



2019



**Yavapai**



**Yuma**



**Phoenix  
Biomedical**

# Annual Security Report

Fall 2019

**NAU Statewide Campuses**

**NAU-Signal Peak Campus**

**Central Arizona College**

**Building M**

**8470 Overfield Road**

**Coolidge, AZ 85128**

NAU Statewide Campuses occupies administrative space for full-time staff and rents classroom space as needed. **Office Hours: Monday–Thursday, 8:00 a.m.–6:00 p.m.**

## OVERVIEW

NAU-Signal Peak is located on the Signal Peak campus of Central Arizona College. We offer several undergraduate degree programs, as well as the CAC2NAU program; a joint admission program between Central Arizona College and Northern Arizona University. NAU staff is available for questions about or assistance with any of the information the following information. **All NAU students, as well as faculty and staff employed by the University, must follow the policies and procedures as outlined in this document**

**Phone Number: 520-421-1394**

**E-mail: [pinalcounty@nau.edu](mailto:pinalcounty@nau.edu)**

## PREPARING THE CLERY ANNUAL SECURITY REPORT

The Director of Clery Compliance at the **Northern Arizona University Police Department (NAU PD)**, prepares and publishes the Clery Annual Security Report in collaboration with numerous University departments. The purpose of the report is to provide information about safety and security on campus to include information on: crime statistics, policies and procedures, and personal safety. Information on security and crime prevention and awareness programs and some of the resources that are available is also listed. The programs and resources provided at the Flagstaff mountain campus are available to students and employees as applicable. Reporting options for victims of crime are provided within this report along with information on victim assistance services. Members of the campus community are encouraged to use this Annual Security Report as a guide to safe practices on and off campus as well as a resource.

The campus crime, arrest and referral statistics contained in this report include those reported to campus security authorities to include the Office of the Dean of Students and NAU Statewide Campuses. The statistics also include those compiled from law enforcement agencies in jurisdictions where Northern Arizona University owns, leases, or controls property or those with jurisdiction on adjacent property.

Prior to October 1<sup>st</sup> of each year, notification of the availability of the Annual Security Report is sent to all students, faculty and staff along with a direct link to the report. The report can also be found on the NAU PD's website at [www.nau.edu/police](http://www.nau.edu/police). Printed copies of the report can be requested by contacting the NAU PD Records Division at 928- 523-8884, or by visiting the NAU PD at 525 East Pine Knoll Drive, Flagstaff, AZ.

## CAMPUS LAW ENFORCEMENT AUTHORITY

The **Central Arizona College Police Department (CAC PD)** is a duly established law enforcement agency responsible for providing law enforcement and security services to the campuses and centers of **Central Arizona College (CAC)**. Their mission is to safeguard the lives and property of the people we serve within the campus community, to reduce the incidence and fear of crime and to enhance public safety while working with the community to provide an atmosphere that is conducive to the pursuit of the College's primary function – education. In carrying out their responsibilities, they will do so with honor and integrity, while at all times conducting their selves with the highest ethical standards to maintain public confidence.

CAC Police Officers patrol the Signal Peak Campus and areas immediately adjacent to the campus in a proactive manner. These patrols may be conducted by vehicle, bicycle, or on foot, and may be conducted in conjunction with other police agencies. The Department's patrol operations are continuous; a police officer is on duty on the Signal Peak Campus 24 hours a day, 7 days a week, and 365 days a year. If you should need help with something, or have a question, please don't hesitate to contact them at 520-836-9655.

## CRIMINAL ACTIVITY OFF CAMPUS

Northern Arizona University does not have any officially recognized student organizations with off-campus locations at this site. Campus police do not provide law enforcement services to activities off campus. Student affairs personnel and campus police enjoy a close working relationship with local police agencies. This cooperative team approach addresses situations as they arise as well as future concerns.

## HOW TO REPORT CRIMINAL OFFENSES

- Crime or Emergency **911**
- **CAC Police Telephone** **520-494-5445**
- 24 hr./Emergencies **520-836-9655**
- E-mail: [cacpolice@centralaz.edu](mailto:cacpolice@centralaz.edu)

Northern Arizona University encourages accurate and prompt reporting of all crimes occurring on this campus to the **CAC Police Department**. If a crime occurs off campus, it should be reported to the appropriate law enforcement agency with jurisdiction. When the victim of a crime elects to, they are strongly encouraged to promptly and accurately report all criminal incidents. Knowledgeable parties are encouraged to report crimes against victims who are incapable of doing so themselves.

To report a crime or emergency occurring at any of the other CAC satellite campuses or centers, the caller should contact the local emergency operator by dialing 911.

**Emergency blue light phones-** These two-way call boxes are located strategically at the three campuses. They allow an individual in need of assistance to speak directly either with campus police or an outside public safety agency. The agency will dispatch the appropriate emergency response to the caller. Blue light phones are for emergency use only; they also double as public address systems.

When reporting a crime or an emergency, try to call from a safe location. Remain calm and be prepared to answer the following questions:

- The location of the emergency, including the campus address and the exact location of the incident on campus.
- The nature of the emergency (fire, medical, hazardous material, etc.)
- How many people are injured and the extent of their injuries?
- How did it happen?
- When did it happen?
- Your name and telephone number
- Do not hang up until instructed to do so by the dispatcher

## CAMPUS SECURITY AUTHORITIES

Northern Arizona University recognizes that although the University would like all criminal incidents to be reported to law enforcement, victims sometimes tell someone other than the police. For instance, a victim may turn to a coach or an advisor following an incident. Individuals with significant responsibility for student and campus activities are considered to be a **Campus Security Authority (CSA)**. Under the Clery Act, crimes are considered reported when they are brought to the attention of a CSA. When a CSA receives information about a Clery reportable crime that is believed to have been provided in good faith, the CSA should document the incident and submit a report to the NAU PD. The role of the CSA is not to apprehend alleged perpetrators or conduct investigations. CSAs also are not responsible for trying to convince a victim to contact the police if the victim does not choose to do so. CSAs, however, do have a reporting responsibility. The reports enable any on-going threats to the community to be assessed and for the incidents to be included in the reported crimes for the University. The NAU

PD has an on-line reporting option specifically for Campus Security Authorities through the NAU PD website at [www.nau.edu/police](http://www.nau.edu/police).

**Professional and pastoral counselors** functioning within the scope of their license or certification are exempt from CSA reporting even though they have significant responsibility for student and campus activities. It should be noted, however, that there are a few exceptions to confidentiality when speaking to a counselor. If a victim is under the age of 18, the counselor is mandated to report certain offenses such as a sexual assault. If individuals are seen as a potential harm to themselves or another person, the counselor must also break confidentiality. These factors are considered on a case-by-case basis. Counselors are encouraged, when they deem appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion in the annual crime statistics.

## DAILY CRIME LOG

The CAC PD maintains and records a daily log of all department activity, including crimes that are reported to campus authorities and local law enforcement. The log also includes crime information at the college's satellite campuses and centers. The log is updated daily and is available upon request during regular business hours at the CAC PD.

## TIMELY WARNINGS

In the event that a situation arises, either on or off any campus, that, in the judgment of the CAC PD Chief of Police, constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued. The warning will be issued through the college e-mail system to students, faculty, staff and the campus student newspaper, *The CACTUS*. If the information constitutes an immediate threat, the college's emergency warning system may be used to disseminate the warning.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the PD may also post a notice on the Police web site at:

[http://www.centralaz.edu/Home/About\\_Central/Campus\\_Police/About\\_Campus\\_Police.htm](http://www.centralaz.edu/Home/About_Central/Campus_Police/About_Campus_Police.htm), providing the college community more immediate notification. Anyone with information warranting a timely warning should report the circumstances to the Police Department, by phone (520-836-9655) or in person at the police station at the Everingham Building, I-103

## MISSING STUDENT NOTIFICATION



**NAU-Signal Peak does not have any on-campus student housing facilities.**

## **SECURITY AND ACCESS TO CAMPUS FACILITIES**

CAC is a public facility. All campus buildings and facilities are open to the public during normal business hours; however, certain areas may have restricted access. Buildings are unlocked in the mornings and secured in the evenings. No external activities are permitted while the campus is closed, without express approval of campus administration.

Loitering is not permitted on campus; any canvassing, peddling or soliciting requires prior approval of the Vice-President for Student Services. Police are instructed to request identification via a college ID card from staff and students when the police officers deem necessary.

Keys to college facilities are issued to employees only, based on a need for access, and the loaning or duplication of keys is strictly prohibited. District-wide cooperation is expected between faculty, staff, and students to assure that doors are secured once they have been used. Students must obtain authorization from a faculty member to gain access to a building after the scheduled closing time.

## **SAFETY ASSESSMENT AND FACILITY MAINTENANCE**

District facilities are maintained by the Facilities Department. Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. Police personnel regularly patrol the Signal Peak Campus and report malfunctioning lights and other unsafe physical conditions to the Facilities Department for correction. They promptly address any problems identified during these inspections.

The Facilities Department maintains the ability to respond on a 24-hour basis to correct significant discrepancies related to safety and security. This response facilitates prompt repairs to buildings and equipment deficiencies that present an immediate risk to the campus community. Members of the campus community (all campuses and centers) are encouraged to report safety and security problems to the Police Department – any time of the day or night – by dialing (520) 836-9655.

## **ALCOHOL, ILLEGAL DRUGS, AND SUBSTANCE ABUSE**

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### **DRUG FREE SCHOOLS AND CAMPUSES**



Northern Arizona University is committed to providing a healthy educational environment, consistent with University policies and free from unlawful acts. In addition, NAU must certify compliance with The Drug-Free Workplace Act (41 USCA 701), The Safe and Drug-Free Schools and Communities Act (20 USCA 7101), and The Drug and Alcohol Abuse Prevention Regulations (34 CFR 86).

The health and safety of students and employees is a concern to Northern Arizona University. Not only can the abuse of alcohol and controlled substances seriously affect health, it can impact the ability to work and study and may also put the safety and well-being of others at risk. The prevention of substance abuse is sought in several ways at Northern Arizona University, to include encouraging the healthy use of leisure time through recreation and other activities. Additionally, a variety of workshops on topics such as healthy eating and stress management are offered through Health Promotions. Wellness programs and workshops are regularly offered for employees through the Employee Assistance and Wellness Office and include similar topics.

Information regarding the prevention/intervention programs, health risks, University policies, and University and legal sanctions associated with alcohol and other drug abuse can be found in [Appendix N of the Student Handbook](#) and on the [Human Resources web page](#). All students and employees are encouraged to review these materials in order to make educated and informed decisions related to alcohol and drugs.

## **LEGAL SANCTIONS AND UNIVERSITY DISCIPLINARY ACTION ASSOCIATED WITH ALCOHOL AND DRUG USE**

Violations of University policies regarding alcohol and other drug use will be subject to legal sanctions and/or University disciplinary action. The Northern Arizona University Student Code of Conduct details the sanctions that may be imposed by the institution for violations of these policies. Sanctions include expulsion from the University, suspension from the University, University probation, warnings, restricted access to University properties and other educational sanctions. Further, the University may refer a student to appropriate authorities for prosecution for alcohol and other drug abuse violations. Sanctions also may be imposed under the Standards of Residence for those students living in University residence halls. In addition to sanctions, federal law (specifically the Family Educational Rights and Privacy Act) permits the University to notify parents of any alcohol and other drug violation occurring on-campus for students under the age of (21). NAU views parents as important partners in the education of students, thus the University may notify parents when their student has been involved in a serious or repeated alcohol or other drug violation.

University employees must abide by the applicable policies and laws pertaining to alcohol and drug use while at work. University employees who violate University

policies regarding alcohol and other drug use will be subject to legal sanctions and/or University disciplinary action, up to and including termination.

## **CRIMINAL OFFENSES AND ASSOCIATED PENALTIES INVOLVING ILLEGAL DRUGS**

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### **ARIZONA OFFENSES AND PENALTIES**

Criminal offenses and associated penalties involving illegal drugs can be found in Chapters 34 and 34.1 of Title 13 of the Arizona Revised Statutes (ARS):

<https://www.azleg.gov/arsDetail/?title=13>.

The definitions associated with these drug statutes can be found at [\*\*ARS 13-3401\*\*](#) and [\*\*ARS 13-3451\*\*](#). . Each specific statute will list the corresponding penalty for that offense.

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### **FEDERAL PENALTIES**

Information regarding federal offenses and penalties can be found on the Drug Enforcement Administration's web page:

<https://www.dea diversion.usdoj.gov/21cfr/21usc/index.html>

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### **MEDICAL MARIJUANA POLICY**

Northern Arizona University prohibits the possession and use of marijuana on **all of its campuses**. Additionally, growing and using marijuana remains a crime under federal law, and federal legislation prohibits any institution of higher education that receives federal funding from allowing the possession and use of marijuana. The University continues to enforce its current policies regarding controlled substances and any students or employees who violate University policy prohibiting the use or possession of illegal drugs on campus will be subject to disciplinary and criminal action.

## **CENTRAL ARIZONA COLLEGE EMERGENCY NOTIFICATION, RESPONSE, AND EVACUATION PROCEDURES**

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### **EMERGENCY NOTIFICATIONS**

The Emergency Warning System (EWS) is a communications system/protocol implemented to protect life, protect personal safety and provide critical information to the college community. The EWS may be activated in situations involving criminal activity, fire, hazardous chemical release, or other similar incidents. The technology used within the district's EWS consist of a combination of outdoor emergency phone/public address towers, indoor warning devices at each campus, plus a



telephone/public address system which utilizes existing telephones throughout the district, including the centers.

The system can be activated on direction from an “authorized individual.” This term refers to the College President, Vice-Presidents, and police chief. The authorized individuals have the authority to activate the EWS, or direct any certified user to do so.

“Certified Users” are staff members who have been designated by College Administration as persons who have permission to activate the EWS and have satisfactorily completed the training curriculum prescribed by the Police Department for accessing and activating the EWS. Certified users will include all members of the Police Department. The authorized individual shall specify the content of the EWS message or the selection of the pre-stored message, and convey that selection to the certified user.

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## **EWS ACTIVATION GUIDELINES**

CAC PD maintains an up-to-date roster of all authorized individuals (including cell and home telephone numbers) and certified users at each district location, and send a copy of the roster to the President’s Office annually. The Police Department ensures that sufficient certified users are available during each school day, and that they complete an annual training refresher course provided by the Police Department.

Prior to activating the EWS, the authorized individual should consider the following:

1. Is this a situation where life is in jeopardy and will timely notification protect human life?
2. Is this a situation where public safety is in jeopardy and timely notification may protect the safety of the CAC community?
3. Is this a situation that requires the immediate evacuation of a campus building, multiple buildings, or an entire campus?
4. Is this a situation where there is or will be an unscheduled emergency campus closing, and timely notification may prevent inconvenience to CAC community?
5. Is this a situation involving an emergency outside a campus, but so near one as to affect public safety, and timely notification may protect the safety of the CAC community?
6. Is this a situation that requires immediate notification to and/or immediate response from a critical group of CAC staff members?

If the answer is yes to any of the above questions then the EWS should be activated. The authorizing individual shall determine to what groups the message shall be sent. It is possible that an emergency may occur of such severity that immediate activation of the

EWS is necessary to ensure immediate preservation of human life. In such cases, a certified user may activate the EWS if an authorized individual is not present.

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## EMERGENCY PREPAREDNESS

Information on what to do in a variety of emergency situations can be found on the University's Emergency Information website: [www.nau.edu/ready](http://www.nau.edu/ready). This website provides guidance on a variety of scenarios, as well as access to a number of other resources, plans, and procedures relative to the University's emergency preparedness.

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## EMERGENCY EVACUATION

Emergency plans and drills are necessary for all facilities to help ensure a safe, effective, and efficient evacuation. Full cooperation in any evacuation is required for the safety of all involved. In the event a full or partial evacuation of campus is required, the University does have a campus-wide evacuation plan that describes the organization, assigns responsibilities, and specifies actions required to conduct the evacuation in a safe and orderly fashion.

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## SHELTER IN PLACE/HIDE OUT

If an incident occurs and the buildings or areas around you become unstable or the air outdoors becomes dangerous due to smoke or toxic or irritating substances, it may be safer to stay indoors rather than be exposed to the danger by attempting to leave. The term "shelter in place" means to stay in the building you are in until you are advised it is safe to come out. If your building is damaged, seek shelter in the nearest University building. When sheltering in place, shut and close all exterior doors and close and lock windows; try to find an interior room without windows, preferably above ground; turn off all air conditions, heaters, and fans; close vents to ventilations systems; make yourself comfortable. When approached by responding emergency personnel, follow their directions. In the event of a hostile event on campus (e.g. an active shooter), community members may be advised to shelter in place or "hide out". Should the need ever arise, unless instructed otherwise; hide from view, lock and barricade doors, cover windows, turn off lights, silence cell phones, if with others spread out throughout the room, make an action plan, and call 911. Believe you will survive. When approached by emergency personnel, keep hands raised and fingers spread and follow all directions. For information and training on active shooter, emergency procedures, and strategies to enhance safety and security, contact the NAU Police Department at 928-523-3611 or email [ASKNAUPD@nau.edu](mailto:ASKNAUPD@nau.edu).

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## CAMPUS SECURITY AND CRIME PREVENTION PROGRAMS

- **Police Department Escort Program.** The Police Department Escort Program provides a personal escort for CAC students, faculty, and staff who are concerned about their safety. The program offers a walking escort from one location to another on the Signal Peak Campus from dusk to dawn, seven days a week. The

escort is generally provided by a Campus Police Officer in a college vehicle. However, the escort may also be provided by a trained, radio equipped student employee. To request an escort, call 520-836-9655 when you need the escort (advanced reservations not accepted).

- **Crime Prevention Presentations.** Members of the Police Department are available to talk to any student or employee group on any of our campuses. These talks are designed to educate members of the campus communities about security and safety issues, and various techniques that can be used to prevent crime on campus.
- **Rape Awareness, Education and Prevention.** In cooperation with the Office of the Dean of Students, rape awareness, education and prevention presentations are available to members of the campus community.
- **Operation Identification.** Operation Identification, which is the engraving of serial numbers or owner-recognized numbers on items of value, is promoted and made available free-of-charge campus wide.
- **Facility Surveys.** Comprehensive safety and security surveys of campus buildings and grounds are conducted at each campus by the Police Department.
- **Motorist Assist Program.** The Motorist Assist Program is a 24-hour service that provides jump-start and vehicle lockout services to people on campus.
- **Found Property Program.** The Police Department is designated as the official campus location for receiving and storing found property. Individuals wishing to inquire about an item they have lost on campus should contact the Police Department either in person or by telephone.

If you would like more information about any of the above crime prevention programs and services, please contact the CAC PD at 520-494-5445, during regular business hours.

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## **BE SMART AND STAY SAFE!**

Although the campus is a safe place, there are certain precautions you can take to help minimize your chances of becoming a victim. The majority of crimes committed on campus are those of opportunity. Follow these safety tips:

- Be aware of your surroundings and walk with a purpose; remove headphones and avoid texting and other distractions.

- Try to avoid isolated areas. It is more difficult to get help if no one is around.
- Trust your instincts! If you feel uneasy about any situation, assert yourself and do something about it.
- Lock your doors and windows; even when you leave for a short period of time and when sleeping; know the people you allow in your home and in your building.
- Always check the interior of your car before entering.
- Keep your vehicle locked at all times. Do not leave personal belongings or valuables in your vehicle.
- Keep your bicycle secured with a high quality U-shaped lock.
- Keep a record of the serial number of valuable property.
- Do not leave your backpack, wallet, purse, books, or laptops unattended even for a minute.
- Report the theft or loss of credit cards, debit cards, checks, driver's licenses, social security cards, etc. to the police.
- Cancel stolen or lost credit and charge cards immediately! Request new cards with new account numbers.
- Use secure web sites.

## **GENDER BASED VIOLENCE POLICIES**

Northern Arizona University is committed to creating and maintaining a University environment free from gender discrimination and violence. Throughout this document the term gender violence is defined to include sexual assault, domestic violence, dating violence and stalking. NAU prohibits these offenses and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the University community. As a result, NAU issues this statement of policy to inform the community of our comprehensive efforts to educate, inform and respond to gender violence. Please utilize the below links to review NAU's policies governing gender based discrimination and violence:

- NAU policy regarding Prohibited Discrimination, Harassment, and Other Inappropriate Behaviors:  
[Equity and Access \(SWALE\) Policy](#)
- NAU Student Code of Conduct:  
[NAU Code of Conduct](#)  
[Student Disciplinary Procedures](#)  
[Student Sexual or Gender-Based Harassment and Sexual Misconduct Policy](#)  
[Student Sexual or Gender-Based Harassment and Sexual Misconduct Procedures](#)

## **EDUCATION AND PREVENTION PROGRAMS**

The University has a variety of educational programs to promote the awareness of domestic violence, dating violence, sexual assault, and stalking, with a number of departments and groups teaching community members about sexual assault and relationship violence, encouraging healthy relationships and advocating safe dating and social behaviors. The University engages in programming and awareness campaigns intended to prevent dating violence, domestic violence, sexual assault and stalking. Primary prevention and awareness programs are offered for all incoming students and new employees, and ongoing prevention and awareness campaigns are also offered to the entire University community. Educational programs and campaigns are responsive to community needs, and assessed for value, effectiveness, or outcome.

The University's programs and campaigns:

- Identify domestic violence, dating violence, sexual assault and stalking as prohibited offenses by the University;
- Define domestic violence, dating violence, sexual assault, and stalking under Arizona Revised Statutes;
- Define "without consent" in reference to sexual activity in the State of Arizona;
- Provide safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than the individual;
- Provide information on risk reduction to recognize warning signs of abusive behavior and how to avoid potential attacks; and
- Provide an overview of information contained in the Annual Security Report in compliance with the Clery Act.

Programs to prevent **domestic violence, dating violence, sexual assault, and stalking** are a result of the collaborative work of many departments throughout the University. While it is nearly impossible to separate alcohol prevention activities from sexual assault prevention efforts, the two are separated as much as possible in this document for ease of reporting. An overview of the University's primary and on-going prevention and awareness programs and campaigns are shown below.

***The following programs are available on-line and thus accessible to all NAU students and employees regardless of their campus location:***

***My Student Body:*** This online program provides comprehensive education about sexual violence and specifically addresses: healthy relationships, consent, dating violence, stalking, ways to prevent sexual assault, bystander intervention



strategies and information for survivors of sexual assault. This online module also includes links to the student code of conduct as well as campus resources. Completion of the course became a requirement for incoming students in 2014. The benefits of the course, and how it will help the students help themselves and each other, are discussed in a welcome letter that is sent to each incoming student from the Dean of Students.

**360° Stay Safe™**; Strategies to Enhance Safety and Security: Provides a series of video lessons for students and employees offering safety strategies that relate to a University environment. Topics include: Protecting your Possessions and Identity; Sexual Assault; Controlling Behavior; Stalking; Every Day Safety; Common-Sense Defense; and Safe Travel. The videos can be viewed by individuals and accessed at any time with a valid NAU computer network login through the [NAU Police Department website](#). These videos are also used in conjunction with guided discussion sessions or as a supplement to community presentations on enhancing personal safety and security.

**Employee Education:** All new employee are required to complete an online training program on discrimination and harassment matters, including specific training on Title IX within the first 30 days of employment. In addition, all employees receive regular education on these topics. In 2019 updated education will be required of all individuals with an employment relationship to the university which covers discrimination and harassment education (including gender and gender violence topics), retaliation and reporting obligations.

**Written and Web Information:** Employees are reminded of their reporting options and obligations via various electronic and web based resources. The Title IX webpage contains a variety of resources including a page entitled “Faculty and Staff Resources,” and an annual letter reminds them of appropriate offices to address conflict on campus. Campus resources, such as the Faculty Handbook, have also been updated to include information regarding the Title IX Coordinator. In addition to online resources, the university has a Title IX brochure which describes resources and related processes which can be distributed to impacted individuals. Resource letters are distributed electronically by the Dean of Students Office and Office of Housing and Residence Life when a report is received. Information on dating and domestic violence is also available on the Health Promotion Webpage and “Jacks Cares” information cards.

***The following programs are available on the Flagstaff Mountain Campus. All students and employees regardless of campus location are welcome to come and participate. Students and employees on our statewide campuses are encouraged to contact their host site for similar or additional programming that may be offered at their specific location.***

***Sex Signals:*** A large scale, theater based presentation about gender violence, consent and sexual violence prevention. Reached 602 students, mostly athletes and members of the Greek Community.

***Relationship Workshops:*** Healthy relationship workshops are offered by request. One workshop, called “Creepy or Cute,” is based on a program developed at San Diego State University and explores the important components of healthy relationships such as communication, independence and healthy boundaries.

***Orientation:*** During new student orientation students participate in a theatrical presentation (True Life: I’m a Lumberjack) of sexual assault scenarios. Both parents and students also participate in a processing session following these educational presentations that include local resources, reporting options and University policies.

***My Student Body:*** This online course is required of all new students. Over 5,000 students completed the module addressing healthy relationships, sexual violence, and reporting resources.

***Safe Zone Training:*** Safe Zone training was offered throughout the year through a collaborative effort between Housing and Residence Life and Office of LGBTQA Resources. This training was incorporated into training for Resident Assistants and is also available upon request from other interested groups. This training takes place during two sequential two hour sessions with a greater emphasis on transgender climate issues.

***Sexual Health Education Fair:*** The Sexual Health Education fair reaches freshmen with information about situations in which consent cannot be given including incapacitation, coercion and being under the influence of alcohol or drugs. This is an assignment for all students in the NAU 100 courses coordinated through the University College. Co-sponsored by Freshman Year Experience and Health Promotion.

***Take a Stand! Bystander training:*** Two hour bystander training offered by Health Promotion reached nearly 1,000 students with information about effective bystander strategies to prevent sexual violence.

***Media Campaigns:*** A variety of media campaigns addressed sexual violence, domestic violence, stalking awareness, and rape myths throughout the year.

**Educational Campaigns:** Both Sex Week and Safe Spring Break programs promoted healthy relationships and personal safety tips.

**Awareness Activities:** National Stalking Awareness, Sexual Assault Awareness, and Domestic Violence Months are all recognized across campus and include a variety of educational strategies.

## BYSTANDER INTERVENTION OPTIONS

**Bystander intervention** means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking against a person other than such individual. Active bystander intervention plays a critical role in the prevention of sexual assault and harassment and is therefore an important component of University educational efforts. The following information summarizes the content of bystander intervention training:

A bystander is, “an individual who observes violence or witnesses the conditions that perpetuate violence. They are not directly involved, but have the choice to intervene, speak up, or do something about it.” We want to create a culture in our community of accountability where bystanders are actively engaged in the prevention of violence, without causing further harm.

In order to achieve this, we have to know how to intervene. Sometimes we witness or hear situations where we want to intervene, but are not sure how to do so. The following is a list of direct and indirect methods of active bystander intervention.

### **Direct:**

- **Say something directly to the person “Are you okay?” “Can I call you a cab?” “Who did you come here with? Let’s find your friends.”**
- **Say something to the perpetrator. Let them know you recognize what is happening, and you won’t stand for it.**
  - **“Is everything okay here?”**
  - **“He/she is pretty drunk; you should probably just get their number and call them tomorrow.”**
  - **“I don’t like what you just did/said**
  - **“What you just said is not cool.”**
- **Remove the person from the situation**
- **If you suspect you or a friend has been drugged, call law enforcement immediately and let someone in charge know like a bouncer, bartender, manager, etc.**

- Always make sure you are safe before intervening
- Talk to a campus official in a non-emergency situation

#### Indirect:

- *If you ever feel uncomfortable or unsafe intervening, then don't.*
- However you can enlist others to help you – the bouncer, bartender, other friends or bystanders, etc. Don't be afraid to call the police if you feel like anyone is in immediate danger.
- Distract the perpetrator- “Hey man I think your car is being towed!”
- “Someone called the cops we need to get out of here!”
- Distract the person “Hey will you come to the bathroom with me?”
- “Can you help me find (enter mutual friend's name).
- “I think your friend is looking for you.”
- Have a code word/text with your friends or family if you feel uncomfortable saying something directly

## RISK REDUCTION INFORMATION

*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. The following information summarizes the content of risk reduction education:

Risk reduction is always a good practice; unfortunately it is not always effective. On average, 74% of assaults are committed by someone the person knows. This number is even higher on college campuses ranging from 80% - 90% of assaults being perpetrated by someone the victim knows beforehand. These assaults are typically happening in closed areas like dorm rooms, apartment buildings, etc. where risk reduction methods may not always be applicable. When discussing risk reduction, it is important to remember that **rapists cause rape**. Risk reduction methods are meant to reduce risk, but cannot prevent the risk altogether. A victim is never at fault for an assault, and should never be blamed for how the assault happened. For this reason, active bystander interventions are the most effective methods for preventing sexual assault and harassment.

The following are some strategies to help reduce risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, [www.rainn.org](http://www.rainn.org)).

- **Be aware of your surroundings.** It's always a good idea to know where you are and how to get home safely if you need to.

- **Try to avoid isolating yourself.** If you go out with friends, communicate. Let each other know where you are, if you're leaving, etc.
- **Trust your instincts.** If you feel like a situation, location, or person is unsafe, it probably is. Don't be afraid to speak up. Chances are others are feeling the same way.
- **If someone is trying to isolate you and you feel uncomfortable, say something.** Have a code word or text with friends. Let someone know where you're going. Make it clear you are uncomfortable with what is happening. Look for an escape route if necessary.
- **Watch your drink.** Don't leave your drink unattended, take it with you when you dance, go to the bathroom, etc. If someone you don't know or trust offers you a drink, say no. If you choose to accept it, order it yourself from the bar. This way you can see the bartender make it, and it will be handed directly to you. Try to avoid drinking from punch bowls or other communal drink containers.
- **Arrive together and leave together .**Make a pact with your friends that you will arrive and leave together. Don't let a friend go home alone or with someone else, especially if they have been drinking.

#### **Additional Resources:**

Sexual Assault Information: <https://www.rainn.org/>

NAU Information and reporting: <https://nau.edu/safe>

Circle of 6 Free App: <http://www.circleof6app.com/>

One Love Healthy Relationship App: <http://www.joinonelove.org>

## **PROCEDURES TO FOLLOW IF AN INCIDENT OCCURS**



### **First and Foremost: Get to Safety and Seek Medical Attention**

- If you become the victim of a sexual assault on or off campus: Get to a safe place. If you are at immediate risk, call 9-1-1. Report the crime as soon as possible after it occurs. Do not shower, bathe, douche, change or destroy clothing. Do not disturb or straighten up the area where the assault occurred. Seek medical attention. You may seek emotional support from

the local Rape Crisis Center. (520-836- 0858) Medical care is important for both physical and psychological reasons. It is also important from the standpoint of evidence to help substantiate your situation. You will be assisted in arranging for any hospital treatment and other medical needs, and the cost of the rape examination is paid for by the criminal justice system. If you have sustained



serious physical injury, go immediately to a hospital emergency room to be examined. Nurses and doctors are required to notify police of a material injury resulting from an illegal act; however, you are not required to talk with the police unless you choose to. You may request that the responding officer contact a victim advocate to respond and talk to you about options and what to expect. Unless there is a reason for you to remain at the hospital, the victim advocate may escort you to the local advocacy center for a forensic examination which are conducted by Sexual Assault Nurse Examiners (SANEs). The SANE will ask you questions about the incident and conduct a thorough head to toe examination, during which all physical injuries will be documented and biological evidence collected that later may be sent to the crime lab. If someone has been a victim of sexual assault, he/she is not required to make a report to law enforcement in order to get the above described forensic exam.

- If there is no serious physical injury you may contact a center in your area directly for their services without going through a medical provider or law enforcement.
- For additional resources throughout the state, please visit <https://www.azag.gov/criminal/victim-services/victim-referral-and-resources>

## **EVIDENCE PRESERVATION CONSIDERATIONS**

It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past **120** hours. This is so evidence may be preserved that may assist in proving that the alleged criminal offense occurred, or it may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease. Victims of gender violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of document they may have that would be useful to University hearing boards/investigators or police.

## **REPORTING OPTIONS**

Sexual assault may happen to anyone, at anytime and anyplace. Should you become a victim of sexual assault, some of the immediate reactions you may experience may include anger, disbelief, anxiety and fear. No matter what your reaction, you should do two things: Report the crime to law enforcement. Reporting the crime to law enforcement is the first step in apprehending and convicting the assailant. Rapists are frequently repeat offenders. If you do not report your attacker, he or she is likely to hurt someone else. Telling the police what happened to you does not mean you have to prosecute. You can tell them everything you remember about the attacker and nothing about yourself. If you chose to prosecute, the authorities will pursue the crime to the

fullest extent of the law. In any case, your situation will be handled discreetly, and your name will not be released to the press. You will not be prejudged, nor will you be blamed for what occurred. You will be treated with courtesy, sensitivity, dignity, understanding and professionalism.

The University has procedures in place that serve to be sensitive to those who report , including informing individuals about their right to file criminal charges, the University processes that are available to them, as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services on and/or off campus. Additional remedies to prevent contact between a complainant and an accused party, including housing, academic, transportation and work place accommodations, will be provided if reasonably available. The University will make such accommodations regardless of whether the victim chooses to report the crime to the CAC Police Department or local law enforcement and regardless of whether the offense is alleged to have occurred on or off campus.

Although the University strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim's choice whether or not to notify proper law enforcement authorities, including on-campus and local police and victims have the right to decline involvement with the police. The University will assist any victim with notifying law enforcement authorities if the victim so desires.

Reporting options include the following:

- **Criminal complaint:** Victims may pursue criminal charges by calling the CAC Police Department at 520-494-5445. If the incident occurred in another jurisdiction, the University will assist in contacting the correct law enforcement agency.
- **Student Code of Conduct:** Victims may pursue administrative complaints alone or in conjunction with a criminal complaint through the Student Code of Conduct by contacting the Office of the Dean of Students at 928-523-5181 or by visiting their office at University Union, Room 105, P.O. 6015, Flagstaff, AZ.
- **Title IX Report:** Sexual assault and sexual harassment are forms of gender discrimination covered by Title IX and other discrimination laws/policies. Contact the Equity and Access Office for more information about filing a complaint under the University's Safe Working and Learning Environment Policy. The Title IX Coordinator, Pam Heinonen, Associate Director of the Equity and Access Office, may be contacted at 928-523-3312, [pamela.heinonen@nau.edu](mailto:pamela.heinonen@nau.edu), or Old Main –Room 111, PO Box 4083, Flagstaff, AZ.
- **Campus Inclusion Team:** At NAU, we are committed to creating and maintaining an environment free of discrimination based on race, color, ethnicity, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, and genetic information.

The Campus Inclusion Team (CIT) is committed to fostering a campus community that honors diversity, freedom of expression, and inclusiveness through individual support, campus trainings, and resource referrals. CIT does not investigate or adjudicate specific incidents of conduct or advise on disciplinary matters.

CIT welcomes open, courageous, and challenging discussions across the full spectrum of human issues and intersections in our campus communities. CIT encourages the exchange of ideas through academic inquiry, civil discourse, and respect for individuals. CIT recognizes the value of free speech and also that some speech may be hurtful and even disparaging. CIT can provide support for students, faculty, and staff impacted by such speech by listening, discussing, and connecting individuals with resources. University community members may report concerns related to diversity and inclusion to CIT; if a reported concern appears to involve a legal or policy violation, the CIT will refer the impacted individuals or communities to the appropriate resource.

We encourage anyone who has experienced or witnessed an act of bias to report it and to access available resources. Together, we can work to make NAU a more welcoming community for all.

For more information and on-line reporting options, please visit:

[www.CampusInclusionTeam.com](http://www.CampusInclusionTeam.com) or email the team at [campusinclusionteam@nau.edu](mailto:campusinclusionteam@nau.edu)

- **Anonymous Sexual Assault Report Form:** If a student does not wish to pursue any of the options listed above, they may fill out this form to give anonymous information about what happened. The form can be found at: [https://nau-advocate.symplicity.com/public\\_report/](https://nau-advocate.symplicity.com/public_report/)

A student or employee who reports to the University that they have been the victim of domestic violence, dating violence, sexual assault, or stalking, whether the offense occurred on or off campus, will be provided with a written notification of their rights and options to include:

- Possible sanctions or protective measures that the University may impose following a final determination of the University's disciplinary procedure regarding rape, acquaintance rape, domestic violence, dating violence, sexual assault, or stalking;
- Procedures victims should follow if any of the above listed offenses has occurred;
- Procedures for the University's disciplinary action in cases of the alleged offenses;
- Information about how the University will protect the confidentiality of victims, including how publicly-available recordkeeping will be accomplished without the inclusion of identifying information about the victim, to the extent permissible by law; and
- Options for, and available assistance in, changing academic, living, transportation, and working situations if so requested and if such

accommodations are reasonably available. These options are available regardless of whether the victim chooses to report the crime to campus police or local law enforcement.

In Arizona victims of crime have the opportunity to participate in the criminal justice system and are extended certain protections of the law during their involvement in the process as a result of the Victim's Rights Amendment to the Arizona Constitution .For more information on Victim's Rights in Arizona call the Office of the Victims Services at 602-542-4911 or visit the Victim Services website at: <http://www.azag.gov>

## **COURT ORDERS, NO CONTACT ORDERS AND ACCESS RESTRICTIONS**

Northern Arizona University complies with Arizona law in recognizing a valid protection order that is related to domestic or family violence and that is issued by a court in another state, a court of a United States territory or a tribal court for the purpose of preventing violent or threatening acts or harassment against, contact or communication with or physical proximity to another person for as long as the order is effective in the issuing jurisdiction. Victims who have obtained an Order of Protection are encouraged to provide a copy to NAU Police Department and the Office of the Title IX Coordinator or the Office of the Dean of Students as appropriate.

In most instances, the University cannot apply for an order of protection or injunction prohibiting harassment on behalf of a victim. The victim is required to file a petition for an Order of Protection or Injunction against Harassment with a Justice of the Peace, Municipal or Superior Court Judge. In the event a victim is either temporarily or permanently unable to request the order or injunction, a third party may request the order or injunction on behalf of the victim. The victim may also seek assistance from Victim Services of Pinal County at <http://www.pinalcountyz.gov/CountyAttorney/VictimServices/Pages/Home.aspx>. For direction on applying for Orders of Protection and Injunctions against Harassment, please contact the Central Arizona College police or the below listed courts.

### **Casa Grande Area:**

- [\*\*City of Casa Grande Municipal Court\*\*](#), 520-421-8675
- [\*\*Pinal County Justice Courts\*\*](#), 520-836-5471
- [\*\*Pinal County Superior Court\*\*](#), 520-866-5400

In the case of Injunctions Prohibiting Workplace Harassment, which are used to help prevent violence in the workplace, an employer, or authorized agent of an employer, may file a petition for the injunction.

The University may issue an institutional no contact order if deemed appropriate. If reasonably available, a complainant may be offered changes to academic, living,

transportation, or working situations in addition to counseling, health services, visa and immigration assistance and assistance in notifying appropriate local law enforcement. Additionally, personal identifiable information about the complainant will be treated as confidential to the extent possible and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant (for example, publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information). Further, the institution will maintain as confidential, any accommodations or protective measures provided to the complainant to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures. The University does not publish the name of crime victims nor house identifiable information regarding victims in the CAC Police Department's Daily Crime log. Additionally, all timely warning reports to the campus community on crimes considered to be a threat withhold the names of victims as confidential.

Students may edit their FERPA/Directory Restrictions in their LOUIE Student Service. Instructions are provided in the following link: <https://in.nau.edu/ferpa/ferpa-faq/>.

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## **OTHER CONSIDERATIONS IN REPORTING**

A victim who does not wish to file an administrative complaint through one of the University processes or pursue action within the criminal justice system may still file a report with the law enforcement agency of jurisdiction. Without these reports, crime trends and other issues of concern may not be identified. Central Arizona College administration issues emergency notifications and timely warnings for the campuses. As such, prompt and accurate reporting of all criminal incidents to the Police is strongly encouraged. It should be noted that Arizona Revised Statutes allow for victimless prosecution in certain instances. All information available to the University may be used to comply with our obligations to take steps to maximize the safety of campus for all individuals and comply with other laws and regulations.

If you are the victim of a crime and do not want to pursue action within the college disciplinary system or the criminal justice system, you may still want to consider making a private report. If this is the case, you may report the details of the incident without revealing your identity by calling our Silent Witness line (520) 494-5011 and leaving a message. Police can also be reached via email at [cacpolice@centralaz.edu](mailto:cacpolice@centralaz.edu) but remember it may be a few days before the email is read; if an immediate response is required please report via telephone at (520) 836-9655.

Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution. With such information, the college can keep an accurate record of the number of incidents involving students, and possibly determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the college



community to potential danger. Because police reports are public record under state law reports of crime cannot be held in confidence. This reporting mechanism is NOT for crimes in progress. There is also an on-line reporting option for Campus Security Authorities through the NAU Police Department website: [www.nau.edu/police](http://www.nau.edu/police)

NAU does have an anonymous reporting process for victims of sexual assault. If a victim does not wish to file a police report or report the incident through the Office of the Dean of Students or the Title IX Coordinator, they may fill out this form to give anonymous information about what happened: [https://nau-advocate.symplicity.com/public\\_report/](https://nau-advocate.symplicity.com/public_report/) The purpose of the anonymous sexual assault report is to assess the danger the incident may present to the community at large as well document it for inclusion in the annual crime statistics .No names are used, nor is any information included that might identify the victim. If a victim chooses to go this route, it is the victim's choice how much information is shared and all efforts are made to maintain the victim's anonymity. Support options and resources are listed within the form. More information on Northern Arizona University's Sexual Assault Protocol and anonymous reporting process can be viewed by visiting: <http://nau.edu/Health-Services/Health-Promotions/Violence-Prevention/Sexual-Assault/Reporting>

If you are a victim of sexual assault, it is important for you to receive services such as medical attention and counseling regardless of your decision to report the incident. When you talk to a counselor, the information you provide will remain confidential and the counseling relationship provides a safe space for you to talk about the incident and how it has affected your life. There are, however, a few exceptions to confidentiality. If you are under the age of 18, the counselor is mandated to report certain offenses such as a sexual assault. If you are seen as a potential harm to yourself or another person, the counselor must also break confidentiality. These factors are considered on a case-by-case basis. Counselors are encouraged, when they deem appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion in the annual crime statistics.

## RESOURCES FOR VICTIMS

Central Arizona College is committed to providing support and assistance to victims as well taking active measures to help assure the physical and emotional well-being of victims. A number of resources are available to assist victims of sexual misconduct. **CAC does not have counseling or pastoral services on campus.**

### Apache Junction area resources:

- [Against Abuse, Inc.](#)  
Casa Grande, AZ  
520-836-0858  
Resource listing for: emergency/transitional/legal advocacy/referrals/counseling  
Serving women and children

- [\*\*Cenpatico\*\*](#)  
24 hour crisis line  
1-866-495-6735
- [\*\*Community Alliance Against Family Abuse \(CAAFA\)\*\*](#)  
Apache Junction, AZ  
480-982-0196  
Resource listing for: comprehensive victim services/emergency/shelter
- [\*\*Horizon Human Services\*\*](#)  
Casa Grande, AZ  
520-836-1688  
Resource listing for: counseling/referrals
- [\*\*Pinal County Domestic Violence Coalition\*\*](#)  
Casa Grande, AZ  
520-836-1239  
Resource listing for: advocacy
- [\*\*Pinal County Resources for Domestic Violence\*\*](#)  
Resource listing for: courts/counseling/shelters/safe houses/information resources/legal services/orders of protection/injunctions against harassment/victim services

#### **On-Campus/Flagstaff Mountain Campus:**

- [\*\*Campus Health Medical Services\*\*](#) provides a wide array of medical services and resources to the University community. 928-523-2131
- [\*\*NAU Counseling Services\*\*](#) provides counseling to adult students of the University community whose lives have been disrupted by criminal activities or other incidents that affect their progress at this University. 24-hour contact with on-call counselors is available at 928-523-2261.
- [\*\*Employee Assistance and Wellness Office\*\*](#) assists employees and their families with personal and professional issues in a comfortable, accessible office. 928-523-1552
- [\*\*The Office of the Dean of Students\*\*](#) is responsible for ensuring that the conduct of each student attending the University contributes to an environment conducive to the University's academic objectives. Student Life may take disciplinary action ranging from a warning to expulsion. 928-523-5181
- [\*\*The Equity and Access Office \(EAO\)\*\*](#) is responsible for overseeing the Safe Working and Learning Environment Policy which prohibits illegal discrimination and harassment. Pam Heinonen, Associate Director of EAO is also designated as NAU's Title IX Coordinator. 928- 523-3312
- [\*\*NAU Human Resources Department\*\*](#); plays an important role on campus and is involved in so many ways in the health and management of our employees. 928-523-2223
- [\*\*Student Legal Counsel Office\*\*](#) assists NAU students with issues of a legal nature and can provide advice and referrals to outside attorneys. 928-523-4971

- [Disability Resources](#) cooperates with students, faculty, staff, and the campus community to promote a universally-designed environment for the full inclusion of people with disabilities. 928-523-8773
- [Center for International Education](#) (Visa and Immigration issues); 928-523-2409
- [Collegiate Recovery Program](#) 928 523 2131

#### **State and Federal:**

- [Native Americans for Community Action \(NACA\)](#); Website has links to statewide resources.
- [The Arizona Child & Family Advocacy Network](#)
- [Rape, Abuse and Incest National Network](#); 1-800-656-HOPE
- [US Department of Justice, Office of Violence Against Women](#)
- [US Government Not Alone resource website](#)
- [Southwest Behavioral Health](#)

## **SANCTIONS AND PROTECTIVE MEASURES**

**For students, sexual assault, domestic violence, dating violence, and stalking are violations of the Student Conduct Code.** In all cases, investigations that result in a finding of more likely than not that a violation of the Student Code of Conduct occurred will lead to the initiation of disciplinary procedures against the accused individual. University sanctions may include expulsion, suspension (There is no min or max on suspension – sometimes they are multiple years), degree revocation, probation, warning, administrative hold, restricted access to University property, organizational sanctions, educational response, interim action, academic conduct, restitution, notation on transcript, or other sanctions permissible under existing University rules. The University may implement protective measures following the report of domestic violence, dating violence, sexual assault and/or stalking which may include some or all of the following actions; administrative no-contact orders, denial of access to University property, including classrooms, residence halls, workplace, University transportation options, restriction of personally identifiable information available through University networks/systems, and other appropriate interim action. The University prohibits retaliation for reporting any gender discrimination or violence or for participating in any University investigation or administrative procedure.

Employees who violate the Safe Working and Learning Environment (SWALE) Policy will be subject to discipline, up to and including termination of employment. Sexual assault, domestic violence, dating violence, and stalking are criminal acts which also may subject the perpetrator to criminal and civil penalties under federal and state law.

The Title IX Coordinator or their designee will be consulted to determine whether interim interventions and protective measure should be implemented, and, if so, take

steps to implement those protective measures as soon as possible. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by Northern Arizona University.

## **ADMINISTRATIVE COMPLAINTS AND UNIVERSITY DISCIPLINARY PROCEDURES**

A complaint may be made under the Student Code of Conduct, the Standards of Residence or the Safe Working and Learning Environment Policy (SWALE) whether or not criminal charges are filed. If there is concurrent jurisdiction over a particular incident the University may determine, in consultation with the victim, the most appropriate option for addressing the complaint.

The University disciplinary processes will include a prompt, fair, and impartial investigation and resolution process transparent to the accuser and the accused. The resolution of complaints of sexual misconduct are completed in a timely manner, usually within 60 days of the report. Investigators and hearing board members will be trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking and taught how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability.

- The accuser and the accused will have timely notice for meetings/hearings at which the accuser or accused, or both, may be present;
- The institutional investigation and disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused;
- The University provides the accuser and accused the same opportunities to have an adviser present during a University investigation and disciplinary proceeding. The accuser and the accused student each have the opportunity to be advised by a personal advisor of their choice, at their expense, at any stage of the process and to be accompanied by that advisor at any meeting or proceeding. The Student Code of Conduct defines an adviser as “... an individual selected by the student to advise him/her. The adviser may be a faculty or staff member, student, attorney, or other representative of the student.” The accuser and accused student may be assisted throughout the proceedings by their adviser. Throughout the report resolution process, each Party may be assisted by an advisor, who may be an attorney, but who is not otherwise a Party or witness. Advisors may simply provide support in a manner that does not disrupt or unduly delay at any disciplinary proceeding, or may present the student’s case at a disciplinary appeal hearing.
- A student conduct decision is based on the preponderance of evidence standard, i.e. “more likely than not to have occurred” standard. In other words, the conduct process asks: “is it more likely than not that the accused student violated the University’s Student Conduct Code”.
- The accuser and the accused will be notified simultaneously in writing of the outcome of any disciplinary proceeding, any changes to those results prior to the time that such results become final, and when such results become final (If the

alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph); and

- The complainant and/or respondent may appeal the outcome of an investigation and related disciplinary proceeding (a finding of responsibility or no responsibility and/or a finding of responsibility or no responsibility as insufficient or excessive by filing a written notice with the Office of the Dean of Students within five (5) business days of the date of the written outcome the Memorandum of Findings and Sanction.
- If there is no appeal by either the complainant or respondent within the proscribed timeframe, the decision of the Dean of Students or designee will become final and effective immediately. Filing a timely notice of appeal will suspend the imposition of disciplinary sanctions (except for interim suspension) pending the outcome of the disciplinary process. If the sanction is suspension or expulsion and the decision of the Dean of Students or designee is appealed, the respondent will not be permitted to graduate until the disciplinary process has concluded.
- Compliance with these provisions does not constitute a violation of section 444 of the General Education Provisions Act (20 U.S.C. 1232g), commonly known as the Family Education Rights and Privacy Act of 1974 (FERPA).

For more detailed information on these procedures see:

[NAU Code of Conduct](#)

[Student Disciplinary Procedures](#)

[Student Sexual or Gender-Based Harassment and Sexual Misconduct Policy](#)

[Student Sexual or Gender-Based Harassment and Sexual Misconduct Procedures](#)

## **STATEMENT REGARDING CONFIDENTIALITY**

Victims who wish to seek assistance regarding an incident of sexual assault or other gender violence with the maximum confidentiality protections are encouraged to contact Counseling Services (on-campus), Victim-Witness Services (community), or NACASA (community). When University employees who are not subject to a legally recognized privilege receive or become aware of an incident, the University will consider the request of a victim for privacy to the extent consistent with its obligation to provide a safe and nondiscriminatory environment for all students. It will also seek to limit information sharing to those with a role in evaluating that obligation or handling the University's response, such as the provision of interim measures. Additionally, confidentiality cannot be ensured under circumstances where University members have a Duty to Report as outlined in A.R.S. 13-3620 relating to minors.

University Campus Security Authorities can meet their Clery obligation to report the crime statistic while maintaining the confidentiality of the victim by utilizing the CSA



Crime Statistic Report form located on the NAU Police Department's web page. This form is submitted to the NAU Police Department for inclusion in the year's Clery statistics; however it does not include any personally identifiable information. A victim's personally identifying information is not included in any Clery Act reporting and disclosures such as the Daily Crime Log, Annual Security Report or Timely Warnings.

**Because police reports are public record under state law, the CAC Police Department cannot hold reports of crime in confidence.**

## **SEX OFFENDER REGISTRATION**

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice, as required under state law, of each institution of higher education in that state at which the person is employed, with or without compensation, volunteer services or is a student.

The Arizona Department of Public Safety maintains a website where registered sex offenders can be queried, which can be accessed at: [azsexoffender.org](http://azsexoffender.org)

## **WEAPONS POLICY**

Northern Arizona University prohibits the use, possession, display, or storage of any Weapon on all property and facilities owned, leased, or otherwise under the University's control, and at all University activities or events. NAU students and employees are required to report violations and suspected violations of this policy to the Central Arizona College Campus Security or NAU PD. In the event of an immediate threat to life or property, **call 911**.

In addition to sanctions that may be imposed under applicable law, violations of this policy by students are subject to disciplinary action under the Student Code of Conduct up to and including suspension and expulsion. Violations by employees are subject to disciplinary action under applicable Arizona Board of Regents and NAU employee conduct policies up to and including termination of employment. Violations of this policy by visitors, guests, or members of the general public may result in ejection from University property, arrest, and/or confiscation of a prohibited Weapon or other dangerous item. The entire NAU Weapons Policy can be found on-line at <https://nau.edu/university-policy-library/weapons/>.

## CAC POLICE DEPARTMENT RECORDS REQUESTS

The Records Section is responsible for the indexing and filing of all police reports generated by CAC Police Officers. Pursuant to ARS 39-121 police reports may be inspected by the public and are subject to limitations provided by law, regulation and judicial decision. All or part of a police report may be available depending on the status of an investigation through the criminal justice system. To request a copy of a report, a "Request for Inspection of Public Record" form must be filled out and submitted to the records section in person, by mail or by fax. You must be able to identify the report by providing the case report number. If the case report number is unknown, provide an approximate date and location, the name of an involved person, and the type of incident. The records section is open to the public from 8:00 a.m. to 4:00 p.m. Monday through Thursday, closed during state observed holidays.

## CRIME STATISTICS

Crime statistics are gathered in accordance with the guidelines established under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. In addition to publishing this Annual Security Report, the NAU PD submits the annual crime statistics published in this report to the U.S. Department of Education.

***The campus crime, arrest and referral statistics contained in this report include reports made to the NAU / CAC PD, reports made to University officials who include campus security authorities, and reports made to other law enforcement agencies. It should be noted that not all law enforcement agencies queried either responded to the request for statistics and/or were able to provide statistics for NAU's Clery reportable geography.***

***The following are Arizona definitions (Violence against Women Act - VAWA) crimes- include dating violence, domestic violence, sexual assault and stalking:***

***Domestic Violence:*** means any act that is a dangerous crime against children as defined in section 13-705 or an offense prescribed in section 13-1102, 13-1103, 13-1104, 13-1105, 13-1201, 13-1202, 13-1203, 13-1204, 13-1302, 13-1303, 13-1304, 13-1406, 13-1425, 13-1502, 13-1503, 13-1504, 13-1602 or 13-2810, section 13-2904, subsection A, paragraph 1, 2, 3 or 6, section 13-2910, subsection A, paragraph 8 or 9, section 13-2915, subsection A, paragraph 3 or section 13-2916, 13-2921, 13-2921.01, 13-2923, 13-3019, 13-3601.02 or 13-3623, if any of the following applies:

1. The relationship between the victim and the defendant is one of marriage or former marriage or of persons residing or having resided in the same household.
2. The victim and the defendant have a child in common.

3. The victim or the defendant is pregnant by the other party.
4. The victim is related to the defendant or the defendant's spouse by blood or court order as a parent, grandparent, child, grandchild, brother or sister or by marriage as a parent-in-law, grandparent-in-law, stepparent, step-grandparent, stepchild, step-grandchild, brother-in-law or sister-in-law.
5. The victim is a child who resides or has resided in the same household as the defendant and is related by blood to a former spouse of the defendant or to a person who resides or who has resided in the same household as the defendant.
6. The relationship between the victim and the defendant is currently or was previously a romantic or sexual relationship. ***In Arizona, this includes housing roommates.***

***Dating Violence:*** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating Violence does not include acts covered under the definition of domestic violence. ***Please note that Arizona's domestic violence laws encompass the definition of dating violence.***

***Stalking:*** A person commits stalking if the person intentionally or knowingly engages in a course of conduct that is directed toward another person and if that conduct either:

1. Would cause a reasonable person to fear for the person's safety or the safety of that person's immediate family member and that person in fact fears for the person's safety or the safety of that person's immediate family member.
2. Would cause a reasonable person to fear death of that person or that person's immediate family member and that person in fact fears death of that person or that person's immediate family member.

***Sexual assault:*** A person commits sexual assault by intentionally or knowingly engaging in sexual intercourse or oral sexual contact with any person without consent of such person.

***Sexual abuse:*** A person commits sexual abuse by intentionally or knowingly engaging in sexual contact with any person who is fifteen or more years of age without consent of that person or with any person who is under fifteen years of age if the sexual contact involves only the female breast.

**Sexual conduct with a minor (Statutory Rape)** A person commits sexual conduct with a minor by intentionally or knowingly engaging in sexual intercourse or oral sexual contact with any person who is under eighteen years of age.

**Incest:** Persons who are eighteen or more years of age and are within the degrees of consanguinity within which marriages are declared by law to be incestuous and void, who knowingly intermarry with each other, or who knowingly commit fornication or adultery with each other are guilty of a class 4 felony.

Additional information on definitions for Arizona Revised Statute Sex Offenses may be found in Chapter 14 at <https://www.azleg.gov/arsDetail/?title=13>.

## CLERY CRIME DEFINITIONS

***Murder and Non-Negligent Manslaughter:*** The willful (non-negligent) killing of one human being by another.

***Manslaughter by Negligence:*** The killing of another person through gross negligence.

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

***Aggravated Assault:*** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by 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 or probably would result in a serious personal injury if the crime were successfully completed.

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

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

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

### ***Arrests and Disciplinary Referrals for Violations of Weapons, Drugs and Liquor Laws***

An ***arrest*** for Clery Act purposes is when a person is processed by arrest, citation or summons.

***Referred for disciplinary action*** is the referral of any person to any university official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

***Weapon Law Violations:*** 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.

***Drug Abuse 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.

***Liquor Law Violations:*** The violation of state or local laws or ordinance prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

## CLERY GEOGRAPHIC CATEGORIES

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

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

**Non-campus:** Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property (other than a branch campus) owned or controlled by the institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

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

## HATE CRIMES

**Northern Arizona University** is also required to report statistics for hate (bias) related crimes by the type of bias. A hate or bias related crime is not a separate, distinct crime; it is a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. Bias is a pre-formed negative opinion or attitude toward a group of persons based on their race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, or disability. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of their bias against the victim's race, sexual orientation, etc., the assault is then also classified as a hate/bias crime.

For Clery purposes, Hate Crimes include the following classifications: murder/non-negligent manslaughter, negligent manslaughter, sex offenses (rape, fondling, incest, statutory rape), robbery, aggravated assault, burglary, motor vehicle theft, and arson (previously defined under Clery Act Crime Definitions) and larceny, vandalism, intimidation, and simple assault (defined below).



**Larceny**: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

**Vandalism**: To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

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

**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.

**Reported Hate Crimes:**

**2018: No Hate Crimes reported**

**2017: No Hate Crimes reported**

**2016: No Hate Crimes reported**

## NAU-Signal Peak Campus: Central Arizona College

\*This campus does not have any on-campus student housing facilities or any noncampus buildings or property.

	<u><b>On Campus</b></u>	<u><b>Public Property</b></u>	<u><b>Unfounded Crimes</b></u>
<b>Murder and Non-Negligent Manslaughter</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0
<b>Manslaughter by Negligence</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0
<b>Rape</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0
<b>Fondling</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0
<b>Incest</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0
<b>Statutory Rape</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0
<b>Robbery</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0

	<u>On Campus</u>	<u>Public Property</u>	<u>Unfounded Crimes</u>
<b>Aggravated Assault</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0
<b>Burglary</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0
<b>Motor Vehicle Theft</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0
<b>Arson</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0
<b>Arrests: Weapons Violations</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0
<b>Disciplinary Referrals: Weapons Violations</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0
<b>Arrests: Drug Law Violations</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0

	<u>On Campus</u>	<u>Public Property</u>	<u>Unfounded Crimes</u>
<b>Disciplinary Referrals: Drug Law Violations</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0
<b>Arrests: Liquor Law Violations</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0
<b>Disciplinary Referrals: Liquor Law Violations</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0
<b><u>VAWA</u></b>			
<b>Dating Violence</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0
<b>Domestic Violence</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0
<b>Stalking</b>			
2016	0	0	0
2017	0	0	0
2018	0	0	0