



**SACRAMENTO
STATE**

Redefine the Possible

**Jeanne Clery
Disclosure of Campus Security Policy and
Campus Crime Statistics Act,
Fire Safety Report and
Violence Against Women Reauthorization Act
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 2015 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 2015, 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 2014 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.

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. Administrators, 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 \(http://www.csus.edu/police/cleryact.htm\)](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 by 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 and crime statistics are collected from local law enforcement agencies for these locations. In addition, annual statistics are provided to the Sacramento State Police Department by both Housing and Student Organizations and Leadership. Sacramento State is in the process of writing a policy to document its protocol for collecting/reporting the annual disclosure of crime statistics.

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 7,131 specific incidents that required police response, and made a total of 99 arrests. Officers and non-sworn campus personnel completed mandated and specialized training and conducted 12 presentations at Student Orientations, reaching approximately 3,600 students (300 at each session); topics included personal safety and crime prevention, sexual assault prevention, drug and alcohol prevention, active shooter response and emergency preparedness training, identity theft prevention 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 or have witnessed a crime to immediately report the incident to any member of the Sacramento State Police Department including, but not limited to, dispatch, police officers, community service specialists, community service officers, 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.

Sacramento State Police Department

Non-emergencies and regular business:

(916) 278-6000

In-progress crimes or suspicious activity, including all fire or medical emergencies:

(916) 278-6900 or call 9-1-1 from any campus phone

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. Prompt and accurate reporting of crime is encouraged, but when a victim of crime elects to or is unable to make such a report, assistance will be provided to the victim.

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 any member of the Residential Life or Housing Services staff who then must report it to the Sacramento State Police Department. 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 will incorporate procedures required under the Kristin Smart Campus Security Act. Sacramento State is in the process of writing a policy to document its protocol for Missing Persons.

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 and will be made available in 2 days.

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) (<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 Warnings & Emergency Notifications
- 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> 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 or designee
- 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 internally on a bi-weekly basis (unannounced) and sending one announced campus-wide testing during the academic year. Tests are logged by date and time in the Regroup system from which a report can be generated. The University updates the student, faculty and staff lists each semester.

On January 1, 2010, the University adopted a policy for Broadcast, Emergency & Targeted Messaging, [PRS-0111](http://www.csus.edu/umannual/documents/BroadcastEmergencyandTargetedMessagingFinal121709.pdf) (<http://www.csus.edu/umannual/documents/BroadcastEmergencyandTargetedMessagingFinal121709.pdf>).

Timely Warnings & Emergency Notifications

To keep the campus community informed about safety and security issues on an ongoing basis, the University complies with the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC 1092) and Code of Federal Regulations 668.46 (“Clery Act”). The University will alert the campus community of certain credibly reported crimes or other types of emergencies that are happening or about to happen in a manner that is timely or immediate in order to promote campus safety and aid in the prevention of crimes. All suspicious or criminal activity should be reported as soon as possible to the University Police Department. The policy is necessary to establish clear guidelines for issuance of Timely Warning Notices and Immediate/Emergency Notification. (<http://www.csus.edu/umannual/admin/ADM-0142.html>).

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.

Current information on campus incidents, emergency protocols, statistics and training opportunities are available on our department [webpage](http://www.csus.edu/police) (www.csus.edu/police), on our [Facebook](https://www.facebook.com/sacstatepolice) (www.facebook.com/sacstatepolice), and on our Twitter (www.twitter.com/sacstatepolice).

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.

- The University held six (6) training sessions for staff, faculty and emergency responders on Violence in the Workplace and trained a total of 292 people.
- 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.
- The University had twenty-seven (27) planned Building Evacuation drills.

2013

- The University held seven (7) training sessions for staff, faculty and emergency responders on Disaster Preparedness.
- The University held twelve (12) training sessions for staff, faculty and emergency responders on Violence in the Workplace and trained a total of 220 people.
- 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.
- The University had nineteen (19) planned Building Evacuation drills.

2014

- The University held eleven (11) training sessions for staff, faculty and emergency responders on Disaster Preparedness and trained a total of 464 people.
- The University held eleven (11) training sessions for staff, faculty and emergency responders on Violence in the Workplace and trained a total of 145 people.
- There were twenty-nine (29) building evacuation drills conducted by Building Emergency Preparedness Teams.
- The University participated in the Great California Shake Out earthquake exercise on October 16, 2014, which also tested notification procedures for Building Emergency Teams. The event was advertised to the campus community and voluntary participation was strongly encouraged.
- On August 26, 2014, the University conducted a table top exercise on a flood scenario involving response by Sacramento State Emergency Responders and external response agencies.
- The University had twenty-one (21) planned Building Evacuation drills.

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 and logged each semester. A log is kept reflecting the date the phones were tested. 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. Sacramento State is in the process of writing a policy to document its protocols for facility access and security.

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, Folsom Hall, and the Sacramento State Aquatic Center.

It is the University's policy to ensure that crime on campus is accurately reported to keep the public and the campus community informed. The institution is required to disclose statistics of such incidents in their Annual Security Report (ASR) and the Campus Safety and Security Survey and maintains credible documentation that substantiates the institution's crime statistics. 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.

- **Unfounded Reports**

All crimes reported to the Sacramento State Police Department will be investigated to the extent possible. If, during the investigation of a reported crime, it becomes clear that a crime was false or baseless, the original crime category will be reported separately from the annual statistics, in narrative format (commencing with the 2014 statistics), with a notation that the crime was deemed to be Unfounded. Only sworn or commissioned law enforcement personnel may 'unfound' a crime after a full investigation. Recovery of stolen property, low value of stolen property, refusal of the victim to cooperate or failure to make an arrest does not unfound a crime.

Crime Definitions (FBI Uniform Crime Reporting)

- **Criminal Homicide — Murder/Non-Negligent Manslaughter**

The willful (non-negligent) killing of one human being by another.

- **Criminal Homicide — Negligence Manslaughter**

The killing of another person through gross negligence.

- **Sex Offenses**

Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

- **Rape** - The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- **Fondling** - The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest** - Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** - Sexual intercourse with a person who is under the statutory age of consent.

- **Robbery**

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

- **With a Firearm** - Use of any firearm as a weapon or employed as a means of force to threaten the victim or put the victim in fear.
- **With a Knife or Cutting Instrument** - Use of a knife, broken bottle, razor, ice pick or other cutting or stabbing instrument as weapon or as a means of force to threaten the victim or put the victim in fear.
- **With other Dangerous Weapon** - Use of a club, acid, explosive, brass knuckles, mace, pepper spray or other dangerous weapon used or use is threatened.
- **Strong Arm – Hands, Fists, Feet, Etc.** - Includes muggings and similar offenses where personal weapons such as hands, arms, feet, fists and teeth are used or use is threatened to deprive victim of possessions.

- **Aggravated Assault**

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

- **With a Firearm** - All assaults in which a firearm of any type is used or is threatened to be used. Assaults with revolvers, automatic pistols, shotguns, zip guns, rifles, etc. are included in this category.
- **With a Knife or Cutting Instrument** - Assaults wherein weapons such as knives, razors, hatchets, axes, cleavers, scissors, glass, broken bottles, and ice picks are used as cutting or stabbing objects or their use is threatened.
- **With Other Dangerous Weapon** - Assaults resulting from the use or threatened use of any object as a weapon in which serious injury does or could result. The weapons in this category include, but are not limited to, mace, pepper spray, clubs, bricks, jack handles, tire irons, bottles or other blunt instruments used to club or beat victims. Include attacks by explosives, acid, lye, poison, scalding, burnings, etc.
- **With Hands, Fists, Feet, and Teeth** - Attacks using personal weapons (hands, fists, feet, etc.) that result in serious or aggravated injury.
- **Burglary**
The unlawful entry of a structure to commit a felony or a theft.
 - **Forcible Entry** - All offenses where force of any kind is used to unlawfully enter a structure for the purpose of committing a theft or felony. Include entry through the use of tools; breaking or forcing windows, doors, transoms, or ventilators; cutting screens, walls, or roofs; and, where known, using master keys, picks, unauthorized keys, celluloid, a mechanical contrivance such as a pass or skeleton key, or any device that leaves no outward mark but forces a lock. Also include concealment inside a building followed by exiting the structure.
 - **Unlawful Entry — No Force** - The entry of a structure by use of an unlocked door or window. The element of trespass to the structure is essential in this category, which includes thefts from open garages, open warehouses, open or unlocked dwellings (such as dorm rooms), and open or unlocked common basement areas where entry is achieved by someone other than the tenant who has lawful access.
 - **Attempted Forcible Entry** - Situations where a forcible entry burglary is attempted but not completed.
- **Motor Vehicle Theft**
The theft or attempted theft of a motor vehicle. There are three classes of motor vehicles: (1) autos, (2) trucks and buses, and (3) other vehicles.
 - **Autos** - Sedans, station wagons, coupes, convertibles, sport utility vehicles, minivans and other similar motor vehicles that serve the primary purpose of transporting people from one place to another. Autos used as taxis and station wagons licensed as trucks must be classified as autos.
 - **Trucks/Buses** - Vehicles specifically designed (but not necessarily used) to commercially transport people and cargo.
 - **Other Vehicles** - Motor vehicles that meet the UCR definition such as snowmobiles, motorcycles, motor scooters, trail bikes, mopeds, golf carts, all-terrain vehicles and motorized wheelchairs.
- **Arson**
Willful or malicious burning or attempt to burn with or without intent to defraud a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.
 - **Structural** - Houses, townhouses, duplexes, apartments, hotels, inns, dormitories, boarding houses, barns, garages, warehouse stores, restaurants, offices, churches, jails, schools, colleges, hospitals, monuments and buildings under construction.
 - **Mobile** - Cars, trucks, buses, motorcycles, trailers, planes, boats.
 - **Other** - Crops, timber, fences, signs, merchandise stored outside a structure.
- **Liquor, Drug and Weapons Violations**

Under the Clery Act institutions must also report arrests and referrals for disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.

- **Arrest** - Persons processed by arrest, citation or summons.
- **Weapons: Carrying, Possessing, Etc.** - The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature. Include in this classification: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc. of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above.
- **Drug Law Violations** - The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those 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 – manufactured narcotics which can cause true addiction (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).
- **Liquor Law Violations** - The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness. Include in this classification: the manufacture, sale, transporting, furnishing possessing, etc., of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; drinking on train or public conveyance; and attempts to commit any of the above.

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.

- **Race**
A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g. Asians, blacks, whites).
- **Gender**
A preformed negative opinion or attitude toward a group of persons because those persons are male or female.
- **Gender Identity**
One's personal experience of one's own gender. This is generally described as one's private sense of being a man or a woman.
- **Religion**

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

- **Sexual Orientation**

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

- **Disability**

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

- **Ethnicity**

A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions (e.g., Arabs, Hispanics).

- **National Origin**

A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions (e.g., Arabs, Hispanics).

Additional Hate Crimes (FBI Uniform Crime Reporting)

- **Larceny-Theft**

The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession or constructive possession of another. (Larceny and theft mean the same thing in UCR). Constructive possession is the condition in which a person 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**

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

Sacramento State CLERY Crime Statistics 2012-2014									
Offense (Reported by Hierarchy)	On-Campus Res Halls / Total On-Campus			Non-Campus Property			Public Property		
	2012	2013	2014	2012	2013	2014	2012	2013	2014
Murder/Non-negligent Manslaughter	0 / 0	0 / 0	0 / 0	0	0	0	0	0	0

Negligent Manslaughter	0 / 0	0 / 0	0 / 0	0	0	0	0	0	0
Sex Offenses (Rape, Fondling, Incest, and Statutory Rape)	2 / 3	1 / 1	3 / 3	2	0	2	2	0	0
Robbery	0 / 0	0 / 1	0 / 1	0	1	2	0	0	0
Aggravated Assault	0 / 1	0 / 2	1 / 1	0	0	0	0	0	0
Burglary	1 / 34	0 / 9	2 / 6	0	2	5	0	0	0
Motor Vehicle Theft	0 / 5	0 / 2	0 / 4	0	3	2	0	0	0
Liquor Law Arrests	0 / 1	0 / 1	0 / 0	0	3	0	0	3	0
Drug Law Arrests	2 / 13	0 / 7	1 / 10	7	9	13	0	4	13
Weapons Law Arrests	0 / 3	0 / 4	0 / 3	1	2	0	1	1	0
Arson	0 / 0	0 / 0	1 / 1	0	0	0	0	0	0
Total:	5 / 60	1 / 27	8 / 29	10	20	24	3	8	13

Note: No unfounded crimes were reported in 2012, 2013 or 2014

Sacramento State CLERY Crime Statistics 2012-2014 (Liquor, Drug and Weapons)									
Offense (Not Reported by Hierarchy)	On-Campus Res Halls / Total On-Campus			Non-Campus Property			Public Property		
	2012	2013	2014	2012	2013	2014	2012	2013	2014
Liquor Law Referrals	134 / 134	171 / 182	184 / 200	1	0	0	0	0	0
Drug Law Referrals	32 / 32	54 / 56	120 / 134	0	0	0	0	0	0
Weapons Law Referrals	0 / 0	0 / 0	2 / 2	0	0	0	0	0	0
Total:	166 / 166	225 / 238	306 / 336	1	0	0	0	0	0

Sacramento State CLERY Crime Statistics 2012-2014 (VAWA)									
Offense (Not Reported by Hierarchy)	On-Campus Res Halls / Total On-Campus			Non-Campus Property			Public Property		
	2012	2013	2014	2012	2013	2014	2012	2013	2014
Domestic Violence	NA / NA	0 / 1	1 / 1	NA	10	3	NA	0	0
Dating Violence	NA / NA	0 / 0	0 / 2	NA	0	0	NA	0	0
Stalking	NA / NA	0 / 2	1 / 4	NA	1	0	NA	0	0
Total:	0 / 0	0 / 3	2 / 7	0	11	3	0	0	0

Note: No unfounded crimes were not reported in 2012, 2013, or 2014. Domestic Violence, Dating Violence and Stalking were not reportable crimes for the Clery Report in 2012.

Hate Crime Statistics

There were no reported hate crimes in 2012, 2013 or 2014.

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. In 2014 the fire alarm system in Draper Hall was completely renovated. Old smoke detectors and pull stations were replaced with an automatic system with horns, strobes and pull stations that report to the Police Department.

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 the 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 2012 by Building Location for All Sacramento State
On-campus Residence Halls**

Reported Fires Calendar Year 2012	Reported Fires Calendar Year 2012	# of Fires	Date	Time	Cause Of Fire	Number Of Injuries That Required Treatment At a Medical Facility	Number Of Deaths Related To Fire	Value of Property Damage Caused By Fire	Case #
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On Campus Residence Halls

American River Courtyard	0	0	N/A						
Desmond Hall	0	0	N/A						
Draper Hall	0	0	N/A						
Jenkins Hall	0	0	N/A						
Sierra Hall	0	0	N/A						

Sutter Hall	0	0	N/A						
TOTALS	0	0							

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

Residential Fire Safety Amenities- Calendar Year 2012	Fire Alarms Monitored By Public Safety 24/7/365	Bldg. Equipped With Full Sprinkler System	Bldg. Has Fire Alarms & Smoke Detectors	Evacuation Plans Posted & Fire Safety Training Conducted	Number of Evacuation Drills Conducted Each Academic Year
On Campus Residence Halls					
American River Courtyard	X	X	X	X	4
Desmond Hall	X		X	X	4
Draper Hall	X		X	X	4
Jenkins Hall	X		X	X	4
Sierra Hall	X		X	X	4
Sutter Hall	X		X	X	4
TOTALS					24

**Reported Fires for 2013 by Building Location for All Sacramento State
On-campus Residence Halls**

Reported Fires Calendar Year 2013	Total Fires In Each Bldg.	# of Fires	Date	Time	Cause Of Fire	Number Of Injuries That Required Treatment At a Medical Facility	Number Of Deaths Related To Fire	Value of Property Damage Caused By Fire	Case #
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On Campus Residence Halls

American River Courtyard	0	0	N/A						
Desmond Hall	0	0	N/A						
Draper Hall	0	0	N/A						

Jenkins Hall	0	0	N/A						
Sierra Hall	0	0	N/A						
Sutter Hall	0	0	N/A						
TOTALS	0	0							

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

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

**Reported Fires for 2014 by Building Location for All Sacramento State
On-campus Residence Halls**

Reported Fires Calendar Year 2014	Total Fires In Each Bldg.	# of Fires	Date	Time	Cause Of Fire	Number Of Injuries That Required Treatment At a Medical Facility	Number Of Deaths Related To Fire	Value of Property Damage Caused By Fire	Case #

On Campus Residence Halls

American River Courtyard	0	0	N/A						
Desmond Hall	0	0	N/A						

Draper Hall	1	1	12/19/14	10:30 a.m.	Plastic in Oven	0	0	0	140786
Jenkins Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sierra Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sutter Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
TOTALS	1	1							

**2014 Residential Fire Safety Amenities by Building Location
for All Sacramento State On-Campus Residence Halls**

Residential Fire Safety Amenities- Calendar Year 2014	Fire Alarms Monitored By Public Safety 24/7/365	Bldg. Equipped With Full Sprinkler System	Bldg. Has Fire Alarms & Smoke Detectors	Evacuation Plans Posted & Fire Safety Training Conducted	Number of Evacuation Drills Conducted Each Academic Year
On Campus Residence Halls					
American River Courtyard	X	X	X	X	4
Desmond Hall	X		X	X	4
Draper Hall	X		X	X	4
Jenkins Hall	X		X	X	4
Sierra Hall	X		X	X	4
Sutter Hall	X		X	X	4
TOTALS					24

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 Misconduct (including sexual violence, sexual assault, rape, and acquaintance rape) sexual harassment, dating violence, domestic violence, and stalking. All sexual activity between members of the CSU community must be based on Affirmative Consent. Engaging in any sexual activity without first obtaining Affirmative Consent to the specific activity is Sexual Misconduct, whether or not the conduct violates any civil or criminal law. The University views any act identified as Sexual Misconduct, sexual harassment, dating violence, domestic violence, and stalking as an extremely serious matter. Every member of the University community shall be aware that Sexual

Misconduct 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 Misconduct (including sexual violence, sexual battery, rape, and acquaintance rape) sexual harassment, 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 Misconduct, sexual harassment, dating violence, domestic violence, and stalking 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-rev-6-23-15.html>.

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.

- **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 advances, requests for sexual favors, any other conduct of a sexual nature, offering employment benefits or giving preferential treatment in exchange for sexual favors, or indecent exposure, where:
 1. Submission to, or rejection of, the conduct by the Complainant is explicitly or implicitly used as the basis for any decision affecting a term or condition of the Complainant's employment, or an employment decision; **or**
 2. The 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 Complainant, and is in fact considered by the Complainant, as creating an intimidating, hostile or offensive environment.

Sexual Harassment could include being forced to engage in unwanted sexual contact in exchange for a raise or promotion; being subjected to video exploitation or a campaign of sexually explicit graffiti; or frequently being exposed to unwanted images of a sexual nature in the work environment.

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.

This policy covers unwelcome conduct of a sexual nature. While romantic, sexual, intimate, personal or social relationships between members of the University community may begin as

consensual, they may evolve into situations that lead to Sexual Harassment or Sexual Misconduct, including Dating or Domestic Violence, or Stalking, subject to this policy.

- **Sexual Misconduct:** All sexual activity between members of the CSU community must be based on Affirmative Consent. Engaging in any sexual activity without first obtaining Affirmative Consent to the specific activity is Sexual Misconduct, whether or not the conduct violates any civil or criminal law.

Sexual activity includes, but is not limited to, kissing, touching intimate body parts, fondling, intercourse, penetration of any body part, and oral sex. It also includes any unwelcome physical sexual acts, such as unwelcome sexual touching, Sexual Assault, Sexual Battery, Rape, and Dating Violence. When based on Gender, Domestic Violence or Stalking also constitute Sexual Misconduct. Sexual Misconduct may include using 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) to engage in sexual activity. Men as well as women can be victims of these forms of Sexual Misconduct. Sexual activity with a minor is never consensual when the Complainant is under 18 years old, because the minor is considered incapable of giving legal consent due to age.

1. Sexual Assault is a form of Sexual Misconduct 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 (https://www.calstate.edu/eo/EO-1096-rev-6-23-15.html#_ftn22).

2. Sexual Battery is a form of Sexual Misconduct and is any willful and unlawful use of force or violence upon the person of another because of that person's Gender or sex as well as touching an intimate part of another person against that person's will and for the purpose of sexual arousal, gratification, or abuse (https://www.calstate.edu/eo/EO-1096-rev-6-23-15.html#_ftn23).

3. Rape is a form of Sexual Misconduct 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 Respondent's relationship to the person (such as family member, spouse, friend, acquaintance or stranger) is irrelevant. (See complete definition of Affirmative Consent above.) (https://www.calstate.edu/eo/EO-1096-rev-6-23-15.html#_ftn24).

4. Acquaintance Rape is a form of Sexual Misconduct 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. (See above for definition of Rape.)

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

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

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

- **Affirmative Consent** means an informed, affirmative, conscious, voluntary, and mutual agreement to engage in sexual activity. It is the responsibility of each person involved in the sexual activity to ensure that s/he has the Affirmative Consent of the other participant(s) to engage in the sexual activity. Lack of protest or resistance does not mean consent nor does silence mean consent.

Affirmative Consent can be withdrawn or revoked. Affirmative Consent cannot be given by a person who is incapacitated.

A person with a medical or mental Disability may also lack the capacity to give consent.

Sexual activity with a minor (under 18 years old) is never consensual because a minor is considered incapable of giving legal consent due to age.

- **Domestic Violence** is abuse committed against someone who is a current or former spouse; current or former cohabitant; someone with whom the Respondent has a child; someone with whom the Respondent 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. It does not include roommates who do not have a romantic, intimate, or sexual 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 spouses; (5) the continuity of the relationship; and, (6) the length of the relationship. For purposes of this definition, “abuse” means intentionally or recklessly causing or attempting to cause bodily injury or placing another person in reasonable apprehension of imminent serious bodily injury to himself or herself, or another (https://www.calstate.edu/eo/EO-1096-rev-6-23-15.html#_ftn12). Abuse does not include non-physical, emotional distress or injury.
- **Dating Violence** 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 (https://www.calstate.edu/eo/EO-1096-rev-6-23-15.html#_ftn10). This may include someone the victim just met; i.e., at a party, introduced through a friend, or on a social networking website. For purposes of this definition, “abuse” means intentionally or recklessly causing or attempting to cause bodily injury or placing another person in reasonable apprehension of imminent serious bodily injury to himself or herself, or another. Abuse does not include non-physical, emotional distress or injury.
- **Stalking** means engaging in a repeated Course of Conduct directed at a specific person that would cause a Reasonable Person to fear for his/her or others’ safety or to suffer Substantial Emotional Distress (https://www.calstate.edu/eo/EO-1096-rev-6-23-15.html#_ftn26). For purposes of this definition:
 - 1. Course of Conduct** means two or more acts, including but not limited to, acts in which the stalker directly, indirectly, or through Third Parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person’s property;

2. Reasonable Person means a reasonable person under similar circumstances and with the same Protected Status(s) as the Complainant;

3. Substantial Emotional Distress means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling.

Note: For the offenses of Sexual Misconduct, 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 all forms of Sexual Misconduct, sexual harassment, dating violence, domestic violence, 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 all forms of Sexual Misconduct, sexual harassment, dating violence, domestic violence, 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 Sexual Misconduct, sexual harassment, dating violence, domestic violence, and stalking.
- Defines what behavior and actions constitute affirmative consent to engage in 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 all forms of Sexual Misconduct, sexual harassment, dating violence, domestic violence, and 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 2012:

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Prohibited Behavior Covered</u>
First Year Student Orientation	July and August 2012	Main Auditorium	DoV, DaV, SA & S*
New Athlete Orientation	August and September 2012	Mariposa/Solano Hall	DoV, DaV, SA & S*
Greek new Member Orientation	February 2012	Redwood Room	DoV, DaV, SA & S*
New Student online tutorial - Req.	Fall 2012 and Spring 2013	Computer/Web	DoV, DaV, SA & S*
Residence Hall Assistants	August 2012	American River Courtyard	DoV, DaV, SA & S*

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

The University offered the following primary prevention and awareness programs for all new employees in 2012:

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Which Prohibited Behavior Covered?</u>
New Employee Orientation	Spring 2012 and Fall 2012	Campus Buildings	DoV, DaV, SA & S*

The University offered the following ongoing awareness and prevention programs for students in 2012:

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Which Prohibited Behavior Covered?</u>
Vagina Monologues	2/14/2012	University Union Ballroom	DoV, DaV, SA
Take Back the Night	April 2012	Library Quad	DoV, DaV, SA & S*
Luminary Project	October 2012	Library Quad	DoV*V
First Year Experience	Fall 2012	Various Classrooms	DaV*V

NOTE: 4674 students were educated through classroom presentations, presentations to student groups, new student orientation, and specialized outreach presentations such as Luminary Project, Take Back the Night and Vagina Monologues.

The University offered the following ongoing awareness and prevention programs to all employees in 2012:

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Complied with Section B a-e?</u>	<u>Prohibited Behavior Covered</u>
Sexual Harassment Prevention Training for Supervisors Meets AB 1825	Various Dates in 2012	On Campus	Yes	DoV, DaV, SA*

The University offered the following primary prevention and awareness programs for all incoming students in 2013:

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Prohibited Behavior Covered</u>
First Year Student Orientation	7/31/2013 to 8/5/2013	Main Auditorium	DoV, DaV, SA & S*
New Athlete Orientation	8/2/2013, 8/22/2013 and 9/4/2013	Mariposa/Solano Hall	DoV, DaV, SA & S*
Greek new Member Orientation	2/23/2013 and 2/15/2013	Redwood Room	DoV, DaV, SA & S*
New Student online tutorial - Req.	Fall 2013 and Spring 2014	Computer/Web	DoV, DaV, SA & S*
Residence Hall Assistants	8/1/2013 through 8/31/2013	American River Courtyard	DoV, DaV, SA & S*

*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>

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

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Which Prohibited Behavior Covered?</u>
New Employee Orientation	Spring 2013 and Fall 2013	Campus Buildings	DoV, DaV, SA & S*

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

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Which Prohibited Behavior Covered?</u>
Vagina Monologues	2/14/2013	University Union Ballroom	DoV, DaV, SA
Take Back the Night	April 2013	Library Quad	DoV, DaV, SA & S*
Luminary Project	October 2013	Library Quad	DoV*V
First Year Experience	Fall 2013	Various Classrooms	DaV*V

NOTE: 5625 students were educated through classroom presentations, presentations to student groups, and specialized outreach presentations such as Luminary Project, Take Back the Night and Vagina Monologues.

The University offered the following ongoing awareness and prevention programs to all employees in 2013:

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Complied with Section B a-e?</u>	<u>Prohibited Behavior Covered</u>
Sexual Harassment Prevention Training for Supervisors Meets AB 1825	Various Dates in 2013	On Campus	Yes	DoV, DaV, SA*

The University offered the following primary prevention and awareness programs for all incoming students in 2014:

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Prohibited Behavior Covered</u>
First Year Student Orientation	7/31/2014 to 8/5/2014	Main Auditorium	DoV, DaV, SA & S*
New Athlete Orientation	8/2/2014, 8/22/2014 and 9/4/2014	Mariposa/Solano Hall	DoV, DaV, SA & S*
Greek new Member Orientation	2/23/2014 and 2/15/2014	Redwood Room	DoV, DaV, SA & S*
New Student online tutorial - Req.	Fall 2014 and Spring 2014	Computer/Web	DoV, DaV, SA & S*
Residence Hall Assistants	8/1/2014 through 8/31/2014	American River Courtyard	DoV, DaV, SA & S*

*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>

The University offered the following primary prevention and awareness programs for all new employees in 2014:

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Which Prohibited Behavior Covered?</u>
New Employee Orientation	Spring 2014 and Fall 2014	Campus Buildings	DoV, DaV, SA & S*

The University offered the following ongoing awareness and prevention programs for students in 2014:

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Which Prohibited Behavior Covered?</u>
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Vagina Monologues	February 2014	University Union Ballroom	DoV, DaV, SA
Take Back the Night	April 2014	Library Quad	DoV, DaV, SA & S*
Luminary Project	October 2014	Library Quad	DoV*V
First Year Experience	Fall 2014	Various Classrooms	DaV*V

NOTE: 5728 students were educated through classroom presentations, presentations to student groups, and specialized outreach presentations such as Luminary Project, Take Back the Night and Vagina Monologues.

The University offered the following ongoing awareness and prevention programs to all employees in 2014:

<u>Name of Program</u>	<u>Date Held</u>	<u>Location Held</u>	<u>Complied with Section B a-e?</u>	<u>Prohibited Behavior Covered</u>
Sexual Harassment Prevention Training for Supervisors Meets AB 1825	Various Dates in 2014	On Campus	Yes	DoV, DaV, SA*

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-rev-6-23-15.html) (<http://www.calstate.edu/EO/EO-1095-rev-6-23-15.html>), 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-rev-6-23-15.html) (<http://www.calstate.edu/EO/EO-1096-rev-6-23-15.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 Misconduct is any sexual activity engaged in without first obtaining affirmative consent to the specific activity, whether or not the conduct violates any civil or criminal law. Sexual Misconduct can happen to both men and women. All victims of Sexual Misconduct, 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 Sexual Misconduct

If you are a victim of Sexual Misconduct:

- Get to a safe place as soon as possible. Your immediate safety is your first priority!
- Contact any member of the Sacramento State Police Department including, but not limited to, dispatch, police officers, community service specialists, community service officers or call the Sacramento State Police Department at (916) 278-6000. You can also utilize a blue light phone. The Sacramento State Police Department is more than happy to help if you need to get in contact with an outside agency.
 - 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 - It is important that you take steps to preserve and collect evidence; doing so preserves the full range of options available to you, be it through the university's administrative complaint procedures, securing a protective order, or criminal prosecution. To preserve evidence: (1) do not wash your face or hands; (2) do not shower or bathe; (3) do not brush your teeth; (4) do not change clothes or straighten up the area where the assault took place; (5) do not dispose of clothes or other items that were present during the assault, or use the restroom; and (6) seek a medical exam immediately. If you already cleaned up from the assault, you can still report the crime, as well as seek medical or counseling treatment. You may consult with the campus Title IX Coordinator William Bishop at (916) 278-5770 or a local sexual assault victim resource center (see contact information above) for assistance as well.
- 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.
- Victims can contact the on-campus Title IX Coordinator William Bishop, at (916) 278-5770 or online at <http://www.csus.edu/titleix/>.

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 or Sacramento State's Title IX Coordinator, William Bishop, by calling (916) 278-5770. The advocate will maintain confidentiality for the victim, explain options available, and provide resource referrals and emotional support. 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 Misconduct 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 Misconduct, 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:

- Title IX Coordinator William Bishop, at (916) 278-5770 or online at <http://www.csus.edu/titleix/>
- A Residential Life Coordinator (for on-campus residents) at (916) 278-6655
- Student Health & Counseling Services at (916) 278-6461

Confidentiality and Duty to Report

The University encourages victims of Sex Discrimination, Sexual Harassment, Sexual Misconduct, Dating or Domestic Violence, or Stalking to talk to someone about what happened – so they can get the support they need, and so the University can respond appropriately. Whether – and the extent to which – a University Employee may agree to maintain confidentiality (and not disclose information to the Title IX Coordinator) depends on the Employee's position and responsibilities at the University. The following information is intended to make persons aware of the various reporting and confidential disclosure options available so that everyone can make informed choices. The University strongly encourages victims to talk to someone identified in one or more of these groups.

Certain University Employees, described below, are required by law to maintain near or complete confidentiality; talking to them is sometimes called a "privileged communication."

University Police, the Title IX Coordinator, University-employed physicians, professional counselors, sexual assault and domestic violence counselors and advocates, and certain other University Employees

are required to explain to persons reporting Sexual Misconduct, Dating or Domestic Violence, or Stalking their rights and options with respect to confidentiality.

Privileged and Confidential Communications

Physicians, Psychotherapists, Professional Counselors, Licensed Clinical Social Workers, and Clergy – Physicians, psychotherapists, professional licensed counselors, licensed clinical social workers, and clergy who work or volunteer on or off Campus, who provide medical or mental health treatment or counseling and are acting in that role as part of their employment (and those who act under their supervision, including all individuals who work or volunteer in these centers and offices) may not report any information about an incident of Sexual Misconduct, Dating or Domestic Violence or Stalking to anyone else at the University, including the Title IX Coordinator, without the victim’s consent. A person can seek assistance and support from physicians, psychotherapists, professional licensed counselors, licensed clinical social workers, and clergy without triggering a University investigation that could reveal the person’s identity or the fact of the person’s disclosure. However, see limited exceptions below regarding when these practitioners must report to local law enforcement agencies. These practitioners should explain these limited exceptions, if applicable.

Sexual Assault and Domestic Violence Counselors and Advocates Sexual assault and domestic violence counselors and advocates who work or volunteer on or off Campus in sexual assault centers, victim advocacy offices, women’s centers, gender equity centers, and health centers and who are acting in that role (including all individuals who work or volunteer in these centers and offices, as well as non-professional counselors or advocates, and those who act in that role under their supervision) may talk to a victim of Sexual Misconduct, Dating or Domestic Violence, or Stalking without revealing any information about the victim and the incident to anyone else at the University, including the Title IX Coordinator and law enforcement (police), without the victim’s consent. A victim can seek assistance and support from these counselors and advocates without triggering a University investigation or a law enforcement (police) investigation that could reveal his/her identity or that a victim disclosed an incident to them. However, see limited exceptions below regarding when sexual assault and domestic violence counselors and advocates must report to local law enforcement agencies. Counselors and advocates should explain these limited exceptions to victims, if applicable.

Union Representatives -- A CSU employee/union representative is not required to report a possible violation of Executive Orders 1095, 1096 or 1097 if the information is provided to the union representative, acting in that role, in a confidential setting by a union member seeking advice about a possible violation or representation in a matter within the scope of representation. However, CSU employee/union representatives are strongly encouraged to report the information to the DHR Administrator or Title IX Coordinator.

The University will be unable to conduct an investigation into a particular incident or pursue disciplinary action if a victim chooses to: (1) speak only to a physician, professional counselor, clergy member, sexual assault counselor, domestic violence counselor or advocate; and, (2) maintain complete confidentiality. Even so, these individuals will assist victims in receiving other necessary protection and support, such as victim advocacy, disability, medical/health or mental health services, or legal services, and will advise victims regarding their right to file a complaint with the University and a separate complaint with local or University police. If a victim insists on confidentiality, such professionals, counselors, and advocates may

not be able to assist with: University academic support or accommodations; changes to University-based living or working schedules; or adjustments to course schedules. A victim who at first requests confidentiality may later decide to file a complaint with the University or report the incident to the police, and thus have the incident fully investigated. These counselors and advocates can provide victims with that assistance if requested as well as explain that University policy and the law include protections against retaliation. They should also explain that the University will not only take steps to prevent retaliation when it knows or reasonably should know of possible retaliation, but will also take strong responsive action if retaliation occurs.

EXCEPTIONS: Under California law, any health practitioner employed in a health facility, clinic, physician's office, or local or state public health department or clinic is required to make a report to local law enforcement if he or she provides medical services for a physical condition to a person who he or she knows or reasonably suspects is suffering from: (1) a wound or physical injury inflicted by a firearm; or (2) any wound or other physical injury where the injury is the result of assaultive or abusive conduct (including Rape, Sexual Assault, and Dating and Domestic Violence). This exception does not apply to sexual assault and domestic violence counselors and advocates. Health care practitioners should explain this limited exception, if applicable.

Additionally, under California law, all professionals described above (physicians, psychotherapists, professional counselors, clergy, and sexual assault and domestic violence counselors and advocates) are mandatory child abuse and neglect reporters, and are required to report incidents involving victims under 18 years of age to local law enforcement. These professionals will explain this limited exception, if applicable.

Finally, some or all of these professionals may also have reporting obligations under California law to: (1) local law enforcement in cases involving threats of immediate or imminent harm to self or others where disclosure of the information is necessary to prevent the threatened danger; or (2) to the court if compelled by court order or subpoena in a criminal proceeding related to Sexual Misconduct, Dating or Domestic Violence, or Stalking. If applicable, these professionals will explain this limited exception.

Reporting to University or Local Police

If a victim makes a report of a sex offense as enumerated in California Government Code § 6254(f)(2) to local or University Police, the police are required to notify the victim that his/her name will become a matter of public record unless confidentiality is requested. If a victim requests that his/her identity be kept confidential, his/her name will not become a matter of public record and the police will not report the victim's identity to anyone else at the University, including the Title IX Coordinator. University Police will, however, report the facts of the incident itself to the Title IX Coordinator being sure not to reveal to the Title IX Coordinator the victim's name/identity, or compromise their own criminal/police investigation. The University is required by the federal Clery Act to report certain types of crimes (including certain sex offenses) in statistical reports. However, while the University will report the type of incident in the annual crime statistics report known as the Annual Security Report, victim names/identities will not be disclosed. Likewise, the University is required by state law to report certain types of crimes to local law enforcement (including certain sex offenses). However, the victim's identity may not be disclosed to local law enforcement unless the victim consents after being informed of his/her

right to have identifying information withheld. If a victim does not consent, the alleged assailant's identity may also not be disclosed to local law enforcement.

Reporting to the Title IX Coordinator and Other University Employees

Most University Employees have a duty to report Sex Discrimination, Sexual Harassment, Sexual Misconduct, Dating and Domestic Violence, and Stalking incidents when they are on notice of them. When a victim tells the Title IX Coordinator or another University Employee about a Sexual Misconduct, Dating or Domestic Violence, or Stalking 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 Sex Discrimination, Sexual Harassment, Sexual Misconduct, Dating and Domestic Violence, and Stalking incidents directly to the Campus Title IX Coordinator.

As detailed above in the Privileged and Confidential Communications section of this policy, all University Employees except physicians, licensed counselors, sexual assault counselors and advocates, and their staffs must report to the Title IX Coordinator all known details about any Sex Discrimination, Sexual Harassment, Sexual Misconduct, Dating or Domestic Violence, or Stalking incidents of which they become aware. The University will need to determine what happened – and will need to know the names of the person(s) involved, 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 the incident except as otherwise required by law or University policy. A Sex Discrimination, Sexual Harassment, Sexual Misconduct, Dating or Domestic Violence, or Stalking 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. 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 or the facts of the incident 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 or University Employee 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 requesting confidentiality. Under those circumstances, only 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 a 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, as warranted and appropriate, to protect the victim from retaliation or harm, and work with the victim to create a safety plan. Retaliation against persons reporting misconduct, 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 the incident 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 Respondent 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 assistance if desired.

The University will not require a victim who reports Sex Discrimination, Sexual Harassment, Sexual Misconduct, Dating or Domestic Violence, or Stalking 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 Sex Discrimination, Sexual Harassment, Sexual Misconduct, Dating or Domestic Violence or Stalking report unless the victim is under 18 years old or the person provides the University with written permission to do so.

Under California law, and pursuant to University policy, certain 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 may be required to report the Sexual Misconduct, Dating or Domestic Violence, or Stalking 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 may be required to address the issue of Sex Discrimination, Sexual Harassment, Sexual Misconduct Dating or Domestic Violence, or Stalking Campus-wide, 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 incident occurred; increased education, training and prevention efforts, including to targeted population groups; climate assessments/victimization surveys; and/or revision of policies and practices.

NOTE: If the University determines that the Respondent poses a serious and immediate threat to the Campus community, a designated Campus Security Authority under the Clery Act may be called upon to

issue a timely warning to the community. Any such warning will not include any information that identifies the victim. For more information on privileged communications, please see CSU Executive Order 1095 (<http://www.calstate.edu/EO/EO-1095-rev-6-23-15.html>).

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.csus.edu/titleix/assets/docs/EO_1095_Attachment_C-Exp_of_Rights_and_Options_rev%206-23-15.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 for 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.

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 (<https://www.calstate.edu/eo/EO-1095-rev-6-23-15.html>) and/or CSU Executive Order 1096 (<https://www.calstate.edu/eo/EO-1096-rev-6-23-15.html>), all complaints will be investigated promptly and thoroughly using the Preponderance of the Evidence standard. 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 Faculty and Staff is subject to the respective collective bargaining agreements: http://www.calstate.edu/laborrel/contracts_html/current_cba.shtml.

Procedures for University disciplinary action relating to Students charged with a violation of the CSU Student Conduct Code for engaging in Sexual Misconduct (including sexual violence, sexual assault, rape, and acquaintance rape) sexual harassment, dating violence, domestic violence, and stalking, provide that:

- Such proceedings shall provide a prompt, fair, and impartial investigation and resolution. If the proceedings go to hearing, such proceedings shall be completed within 30-40 working days from the date the Notice of Hearing is issued;
- 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;
- Such proceedings shall be conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused;
- 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;
- The standard of proof utilized in these proceedings shall be a Preponderance of the Evidence. As such, it is the University's burden to show that it is "more likely than not" that the violation occurred;
- Both the accuser and the accused shall be simultaneously informed in writing of:
 - The result of the hearing on sanctions, including any sanction imposed and the name of the Student charged;
 - A copy of the Hearing Officer's report, redacted as appropriate or as otherwise required by law;
 - Notice of the Complainant's and Student's right to appeal to the Chancellor's Office;
 - The proceeding is completed in a reasonably prompt timeframe;
 - The accuser and accused are given timely notice of meetings at which one or the other or both may be present; and
 - The accuser, the accused, and appropriate officials are given timely and equal access to information that will be used during informal and formal disciplinary meetings and hearings.
- In cases where the alleged complainant is deceased, his or her next of kin shall be 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

Compliance with the provisions outlined in this section does not constitute a violation of section 444 of the General Education Provisions Act (20 U.S.C. 1232g), commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA).

Here are specific protocols taken from the [EO 1098](https://www.calstate.edu/eo/EO-1098.html) (https://www.calstate.edu/eo/EO-1098.html) concerning student conduct procedures:

Proceedings in Cases involving Allegations of Discrimination, Harassment, Retaliation, Sexual Misconduct, Dating or Domestic Violence, or Stalking

- This Article sets forth the procedures that govern all student disciplinary matters system wide involving allegations of Discrimination, Harassment, Retaliation, Sexual Misconduct, Dating or Domestic Violence, or Stalking.

DHR Administrator

- In accordance with [Executive Orders 1096](https://www.calstate.edu/eo/EO-1096.html) (https://www.calstate.edu/eo/EO-1096.html) and [1097](https://www.calstate.edu/eo/EO-1097.html) (https://www.calstate.edu/eo/EO-1097.html), the DHR Administrator investigates complaints of Discrimination, Harassment, and Retaliation based on all Protected Statuses except Gender, determines whether a Student violated the Student Conduct Code, and prepares a report that includes findings and conclusions about whether the Student violated the Student Conduct Code. Unless the determination is appealed as provided in [Executive Orders 1096](https://www.calstate.edu/eo/EO-1096.html) (https://www.calstate.edu/eo/EO-1096.html) and [1097](https://www.calstate.edu/eo/EO-1097.html) (https://www.calstate.edu/eo/EO-1097.html), it is final and binding in all subsequent proceedings.

Title IX Coordinator

- The Title IX Coordinator (or designee) is responsible for investigating Complaints of Gender Discrimination, Harassment and Retaliation, including Sex Discrimination and Sexual Harassment, as well as Complaints of Sexual Misconduct, Domestic and Dating Violence, and Stalking. (See [Executive Orders 1095](https://www.calstate.edu/eo/EO-1095.html) (https://www.calstate.edu/eo/EO-1095.html), [Executive Order 1096](https://www.calstate.edu/eo/EO-1096.html) (https://www.calstate.edu/eo/EO-1096.html) and [1097](https://www.calstate.edu/eo/EO-1097.html) (https://www.calstate.edu/eo/EO-1097.html).) In accordance with [Executive Orders 1096](https://www.calstate.edu/eo/EO-1096.html) (https://www.calstate.edu/eo/EO-1096.html) and [1097](https://www.calstate.edu/eo/EO-1097.html) (https://www.calstate.edu/eo/EO-1097.html), the Title IX Coordinator investigates those Complaints, determines whether a Student violated the Student Conduct Code, and prepares a report that includes findings of facts and conclusions about whether the Student violated the Student Conduct Code. Unless the determination is appealed as provided in [Executive Orders 1096](https://www.calstate.edu/eo/EO-1096.html) (https://www.calstate.edu/eo/EO-1096.html) and [1097](https://www.calstate.edu/eo/EO-1097.html) (https://www.calstate.edu/eo/EO-1097.html), it is final and binding in all subsequent proceedings.

Confidentiality

- Information provided to University employees in connection with any Complaint shall be considered private and may be shared with other University employees and law enforcement exclusively on a "need to know" basis. The University shall endeavor to honor any Complainant's or alleged victim's request for confidentiality; however, it must also weigh requests for

confidentiality against its duty to provide a safe and nondiscriminatory environment for all members of the Campus community. Confidentiality, therefore, cannot be ensured. The Title IX Coordinator or DHR Administrator will determine whether confidentiality is appropriate given the circumstances of each incident. [Executive Orders 1095](https://www.calstate.edu/eo/EO-1095.html) (<https://www.calstate.edu/eo/EO-1095.html>) identifies those categories of University employees who are required by law to maintain near or complete confidentiality (for example, in connection with allegations of Sexual Misconduct). Questions about rights and options with respect to confidentiality should be directed to the Campus Title IX Coordinator or DHR Administrator.

Complaint/Investigation/Findings

- Complaints by Students against Students shall be investigated according to the procedures set forth in [Executive Order 1097](https://www.calstate.edu/eo/EO-1097.html) (<https://www.calstate.edu/eo/EO-1097.html>). The DHR Administrator or the Title IX Coordinator shall notify the Student Conduct Administrator of the status of any such Complaint, including any appeal to the Chancellor's Office (CO), as well as the investigation results (including findings, conclusions, and any Interim Remedies afforded to the Complainant). Where the investigative report finds a violation or the finding of a violation is sustained after appeal, the Student Conduct Administrator will initiate student conduct proceedings. The Student Conduct Administrator and the DHR Administrator or Title IX Coordinator will consult with respect to appropriate sanctions and Remedies.
- Complaints by California State University (CSU) employees or Third Parties, as defined in [Executive Orders 1096](https://www.calstate.edu/eo/EO-1096.html) (<https://www.calstate.edu/eo/EO-1096.html>) (e.g., vendors, auxiliary employees or Campus visitors) against Students shall be investigated according to the procedures set forth in [Executive Orders 1096](https://www.calstate.edu/eo/EO-1096.html) (<https://www.calstate.edu/eo/EO-1096.html>). The DHR Administrator or the Title IX Coordinator shall notify the Student Conduct Administrator of the status of any such Complaint, including any appeal to the CO, as well as the investigation results (including findings, conclusions, and any Interim Remedies afforded to the Complainant). Where the investigative report finds a violation or the finding of a violation is sustained after appeal, the Student Conduct Administrator will initiate student conduct proceedings. The Student Conduct Administrator and the DHR Administrator or Title IX Coordinator will consult with respect to appropriate sanctions and Remedies.
- Unless the CO notifies the Campus that an appeal has been filed, investigative findings pursuant to [Executive Orders 1096](https://www.calstate.edu/eo/EO-1096.html) (<https://www.calstate.edu/eo/EO-1096.html>) or [1097](https://www.calstate.edu/eo/EO-1097.html) (<https://www.calstate.edu/eo/EO-1097.html>) become final 11 working days after the date of the Notice of Investigation Outcome issued pursuant to those Executive Orders. If an appeal is filed, the investigative findings do not become final until the appeal has been exhausted.

Conference with Complainant

- The Student Conduct Administrator shall offer the Complainant(s) the opportunity to confer with the Student Conduct Administrator. Any conference with the Complainant(s) shall occur within 10 Working Days after the Student Conduct Administrator receives the final investigation report – or, if an appeal was filed, the final appeal outcome. The purpose of the conference is to provide an opportunity for the Complainant to provide input concerning appropriate sanctions and Remedies in light of the investigative findings. Therefore, it should take place before the Notice of Conference, described in section F, is served on the Student charged. The Complainant may be accompanied by an Advisor.

Notice of Conference and Conference with the Student Charged

- Within 10 Working Days after the Student Conduct Administrator receives the final investigation report – or, if an appeal was filed, the final appeal outcome, and after the Complainant has been given 10 Working Days to have a Conference with the Student Conduct Administrator, the

Student Conduct Administrator shall notify the Student charged in writing that a conference has been scheduled or that the Student is directed to promptly schedule a conference with the Student Conduct Administrator.

- The Notice of Conference shall include:
 - The sections of the Student Conduct Code and other Campus policies that are the subject of the proposed discipline;
 - The proposed sanction or range of sanctions, including sanctions designed to provide Remedies to the Complainant(s);
 - The location on the Campus where the Student can view his or her discipline file, including the location (or copies) of the Campus policies that were violated;
 - Notification of any immediate, interim suspension (see Article VI) and/or withdrawal of consent to remain on Campus⁵;
 - Notification of the Student's right to be accompanied at the conference by an Advisor; and
 - A copy of this Executive Order or notice of where the Student may obtain a copy. If an interim suspension has been imposed or consent to remain on Campus has been withdrawn by the time the Notice of Conference is sent, a copy of this Executive Order shall be enclosed, along with any other Campus policy referenced in the Notice of Conference.
- Conference with Student charged and/or Complainant.
- The conference with the Student and any conference with the Complainant(s) shall be conducted as follows:
 - The conference shall not be recorded.
 - The Student Conduct Administrator controls the conference and may exclude any Advisor who materially disrupts the conference.
 - The conference requirement is waived if the Student or Complainant(s) fails to attend the conference or otherwise declines to cooperate.
 - The Student Conduct Administrator shall, in consultation with and agreement from the DHR Administrator or Title IX Coordinator, determine which cases are appropriate for resolution (via written resolution agreement), taking into consideration the investigation report and any additional information provided by the Student charged and the Complainant(s) during any conferences. If a proposed resolution agreement can be reached with the Student charged as to an appropriate disposition, the terms of the proposed disposition shall be put in writing and signed by the Student and the University after the Student has been given a reasonable opportunity to review the proposed resolution agreement with an Advisor of the Student's choice. The Student charged must be informed that any proposed resolution may be appealed by the Complainant and is not final until any such appeal is exhausted. Suspension of one academic year or more or expulsion, withdrawal in lieu of suspension or expulsion, and withdrawal with pending misconduct investigation or disciplinary proceedings shall be entered on the Student's transcript permanently without exception; this requirement shall not be waived in connection with any resolution agreement.
- The Student Conduct Administrator shall promptly notify the DHR Administrator or the Title IX Coordinator of the outcome of the conferences with the Student and the Complainant(s). If the case does not proceed to hearing, the DHR Administrator (or the Title IX Coordinator) shall at that time:
 - Notify the Complainant(s) of the outcome of the conference, including any proposed resolution agreement as well as the Complainant's right to appeal any proposed resolution agreement to the CO pursuant to Article IV. J.
 - Take any appropriate further steps to address the effects of any Discrimination, Harassment, Retaliation, Sexual Misconduct, Dating or Domestic Violence, or Stalking.
 - Identify and address any remaining systemic or other patterns of Discrimination, Harassment, Retaliation, Sexual Misconduct, Dating or Domestic Violence, or Stalking at the Campus.

- Discipline cases may be resolved through the conference process. It is, however, not appropriate for a Complainant to be required to "work out the problem" directly with the Student charged, and in no event should any meeting between Complainant and the Student be required.

Notice of Hearing on Sanctions

- If not resolved, the Student Conduct Administrator shall issue a Notice of Hearing promptly after the conference. Simultaneous notice shall also be provided to the Complainant and the DHR Administrator or the Title IX Coordinator. The Notice of Hearing shall be issued within 5 Working Days after the conference has concluded.
- The Notice of Hearing shall be issued under the following circumstances:
 - If the Student charged fails to attend the conference or otherwise declines to cooperate;
 - If the matter is not closed or the disposition is not memorialized in writing promptly after the conference; or
 - No agreement can be reached with respect to the sanction.
- The Notice of Hearing shall include the following information:
 - The sections of the Student Conduct Code and other Campus policies that are the subject of the proposed sanctions;
 - The proposed sanctions, including sanctions designed to provide protection/Remedies to the Complainant(s);
 - Notification that neither the Hearing Officer nor the president is bound by the proposed sanction, and that the Hearing Officer may recommend, and/or the president may set, a more severe sanction;
 - The date, time and place of the hearing;
 - The location on the Campus where the Student may view his or her discipline file, including the location (or copies) of the Campus policies that were violated, and any related investigation report;
 - Notification that the Student charged and the Complainant each may be accompanied at the hearing by an Advisor. Notification shall be given that any person who intends to bring an attorney must inform the Student Conduct Administrator of the attorney's name, address and phone number at least 5 Working Days before the hearing. Failure to provide this notice in a timely manner will result in exclusion of the attorney from the hearing;
 - Notification that the Student can waive the right to a hearing by accepting the proposed sanction, subject to the Complainant's right to appeal (subject to the approval of the DHR Administrator or Title IX Coordinator);
 - Notification of any immediate, interim suspension (see Article VI) and/or withdrawal of consent to remain on Campus⁶ ; and
 - A copy of this Executive Order or notice of where the Student and/or Complainant may obtain a copy. If an interim suspension has been imposed or consent to remain on Campus has been withdrawn by the time the Notice of Hearing is sent, a copy of this Executive Order shall be enclosed, along with any other Campus policy referenced in the Notice of Hearing.
- The Student Conduct Administrator shall schedule the hearing promptly, but in any event no sooner than 10 Working Days after, and no later than 20 Working Days after, the date of the Notice of Hearing.
- A notice to appear at hearing shall be sent to any University-related witnesses and to the Complainant(s) at least 5 Working Days before the hearing at the University-assigned or other primary e-mail addresses linked to these persons' University accounts.
- The Notice of Hearing may be amended at any time, and the Student Conduct Administrator may (but is not required to) postpone the hearing for a reasonable period of time. If the notice is

amended after a hearing is underway, the Hearing Officer may (but is not required to) postpone the hearing for a reasonable period of time.

- The DHR Administrator or Title IX Coordinator retain ultimate authority regarding whether a proposed resolution agreement may be entered into after the Notice of Hearing has been issued, or after the Hearing has commenced. Factors to consider will vary based on the facts and circumstances of the specific case.

Hearing on Sanctions

- The findings and conclusions of the investigations conducted in accordance with [Executive Orders 1096](https://www.calstate.edu/eo/EO-1096.html) (<https://www.calstate.edu/eo/EO-1096.html>) and [1097](https://www.calstate.edu/eo/EO-1097.html) (<https://www.calstate.edu/eo/EO-1097.html>), once any appeals are exhausted, are final and binding. The hearing is limited to determining appropriate sanctions; the findings of the investigation are not under review.
- The hearing is closed to all persons except the Student Conduct Administrator; the Student charged; the Complainant(s); their respective Advisors; appropriate witnesses while they are testifying; any other alleged victims while they are testifying, together with their Advisors; the Hearing Officer; and one person to assist the Hearing Officer in recording the hearing. All parties and witnesses who will testify must attend the hearing in person unless the Student Conduct Administrator permits an exception (e.g., participation via videoconference or telephone). A police or security officer may also be present if deemed appropriate or necessary by the vice president for Student Affairs or Hearing Officer. The University will cooperate in providing University witnesses wherever possible, provided that they are identified at least 5 Working Days before the hearing.
- The Hearing Officer controls the hearing. Except as provided in Article IV. H, sections 6-8 below, the Student Conduct Administrator and the Student charged each put on the evidence in their case and may each ask questions of the witnesses in whatever manner the Hearing Officer deems appropriate.
- The Hearing Officer may ask questions of any witness, the Student, the Complainant, Student Conduct Administrator, the Title IX Coordinator or the DHR Administrator.
- The Complainant(s) may be present while evidence is being presented concerning the charges that relate to him/her, unless the Hearing Officer grants a request that the Complainant(s) be excused during certain testimony to protect privacy rights and/or pursuant to FERPA.
- The DHR Administrator or the Title IX Coordinator may attend the hearing in its entirety.
- Questions may not be posed to Complainants about their past sexual behaviors involving any persons other than the Student charged.
- The Hearing Officer shall ask any questions of the Complainant and other witnesses on behalf of the Student charged (who shall give the Hearing Officer a written list of questions), unless the Complainant(s) or witness expressly waives this requirement and consents to questioning directly by the Student.
- The Hearing Officer shall ask any questions of the Student and other witnesses on behalf of the Complainant (who shall give the Hearing Officer a written list of any such questions), unless the Complainant in question expressly waives this requirement.
- The investigation report and any CO Appeal Response prepared pursuant to [Executive Orders 1096](https://www.calstate.edu/eo/EO-1096.html) (<https://www.calstate.edu/eo/EO-1096.html>) and [1097](https://www.calstate.edu/eo/EO-1097.html) (<https://www.calstate.edu/eo/EO-1097.html>) shall be entered into evidence at the hearing, redacted as appropriate to protect private (e.g. contact) information or as otherwise required by law.
- Formal rules of evidence applied in courtroom proceedings (e.g., California Evidence Code) do not apply in the hearing. All information that responsible persons are accustomed to rely upon in the conduct of serious affairs is considered. Hearsay may be considered and will be given the

weight appropriate under all of the circumstances. Unduly repetitive information may be excluded.

- The Hearing Officer shall make an official audio recording of the hearing (with assistance, at the Hearing Officer's discretion). The recording is University Property. No other recording of the hearing is permitted. The audio recording shall be retained by the Student Conduct Administrator in accordance with the Campus records/information retention and disposition schedule.
- If the Student charged fails to appear at the hearing without good cause, the hearing shall nevertheless proceed.
- The Hearing Officer is responsible for maintaining order during the hearing and makes whatever rulings are necessary to ensure a fair hearing. Abusive or otherwise disorderly behavior that causes a material disruption is not tolerated. The Hearing Officer may eject or exclude anyone (including the Student, the Complainant, and Advisors) whose behavior causes a material disruption.
- Where there is more than one Student facing sanctions in connection with a single occurrence or related multiple occurrences, the Student Conduct Administrator and the Students charged may agree to a single hearing. A Student may request consolidation of his or her case with others, or the Student Conduct Administrator may initiate the consolidation (subject to FERPA and other applicable privacy laws). The Student Conduct Administrator makes consolidation decisions, which are subject to review by the Hearing Officer and thereafter are final.
- At any time during the hearing, and subject to the approval of the DHR Administrator or Title IX Coordinator, the Student charged may waive the right to a hearing and accept the proposed sanction, subject to the Complainant's right to appeal. Such a waiver must be in writing. The DHR Administrator or Title IX Coordinator retain ultimate authority regarding whether a proposed resolution agreement may be entered into after the Notice of Hearing has been issued, or after the Hearing has commenced. Factors to consider will vary based on the facts and circumstances of the specific case.
- The Hearing Officer shall submit a written report to the president recommending sanctions, if any, as well as any recommendations regarding additional Remedies, including but not limited to restricting the Student's contact with, or physical proximity to, the Complainant or other persons. The report shall include any mitigating or aggravating factors relied upon by the Hearing Officer in reaching the recommendations. The report shall be submitted within 10 Working Days after the hearing.
- The Hearing Officer's report shall be based only on the investigative report and the information received at the hearing. The Hearing Officer shall not, prior to preparing the report, have substantive communications about the facts of the case with the Student Conduct Administrator, the Complainant, the Student, the witnesses, or DHR Administrator or the Title IX Coordinator, unless both the Student Conduct Administrator and the Student are present.

President's Sanction Decision/Notification

- The president shall review the investigative report and the Hearing Officer's report and issue a decision concerning the appropriate sanction.
- The president may impose the recommended sanctions, adopt a different sanction or sanctions, or reject sanctions altogether. If the president adopts a different sanction than what is recommended by the Hearing Officer, the president must set forth the reasons in the decision letter. The president's decision letter shall be issued within 10 Working Days after receipt of the Hearing Officer's report.
- The president shall simultaneously send the decision electronically to the Student charged and Complainant(s) at the University-assigned or other primary e-mail address linked to their University accounts. The decision shall also be sent to the Student Conduct Administrator and the Hearing Officer.

- The decision letter shall include:
 - The outcome of the hearing on sanctions, including any sanction imposed and the name of the Student charged; and
 - A copy of the Hearing Officer's report, redacted as appropriate or as otherwise required by law.
- Notice of the Complainant's and Student's right to appeal to the CO.
- The president shall also send the decision to the DHR Administrator or the Title IX Coordinator so that they may determine whether any additional Remedies or steps shall be afforded or undertaken in order to maintain a safe and nondiscriminatory University environment.
- Unless the CO notifies the campus that an appeal has been filed, the president's sanction decision become final 11 Working Days after the date of the decision letter.

Appeal of Sanction to the Chancellor's Office

- The Complainant and Student charged each may file an appeal of the president's decision of appropriate sanctions to the CO no later than 10 Working Days after the date of the president's decision letter. The Complainant may also appeal any proposed sanctions agreed to as part of a proposed resolution agreement with the Student charged either in the conference procedure described above or at any time thereafter. Such an appeal must be filed within 10 Working Days after the date of notice to the Complainant of the proposed resolution agreement.
- The appeal request shall be in writing and shall indicate the basis of the appeal. Sanction appeals are limited to a determination as to whether the sanction is reasonable under the facts and circumstances as determined by the investigation and whether any prejudicial procedural errors occurred during the hearing. The CO may conduct an interview with the appealing party to clarify the written appeal, at the CO's discretion.
- A sanction decision appeal shall be addressed to:
 - Equal Opportunity and Whistleblower Compliance Unit
 - System wide Human Resources
 - Office of the Chancellor
 - 401 Golden Shore, 4th Floor
 - Long Beach, California 90802
 - eo-wbappeals@calstate.edu
- Acknowledgement of Appeal. The CO shall provide prompt written acknowledgement of the receipt of the appeal to the appealing party, and will provide written notification of the appeal to the other party, the campus DHR Administrator or Title IX Coordinator, and the Campus president (or designee).
- Reasonable Accommodations. The CO will provide reasonable accommodations to any party or witness with a qualified Disability during the appeal process upon request by the person needing the accommodation. A reasonable accommodation may include an extension of time to file or respond to an appeal. The timeframe for CO response to an appeal will automatically be adjusted for the time needed, if any, to provide reasonable accommodations.
- Scope of Review. The CO appeal review shall be limited in scope to determining whether the sanction is reasonable under the facts and circumstances as determined by the investigation and whether any prejudicial procedural errors occurred during the hearing. The CO appeal review will not involve a new investigation and will not consider evidence that was not introduced during the investigation or hearing. The record will be limited to the record at the hearing.
- CO Appeal Response. The CO shall issue a final appeal response to the parties, the DHR Administrator or Title IX Coordinator, and the campus president (or designee) no later than 10 Working Days after receipt of the written appeal unless the timeline has been

extended under Article V. E of [Executive Orders 1096](https://www.calstate.edu/eo/EO-1096.html) (<https://www.calstate.edu/eo/EO-1096.html>) and [1097](https://www.calstate.edu/eo/EO-1097.html) (<https://www.calstate.edu/eo/EO-1097.html>).

- The CO Appeal Response shall include a summary of the issues raised on appeal, a summary of the evidence considered, the determination(s) reached regarding the issues identified within the written appeal, a decision about whether the president's sanction decision is reasonable, and, where applicable, a decision regarding the final sanction.
- Notification of CO Appeal Response. A copy of the CO final appeal response shall be forwarded to the Complainant and Student charged, the DHR Administrator or Title IX Coordinator, and the president (or designee).

Other Student Conduct Code Violations Related to Incidents of Sexual Misconduct, Dating or Domestic Violence, or Stalking

- Alleged victims and witnesses should not be deterred from reporting any incidents of Sexual Misconduct, Dating or Domestic Violence, or Stalking out of a concern that they might be disciplined for related violations of drug, alcohol, or other University policies. The University's primary concern is the safety of the Campus community; therefore, a person who participates as a Complainant or witness in investigations or proceedings involving Sexual Misconduct, Dating or Domestic Violence, or Stalking shall not be subject to discipline for related violations of the Student Conduct Code at or near the time of the incident unless the University determines the violation was egregious, including but not limited to plagiarism, cheating, academic dishonesty, or conduct that places the health and safety of another person at risk.

For further clarification of the Chancellors Executive Orders, please refer to following attachments to Executive Orders 1095 and 1096.

- [Attachment A: NOTICE OF NON-DISCRIMINATION ON THE BASIS OF SEX](http://www.csus.edu/titleix/assets/docs/EO_1095_Attachment_A_Notice_of_Nondiscrimination_rev%206-23-15.pdf) (http://www.csus.edu/titleix/assets/docs/EO_1095_Attachment_A_Notice_of_Nondiscrimination_rev%206-23-15.pdf)
- [Attachment B: MYTHS AND FACTS ABOUT SEXUAL VIOLENCE](http://www.csus.edu/titleix/assets/docs/EO_1095_Attachment_B_Myths_and_Facts_rev%206-23-15.pdf) (http://www.csus.edu/titleix/assets/docs/EO_1095_Attachment_B_Myths_and_Facts_rev%206-23-15.pdf)
- [Attachment C: RIGHTS AND OPTIONS FOR VICTIMS OF SEXUAL VIOLENCE, DATING VIOLENCE, DOMESTIC VIOLENCE, AND STALKING](http://www.csus.edu/titleix/assets/docs/EO_1095_Attachment_C-Exp_of_Rights_and_Options_rev%206-23-15.pdf) (http://www.csus.edu/titleix/assets/docs/EO_1095_Attachment_C-Exp_of_Rights_and_Options_rev%206-23-15.pdf)

For more information relating to CSU Student Conduct Procedures, please refer to Executive Order 1098 <https://www.calstate.edu/eo/EO-1098-rev-6-23-15.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/>). 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 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.