS) is tested by the Sacramento State Police Department on a bi-weekly basis and during announced campus-wide testing during the academic year. The University updates the student, faculty and staff lists each semester.

Timely Warning Alert

In addition to notifications provided under ENS, Sacramento State is required by law to alert the campus community about Clery Act crimes that occur on or within the campus geography that are considered to represent a serious or continuing threat to students or employees. Timely Warning notifications, which may also be referred to as Crime Alerts, Media Releases or Police Emergencies, are intended to provide the campus community with information about the crime and what actions should be taken to prevent similar incidents. Recommended actions could include evacuation of a campus facility, shelter in place, or crime prevention tips. In many cases, the warning will serve to alert students and employees about a particular crime and/or suspect so that they may take precautions and remain alert. The possible risk to compromising a law enforcement investigation will be considered when determining the extent of the information provided.

If a situation arises where a Timely Warning may be indicated, a Police Department Watch Commander or the Chief of Police will complete a Timely Warning/Emergency Notification Assessment form to determine if a notification will be sent out. If a notice will not be sent, the completed form will be retained as a record of the incident. If a notification is deemed appropriate, the event or situation will be reviewed by the Vice President of Administration and Business Affairs to verify the need for the warning and determine the most effective methods to distribute the information. Generally, Timely Warnings will be distributed using some or all of the communication mediums available under the campus ENS system.

The University has established a policy addressing threats to the campus community and guidelines for providing timely warnings, which is available at http://www.csus.edu/umanual/admin/UMT17110.htm. For a list of Alert Bulletins, please visit: http://www.csus.edu/aba/police/media-alerts.html.

Sacramento State conducts periodic testing of emergency response and evacuation procedures at regular intervals across campus, both announced and unannounced, according to accreditation guidelines, California State University Executive Order 1056 and the California Fire Code. Information regarding the procedures to test the emergency response and evacuation protocols are disseminated during Building Emergency Preparedness training, the weekly bulletin, campus websites and during Disaster Preparedness training classes.

Emergency Operations Center (EOC)

The Sacramento State Police Department maintains the ability to establish an Emergency Operations Center (EOC) at Folsom Hall and at its headquarters. The EOC is used as a command center for a unified command structure that is utilized during incidents involving the response of multiple outside agencies. Inclusive in the EOC is an emergency phone bank, which is used to provide the EOC with the means to intake the numerous incoming phone calls from the public that occur during a campus emergency.

Emergency Training and Exercises

The Sacramento State Police Department provides Emergency Response training courses throughout each academic year, including Building Team Emergency Preparedness, Campus Emergency Disaster Preparedness, Active Shooter Training, and Violence in the Workplace Prevention.
The Police Department hosts a regional table-top exercise each year to test the response of campus departments and allied agencies on a variety of scenarios, including Hazardous Materials Spill (2013), Flood (2014), and Active Shooter (scheduled for 2015). Furthermore, Building Evacuation Drills are required annually for each campus building. Below is a list of training and exercises conducted by the campus:

### 2012
- An evacuation exercise was conducted involving Placer Hall and the Building Emergency Preparedness Team. During the exercise, the ENS system was utilized to notify building team members. As part of the exercise, a review was conducted on the effectiveness of the system and evacuation plans.
- Twenty-six (26) building evacuation drills were conducted by Building Emergency Preparedness Teams.
- Sacramento State Police provided two (2) Active Shooter training classes for faculty and staff members. Three (3) training classes were provided for instruction and use of building emergency evacuation chairs.
- On October 18, 2012, the University participated in the Great California Shake Out earthquake exercise which included an ENS system test. The event was advertised to the campus community and voluntary participation was strongly encouraged.
- The University held eight (8) training sessions for staff, faculty and emergency responders on Disaster Preparedness.

### 2013
- The University held seven (7) training sessions for staff, faculty and emergency responders on Disaster Preparedness.
- There were thirty-six (36) building evacuation drills conducted by Building Emergency Preparedness Teams.
- The University participated in the Great California Shake Out earthquake exercise on October 17, 2013, which also tested notification procedures for Building Emergency Teams. The event was advertised to the campus community and voluntary participation was strongly encouraged.
- On July 31, 2013, the University conducted a table top exercise on a hazardous material scenario involving response by Sacramento State Emergency Responders and external response agencies.

### Facility Access and Security

It is the practice of Sacramento State that University buildings be opened prior to the beginning of the business day and locked nightly after the conclusion of the last scheduled event. A daily schedule is provided to Facilities Services and buildings are locked on the basis of that schedule. Custodial Services and Community Service Specialists are responsible for the unlocking of buildings on a daily basis for scheduled classes. After buildings are locked, only employees with offices and personnel with maintenance responsibilities have access to buildings. Facilities Services maintains the University buildings and grounds with concern for security and safety. Campus facilities and grounds are inspected on a regular basis to ensure that broken windows, locks, and repairs are made in an expeditious manner. The Sacramento State Police Department also receives the information from the campus community regarding damaged roadways, overgrowth of shrubbery, and other areas in need of repair. This information is forwarded to Facilities Services in a timely manner.
Access to University housing buildings is limited to residents, their guests, and selected staff. Sacramento State’s Residence Hall policy requires that exterior doors be locked at all times, including holidays and semester breaks. All residents are issued a key fob for personal access to the exterior doors and restrooms and a resident must accompany all guests. The Residential Community is patrolled cooperatively by the Sacramento State Police Department and on-duty Residential Life personnel, to include Resident Advisors and Residential Life Coordinators.

Lighting surveys are conducted annually so that improvements can be made to various locations on campus. Anyone aware of a hazardous situation in any building or on the campus grounds can notify Facilities Services at (916) 278-6242 or the Sacramento State Police Department at (916) 278-6000 so repairs can be made promptly. Each semester, all emergency “blue-light” telephones are checked by the Sacramento State Police Department. Additional information is contained in the Guide to Residential Life available through the Office of Residential Life in Sierra Hall. The Sacramento State Police Department worked with the American River Courtyard planning group on physical security for the new facility. The new American River Courtyard residence hall opened in August, 2009. Similar measures are being undertaken for the residence hall expansion that is scheduled to open in the fall of 2016.

Jeanne Clery Act Crime Statistics

Crime statistics are reported pursuant to the guidelines as specified in the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Disclosure Act, as defined under the FBI Uniformed Crime Reporting procedures, and separated by the following geographical areas:

- On campus;
- In on-campus student housing facilities (American River Courtyard, Desmond Hall, Draper Hall, Jenkins Hall, Sierra Hall, Sutter Hall);
- In public property adjacent to the University;
- Non-campus, University-owned or leased buildings or property, such as the Upper Eastside Lofts.

It is the University's policy to ensure that crime on campus is accurately reported to keep the public and the campus community informed. Reports of crime are analyzed by the Sacramento State Police Department to help configure patrol deployments and to develop new programs that will aid in crime prevention. Statistics are reported for any building or property owned or controlled by a University within the same reasonably contiguous geographic area and used by the University in direct support of, or in a manner related to, the University’s educational purposes, including residence halls and any building or property that is within or reasonably contiguous to the above description of this definition, that is owned by the University but controlled by another person, is frequently used by students, and supports University purposes.

Statistics regarding certain law violations resulting in campus disciplinary actions are collected from the Office of Housing and Residential Life and the Vice President for Student Affairs. Clery Act statistics are also collected from individuals with significant responsibility for student activities.

Crime Definitions (FBI Uniform Crime Reporting)

- **Criminal Homicide — Manslaughter by Negligence**
  The killing of another person through gross negligence.
- **Criminal Homicide — Murder and Non-Negligent Manslaughter**
The willful (non-negligent) killing of one human being by another.

- **Robbery**
The taking or attempting to take anything of value from another person or persons by force or threat of force or violence and/or by putting the victim in fear.

- **Aggravated Assault**
An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon and/or by means likely to produce death or great bodily harm.

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

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

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

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

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

- **Arson**
The willful or malicious burning or attempted burning of another’s property with or without the intent to defraud.

**Hate Crimes (FBI Uniform Crime Reporting)**

"Hate crimes" are crimes that, upon investigation, manifest evidence that the victim was intentionally selected because of the perpetrator's bias. Clery Act statistics for hate crimes are derived from any of the Clery Act reportable crimes listed in the Crime Definitions section and, beginning in 2009, the following additional crimes:

*Note: Non-Criminal hate incidents are not included.*

- **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, 6th 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.

### Crime Statistics

<table>
<thead>
<tr>
<th>Offense (Reported by Hierarchy)</th>
<th>Year</th>
<th>On Campus</th>
<th>Non-Campus</th>
<th>Public Property</th>
<th>Total</th>
<th>Residential Facilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder/Non-negligent manslaughter</td>
<td>2013</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td></td>
<td>2012</td>
<td>0</td>
<td>0</td>
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<td>Negligent manslaughter</td>
<td>2013</td>
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<td>2012</td>
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</table>

**Note:** Domestic Violence, Dating Violence and Stalking were not reportable crimes for the Clery Report in years 2011 and 2012.

**Hate Crime Statistics**

There were no reported hate crimes in 2011, 2012 or 2013.

**Fire Safety Right-To-Know Act**

In compliance with the Campus Fire Safety Right-to-Know Act, which was part of the reauthorization of the Higher Education Opportunity Act, Sacramento State’s Fire Safety Report is included as section within the annual security report. The Fire Safety Report is compiled courtesy of the Sacramento State Office of Housing and Residential Life and paper copies are available through their offices during normal business hours. The Higher Education Opportunity Act (HEOA) places two (2) safety-related requirements on Universities that participate in federal student financial aid programs, which are the Fire Log and the Annual Fire Safety Report.

**Fire Log**
Universities must keep a fire log that states the nature of the fire, date, time, and general location of each fire in on-campus student housing facilities. Sacramento State complies with this rule by including all fire-related incidents in the Sacramento State Police Department Media Log. The public can also view the most recent 60 days of crime and fire-related incidents by visiting the public counter, located on the first floor of the Police Department or online at http://www.csus.edu/aba/police/Media-Alerts.html.

**Annual Fire Safety Report**

Universities with on-campus student housing facilities must publish annually a fire safety report that provides information on campus fire safety practices and standards. Sacramento State complies with this regulation by including all fire-related incidents at on-campus student housing facilities as part of the “Annual Security & Fire Safety Report.” Information contained in this annual fire safety report includes: number and cause of fires at all on-campus student housing facilities; number of fire-related deaths; related injuries; value of fire-related property damage; information on evacuation procedures; fire safety education and training programs; fire safety systems in each student housing facility; number of regular mandatory supervised fire drills; and policies on portable electrical appliances, smoking and open flames.

If a fire occurs in any building, community members should immediately notify the Sacramento State Police Department by dialing 911 from a campus phone or (916) 278-6000. Sacramento State Police Department will initiate a response to the Sacramento Fire Department and can summon the fire department quickly through this method of communication. The university fire alarm systems alert community members of potential hazards. Community members are required to heed an activated fire alarm system, and evacuate a building immediately. Use the nearest available exit to evacuate the building. Gather outside at the Housing Quad/Lawn area in front of Dining Commons. Community members should familiarize themselves with the exits in each building. Occupants should use the stairs to evacuate the building. If you are caught in the elevator, push the emergency phone button. The emergency phones in elevators on campus ring to a Sacramento State Police Department dispatcher.

**Fire Protection Equipment/Systems**

All residential buildings are equipped with fire detection and alarm systems which are monitored by the Police Department, 24 hours a day, 365 days a year. The University reviews the current fire prevention system in the residence Halls and makes assessments as to whether future improvements are needed. The University retrofitted existing ADA rooms in the American River Courtyard with fire alarm horns/strobes per State Fire Marshal direction. In 2013, improvements were made in Sutter and Sierra Hall. Battery operated smoke detectors were upgraded with new detectors that report directly to the fire monitoring system.

**Health and Safety Inspections**

Members of the Housing staff conduct periodic inspections of all bedrooms, bathrooms and common areas. Residents are notified beforehand of the inspection process. The inspections are conducted to identify safety violations as well as conditions which may be detrimental to the health or well-being of the wider residential community.

**Of Record**

The resident’s electronic signature on the Housing Services Occupancy Agreement, required in order to take occupancy, signifies their acceptance of and responsibility for abiding by residential and University
policies as provided through all printed publications, websites, e-mail and other vehicles. Specific Health and Safety policies and procedures are outlined in the Residential Life Handbook as well as the Occupancy Agreement.

Definitions

**Fire:** Rapid oxidation of combustible material accompanied by heat, light and smoke of combustible material, which is found outside of its normal appliance, whether or not it is extinguished prior to arrival of emergency.

**Fire-related Deaths:** Number of persons who were fatalities because of a fire incident, including death resulting from a natural or accidental cause while involved in fire control, attempting a rescue, or persons escaping from the fire scene (an individual who dies within one (1) year of injuries sustained as a result of a fire).

**Fire-related Injuries:** Number of persons receiving injuries from fire-related incidents, including an injury from a natural or accidental cause who received medical treatment at a local medical facility. This includes first responders attempting to control the fire, attempting a rescue, or persons escaping from the fire scene. Persons may include students, faculty, staff, visitors, firefighters, or any other individuals.

**Estimated U.S. Dollar Loss Related to Fire Incidents:** Estimated total U.S. dollar loss of both contents and structure or property destroyed because of a fire incident, not loss of business.

**Evacuation Procedures Posted:** When a fire alarm is activated, evacuation is mandatory. DO NOT use elevators; evacuate the building using the nearest available exit. Gather outside at the Housing Quad/Lawn area in front of Dining Commons to begin an accountability and assessment process.

**Fire Alarms Monitored by Sacramento State:** Fire alarms are monitored 24 hours a day, seven days a week, 52 weeks a year by the Sacramento State Police Department.

**Buildings Equipped with Fire Alarm Systems and Smoke Detectors:** Buildings that have functional fire alarm systems and smoke detectors installed.

**Buildings Protected with Automatic Sprinkler System Throughout:** Indicates an automatic sprinkler system protects all areas of a building.

**Emergency Evacuation Drills (formerly known as Fire Drills):** The number of supervised scheduled drills or actual events at campus residence halls are facilitated and certified by Housing personnel. Various drills are conducted throughout the year to familiarize students and staff with emergency procedures and individual roles.

**Fire Safety Training**

All Resident Hall Staff are required to attend fire safety training under the direction of Environmental Health and Safety. Training is provided to the Resident Hall staff on an annual basis. As part of the training staff receive instructions on how to effectively use the proper fire extinguisher based on the type of fire.
Residential Hall life students receive fire safety information in their Residential Life Handbook. Residents are provided fire safety information and evacuation training at the beginning of each semester during hall meetings.

Fire Safety training is provided to faculty, staff and students in various depths depending on the work they perform on campus. All employees receive basic training covering emergency procedures, i.e., exit routes, fire extinguisher/pull station locations and reporting procedures, through the campus Emergency Action training program. Emergency Action training is required for all employees when they are initially employed by the University, when their work location changes and every 3 years after. Employees who perform “hot work” (welding, cutting, etc.), electrical workers, and others whose work may involve ignition sources receive fire extinguisher training in addition to training covering how to prevent fires and recognize fire hazards.

**Fire Policies for On-Campus Student Housing Facilities**

Portable Electrical Appliances: Hot plates, halogen lamps, immersion coils, air conditioners, freezers, dishwashers, washing machines, and open-coil appliances are prohibited in University residences as they pose a threat of electrical overload and/or fire.

Microwaves, computers, stereos, televisions, radios, irons, non-commercial hairdryers, and other similar appliances are permitted, unless specifically prohibited by the residence staff. All appliances must have a manufacturer’s label that show the electrical ratings and listing by a nationally recognized testing laboratory (e.g., ETL, UL, etc.). We strongly recommend the use of surge protectors.

Microfridges are permitted. No more than one refrigerator less than 4.4 cubic feet may be installed per room. Caution should be taken to prevent fire hazards resulting from excessive use of appliances and over-dependence on power strips and extension cords.

**Lamps:**

- The use of halogen lamps is prohibited.
- Carefully read all safety instructions and warnings that accompany any lamp.
- Never use bulbs of a higher wattage or of a different style than is recommended by the manufacturer’s instruction.
- Never remove or discard a bulb that is hot to the touch; don’t try to operate a lamp that has damaged or missing parts.
- Do not place lamps near clothing, draperies, or bedding, as incidental contact with the lamp bulb could ignite the material. Keep lamps away from windows, bunk beds, and closets.
- NEVER place materials such as towels or clothing on top of lamps.
- Avoid placing lamps in location where they may be knocked over.
- Always remember to turn off or unplug any lamp when changing bulbs or when leaving your room/apartment.
- Taking proper precautions and guarding against potential hazards posed by lamps will help ensure community safety.

**Smoking:** All residence halls are designated as smoke-free. Smoking is prohibited in all residential buildings, and outdoors within 20 feet of windows and doors, 30 feet at American River Courtyard.
Open Flames: Fire or smoke producing articles, such as Bunsen burners, portable stoves, kerosene lamps, cut trees, incense and candles are prohibited in residence hall rooms. Possession of hibachis, barbecue grills, smokers, potpourri burning units or other fire-starting devices/substances is prohibited in residences.

Reported Fires for 2011 by Building Location for All Sacramento State On-campus Residence Halls

<table>
<thead>
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<th>Reported Fires Calendar Year 2011</th>
<th>Total Fires In Each Bldg.</th>
<th># of Fires</th>
<th>Date</th>
<th>Time</th>
<th>Cause of Fire</th>
<th>Number of Injuries That Required Treatment At a Medical Facility</th>
<th>Number of Deaths Related To Fire</th>
<th>Value of Property Damage Caused By Fire</th>
<th>Case #</th>
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*Intentional / Trash burned in stairwell.

**Intentional/ Fire in a toilet.

2011 Residential Fire Safety Amenities by Building Location for All Sacramento State On-Campus Residence Halls

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<th>Fire Alarms Monitored By the Police Department 24/7/365</th>
<th>Bldg. Equipped With Full Sprinkler System</th>
<th>Bldg. Has Fire Alarms &amp; Smoke Detectors</th>
<th>Evacuation Plans Posted &amp; Fire Safety Training Conducted</th>
<th>Number of Evacuation Drills Conducted Each Academic Year</th>
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Reported Fires for 2012 by Building Location for All Sacramento State On-campus Residence Halls

On Campus Residence Halls

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<th>Time</th>
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<th>Number Of Deaths Related To Fire</th>
<th>Value of Property Damage Caused By Fire</th>
<th>Case #</th>
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<tbody>
<tr>
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<td></td>
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</tr>
<tr>
<td>Desmond Hall</td>
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<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Draper Hall</td>
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<tr>
<td>Jenkins Hall</td>
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<td>N/A</td>
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<td></td>
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</tr>
<tr>
<td>Sierra Hall</td>
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<td>N/A</td>
<td>N/A</td>
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</tr>
<tr>
<td>Sutter Hall</td>
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<td>N/A</td>
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</tbody>
</table>

2012 Residential Fire Safety Amenities by Building Location for All Sacramento State On-Campus Residence Halls

<table>
<thead>
<tr>
<th>Residential Fire Safety Amenities Calendar Year 2012</th>
<th>Fire Alarms Monitored By Public Safety 24/7/365</th>
<th>Bldg. Equipped With Full Sprinkler System</th>
<th>Bldg. Has Fire Alarms &amp; Smoke Detectors</th>
<th>Evacuation Plans Posted &amp; Fire Safety Training Conducted</th>
<th>Number of Evacuation Drills Conducted Each Academic Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>On Campus Residence Halls</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>American River Courtyard</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>4</td>
</tr>
<tr>
<td>Desmond Hall</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Draper Hall</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jenkins Hall</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>
### Reported Fires for 2013 by Building Location for All Sacramento State On-campus Residence Halls

<table>
<thead>
<tr>
<th>Reported Fires Calendar Year 2013</th>
<th>Total Fires In Each Bldg.</th>
<th># of Fires</th>
<th>Date</th>
<th>Time</th>
<th>Cause Of Fire</th>
<th>Number Of Injuries That Required Treatment At a Medical Facility</th>
<th>Number Of Deaths Related To Fire</th>
<th>Value Of Property Damage Caused By Fire</th>
<th>Case #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sierra Hall</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sutter Hall</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td><strong>TOTALS</strong></td>
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</table>

### 2013 Residential Fire Safety Amenities by Building Location for All Sacramento State On-Campus Residence Halls

<table>
<thead>
<tr>
<th>Residential Fire Safety Amenities - Calendar Year 2013</th>
<th>Fire Alarms Monitored By Public Safety 24/7/365</th>
<th>Bldg. Equipped With Full Sprinkler System</th>
<th>Bldg. Has Fire Alarms &amp; Smoke Detectors</th>
<th>Evacuation Plans Posted &amp; Fire Safety Training Conducted</th>
<th>Number of Evacuation Drills Conducted Each Academic Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>On Campus Residence Halls</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>American River Courtyard</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>4</td>
</tr>
<tr>
<td>Desmond Hall</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>4</td>
</tr>
<tr>
<td>Draper Hall</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>4</td>
</tr>
<tr>
<td>Jenkins Hall</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>4</td>
</tr>
<tr>
<td>Sierra Hall</td>
<td></td>
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<tr>
<td>Sutter Hall</td>
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<tr>
<td><strong>TOTALS</strong></td>
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</tbody>
</table>

| On Campus Residence Halls                              |                                               |                                          |                                          |                                                        |                                                          |
| American River Courtyard                                | X                                             | X                                        | X                                        | X                                                      | 4                                                        |
| Desmond Hall                                           | X                                             | X                                        | X                                        | X                                                      | 4                                                        |
| Draper Hall                                            | X                                             | X                                        | X                                        | X                                                      | 4                                                        |
| Jenkins Hall                                           | X                                             | X                                        | X                                        | X                                                      | 4                                                        |

| On Campus Residence Halls                              |                                               |                                          |                                          |                                                        |                                                          |
| American River Courtyard                                | X                                             | X                                        | X                                        | X                                                      | 4                                                        |
| Desmond Hall                                           | X                                             | X                                        | X                                        | X                                                      | 4                                                        |
| Draper Hall                                            | X                                             | X                                        | X                                        | X                                                      | 4                                                        |
| Jenkins Hall                                           | X                                             | X                                        | X                                        | X                                                      | 4                                                        |
Preventing and Responding to Sexual Violence, Dating Violence, Domestic Violence and Stalking

The California State University does not discriminate on the basis of sex, gender, or sexual orientation in its education programs or activities. Title IX of the Education Amendments of 1972, and certain other federal and state laws, prohibit discrimination on the basis of sex, gender, or sexual orientation in employment, as well as all education programs and activities operated by the University (both on and off campus), and protect all people regardless of their gender or gender identity from sex discrimination, which includes sexual harassment and sexual violence.

Sacramento State seeks to provide an education environment in which students, faculty, and staff work together in an atmosphere free of sexual violence including sexual assault, sexual harassment, sexual misconduct, dating violence, domestic violence and stalking. The University views any act identified as sexual violence, dating violence, domestic violence and stalking as an extremely serious matter. Every member of the University community shall be aware that sexual violence, and/or acts of violence with a sexual nature directed toward another person will not be tolerated and are prohibited by federal and state law and University policy. As members of the University community, students shall comply with and abide by University policies and guidelines in addition to federal, state, and local laws whether on or off campus. The University will strongly discipline persons identified responsible for sexual violence as described in this report and University policy.

In an ongoing effort to prevent sexual violence, dating violence, domestic violence and stalking, the University provides education and prevention programs, investigates complaints, dispenses corrective or disciplinary action where appropriate, provides referrals for medical care/counseling, modified classes, reduced course loads, campus housing changes, work assignment assistance, stay away orders, leaves of absence, and more. The University also provides information to victims and survivors on pursuing criminal action and obtaining protective orders if needed. University officials who are responsible for investigating and/or adjudicating cases of sexual and dating violence receive annual training for compliance with federal, state and CSU system regulations.

For a complete copy of University’s policy governing sexual misconduct, visit http://www.calstate.edu/EO/EO-1095.pdf.

Sex Offense Definitions

These definitions include items that would not constitute reportable crimes under Clery. For example, “sexual harassment” and “sex discrimination” are not reportable Clery crimes, however, if the University determined harassment and/or discrimination occurred, it would constitute a violation of campus policy and possibly Title IX.

- **Sex Discrimination**, means an adverse action taken against an individual because of gender or sex (including sexual harassment, sexual violence, domestic violence, dating violence, and
stalking) as prohibited by Title IX; Title IV; VAWA/Campus SaVE Act; California Education Code § 66250 et seq.; and/or California Government Code § 11135. See also Title VII of the Civil Rights Act of 1964, the California Fair Employment and Housing Act (Cal. Govt. Code § 12940 et seq.), and other applicable laws. Both men and women can be victims of Sex Discrimination.

- **Sexual Harassment**, a form of Sex Discrimination, is unwelcome verbal, nonverbal or physical conduct of a sexual nature that includes, but is not limited to, Sexual Violence, sexual advances, requests for sexual favors, and indecent exposure where:
  - a. Submission to, or rejection of, the conduct is explicitly or implicitly used as the basis for any decision affecting a student's academic status or progress, or access to benefits and services, honors, programs, or activities available at or through the University; or
  - b. Such conduct is sufficiently severe, persistent or pervasive that its effect, whether or not intended, could be considered by a reasonable person in the shoes of the student, and is in fact considered by the student, as limiting the student's ability to participate in or benefit from the services, activities or opportunities offered by the University; or
  - c. Submission to, or rejection of, the conduct by a University employee is explicitly or implicitly used as the basis for any decision affecting a term or condition of employment, or an employment decision or action; or
  - d. Such conduct is sufficiently severe, persistent or pervasive that its effect, whether or not intended, could be considered by a reasonable person in the shoes of the student, and is in fact considered by the student, as intimidating, hostile or offensive.
  - e. Sexual Harassment also includes acts of verbal, non-verbal or physical aggression, intimidation or hostility based on gender or sex-stereotyping, even if those acts do not involve conduct of a sexual nature.

- **Sexual Violence** is a form of Sexual Harassment and means physical sexual acts, such as unwelcome sexual touching, Sexual Assault, Sexual Battery, Rape, Domestic Violence, Dating Violence and Stalking (when based on gender or sex) perpetrated against an individual against his or her will and without consent or against an individual who is incapable of giving consent due to that individual's status as a minor, use of drugs or alcohol, or disability. Sexual Violence may include physical force, violence, threat, or intimidation, ignoring the objections of the other person, causing the other person's intoxication or incapacitation through the use of drugs or alcohol, or taking advantage of the other person's incapacitation (including voluntary intoxication).
  - Unlawful sexual intercourse with a minor (statutory rape) occurs even if the intercourse is consensual when the victim is under 18 years old, because the victim is considered incapable of giving legal consent due to age. Men as well as women can be victims of these forms of sexual violence.

- **Sexual Assault** is a form of Sexual Violence and is an attempt, coupled with the ability, to commit a violent injury on the person of another because of that person's gender or sex.

- **Sexual Battery** is a form of Sexual Violence and is any willful and unlawful use of force or violence upon the person of another because of that person's gender or sex.

- **Rape** is a form of Sexual Violence and is non-consensual sexual intercourse that may also involve the use of threat of force, violence, or immediate and unlawful bodily injury or threats of future retaliation and duress. Any sexual penetration, however slight, is sufficient to constitute Rape. Sexual acts including intercourse are considered non-consensual when a person is incapable of giving consent because s/he is incapacitated from alcohol and/or drugs, is under 18 years old, or if a mental disorder or developmental or physical disability renders a person incapable of giving consent. The accused's relationship to the person (such as family member, spouse, friend, acquaintance or stranger) is irrelevant.
• **Acquaintance Rape** is a form of Sexual Violence committed by an individual known to the victim. This includes a person the victim may have just met; i.e., at a party, introduced through a friend, or on a social networking website.

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

• **Consent** means an informed, affirmative, conscious decision by each participant to engage in mutually agreed-upon sexual activity.
  
  o Consent must be **voluntary**, and given without coercion, force, threats, or intimidation. Consent requires positive cooperation in a particular sexual act, or expression of intent to engage in that sexual act through the exercise of free will.
  
  o Consent can be **withdrawn or revoked**. Consent to one form of sexual activity (or one sexual act) does not constitute consent to other forms of sexual activity (or other sexual acts). Consent to sexual activity given on one occasion does not constitute consent to sexual activity on another occasion. The fact that two people are or were in a dating or sexual relationship does not constitute consent to engage in sexual activity. There must **always** be mutual and affirmative consent to engage in sexual activity. Consent to a sexual act may be withdrawn or revoked at any time, including after penetration. The victim's request for the perpetrator to use a condom or birth control does not, in and of itself, constitute consent. Once consent is withdrawn or revoked, the sexual activity must stop immediately.
  
  o Consent cannot be given by a person who is **incapacitated**. For example, a person cannot give consent if s/he is unconscious or coming in and out of consciousness. A person is incapacitated if s/he lacks the physical and/or mental ability to make informed, rational judgments. Examples of incapacitation include unconsciousness, sleep and blackouts. Whether an intoxicated person (as a result of using alcohol or other drugs) is incapacitated depends on the extent to which the alcohol or other drugs impact the person's decision-making capacity, awareness of consequences, and ability to make fully informed judgments. A person with a medical or mental disability may also lack the capacity to give consent.
  
  o Being intoxicated by drugs or alcohol does not diminish a person's responsibility to obtain consent from the other party before engaging in sexual activity. Factors to be considered include whether the person knew, or whether a reasonable person in the accused's position should have known, that the victim did not give, or revoked, consent; was incapacitated; or was otherwise incapable of giving consent.
  
  o Sexual intercourse with a minor is never consensual when the victim is under 18 years old, because the victim is considered incapable of giving legal consent due to age.

• **Domestic Violence** is a form of Sexual Violence and is abuse committed against someone who is a current or former spouse; current or former cohabitant; someone with whom the abuser has a child; someone with whom the abuser has or had a dating or engagement relationship; or a person similarly situated under California domestic or family violence law. Cohabitant means two unrelated persons living together for a substantial period of time, resulting in some permanency of relationship. Factors that may determine whether persons are cohabiting include, but are not limited to, (1) sexual relations between the parties while sharing the same living quarters, (2) sharing of income or expenses, (3) joint use or ownership of property, (4) whether the parties hold themselves out as husband and wife, (5) the continuity of the relationship, and/or (6) the length of the relationship.

• **Dating Violence** is a form of Sexual Violence and is abuse committed by a person who is or has been in a social or dating relationship of a romantic or intimate nature with the victim. This may include someone the victim just met; i.e., at a party, introduced through a friend, or on a social networking website.
• **Stalking** means a repeated course of conduct directed at a specific person that places that person in reasonable fear for his/her or others' safety, or causes the victim to suffer substantial emotional distress.

**Note**: For the offenses of sexual assault such statistics shall be compiled in accordance with the definitions used in section 40002(a) of the Violence Against Women Act of 1994 (42 U.S.C. 139259a) which may not meet the threshold of such crimes under the California Penal Code.

**Education and Prevention Programs**

The University 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, as to what behavior constitutes domestic violence, dating violence, sexual assault, and stalking.
• Defines what behavior and actions constitute consent to sexual activity.
• 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 victims 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 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 awareness programs for all incoming students** in 2013:
<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date Held</th>
<th>Location Held</th>
<th>Prohibited Behavior Covered</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Year Student Orientation</td>
<td>7/31/2013 to 8/5/2013</td>
<td>Main Auditorium</td>
<td>DoV, DaV, SA &amp; S*</td>
</tr>
<tr>
<td>New Athlete Orientation</td>
<td>8/2/2013, 8/22/2013 and 9/4/2013</td>
<td>Mariposa/Solano Hall</td>
<td>DoV, DaV, SA &amp; S*</td>
</tr>
<tr>
<td>Greek new Member Orientation</td>
<td>2/23/2013 and 2/15/2013</td>
<td>Redwood Room</td>
<td>DoV, DaV, SA &amp; S*</td>
</tr>
<tr>
<td>New Student online tutorial - Req.</td>
<td>Fall 2013 and Spring 2014</td>
<td>Computer/Web</td>
<td>DoV, DaV, SA &amp; S*</td>
</tr>
<tr>
<td>Residence Hall Assistants</td>
<td>8/1/2013 through 8/31/2013</td>
<td>American River Courtyard</td>
<td>DoV, DaV, SA &amp; S*</td>
</tr>
</tbody>
</table>

*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

1 Under the 2013 Reauthorization of the Violence Against Women Act, Universities must implement “primary prevention and awareness programs for all incoming students and new employees” and “ongoing prevention and awareness campaigns for students and employees” that include a-f above under section B. While “campaign” is yet to be defined, examples of “primary prevention programs” as they relate to incoming students may be found here: [http://www.ovw.usdoj.gov/docs/campus-minimum-standards-orientation.pdf](http://www.ovw.usdoj.gov/docs/campus-minimum-standards-orientation.pdf)

The University offered the following **primary prevention and awareness programs for all new employees** in 2013:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date Held</th>
<th>Location Held</th>
<th>Which Prohibited Behavior Covered</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Employee Orientation</td>
<td>Spring 2013 and Fall 2013</td>
<td>Campus Buildings</td>
<td>DoV, DaV, SA &amp; S*</td>
</tr>
</tbody>
</table>

The University offered the following **ongoing awareness and prevention programs for students** in 2013:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date Held</th>
<th>Location Held</th>
<th>Which Prohibited Behavior Covered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vagina Monologues</td>
<td>2/14/2013</td>
<td>University Union Ballroom</td>
<td>DoV, DaV, SA</td>
</tr>
<tr>
<td>Take Back the Night</td>
<td>April 2013</td>
<td>Library Quad</td>
<td>DoV, DaV, SA &amp; S*</td>
</tr>
<tr>
<td>Luminary Project</td>
<td>October 2013</td>
<td>Library Quad</td>
<td>DoV*V</td>
</tr>
</tbody>
</table>
The University offered the following **ongoing awareness and prevention programs to all employees** in 2013:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date Held</th>
<th>Location Held</th>
<th>Complied with Section B a-e?</th>
<th>Prohibited Behavior Covered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sexual Harassment Prevention Training for Supervisors</td>
<td>Various Dates</td>
<td>On Campus</td>
<td>Yes</td>
<td>DoV, DaV, SA*</td>
</tr>
</tbody>
</table>

**Assistance for Victims of Sexual Offenses**

Sacramento State will not tolerate sexual offense in any form and adheres to [CSU Executive Order 1095](http://www.calstate.edu/EO/EO-1095.pdf), titled "Implementation of Title IX, VAWA/Campus SaVE Act, and Related Sex Discrimination, Sexual Harassment and Sexual Violence Legislation" and [CSU Executive Order 1096](http://www.calstate.edu/EO/EO-1096.html), titled "System wide Policy Prohibiting Discrimination, Harassment and Retaliation Against Employees and Third Parties and Procedure for Handling Discrimination, Harassment and Retaliation Allegations by Employees and Third Parties" as campus policy in matters related to sexual harassment, to include sexual assault. It can be located at the above web link or by contacting the Employee Relations and Compliance Office and the Office of the Vice President for Student Affairs.

Every effort is made to ensure that our educational environment promotes and assists prompt reporting of sexual offenses and provides compassionate support services for survivors. Sexual assaults are crimes that happen to both men and women. All victims of sexual assault, regardless of gender, receive the same services and support resources.

The Sacramento State Police Department’s Officers have received specific training to thoroughly investigate these types of crimes and officers provide assistance to victims of sexual offense to include facilitating medical and counseling services, evidence collection, explaining options for a forensic exam, contacting a sexual assault advocate to assist and accompany you during any forensic exam, and referrals to numerous on and off campus resources for support and assistance.

**Reporting a Sexual Assault**

If you are sexually assaulted:

- Get to a safe place as soon as possible. Your immediate safety is your first priority!
- Call the Sacramento State Police Department at (916) 278-6000.
  - If the crime occurred in another police jurisdiction, the Sacramento State Police Department will help coordinate the response of the law enforcement agency that has
jurisdiction where the crime occurred. Contacting police does not require that you pursue prosecution.

- Preserve physical evidence.
  - Do not wash your face and hands, shower or bathe, use the toilet, eat, smoke, drink, brush your teeth or change clothing if at all possible. If you do change clothes, place all clothing you were wearing when the assault occurred in a paper bag. If the attack occurred in an area under your control, do not straighten it up or throw anything away. Keep all voicemails, emails, texts or other types of communication between you and the attacker.
- Get medical attention immediately.
  - This will identify and treat any physical injuries you might have sustained during the assault; determine the risk of sexually transmitted diseases or pregnancy and provide preventative treatment options; and gather evidence that could aid in criminal prosecution of the perpetrator.
- Call the on-campus confidential Victim Advocate, Jessica Heskin, 24 hours/day at (916) 278-3799 or call a friend, family member, or someone you trust for support.

Timely reporting to the police is an important factor in successful investigation and prosecution of sexual assault cases. Victims are not required to pursue prosecution just because they report the crime to a police agency. The reporting of sexual assault to the police agency may prevent others from being victims and safeguard your rights for future prosecution.

Reasons to report the crime to police include:

- Reporting within 72 hours of the assault will allow for valuable evidence to be collected. The sooner you report, the better the chance of physical evidence being collected and not being diminished or destroyed. Should you want to pursue prosecution, this increases the chances of apprehending and successfully prosecuting the suspect.
- Reporting is empowering. It gives survivors a chance to talk about what has happened and gives them back some of their personal control.
- Reporting the crime will ensure that medical expenses, including a forensic medical exam and costs for emergency care, may be paid by public compensation funds.
- Reporting and prosecuting are essential to sexual assault prevention and the protection of other potential victims by stopping or deterring repeat offenders.
- Reporting attests to the fact that sexual assault really happens, it is never the survivor's fault, and that the survivor's voice is heard and not silenced.
- Reporting can help support the case of another survivor who has previously reported a crime committed by the same perpetrator. The information you provide might be just enough evidence to help close another survivor's case and help them get justice.

Students who do not wish to contact police or are undecided are strongly encouraged to call and speak with Sacramento State’s Victim Advocate, Jessica Heskin, by calling (916) 278-3799. The advocate will maintain confidential for the victim, explain options available, and provide resource referrals and emotional support.

If the crime occurs outside of Sacramento County victims may also call the 24-hour National Sexual Assault Hotline, operated by RAINN, at 1-800-656-4673. You will be automatically connected to the closest rape crisis center. Rape crisis centers are on call 24-hours a day waiting to help you.
All faculty and staff, other than those who are covered under Privileged and Confidential Communications (see below), must report all incidents of sexual assault that occur on campus, at university sanctioned events, or on any property owned or utilized by Sacramento State, to the Title IX Coordinator William Bishop (see below).

Persons who believe that they are victims of sexual assault, including witnesses thereto, that do not wish to report the information to the Sacramento State Police Department, but wish to report the information to a Sacramento State employee may report and discuss the matter with one of the following University employees, who will also help the victim with resource referrals:

- Employee Relations and Compliance Office, Title IX Coordinator William Bishop, at (916) 278-5770 or online at [http://www.csus.edu/titleix/](http://www.csus.edu/titleix/)
- A University psychologist in Counseling and Psychological Services (CAPS) at (916) 278-6252
- A Residential Life Coordinator (for on-campus residents) at (916) 278-6655
- Student Health Center Professional Staff (a doctor or nurse) at (916) 278-6461

Privileged and Confidential Communications

Counseling and referrals through Counseling and Psychological Services (CAPS) are available to students at no cost. Likewise, medical care and services are available to students through the Student Health Center at no or minimal cost. Physicians, psychotherapists, professional licensed counselors, clergy, sexual assault victim advocates, and sexual assault and domestic violence counselors who work or volunteer on or off campus, and who are acting in their official role to provide medical or mental health treatment or counseling (including those who act in that role under their supervision) may not report any information about an incident of Sexual Violence to anyone else at the University, including the Title IX Coordinator, without the victim’s consent. There are, however, limited exceptions when health practitioners, sexual assault victim advocates, and sexual assault and domestic violence counselors must report to local law enforcement agencies.

Exceptions:

Health practitioners must report to local law enforcement if he or she provides medical services for a physical condition to a patient/victim who is reasonably suspected of suffering from a wound or injury inflicted by a firearm; or any wound or other physical injury caused as a result of assaultive or abusive conduct, including Sexual Violence, Domestic Violence and dating Violence (Penal Code 11160). This exception does not apply to sexual assault victim advocates and sexual assault and domestic violence counselors.

Additionally, under California law, physicians, psychotherapists, professional counselors, clergy, sexual assault victim advocates, and sexual assault and domestic violence counselors are mandatory child abuse and neglect reporters and are required to report incidents involving victims under 18 years of age to local law enforcement (Penal Code 11166). For more information on privileged communications, please see CSU Executive Order 1095 (http://www.csus.edu/student/osc/images/pdf/1095.pdf).

Victim Assistance and Rights

As a victim of any crime, you have the right to be treated with respect, dignity and courtesy, regardless of race, age, lifestyle, or occupation. You also have a right to file a complaint and receive services regardless of the relationship between you and the suspect. You may also have an advocate for support throughout
the entire investigative process. The University will provide the victim with a written explanation of rights and options (http://www.calstate.edu/EO/EO-1095-Attachment-C-Rights-and-Options.pdf).

When reporting the crime to the Sacramento State Police Department, confidentiality and the protection of the victim's name and any identifying information will remain the highest priority if the victim chooses not to have his/her name released. A victim's decision to prosecute does not have to be made during the initial report to Police and a victim's decision determines the subsequent police investigation. Police and the victim advocate can answer many of your questions, inform you of your options, protect your rights, and connect you to counseling, support resources, and victim funds that are available.

If you choose to report to the police, you will be interviewed at a location of your choice and the victim advocate and/or friends or family of your choosing will be allowed to accompany you during Police and District Attorney interviews, forensic exams, and court proceedings. Feel free to ask officers any questions you may have about the investigative process. Police officers may arrest the perpetrator as appropriate through evidence obtained in the investigation and/or forward the case to the District Attorney's office for review and decision on filing of criminal charges against the perpetrator. Depending on the specific circumstances and evidence in the case, the perpetrator may be jailed and/or released on bail if arrested. One of the usual conditions of bail is the perpetrator not make any attempt to contact the victim. Advocates, Police, and the District Attorney's Office can assist you in obtaining a restraining order against the perpetrator if you choose, and you should always contact the Police immediately if you feel threatened or are contacted by the perpetrator after the assault.

Medical care and a forensic exam are strongly recommended for all victims of sexual assault even if they do not want to report the crime to police or if they do not think they have any physical injuries resulting from the assault. Medical care will ensure you receive any medical attention needed and all options for medical treatment are explained and a forensic exam collects important evidence that can be stored in the event you wish to report the crime and pursue prosecution in the future. The exam can be conducted without reporting to any law enforcement agency. All forensic exams in Sacramento County are performed by examiners from the Sexual Assault Response Team (SART) at Sutter Medical Foundation located at 1625 Stockton Boulevard in Sacramento. Sacramento State students can receive medical care and follow-up care at the Student Health Center.

**Reporting to the Title IX Coordinator**

Most University employees have a duty to report Sexual Violence incidents when they are on notice of it. When a victim tells the Title IX Coordinator or another non-confidential university employee about a Sexual Violence incident, the victim has the right to expect the university to take immediate and appropriate steps to investigate what happened and to resolve the matter promptly and equitably. In all cases, the university strongly encourages victims to report Sexual Violence directly to the campus Title IX Coordinator.

As detailed above, all university employees except physicians, licensed counselors, sexual assault counselors and advocates must report to the Title IX Coordinator all relevant details about any Sexual Violence incidents of which they become aware. The university will need to determine what happened and will need to know the names of the victim(s) and the perpetrator(s), any witnesses, and any other relevant facts, including the date, time and specific location of the incident.

To the extent possible, information reported to the Title IX Coordinator or other university employees will be shared only with individuals responsible for handling the university's response to the incident. The university will protect the privacy of individuals involved in a Sexual Violence incident except as
otherwise required by law or university policy. A Sexual Violence report may result in the gathering of extremely sensitive information about individuals in the campus community. While such information is considered confidential, university policy regarding access to public records and disclosure of personal information may require disclosure of certain information concerning a report of sexual violence. In such cases, efforts will be made to redact the records, as appropriate, in order to protect the victim’s identity and privacy and the privacy of other involved individuals. Except as detailed in the section on Privileged and Confidential Communications above, no university employee, including the Title IX Coordinator, should disclose the victim’s identity to the police without the victim’s consent or unless the victim has also reported the incident to the police.

If a victim requests of the Title IX Coordinator or another university employee that his/her identity remain completely confidential, the Title IX Coordinator will explain that the university cannot always honor that request and guarantee complete confidentiality. If a victim wishes to remain confidential or request that no investigation be conducted or disciplinary action taken, the university must weigh that request against the university’s obligation to provide a safe, non-discriminatory environment for all students, employees and third parties, including the victim. Under those circumstances, the Title IX Coordinator will determine whether the victim’s request for complete confidentiality and/or no investigation can be honored under the facts and circumstances of the particular case, including whether the university has a legal obligation to report the incident, conduct an investigation or take other appropriate steps. Without information about a victim’s identity, the university’s ability to meaningfully investigate the incident and pursue disciplinary action against the perpetrator may be severely limited.

The Title IX Coordinator will inform the victim of the initiation of an investigation prior to starting an investigation and will, to the extent possible, only share information with people responsible for handling the university’s response to the incident. The Title IX Coordinator will remain mindful of the victim’s well-being, and will take ongoing steps to protect the victim from retaliation or harm, and work with the victim to create a safety plan. Retaliation against the victim, whether by students, employees or third parties, will not be tolerated. The university and Title IX Coordinator will also:

- Provide interim remedies requested by the victim, if they are reasonably available, regardless of whether the victim chooses to report Sexual Violence to campus or local police;
- Assist victims in accessing available victim advocacy, academic support, counseling, disability, medical/health or mental health services, and legal assistance both on and off campus;
- Provide security and support, which could include issuing a no-contact order, helping arrange a change of campus-based living or working arrangements or course schedules (including for the perpetrator pending the outcome of the investigation) or adjustments for assignments, tests, or work duties; and
- Inform victims of their right to report a crime to University or local police – and provide victims with assistance, if desired.

The university will not require a victim to participate in any investigation or disciplinary proceeding if the victim does not wish to participate. The university will not generally notify parents or legal guardians of a Sexual Violence report unless the victim is under 18 years old or the victim provides the University with written permission to do so.

Under California law, and pursuant to university policy, all university employees, including the Title IX Coordinator, are mandatory child abuse and neglect reporters and should explain to victims under 18 years of age that they are required to report the Sexual Violence incident to the police. However, the identity of the person who reports and the report itself are confidential and disclosed only among appropriate agencies.
Because the university is under a continuing legal obligation to address the issue of Sexual Violence campus-wide, Sexual Violence reports (including non-identifying reports) may also require the university to consider broader remedial action – such as increased monitoring, supervision or security at locations where the reported Sexual Violence occurred; increased education, training and prevention efforts, including to targeted population groups; climate assessments/victimization surveys; and/or revision of policies and practices.

**Support Resources List**

The following is a list of some of the law enforcement agencies, Sacramento State departments, and off-campus support services that provide a variety of support options and resources for survivors of sexual assault.

**Sacramento County Law Enforcement Agencies**

- Sacramento State Police Department — (916) 278-6000
- Sacramento Police Department — (916) 264-5471
- Sacramento County Sheriff — (916) 874-5115
- California Highway Patrol (CHP) Sacramento Office — (916) 861-1300
- Citrus Heights Police Department — (916) 727-5500
- Elk Grove Police Department — (916) 714-5115
- Rocklin Police Department — (916) 625-5400
- Roseville Police Department — (916) 372-3375

**On-Campus Support Resources**

- Sacramento State Police Department — (916) 278-6000
- Sacramento State Victim Advocate at The WELL (Jessica Heskin) — (916) 278-3799
- Women’s Resource Center — (916) 278-6101
- Employee Relations and Compliance Office — (916) 278-6169
- Counseling and Psychological Services — (916) 278-6252
- Student Health Center — (916) 278-6461
- Residential Life — (916) 278-6655
- Office of Student Affairs — (916) 278-6060
- Multi-Cultural Center — (916) 278-6101
- PRIDE Center — (916) 278-8720
- Services to Students with Disabilities — (916) 278-6955
- Veterans Success Center — (916) 278-6733
- Parents & Families Program — (916) 278-4353

**Community Resources**

- Sacramento County Domestic Violence Hotline — (916) 920-2952
- National Dating Abuse Helpline — 1-(866) 331-9474
- National Sexual Assault Hotline — 1-(800) 656-HOPE (4673)
- WEAVE (Women Escaping a Violent Environment) — (916) 920-2952
- My Sister’s House — (916) 428-3271
- A Community for Peace — (916) 728-7210
- Sacramento County Mental Health Crisis Intervention (24/7) — 1-(888) 881-4881
- Suicide Prevention Crisis Line — (916) 368-3111
• National Suicide Prevention Helpline — 1-(800) 273-8255; 1-(800) 799-4889 (TTY)
• California Department of Veterans Affairs — 1-(800) 952-5626; 1-(800) 324-5966 (TTY)
• California Department of Rehabilitation — (916) 324-1313; (916) 558-5807 (TTY)
• Sacramento Regional Human Rights/Fair Housing Commission — (916) 444-6903
• California Department of Fair Employment and Housing — 1-(800) 884-1684
• Legal Services of Northern California Legal Aid Office —(916) 551-2150

Sacramento State Disciplinary Actions

Where it is alleged that any crime or sexual offense has occurred or a student, faculty, or staff member has violated CSU Executive Order 1095 (http://www.calstate.edu/EO/EO-1095.pdf) and/or CSU Executive Order 1096 (http://www.calstate.edu/EO/EO-1096.html), all complaints will be investigated promptly and thoroughly. Even if the victim or criminal justice authorities choose not to prosecute, the University can pursue disciplinary action if the assailant is a student, staff, or faculty member. If the incident involves someone under 18 years old, the appropriate legal guidelines and notifications will be followed. Incidents involving non-members of the University community will be processed according to local and state laws.

Procedures for University disciplinary action relating to Students charged with a violation of the CSU Student Conduct Code for engaging in Sexual Violence, Domestic Violence, Dating Violence, and Stalking, provide that:

• Such proceedings shall provide a prompt, fair, and impartial investigation and resolution;
• Such proceedings shall be conducted by officials who receive annual training on issues related to these offenses, and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability;
• The accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice;
• Both the accuser and the accused shall be simultaneously informed in writing of:
  o The outcome of any disciplinary proceedings that arises from an allegation of Sexual Violence, Domestic Violence, Dating Violence, or Stalking;
  o The University’s procedures to appeal the results of the disciplinary proceeding;
  o Any change to the disciplinary results that occurs prior to the time such results become final; and
  o When disciplinary results become final.
• In cases where the alleged victim is deceased, the victim’s next of kin shall afforded the same rights under this section.

Possible sanctions to be imposed following the final determination of an on-campus disciplinary procedure regarding rape, acquaintance rape or other sex offenses, may be one or any combination of the following:

• Expulsion from the University
• Suspension for a specified time
• Probation for a specified time
• Psychological counseling and/or assessment
• Performance of community service
• Revocation of residence hall license
For further clarification of the Chancellors Executive Orders, please refer to following attachments to Executive Orders 1095 and 1096.


For more information relating to CSU Student Conduct Procedures, please refer to Executive Order 1098 [http://www.calstate.edu/eo/EO-1098.html](http://www.calstate.edu/eo/EO-1098.html).

**California Sexual Offender Registration**

Sexual Offender Registration laws require convicted sex offenders to register their status with the Sacramento State Police Department if they are enrolled, residing, attending, carrying on a vocation (i.e. contractor or vendor on campus for more than 30 days in the year), or working with or without compensation for Sacramento State. The Sacramento State Police Department does not maintain a public database of registrants at Sacramento State.

Public information that is available about sex offenders in California is on the California Department of Justice Megan's law web site ([http://www.meganslaw.ca.gov/](http://www.meganslaw.ca.gov/)). Sex offenders can be queried by name, or by their residence zip code, county, city, or address. Additionally, this site has map lookup to view sex offenders that live within a specified radius of a location, such as within a specific radius around your residence, place of work, or around Sacramento State.

**Recommendations to Regarding Personal Safety, Theft & Crime Prevention**

Members of the Sacramento State Community must take responsibility for their own personal safety and safety of their personal property as they do day to day away from the University. Members of the community are strongly encouraged to:

- Promptly report all crimes and suspicious persons or activity to the Sacramento State Police Department.
- Always be aware of your personal safety and your surroundings.
- Limit alcohol consumption – know your limits and look out for friends who are exceeding theirs.
- Keep all valuables with you or leave them at home.
- Never leave your property unattended and lock bicycles and doors and windows to your car, office, and residence.
- Before opening your residence door, look through a peep hole or out a window. If you are expecting a maintenance person or a company, look for insignia and ask for identification before letting them inside. If you are unsure or do not know the person call Police and do not open the door.
• Get to know people and new friends in public places, not your residence. Do not invite people that you do not know into your home or go someplace in their car with them. If you only know their first name or "met them on the Internet" consider them a stranger.
• Walk on well–traveled pathways and in well–lit and populated areas. Walk with friends or groups when possible.
• Call the Sacramento State Police Department for a safety escort if you feel afraid or need to walk in isolated areas or at times when areas are unpopulated or closed.
• Engrave owner identification numbers onto electronics and items of value and keep a list of serial numbers and description of property and provide it to Police in the event your property is stolen.
• Always double check your doors and windows to ensure they are completely closed and locked before you go to sleep or leave your room or residence.
• Use the Internet wisely and never send money or provide personal identifying information, credit card information, or bank information to someone you do not know or to a company or person you did not initiate contact with on your own (such as Airlines, Department Stores, Amazon, etc.).

General Bike Theft Prevention Measures:
• Use a combo or flat key U-lock. Most cable locks can be easily cut.
• Utilize one of the three (3) Bicycle Compounds during staffed hours.
• All bikes are prone to theft, but the newer and more expensive a bike, the more of a target it will be.
• Always lock your bike when left outside, even if you are going to run into a building for only a few seconds.
• Store your bike in your locked residence or garage whenever possible.
• Lock your bike properly to a bike rack in a high visible/high traffic area. Thieves prefer secluded areas.
• Make sure to put your lock through a closed part of your bike frame. Wheels can easily be taken off a bike.
• Lock your wheels as well as your frame. It is harder to take a back wheel off so if you can only lock one wheel, make it your front wheel.
• Avoid leaving your bike locked outside for extended periods of time when you are not using it regularly or when away on vacation.

Drug & Alcohol Abuse

Sacramento State is committed to maintaining a safe and healthy environment for the University Community. Alcohol and other drugs should not interfere with the University's educational mission. All Sacramento State students, faculty, and staff are subject to local, state and federal laws regarding the unlawful possession, distribution, or use of alcohol and illegal drugs. Violators are subject to University discipline, criminal prosecution and/or removal from University housing. The unlawful manufacture, distribution, dispensing, possession or use of illegal drugs on the University campus or at any University-sponsored event off-campus is also prohibited.

The Sacramento State Police Department strictly enforces federal and state laws, as well as the University's zero-tolerance policy, for underage drinking and the use and sale of illegal drugs. No one may use illegal substances, or abuse legal substances, including alcohol. Students engaging in the sale of illegal drugs may be arrested and face university discipline, up to and including expulsion. Students found in violation of University alcohol, drug and weapons policies may also be subject to arrest and are subject
to academic probation, suspension or expulsion. Parents or guardians may be notified by the Office of Student Affairs about any University disciplinary violation involving alcohol or a controlled substance that has been committed by a student who is under the age of 21.

Employees in violation of the University Alcohol and Drug Policies may be subject to arrest, corrective action, dismissal or be required to participate fully in an approved counseling or rehabilitation program. Applicable legal sanctions under federal, state and local statutes for the unlawful possession or distribution of illicit drugs and alcohol range from probation, diversion, imprisonment in the county jail, to imprisonment in state prison. A police officer can confiscate the driver license from any person suspected of driving under the influence of alcohol and drugs who refuses to take a blood alcohol test.

The use of alcoholic beverages must be in compliance with California State Law and is strictly limited to persons 21 years of age or older. The possession, transportation, and consumption of alcoholic beverages by individuals younger than 21 years of age are strictly prohibited. Alcoholic beverages may not be consumed in public areas and must be concealed and not in plain view when transported by persons over the age of 21 in the Residence Halls. Housing policies prohibit residents under the age of 21 to host guests or residents of any age in their room or apartment who are in possession of alcohol. Only beer and wine may be consumed in the Residence Halls by residents over the age of 21. Distilled liquor is not allowed. Sacramento State provides useful and informative prevention education programs throughout the year. The Sacramento State Police Department enforces violations proactively through education and community contacts. Officers and Residential Life staff regularly make residents aware of the policies regarding drug/alcohol use and abuse as well as personal safety and crime prevention information. Drug and alcohol prevention presentations and information are provided throughout the year at orientations, various University classes, upon request for departments and areas, and in conjunction with sponsored campus activities (also see Crime Prevention and Personal Safety section).

A variety of University departments sponsor workshops and lectures on alcohol and drug related issues. These programs are primarily available through:

- Associated Student, Incorporated at (916) 278-6784
- Vice President of Student Affairs at (916) 278-6060,
- Sacramento State Police Department at (916) 278-6000
- Office of Housing and Residential Life at (916) 278-6655
- Student Health Services at (916) 278-6461
- Counseling and Psychological Services (CAPS) Office at (916) 278-7388.

CAPS also offers on-line screenings and information for drug and alcohol prevention that students, staff, or faculty may access from the comfort of their own office, residence, or from any computer.

**Firearms and Dangerous Weapons**

Firearms and other dangerous weapons of any kind are not permitted on campus or in the residential community. Faculty, students, staff and visitors are strictly prohibited by State law from intentional use, possession, or sale of firearms or any other dangerous weapon or explosives, or any item presented to be construed as such, on campus or any property owned by the University or under the University's control. This prohibition applies to any individual regardless of whether a federal or state license has been issued, other than sworn law enforcement officers engaged in official duties.