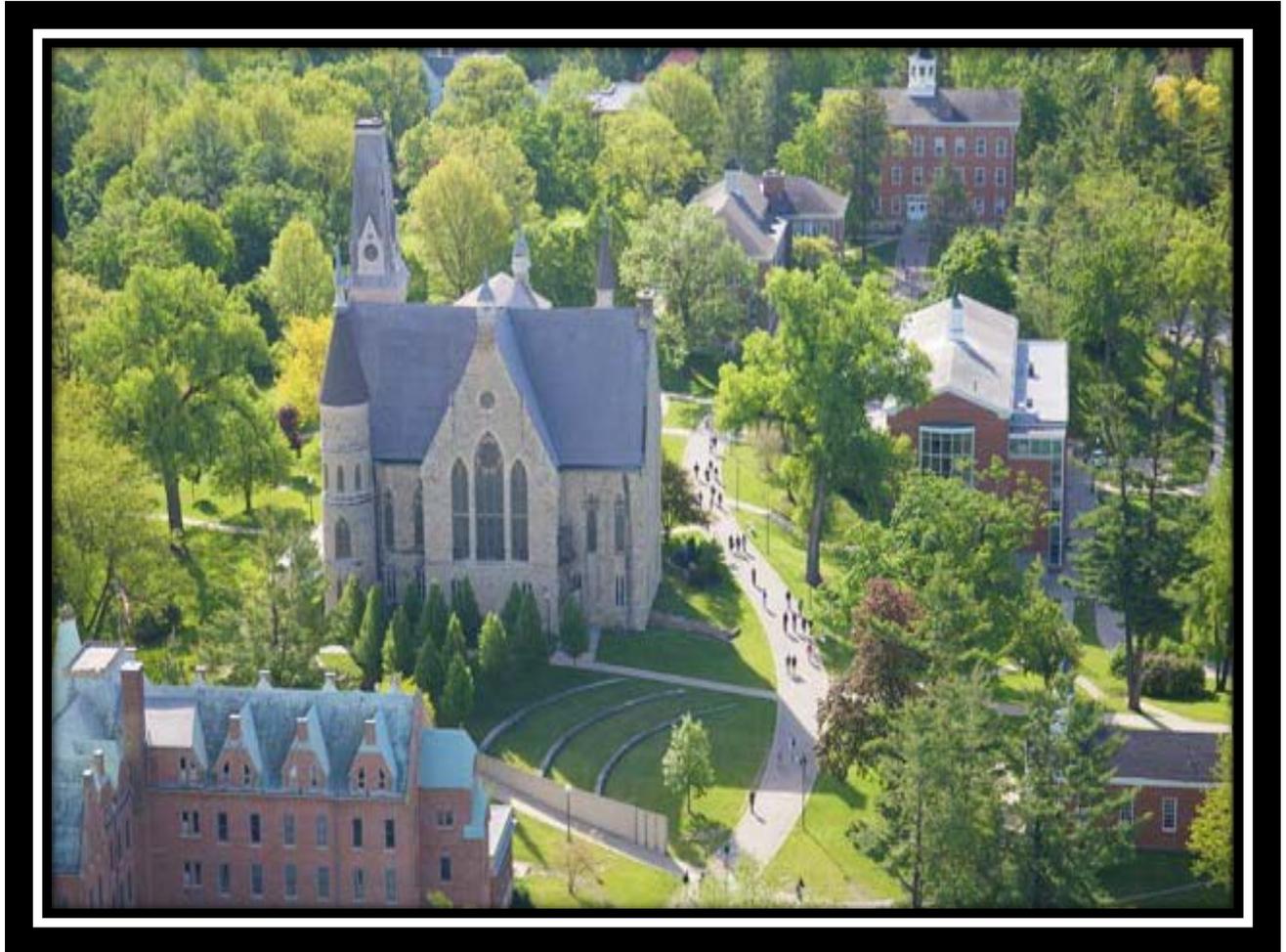


# Cornell College Campus Safety / Fire Safety 2016 Annual Report

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In early spring of each school year, Cornell College’s Campus Safety Director begins compiling statistics from the previous year as required by the Clery Act (hereinafter “the act”). A group of professionals from several departments across campus meet, as required by the act, to assure that the report presented meets the requirements of the act. This process is designed to ensure that students, potential students, employees, potential employees, and parents have the most accurate information possible regarding crime and safety, and related policies, at Cornell College.

## The Campus Safety Department

As a department of the Division of Student Affairs, Campus Safety is staffed 24 hours a day, 365 days a year and is located in the lower-level of the Ebersole Center.

### Security Services

Campus Safety Officers are responsible for the enforcement of rules and regulations prescribed by the College and are not empowered with arrest authority. Campus Safety officers work in collaboration with students and other members of the community to foster trusting relationships. Campus Safety Officers are always available to answer questions and deal with the problems students encounter during their careers at Cornell College.

### Relationship with Local Police

In the event of an emergency, 911 calls go directly to a Linn County dispatch operator who can activate responses from local police, fire and ambulance, and, as needed, area or county emergency responders including sheriff's deputies, and triage units.

Cornell College has a cooperative relationship with the Mount Vernon Police Department. MVPD provides patrol and response to incidents in Mount Vernon, including the Cornell College Campus and surrounding areas. When a Cornell College student is involved in an off-campus offense, MVPD may contact Campus Safety to assist and to document such occurrences. Mount Vernon Police routinely work and communicate with Campus Safety on any serious incidents occurring on campus or in surrounding areas near campus.

### Crime Prevention & Safety

The cooperation and involvement of all community members is essential for making the campus safe. All students, faculty, and staff should be alert at all times; immediately report malfunctions and suspicious persons or activity; be sure that doors are locked when leaving rooms or buildings; and take common sense precautions. Since over 90% of Cornell students live on campus, student cooperation and support are especially important. The College cannot be responsible for accidents, personal injury, and damage to property or loss of personal property.

Everyone is encouraged to exercise the following safety precautions:

1. Report all suspicious activity to Campus Safety immediately.
2. Exterior doors of buildings should never be propped open.
3. **Locks don't work unless you use them.** Most thefts on campus occur in unlocked rooms. Room doors should be locked at night and when the student leaves, even for a short period of time. Keep windows locked when you are not home. If you have a problem with your lock, report it immediately to Campus Safety or Residence Life.
4. Residents should ask visitors to identify themselves before allowing access to the building or to their rooms.

5. Keys should be carried at all times and never copied or loaned to others.
6. Cars should be parked in lighted areas and kept locked at all times. Valuables should be concealed or locked in the trunk.
7. Avoid walking alone at night. Contact Campus Safety for an escort at extension 4299, 319-895-4299 or from an Emergency phone on campus.
8. Window shades or shutters should be drawn or closed at night, especially when room lights are on.
9. Never leave valuables (wallets, purses, books, computers, etc.) unattended or easily visible in your vehicle. Inventory your personal property and make records of the serial numbers of all valuables.
10. Students should avoid areas that are isolated or not well lit.

**Emergency Phones:** Emergency phones are located at the following locations:

- Bowman-Carter (patio)
- Russell Hall (parking lot)
- Thomas Commons (south entrance)
- Field House Parking Lot (east end)
- Field House Parking Lot (west end)
- Geology Parking Lot (west end)
- Maintenance Parking Lot (north lot)
- Merner (east entrance)
- Pfeiffer (north entrance)
- West Science (entrance)
- 10th Avenue
- Campus Safety Office
- O Parking Lot

Cornell students, faculty, staff members, and visitors are encouraged to contact the Campus Safety office. The Director of Campus Safety will keep the campus community informed about safety and security issues and alerts through the Campus Newsletter, *The Cornellian*, *Today and @ Cornell*, mass e-mail messages, timely warnings or faculty and student meetings. Residence hall students are also informed by their resident assistants about safety precautions.

**Education:** When new students arrive on campus they are informed about campus safety and security precautions, policies and procedures, including alcohol and drugs and sexual assault. This information appears in the Residence Life Handbook, *The Compass* (student handbook), meetings in the residence halls and new student orientation. Several campus groups sponsor programs about various safety issues throughout the year.

**Alcohol and Drugs:** the College annually distributes the Drug Free Schools and Community Act to faculty, staff and students in accordance with federal legislation. Programs, resources, and information regarding the consequences of illegal drug use are included in the [publication](#).

**Sex Offenses:** the College annually publishes and distributes a brochure about sexual assault. The publication includes a summary of the College policy; education programs; procedures;

options for reporting; services available on and off campus; disciplinary procedures and sanctions; and possible change in academic or living situations. Information about registered sex offenders may be obtained by going to the Linn County Sheriff's Office. This information is available to you in accordance with Iowa Law.

**Safety Alerts:** the College will make timely reports to the community about any crimes including murder, rape, robbery, aggravated assault, burglary, or motor vehicle theft that are considered to be an imminent threat to the safety of the campus community. This information will be electronically disseminated to faculty, staff, and students.

## Reporting Crimes and Emergencies

Individuals who become victims of or witness a crime should immediately notify Campus Safety at 319-895-4299. Campus Safety is staffed 24 hours a day, seven days per week. Any Campus Safety Officer will take a report of a crime. The Campus Safety department will investigate any criminal activity reported. Reports may also be made to the Mt. Vernon Police Department by calling 911 for an emergency or 319-895-6141.

### Reporting Crimes

The Cornell Campus Safety Department and Cornell College strongly encourages victims of **ALL** crimes to report both to the Campus Safety office and to the Mt. Vernon Police Department. It's important to report a crime, no matter how insignificant it seems.

To report a crime, members of the campus community should call the Campus Safety Office, go to the Campus Safety Office in the lower level of the Ebersole building or submit an online public [incident report form](#).

If you are a student (living on or off campus), you may report a crime to the police, seek internal college support, and pursue conduct actions if the incident involved another. Cornell College Campus Safety is available to all community members, and will arrange a neutral meeting place for your initial meeting with the police and, if you wish, a representative of the College will accompany you. Once you report a criminal instance to the police, the College has no control over the investigation and the legal process that may result.

- **Cornell College Campus Safety** – extension 4299, or 319-895-4299 from an off campus phone.
- **Police/Fire/Ambulance Emergency** – 911 (or 9-911 from any college house phone)
- **Mount Vernon Police /Non-Emergency** – 319-895-6141

If you intend to report a theft to your insurance company, you must file a police report.

## Campus Emergencies

An emergency is any situation – actual or imminent – that endangers the safety and lives of Cornell College students/employees/visitors, or the security of the Cornell campus and property.

This guide is designed as a quick reference to help you respond immediately and effectively to a wide range of emergency situations. More detailed information is available in the college's [Emergency Operations Plan](#).

- During emergency conditions avoid making telephone calls (including cell phone calls) except for calls of an emergency nature.
- If you evacuate your building, notify Cornell Campus Safety (4299), including notification of your location.
- If you have a disability that would require special accommodation in an emergency, please notify your manager, instructor, RA, Human Resources or Campus Safety ahead of time. All information will be kept confidential.
- Program Cornell College Campus Safety's telephone number into your cell phone: **319-895-4299**.
- Time is critical in responding to any emergency – and safety of people always comes first, before protection of property.

The Cornell College campus community is instructed to call the Campus Safety Office at extension 4299 in the event of any campus emergency. This phone call will activate an emergency response protocol. This protocol includes for notification of Campus Safety personnel, police, fire or EMS to respond to your location immediately. Other appropriate campus authorities and support services that are available through the College will also be notified. In case of fire or medical emergency, the campus community is instructed to dial 911 first, and then to contact the Campus Safety office at extension 4299. **Always give your location, nature of the emergency, and be prepared to respond to questions or instructions. Do not hang up until told to do so.**

The college's Crisis Planning and Preparedness Committee will coordinate the response of emergency responders and the evacuation of the campus community in the event of an emergency. This team will also test the emergency response and evacuation procedures annually and publicize the emergency response and evacuation procedures throughout the community via the Cornell College Emergency Information Guide flipchart. These tests may be either announced or unannounced. The campus utilizes table top exercises, live action drills, and tests of the R.A.M. Emergency system as ways to test the system. These tests are designed to assess and evaluate the emergency plans and capabilities of Cornell College. In preparation for a tabletop or live action exercise, emergency response and evacuation procedures are publicized. The Campus Safety office logs each test, including date, time, announcement of exercise, and a description of the test.

## The R.A.M. (Rapid Alert Messaging) Emergency System

Cornell College has established the R.A.M. (Rapid Alert Messaging) Emergency System to assist in campus wide notification in events of safety concern. This system will disperse instant and simultaneous text messages to all faculty, staff, and students who have registered their cellular phone numbers for this program. Messages will be sent only in the event of emergencies by select staff members.

All students, faculty members and staff members are strongly encouraged to register. It takes only a minute to register and there is no cost for registration. Participants will be charged standard text messaging fees for receiving messages; however, the R.A.M. Emergency System will only be used for urgent notifications requiring your immediate attention. No junk mail will be issued and the company handling this service will not distribute your phone numbers to other companies. Numbers provided for the R.A.M. emergency System are for mass text message notification only and will not be used for individual contact purposes. Additionally, R.A.M. Emergency System users can also elect to be provided with campus notifications regarding email and internet outages.

Please note: Some students may have already provided a cell phone number to the College for personal contact purposes, but the College cannot register you for this service. So even if you have provided Cornell with your cell phone number, you still need to register for the R.A.M. Emergency System.

*What if I can't use my cell phone in class?* Enrollment in the R.A.M. Emergency System does not circumvent classroom policies established by faculty in regards to cell phone use. As stated earlier, the mass notification is just one of several methods of communicating to the campus during times of emergency and safety concern.

Additional information about the mass notification system can be found on the [Rave website](#).

Questions or concerns about the R.A.M. Emergency System can be addressed to Director of Campus Safety.

### Building evacuation procedure

If you hear an evacuation alarm or are verbally told to evacuate the building:

- Remain calm
- Leave quickly
- Listen to and follow all instructions provided by campus authority or emergency responders.
- As you exit, quickly check nearby restrooms, copier rooms, storage rooms, and other areas for occupants who may not have heard the evacuation signal.
- Notify Campus Safety or emergency officials of anyone needing assistance.
- Take with you ONLY essential personal items. Do not attempt to take large or heavy objects.

- Shut all doors behind you as you go.
- **Do not use elevators.**
- Once outside do not block exits or emergency vehicle access. Move at least 500 feet away from the building or to a specific location as directed by Campus Safety or other emergency personnel.
- Stay together as a group.
- Do not attempt to re-enter the building or area until advised by officials that it is safe to do so

## Fire

To report a fire, or if you see or smell significant smoke:

- Remove yourself from the area (and anyone else in close proximity).
- Pull the fire alarm pull station closest to the problem.
- Call **911** (from campus phone: **9-911**)
- Call Campus Safety: 319-895-**4299**
- Contain the fire/smoke by closing doors as you evacuate the area.
- Extinguish the fire only if you are trained in how to use a fire extinguisher and it is safe to do so.

**After reporting a fire, or if the alarm sounds:**

- Immediately leave the building by the closest exit or as directed.
- **Do not use elevators.**
- Notify Campus Safety or emergency officials of anyone needing assistance.
- Once outside do not block exits or emergency vehicle access. Move at least 500 feet away from the building or to a specific location as directed by Campus Safety or other emergency personnel.
- Stay together as a group.
- Do not attempt to re-enter the building or area for any reason until advised by officials that it is safe to do so.

**To use a fire extinguisher, use the PASS system:**

1. **P**ull the pin\_
2. **A**im the extinguisher at the base of the fire or side closest to you\_
3. **S**queeze the handle\_
4. **S**weeping motion across the fire

## Tornado / Weather Emergency

In the event of a tornado warning a RAM Alert message will be released and the Mt. Vernon and Lisbon outdoor warning sirens will be sounded. A warning indicates that a tornado has been sighted by ground observers or has appeared on radar within the Linn County.

If a tornado warning has been issued for the campus area:

- Stay inside and be alert for falling objects.
- If you are in a building with a designated tornado shelter, proceed immediately to that area.
- In other buildings seek the lowest level or central hallway of the building, away from windows.
- **Do not use elevators.**
- Stay away from windows, mirrors, glass and unsecured objects such as filing cabinets or bookcases.
- Notify Campus Safety or emergency officials of anyone needing assistance.
- Remain in the safe area until the tornado warning has expired. A RAM Alert will be sent designating that it is safe to leave shelter.

*Note: Local warning sirens with a series of short blasts signal calls for volunteer fire/ambulance crews. Tests of the outdoor warning system are identified prior to and immediately following an indicated test.*

### Medical emergency

- Call **911** (from campus phone: **9-911**)
- Call Campus Safety: 319-895-4299
- Provide as much information as possible about the ill or injured patient and the location of the emergency to the above responders.
- Have someone remain with the ill or injured person while calls for assistance are being made and until emergency personnel arrive
- Unless trained, do not attempt to render any first aid before trained assistance arrives.
- Do not move the person who is ill or has been injured unless they are in imminent danger
- Limit your communication with the ill or injured person to quiet reassurances
- Keep the area clear and have someone watch for emergency responders to help direct them to the patient

### Chemical Spill / Hazardous Material Incident

Refer to the Materials Safety Data Sheet (MSDS), kept in a notebook in each lab

- Any spill resulting in personal exposure should be treated immediately according to the medication information in the SDS:
  - Eye: Assist the person to the sink/eyewash station and flush eyes thoroughly with water for a minimum of 15 minutes.
  - Inhalation: Assist moving the person to fresh air.
  - Skin: Removed soaked clothing and flush thoroughly with water.
- Call Campus Safety: 319-895-4299
- In case of minor or moderate exposure refer or transport the victim to the Health Center.
- In case of severe exposure call **911** (from campus phone: **9-911**).

- If a hazardous level of a volatile substance has been released pull fire alarm to evacuate building

### **Violent Intruder incident**

If you become aware of a shooter or hostage situation, or are notified via RAM Alert, do the following immediately:

### **Real Time Information**

Based on the real time information that is provided to you regarding the violent intruder situation and the proximity of the situation to your current location, you may choose to evacuate the area to a safer location. Those who are able should leave the area based on this real time information they are provided, their training and the ability to do so as safely as possible. Real time information and updates allows for good decision making when choosing to evacuate or lockdown.

### **Secure immediate area (lockdown)**

- Lock and barricade doors
- Turn off lights
- Close blinds
- Block windows
- Turn off radios and computer monitors
- Keep occupants calm quiet
- Keep all occupants out of sight and under adequate cover/protection (e.g., under/behind desks, file cabinets)
- **Silence cell phones**

### **Contacting authorities**

- Call **911** (from campus phone: **9-911**)
- Call Campus Safety: 319-895-**4299**
- ***Be aware that the 911 system will likely be overwhelmed***
- Stay in area until notified by officials that it is safe to leave

### **Security Notifications and Timely Warnings**

In compliance with the U.S. Department of Higher Education and the Jeanne Clery Act, security notices are issued to provide timely warning information regarding serious and ongoing threats that may impact the campus community and or their property in order to provide our students and employees with the information necessary to make decisions or take appropriate actions to ensure their safety. Cornell College will issue emergency notifications upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. All incidents are reported through a

[public incident](#) reporting system which is immediately disseminated to members of the Division of Student Affairs and are assessed for timely warning and emergency notification criteria. The Dean of Students, Director of Residential Life, Director of Campus Safety, Director of Information Technology and Director of Communications have the ability to generate and send RAM messages to the campus community in situations that warrant the issuance of warnings or notifications. In order to assess incidents in a timely manner, all members of the campus community are highly urged to report all incidents to Campus Safety, Mount Vernon Police or through the public incident report system as soon as possible. Doing so will expedite the process in not only determining the need to issue a timely warning or emergency notification but prompt reporting will decrease the time in which critical information can be sent to the campus community. Incidents reported to campus counselors and the chaplain remain confidential and may not result in a timely warning notice being issued.

**Anyone with information warranting a timely warning should report the circumstances to the Campus Safety office, by phone (319) 895-4299.**

## **Cornell College Alcohol Policy**

Cornell College respects the rights of individuals to consume alcohol in a legal and responsible manner. The College expects students to participate in educational programming and discussion about the effects of alcohol use and abuse. The College's policies concerning alcohol use are intended to promote personal responsibility in regard to an individual's decisions concerning alcohol use or abstinence. It is expected that these decisions will be based on personal values and social responsibility, conform to the laws of the State of Iowa and to the health and welfare of oneself and others. Anyone who chooses to use alcohol will be held fully responsible for his/her behavior while under the influence of alcohol. Violations of the College alcohol policy are grounds for conduct action.

The responsible use of alcohol includes:

- Compliance with State and Federal statutes regarding alcohol use, possession, and distribution;
- Making informed decisions about whether and/or when to use alcohol;
- Knowing your alcohol tolerance limits and not exceeding them;
- Behaving in a way that is not disruptive or otherwise harmful to you or others when you are consuming alcohol;
- Assuming accountability for your actions while under the influence of alcohol;
- Avoiding binge drinking. The Harvard School of Public Health has established a nationally accepted definition of binge drinking as:
  - For women, drinking four or more alcoholic beverages per drinking occasion.

- For men, drinking five or more alcoholic beverages per drinking occasion.
- One alcoholic beverage is defined as one 12 oz. can/bottle of beer, one 5 oz. glass of wine, or one shot (1.5 oz.) of hard liquor.
- Not coercing or forcing anyone of any age to consume alcohol;
- Not coercing or forcing anyone to engage in sexual activity when either or both of you have been consuming alcohol;
- Refraining from engaging or participating in drinking games.

### **Cornell Alcohol policies**

1. Irresponsible use of alcohol is prohibited.
2. Students age 21 or over may possess and consume alcohol in a responsible manner in the privacy of their own residence hall room or the room of someone who is age 21 or over. Students, regardless of their age, may not possess or consume alcohol on a substance-free residence hall floor.
3. Open containers containing alcohol are not permitted in public areas of the residence halls or campus.
4. Alcoholic beverages may be served or consumed in any public area of the campus only with prior approval by the Dean of Students or Chaplain.
5. Any sale or serving of alcoholic beverages in public places on campus must be coordinated by the College's dining services vendor.
6. Advertising of alcohol for any event is prohibited, except where prior permission is granted by the Dean of Students.
7. Funds from the Student Activity Fee may not be used for the purchase of alcoholic beverages.
8. Possession of a keg or common container (e.g., beer bong, party ball, etc.) of /for alcohol on campus is prohibited unless that container of alcohol is preapproved by the Dean of Students and is provided by the College's dining services vendor.

### **Iowa Statutes on Alcohol Use**

Cornell students are expected to know and observe state statutes regarding the sale, possession, provision, consumption, and use of alcohol. In Iowa it is unlawful:

1. to provide alcoholic beverages to any person under the age of 21
2. for a person under 21 years of age to possess or consume alcohol
3. for a person under 21 years of age to misrepresent his/her age for the purpose of obtaining alcohol
4. to consume alcohol on public streets, highways, or in public places
5. to be intoxicated in a public place or to simulate intoxication
6. to serve alcohol to an intoxicated person
7. to sell alcohol without a vendor's license

8. to operate a motor vehicle if you are 21 years of age or older and your blood alcohol content is at or exceeds 0.08
9. to operate a motor vehicle if you are under 21 years of age and your blood alcohol content is at or exceeds 0.02
10. to provide alcohol with the intent of engaging in sexual activity with the person to whom alcohol is being provided

Penalties for violation of state alcohol statutes include fines, loss of privileges, and/or imprisonment. Statutes and penalties related to alcohol differ from state to state, and change from time to time. You are responsible for making your own determination as to whether a certain activity is legal.

### **Sanctions**

Sanctions related to violations of the Cornell College Alcohol Policy by either individuals or groups are progressive and reflect the severity of the incident. First violations typically result in students being sanctioned to engage in educational/reflection activity and being placed on disciplinary warning; subsequent violations are likely to result in individual evaluation, disciplinary probation and suspension. Severity of the incident is determined by factors including risk of harm to self or others, violence or destructive behavior; first violations of a more severe nature are likely to lead to immediate disciplinary probation. For more information regarding conduct sanctions see the section on Conduct Procedures and Sanctions.

### **Parent notification**

Because of the potential educational, personal and legal consequences for the violation of the Cornell College Alcohol Policy, parent(s) or legal guardian(s) may be notified when a student is in violation of the policy, and will be notified if the violation results in disciplinary probation, suspension, or dismissal from Cornell.

### **Cornell College Drug Policy**

Cornell College prohibits the possession or use of drugs prohibited by the State of Iowa and/or classified by the Federal Government as narcotics or as dangerous drugs, with the exception of prescription medications taken as directed by licensed medical professionals. Use, possession, sale or distribution of narcotics or other controlled substances or paraphernalia, except as permitted by law, are prohibited.

Violations of College drug policies are grounds for College conduct action. Cornell will observe, and expects students to adhere to, Federal and State statutes regarding drug use, possession, and distribution. The College also stresses the importance of education and counseling to prevent drug abuse by instituting education programs which will provide students with information on the legal, psychological, social, and medical aspects of drug use and abuse. Students should be

aware of confidential medical, psychological, and counseling assistance available through the Health Center, Counseling, and the Chaplain.

The College will cooperate with local law enforcement in investigating allegations of possession and/or use of illicit drugs on campus. The College will refer to law enforcement agencies information and evidence that it acquires regarding individuals or groups engaged, on or off campus, in dispensing narcotics or dangerous drugs to students of the College. The term “dispensing” is defined as the transfer from one person to another of such drugs, with or without payment. Furthermore, the College may act separately from civil authorities in such cases and through conduct processes may suspend or expel any student who dispenses drugs. Refer to the Compass section on Concurrent Legal Proceedings.

### **Cornell College Policy for a Drug-Free Campus**

Cornell College will promote the development of a drug-free environment consistent with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989. The unlawful manufacture, distribution, dispensations, possession, or use of illicit drugs or alcohol is prohibited on Cornell's premises or in connection with any of its activities.

The College will, in compliance with federal law, distribute a policy, which contains a statement of the following:

- a. The dangers of drug and alcohol abuse in the workplace and on the College's premises and as part of its activities;
- b. Standards of conduct that clearly prohibit, at a minimum, the unlawful manufacture, distribution, dispensation, possession, or use of illicit drugs and alcohol by students and employees on the College's property or as a part of any of its activities;
- c. A description of applicable legal sanctions under Mount Vernon, Iowa, and Federal law;
- d. A description of health risks associated with the use of illicit drugs and the abuse of alcohol;
- e. A description of available drug or alcohol counseling, treatment, rehabilitation, or re-entry programs;
- f. A clear statement of the disciplinary sanctions the College will impose on students and employees.

The College will make available counseling and support for students and employees on a confidential basis. For employees, there is an Employee Assistance Program available administered by Mercy Hospital. For students, a variety of medical, psychological, and counseling assistance is available as set out below.

I. DANGERS OF DRUG AND ALCOHOL ABUSE: As explained further below, the use of illicit drugs and the abuse of alcohol adversely affect the health of the individual. Such use or abuse also puts the individual at risk for penalties imposed by the College, up to and including suspension or termination. State, federal, and municipal sanctions for use of illicit drugs and abuse of alcohol are contained in Attachment A.

II. PROHIBITED ACTIVITIES AND RELATED PENALTIES: The following are prohibited on the College's premises and in connection with its activities:

Consistent with the Drug-Free Workplace Act of 1988, employees receiving a criminal drug statute conviction for a violation occurring in the workplace must notify the head of their department within five days of the conviction. The head of the department must in turn notify the program administrator within five days of learning of the conviction. If any of the employee's compensation is from a federal contract or grant program, the College must then notify the contracting or granting agency within ten days after receiving notice from the employee or of learning about an employee's criminal drug statute conviction for conduct in the workplace.

An employee receiving a drug-related criminal conviction will be subject to disciplinary action (up to and including suspension, suspension without pay, and termination) and may be required by the College to satisfactorily participate in a drug abuse or rehabilitation program.

Further, an employee who is found to be otherwise in violation of these policies prohibiting the use of illicit drugs or abuse of alcohol on the College's campus or in connection with its activities may be required to participate in the Mercy Employee

Assistance Program or may be subject to disciplinary action up to, and including, suspension or termination.

### III. HEALTH RISKS ASSOCIATED WITH THE ABUSE OF ALCOHOL AND THE USE OF ILLICIT DRUGS

Alcohol: Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse.

Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described. Repeated use of alcohol can lead to dependence. Sudden stopping of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening.

Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

**Illicit Drugs:** The harmful effects of illicit drugs vary from substance to substance. The following is a summary of the effects of a number of such substances by category:

1. **Narcotics:** Repeated use of narcotics, such as opium, morphine, and heroin, results in an increasing tolerance; the user must administer progressively larger doses to attain the desired effect, leading to dependence. Possible effects of the use of narcotics include euphoria, drowsiness, respiratory depression, constricted pupils, and nausea. Effects of overdose include: slow and shallow breathing, clammy skin, convulsions, coma, and possible death. Withdrawal may lead to watery eyes, runny nose, yawning, and loss of appetite, irritability, tremors, panic, cramps, nausea, chills, and sweating.
2. **Depressants:** Depressants, including barbiturates (e.g., Phenobarbital and Valium) and chloral hydrate have a potential for abuse associated with both physical and psychological dependence. The effect may vary from person to person and from time to time in the same individual. Low doses produce mild sedation. Higher doses, in so far as they relieve anxiety or stress, may produce a temporary sense of well-being; they may also produce mood depression and apathy. Higher doses also result in impaired judgment, slurred speech, and loss of motor coordination, disorientation, and the potential for dependence. The effects of overdose include shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma, and possible death. Withdrawal may lead to anxiety, insomnia, and possible death.
3. **Stimulants:** Use of stimulants, such as cocaine, methamphetamine and amphetamines, may lead to a temporary sense of exhilaration, an excess of energy, hyperactivity, excessive wakefulness, and a loss of appetite. They may also lead to irritability, anxiety, and apprehension. These effects are greatly intensified with administration by intravenous injection, which may produce a sudden sensation known as a "flash" or "rush". The protracted use of stimulants is followed by a period of depression known as "crashing." Long term use can lead to brain damage. The effects of overdose include agitation, increase in body temperature, hallucinations, convulsions, and possible death. The effects of withdrawal include apathy, long periods of sleep, irritability, depression, and disorientation.
4. **Hallucinogens:** Hallucinogens, including LSD, peyote, and mescaline, distort the perception of objective reality. They induce a state of excitation of the central nervous system, shown by alterations of mood, usually euphoric, but sometimes seriously depressive. Other effects include hallucinations and poor perception of time and distance.

Effects of overdose include longer, more intense "trip" episodes, psychosis, and possible death.

5. Cannabis: There are three drugs that come from cannabis, or hemp, that are distributed in the United States: Marijuana, hashish, and hashish oil. The effects vary from individual to individual. Marijuana is considered a "gateway" drug that may lead to the use of other illicit drugs. Low doses of these drugs tend to induce restlessness and an increasing sense of well-being, followed by a dreamy state of relaxation, and often hunger. Changes in perception may lead to disorientation. Overdose may lead to fatigue, paranoia, and possible psychosis. Withdrawal may lead to insomnia, hyperactivity, and decreased apathy.

Source: U.S. Department of Justice

IV. EDUCATION: The College will establish ongoing education programs for employees and students. Written materials and videos will be available at the College Library, as will information concerning available resources for assistance.

V. AVAILABLE DRUG AND ALCOHOL RELATED SERVICES AT THE COLLEGE: For employees, there is a confidential Employee Assistance Program administered by Mercy Hospital. For students there is assistance available through the Health Center, the Counseling office, Residence Life staff, the Chaplains office and the Dean of Students office.

VI. CONDITION OF EMPLOYMENT AND ENROLLMENT: As a condition of employment or enrollment, employees and students must agree to abide by the terms outlined in this policy.

VII. BIENNIAL REVIEW: Pursuant to the Drug Free School and Communities Amendments of 1989, these policies will be reviewed every two years for compliance. The materials developed pursuant to these policies and the results of the biennial review will be made available to the Secretary of Education if the College is chosen in a random selection by the Secretary for determination of compliance.

VIII. POSTING OF POLICIES: In addition to circulating these policies annually to all students and employees, these policies will be posted in areas of the College in compliance with the Drug-Free Workplace Act of 1988.

IX. CERTIFICATION: The College has taken the appropriate steps to certify its compliance with the Secretary of Education of the United States pursuant to the Drug Free Schools and Communities Amendments of 1989 and to the appropriate granting agencies pursuant to the Drug-Free Workplace Act of 1988.

## **Drug and Alcohol Abuse Educational Programming**

All entering students complete AlcoholEdu for College prior to arrival on campus. AlcoholEdu is a web-based alcohol education program that includes modules providing information about BAC, signs of alcohol overdose, legal and other risks associated with underage and binge drinking, and opportunities for personal reflection and goal-setting. The program includes brief follow-up information and testing during the first semester of enrollment.

All new students participate in a bystander intervention training program during New Student Orientation (NSO) that includes signs and interventions related to high-risk alcohol and other drug use. Student leaders facilitate discussions about campus policies and issues in additional NSO sessions as well as residence hall meetings.

Beginning Fall, 2014 weekly Alcoholics Anonymous meetings are held on campus. These meetings are open to Cornell College faculty, staff, and students as well as local community members. College faculty and staff have access to substance abuse assessment, counseling and treatment referrals through Cornell's Employee Assistance Program (EAP).

## **Safety Resources**

In addition to 24 hour per day presence by Campus Safety staff, there is a Student Affairs staff member on call every evening and throughout the weekends to help mitigate or respond to incidents involving students. Nearly every residence hall floor is staffed with a Resident Assistant and three Residence Life staff members live in apartments inside the residence halls. These staff members are trained to respond to an array of emergencies including interpersonal conflicts, health emergencies, fires, and missing person reports.

Campus community members play an important role in their own safety. Periodic reminders are sent via e-mail and provided through Resident Assistants to encourage personal safety habits like locking room doors, not walking alone in dark areas, and reporting suspicious behavior.

There are exterior phones near the main entrance of every residence hall. There are numerous emergency phones on campus and in parking lots that ring directly to Campus Safety when activated. Cameras are installed in several parking lots to improve our surveillance of activity.

Residence halls are locked 24 hours per day. Residents of each building have an access card to enter the building in which they reside.

When an imminent threat to the college community is realized, an immediate alert is issued via the Ram-Alert text messaging system. Additionally, e-mail to all students, faculty, and staff, campus notices and other forms of communication will be used to provide accurate information and instructions pertaining to the incident.

## Counseling Resources

All institutions share the goal of preventing incidents of violence from happening. In this vein, providing support to students, obtaining accurate information about concerns, and acting appropriately on that information is essential.

Cornell's Health and Counseling Centers offer free services to students. The Counseling Center, staffed with two licensed psychologists, provides general counseling to students and readily refers students with long-term, inpatient, or other specialized issues to area agencies and clinicians. The staff also conducts outreach and awareness programs.

Cornell College has established an Early Warning Team to ensure we provide the safest possible environment for our students, faculty, staff and other community members. This team is led by the Dean of Students and includes individuals from a variety of disciplines. The team responds to reported concerns about students through conducting threat assessments, engaging available resources and direct intervention with students.

If you experience troubling or threatening behavior/inappropriate communications or if you become aware of the same, contact team members Mark Winder (Director of Campus Safety) at 319-895-4518 or email at [mwinder@cornellcollege.edu](mailto:mwinder@cornellcollege.edu), Gwen Schimek (Dean of Students) at 319-895-4234 or email at [gschimek@cornellcollege.edu](mailto:gschimek@cornellcollege.edu). If the threat is immediate, call Campus Safety at 319-895-4299 (24/7, 365 days per year) or 911 (9-911 from on campus).

## Sexual Misconduct Policy

### Policy Statement

Cornell College affirms the rights of its community members to live, study, and work in an environment free from all forms of sexual misconduct, including sexual harassment, sexual violence, rape, sexual assault, domestic violence, dating/relationship violence, sexual exploitation, sexual manipulation, and/or stalking. As a community we are committed to maintaining a standard of conduct that creates an environment of trust, care, and respect. Our community prohibits sexual misconduct and treats violations of this policy as serious violations of the standards of conduct, and sexual misconduct will not be tolerated. The College will take direct action to prevent and correct such behavior consistent with Title IX regulations, federal law, and state law. Those actions include providing support and interim resolutions to Complainants, conducting a prompt, fair and impartial investigation of allegations of sexual misconduct with respect for all involved parties, and pursuing appropriate resolution of the matter, including any appropriate remedies to address the effects of sexual misconduct on the Complainants and others, any appropriate corrective action against the Respondent/s found responsible, consistent with Title IX, and also prohibiting retaliation against participants in the investigation process. The College is also committed to providing institution-wide education to prevent sexual misconduct and to mitigate the impacts of any sexual misconduct on the community.

This policy is intended to guide students, faculty and staff members who have observed, become aware of, experienced or been affected by sexual misconduct. Because acts of sexual misconduct may occur in a variety of settings, this policy extends to behaviors that occur in the context of any of Cornell's programs and activities and specifically extends to off-campus behavior that has created or may create a hostile environment on campus or in any of Cornell's programs and activities.

### **Non-Discrimination Statement**

Cornell admits qualified persons without regard to age, ancestry, color, disability, gender identity, ethnicity, national origin, race, religion, sexual orientation, or genetic information to all the rights, privileges, programs, and activities generally accorded or made available to individuals at Cornell. The College does not discriminate in the administration of its educational or admissions policies, scholarships, loan programs, athletic programs, and/or other school-administered programs.

### **Cornell College Sexual Misconduct Campus Contacts**

The Dean of Students oversees Cornell College's student conduct process and coordinates the investigation and resolution of student sexual misconduct complaints. You can also contact the Dean of Students directly for information about resources and to file a report or complaint:

Gwen Schimek  
Dean of Students  
Old Sem (1<sup>st</sup> floor)  
[gschimek@cornellcollege.edu](mailto:gschimek@cornellcollege.edu)  
319-895-4234

The Dean of the College oversees coordination of Cornell College's investigation and resolution of sexual misconduct complaints involving faculty members. You can contact the Dean of the College directly for information about resources and to file a report or complaint involving a faculty member:

Joe Dieker  
Dean of the College  
Old Sem (2<sup>nd</sup> floor)  
[jdieker@cornellcollege.edu](mailto:jdieker@cornellcollege.edu)  
319-895-4210

The Employee Relations Coordinator coordinates Cornell College's investigation and resolution of sexual misconduct complaints involving employees and non-Cornell individuals (e.g., contractors, volunteers, visitors). You can contact the Employee Relations Coordinator directly for information about resources and to file a report or complaint involving an employee or non-Cornell individual:

Lindsey Hotz  
Employee Relations Coordinator

Old Sem (1<sup>st</sup> floor)  
[lhotz@cornellcollege.edu](mailto:lhotz@cornellcollege.edu)  
319-895-4244

The Title IX Coordinator is responsible for overseeing Cornell's handling of all Title IX complaints, evaluating requests for anonymity, determining extent of investigation of anonymous reports, identifying and addressing any patterns or institutional issues that become evident through the review of those complaints, and responding to any questions or concerns regarding Cornell College's policies and procedures. Reports regarding violations of the College's non-discrimination policy statement or this Sexual Misconduct Policy can be made directly to the Title IX Coordinator:

John Harp  
Vice President for Student Affairs and Title IX Coordinator  
Old Sem (1<sup>st</sup> floor)  
[jharp@cornellcollege.edu](mailto:jharp@cornellcollege.edu)  
319-894-4234

Inquiries or complaints concerning the application of Title IX may be also referred to the United States Department of Education's Office for Civil Rights:

Regional #5 Office  
500 West Madison St., Suite 1475  
Chicago, IL 60661  
312-730-1560

### **Non-retaliation Statement**

Retaliation against a person who reports, is accused of, or participates in an investigation of sexual misconduct is prohibited. These actions are violations of College policy and may result in conduct charges and possible resulting sanctions. Acts of retaliation may also violate state and federal laws. Any behavior that intimidates, threatens, causes harm, or discourages a reasonable person from engaging in activity protected under this policy may be considered to be retaliation. Acts of retaliation may include, but are not limited to: adverse changes in employment status or opportunities; adverse academic action; adverse changes to academic, educational, and extra-curricular opportunities; harassment or intimidation; and seeking out or attempting to discover the individuals and witnesses involved in a report or complaint process for the purpose of influencing their participation or testimony or taking adverse action against them. Retaliation can be committed by any individual or group of individuals, not just by a Respondent or Complainant. This behavior is prohibited regardless of whether it occurs on or off campus, in person, or through social media, email, or other forms of communication. Acts of retaliation should be reported to the Title IX Coordinator, Dean of Students, Dean of the College, and/or Employee Relations Coordinator.

## Policy Definitions

**Coercion**: is direct or implied threat of force, violence, danger, hardship, or retribution sufficient to persuade a reasonable person of ordinary susceptibility to perform an act which otherwise would not have been performed or acquiesce in an act to which one would not have submitted. Coercion can include unreasonable and sustained pressure for sexual activity. Coercive behavior differs from seductive behavior based on the type of pressure someone uses to get consent from another. A person's words or conduct cannot amount to coercion unless they wrongfully impair the other's freedom of will and ability to choose whether or not to engage in sexual activity. When someone makes it clear that they do not want to engage in sexual activity, that they want to stop, or that they do not want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive.

**Consensual Relationships**: Students, faculty, and staff must be aware that consensual romantic or sexual relationships – particularly between individuals of unequal status may be or become a violation of this policy. The College particularly recognizes the potential for abuse in romantic or sexual relationships between faculty members and students and between staff supervisors and their student employees / advisees. (See [Statement on Personal Relationships in the Professional Setting](#).)

**Consent**: Consent, pertaining to this policy, is a mutual, voluntary and affirmative agreement to engage in any sexual activity(ies). Affirmative consent is given when a fully informed, mentally capable person freely chooses to participate in a mutually agreed upon sexual activity through mutually understandable words or actions. Consent to sexual activity can be communicated in a variety of ways but consent has not been given until both parties have clearly agreed to the sexual act. Each person involved in the sexual encounter is responsible for ensuring that they have received the affirmative consent of their partner(s) in the activity. This consent can be withdrawn by either partner at any point during the sexual experience. Prior consensual sexual activity or the existence of a dating relationship does not imply current consent. Consent to engage in a specific sexual activity does not imply consent to engage in other sexual activities. Consent to engage with one partner does not imply consent to engage in sexual activities with any other/additional persons. Consent is not given if it results from the use of physical force, intimidation, or coercion. A person cannot give consent if incapacitated, including through the effects of drugs or alcohol. Silence, non-communication, or lack of resistance should never be interpreted as consent.

Cornell College is also committed to providing a safe environment for individuals whose capacity to provide effective consent is limited, such as minors, developmentally disabled persons, and vulnerable adults. When a matter involves an individual with the limited ability to consent, this will be considered throughout the process.

**Complainant**: A complainant is usually an individual filing a complaint of a violation of Cornell policies. The term "complainant" is also used throughout this policy to refer generally to an individual who has allegedly been subjected to sexual misconduct as defined in this policy. In some cases, (such as cases when an individual does not want to participate in the process but the College decides the alleged misconduct must be investigated), the College may pursue an investigation and adjudication under this policy without a designated complainant.

**Dating/Relationship Violence:** Dating/relationship violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the Complainant; and where the existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship; the type of relationship; the frequency of interaction between the persons involved in the relationship. Dating violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound.

**Domestic Violence:** Domestic violence includes asserted violent offenses committed by the Complainant's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound.

**Incapacitation:** A person who is incapacitated cannot give valid consent to sexual contact. Incapacitation is defined as the inability, temporarily or permanently, to give knowing and voluntary consent, because an individual is mentally and/or physically helpless, asleep, unconscious, or unaware that the sexual activity is occurring. Incapacitation means that a person lacks the ability to make informed, rational judgments about whether or not to engage in sexual activity. Where alcohol and/or other drugs (including prescription drugs) are involved, incapacitation is a state beyond drunkenness or intoxication. A person is not incapacitated merely because they have been drinking or using drugs. The impact of alcohol and other drugs varies from person to person. Although every individual may manifest signs of incapacitation differently, typical signs that a person may be approaching incapacitation may include slurred or incomprehensible speech, vomiting, unsteady gait (i.e., a manner of walking, stepping, or running), incontinence, odor of alcohol or other substance, combativeness, or emotional volatility.

**Non-Cornell Individuals:** Individuals who have reported, been accused of, or were a witness to possible sexual misconduct who are not directly affiliated with the College. Non-Cornell individuals may include private contractors, volunteers with College programs, or campus visitors.

**Rape:** Rape is the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the Complainant.

**Respondent:** A respondent is an individual whose alleged conduct is being investigated to determine if it is in violation of Cornell policies. The term "respondent" is also used throughout this policy to refer generally to an individual who is alleged to have engaged in sexual misconduct under this policy.

**Result:** Any initial, interim, and final decision made by any official or entity authorized to resolve disciplinary matters within the institution.

**Sexual Assault:** Sexual assault is any type of sexual contact or behavior that occurs without the explicit consent of the Complainant. Falling under the definition of sexual assault are:

- attempted rape;
- rape, forcible sodomy, or forcible sexual penetration, however slight, of another person's anal or genital opening;
- touching of an unwilling person's intimate parts (defined as genitalia, groin, breast, or buttocks, or clothing covering them); or,
- forcing an unwilling person to touch another's intimate parts.

**Sexual Exploitation:** Sexual exploitation is taking sexual advantage of another person without consent for one's own advantage or benefit or for the advantage or benefit of anyone other than the person being exploited, or engaging in sexual intimidation.

Examples of sexual exploitation may include the following:

- causing or attempting to cause the incapacitation of another person in order to gain a sexual advantage over such other person;
- causing the prostitution of another person;
- electronically recording, photographing or transmitting identifiable utterances, sounds or images of private sexual activity and/or the intimate body parts (including genitalia, groin, breasts or buttocks) without the knowledge and consent of all parties involved;
- allowing third parties to observe private sexual acts of a participant without the participant's consent; and/or
- voyeurism (spying on others who are in intimate or sexual situations)
- threatening to sexually assault another person;
- stalking, including cyber-stalking; or
- engaging in indecent exposure.

**Sexual Harassment:** Unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

1. Submission to such conduct is made either explicitly or implicitly as a term or condition of instruction, employment, academic advancement or participation in any College activity;
2. Submission to or rejection of such conduct by an individual is used as a basis for evaluation in making an employment, academic or personnel decision affecting an individual; or
3. Such conduct has the purpose or effect of interfering with an individual's work or educational performance, or of creating an intimidating, hostile, or offensive environment for work, learning, or participating in any College activity.

Sexual harassment may involve the behavior of a person of either sex toward a person of the same or opposite sex when that behavior falls within the operative definition of sexual harassment.

**Sexual Misconduct:** Sexual misconduct includes sexual violence, rape, sexual assault, domestic violence, dating/relationship violence, sexual exploitation, sexual manipulation, stalking, and sexual harassment.

**Sexual Misconduct Complaint:** The filing of a complaint is the first step in the filing of conduct charges against a Cornell student or disciplinary proceedings involving an employee. The process is more fully described below.

**Sexual Misconduct Report:** Any person who has had an experience they believe may constitute an act of sexual harassment or assault or any campus community member who has knowledge of such an act is encouraged to report it via one of the means outlined below. All reports of sexual harassment and assault will be forwarded to Cornell's Dean of Students and, in cases involving Cornell employees and/or non-Cornell individual, the Employee Relations Coordinator and investigated to the fullest extent possible. A report does not by itself trigger College conduct proceedings nor does it lead to legal proceedings. Reports may be made anonymously; while anonymous reports enable the College to gather data regarding incidents of sexual harassment and assault, they significantly limit the extent to which the College can investigate and respond to reported sexual misconduct.

**Sexual Violence:** Sexual violence includes physical sexual acts that are performed against a person's will or without consent of the other party. A person may be unable to give consent to a sexual act for a number of reasons, including, but not limited to: if they are physically or psychologically pressured, forced, threatened, intimidated, unconscious, drunk, or drugged; due to an intellectual or other disability or health condition; or by operation of laws governing the age of consent. Physical resistance need not occur to fulfill the definition of sexual violence. Sexual violence may include the following: rape, sexual assault, sexual manipulation, domestic violence, and dating violence, as defined below. The following list provides examples but is not exhaustive of the type of behavior that may be considered sexual violence: rape, sexual assault, domestic violence, dating violence.

**Stalking:** Stalking is a form of sexual harassment that involves engaging in a course of conduct directed at a specific person that would cause most people to fear for their safety or suffer substantial emotional distress. It may include, but is not limited to, repeatedly following a person; persistent attempts to contact the person by phone, electronic communication, or regular mail; vandalizing the person's property or leaving unwanted items for the person; unauthorized placement of a global positioning device; and/or constantly appearing at the person's classroom, residence, or workplace without permission.

**Support Person:** Please see information in the section labeled "Support Person" near the end of this policy.

**Third Party:** Any other participant in the process, including a witness to the conduct, an individual who makes a report on behalf of another person, or an affected community member.

## **Sexual Misconduct Reporting and Interim Protective Measures**

### **Reporting an Incident of Sexual Misconduct**

Individuals who have experienced an incident they think involves sexual misconduct as defined in this policy are encouraged to report the incident using any one or combination of the options below. Reports may be made anonymously. While anonymous reports enable the College to gather data regarding incidents of sexual misconduct, they may significantly limit the extent to which the College can investigate and respond to reported sexual misconduct. All reports of sexual misconduct against students will be forwarded to Cornell's Dean of Students, allegations involving faculty members will be forwarded to the Dean of the College, and, when allegations are made against Cornell employees and/or non-Cornell individuals, the reports will be forwarded to the Employee Relations Coordinator.

The standard of proof for Cornell College sexual misconduct matters is a preponderance of evidence ("more likely than not") standard to determine if this policy was violated.

The College will investigate all reports of sexual misconduct reported within 7 years of the alleged incident. The College will strive to complete the investigation through its resolution (determination and sanction, if any), exclusive of any appeal(s), within 60 calendar days. This timeframe may be extended for good cause, which may exist if additional time is necessary to ensure the integrity of the investigation, to comply with a request from local law enforcement for a temporary delay due to an ongoing criminal investigation, to account for complexities of a case (e.g., multiple Complainants or Respondents), to accommodate schedules of key witnesses, and/or due to College vacation periods or breaks. Reports of an incident having occurred more than 7 years ago will be documented in annual statistics, and Complainants will be provided resource information.

### **To report sexual misconduct:**

#### **Submit a Sexual Misconduct Report**

You may file a report about sexual misconduct by personally submitting a Sexual Misconduct Report form, which may be completed anonymously or include identifying information. If you provide your name you can expect that within 3 business days a College official charged with responding to reports of sexual misconduct (e.g., Dean of Students, Employee Relations Coordinator, Dean of the College, or a designee) will contact you to make sure that we understand your concern and to discuss any possible next steps and support options for you and any other individuals involved. You may also be contacted by the Title IX Coordinator, the Director of Campus Safety or other assigned investigator, as part of an investigation of the report. Even if you do not wish to file a complaint (initiate conduct/disciplinary proceedings), the

Dean of Students, Employee Relations Coordinator, Dean of the College, and Title IX Coordinator can work with you to provide support and accommodations (such as change of housing, dropping a class, change of work assignment, no contact orders, contacting police department, etc.).

Anonymous reports provide the College with information regarding incidents of alleged sexual misconduct but significantly limit the institution’s ability to investigate or respond to those reports.

The Sexual Misconduct Report form can be found on [Cornell’s Public Incident Report](#) page.

### Report Incident to College Employee

In addition to being able to report an incident to the contacts listed at the outset of this policy (also detailed below), you may also file a report by informing a College employee, including faculty member, a member of the Student Affairs professional staff, coach, or Resident Assistant about the sexual misconduct. College staff (including Resident Assistants and Peer Advocates) and faculty are expected to report all information (including the names of parties involved) they receive about suspected incidents of sexual harassment, sexual assault, and/or sexual misconduct involving Cornell students or employees. The table below indicates to whom direct reports about suspected incidents of sexual misconduct should be made.

<b>If the <u>Respondent</u> is a:</b>	<b>Address concern to:</b>
Student	Dean of Students – <i>Gwen Schimek</i> ; <i>Old Sem (1<sup>st</sup> Floor)</i> ; <a href="mailto:gschimek@cornellcollege.edu">gschimek@cornellcollege.edu</a> ; 319-895-4234
Faculty member	Dean of the College - <i>Joe Dieker</i> ; <i>Old Sem (2nd floor)</i> ; <a href="mailto:jdieker@cornellcollege.edu">jdieker@cornellcollege.edu</a> ; 319-894-4210  OR  Employee Relations Coordinator* - <i>Lindsey Hotz</i> ; <i>Old Sem (1<sup>st</sup> floor)</i> ; <a href="mailto:lhotz@cornellcollege.edu">lhotz@cornellcollege.edu</a> ; 319-894-4244.
Staff member (including administration)	Employee Relations Coordinator* (If this involves a maintenance worker the union will be involved.) - <i>Lindsey Hotz</i> ; <i>Old Sem (1<sup>st</sup> floor)</i> ; <a href="mailto:lhotz@cornellcollege.edu">lhotz@cornellcollege.edu</a> ; 319-894-4244.

Other	Employee Relations Coordinator* - <i>Lindsey Hotz; Old Sem (1<sup>st</sup> floor); <a href="mailto:lhodz@cornellcollege.edu">lhodz@cornellcollege.edu</a>; 319-894-4244.</i>
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\*Concerns regarding the Employee Relations Coordinator should be directed to the Vice President for Business Affairs – Kay Langseth; 3rd floor, Old Sem; [klangseth@cornellcollege.edu](mailto:klangseth@cornellcollege.edu); 319-895-4242.

Concerns regarding any Respondent can also be directed to the Title IX Coordinator - John Harp, Vice President for Student Affairs; Old Sem (1st floor); [jharp@cornellcollege.edu](mailto:jharp@cornellcollege.edu); 319-894-4234

### **College-Initiated Sexual Misconduct Report**

Individuals filing a report should recognize that, even without the cooperation of the Complainant, College officials have a duty to investigate an allegation of sexual harassment or assault in order to maintain the safety of the Cornell campus community. Situations in which such an investigation and/or conduct charges might proceed could include cases where multiple individuals have reported assaults involving the same Respondent or other conditions indicating a high risk of further assaults occurring.

Decisions about whether to initiate a College investigation or complaint against a Complainant’s wishes will be made through consultation between the Dean of Students, Employee Relations Coordinator and/or Dean of the College and the Title IX Coordinator. Complainants will be notified prior to action being taken.

### **Anonymous Reporting**

Individuals may also submit a sexual misconduct report anonymously through the online Sexual Misconduct Report form. Please be aware that there will not be a way for College officials to identify and follow up on an anonymous report. If the individual who submitted an anonymous report later decides to identify themselves, they may do so by contacting the Dean of Students, Employee Relations Coordinator, Dean of the College or Title IX Coordinator.

### **Interim Protective Measures**

Reports of alleged sexual misconduct in violation of this policy may be supported by appropriate immediate interim protective measures coordinated by the Dean of Students, Employee Relations Coordinator, Dean of the College and/or Title IX Coordinator and/or a designee. When appropriate, the College may provide interim protective measures prior to completion of its investigation. Interim protective measures may be requested by the Complainant and the Respondent and may include, but are not limited to, the following:

- change in on-campus housing location to alternate housing
- assistance in exploring alternative housing off-campus

- assistance in arranging academic accommodations
- assistance in arranging for incompletes, leaves or withdrawal from a class or the College
- assistance in arranging for alternate College employment arrangements
- “no contact” directive pending the result of the investigation. Such a directive serves as notice to both parties that they must not have verbal, electronic, written or third party communication with one another
- interim suspension (in the case of a Respondent who is a current student) or employment leave
- restriction from campus (in the case of a Respondent who is not currently affiliated with the College)

In addition to interim protective measures, the College will provide students or employees who report sexual misconduct violations with a written explanation of their rights and options, including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services.

## **Investigation and Adjudication of Sexual Misconduct Reports and Complaints**

### **Investigation of Sexual Misconduct**

The College will strive to be prompt, fair, and impartial in its investigation and resolution of sexual misconduct reports. Upon notice of an allegation of sexual misconduct through any of the means outlined above, the Dean of Students, Employee Relations Coordinator, Dean of the College and/or Title IX Coordinator or designee will contact the Complainant, if one exists, to ensure that the concerns are addressed and to explore interim protective measures, if necessary. The Dean of Students, Employee Relations Coordinator, and/or Dean of the College, in consultation with the Title IX Coordinator or designee will make a determination of whether to proceed with an investigation of the allegations of sexual misconduct.

If the Complainant, Dean of Students, Employee Relations Coordinator, Dean of the College and/or Title IX Coordinator, or designee decides to pursue a complaint, the allegation of sexual misconduct will be fully investigated and resolved via the process appropriate to the Respondent’s affiliation with the College.

Sexual misconduct investigations are conducted by the Director of Campus Safety or other individuals designated by the College who receive annual training on issues related to sexual misconduct and how to conduct an investigation and decision-making process that protects the safety and promotes accountability of Complainants, Respondents, and the institution.

All sexual misconduct investigations are conducted by officials who do not have a conflict of interest or actual bias for or against the Complainant or the Respondent. The Complainant or Respondent can request an alternate investigator via a written statement identifying the conflict of interest or actual bias within 3 business days of being notified of the investigation from the

Title IX Coordinator, Dean of Students, Dean of the College, or Employee Relations Coordinator.

Once an investigator has been assigned, they will schedule separate meetings with each of the parties to obtain their account of the incident/allegations, including identifying evidence and potential witnesses or those who may have relevant information about the investigation. The Complainant and Respondent are both also given the opportunity to submit a written statement regarding the incident/allegations. These statements will be provided to the investigator and are accessible to each party for review at the discretion of the investigator. Determination of additional interviews and gathering of additional evidence from sources the investigator deems necessary to establish facts or credibility is at the discretion of the investigator. The College does not permit lie detector test results or any other outside “expert reports” to be submitted as evidence in sexual misconduct investigations.

The following includes information, as well as an anticipated timeline. If timelines need to be extended, written notice will be provided to both the Complainant and Respondent, also outlining the reason for the delay.

### **Student Respondent**

The student(s) who is alleged to have violated the Sexual Misconduct Policy (Respondent) will be directed to schedule an appointment within 3 business days to meet with the Dean of Students or Title IX Coordinator, who has been trained in the adjudication of sexual misconduct cases. During this meeting the Respondent will be notified of this allegation, including in writing, will receive a copy of this policy, and have the opportunity to review the conduct allegation, provide information about the incident and accept or deny responsibility for the violation. If a student Respondent fails to respond to a request to schedule a meeting, or fails to comply with the request, they will receive written notification, and the investigation will proceed. The Respondent will also be notified of interim measures, the non-retaliation statement, support resources and accommodations options, and steps in the investigative and conduct processes.

If the Respondent accepts responsibility for violating the Sexual Misconduct Policy the Dean of Students, in consultation with the Title IX Coordinator, will determine the sanctions to be assigned.

If the Respondent denies responsibility for violating the Sexual Misconduct Policy, the Dean of Students will assign an investigator and notify both Complainant and Respondent.

The investigator will separately interview the Complainant, Respondent, and any third parties the investigator deems necessary to establish facts or credibility. Both the Complainant and Respondent will be informed of any meetings scheduled with the other party. The College will make every effort to conduct these interviews within as short a time as is possible (2-8 weeks).

The parties will be notified of a close of evidence date. The Complainant and Respondent shall submit any and all information and evidence believed to be relevant to the complaint by the close of evidence date. After the close of evidence date, the parties shall not be permitted to submit new or additional evidence that existed prior to the close of evidence date, unless the investigator determines otherwise.

The investigator will complete a report summarizing interviews with the Complainant, Respondent, any third parties, as well as any other evidence received (e.g., emails or text messages). The report will be provided to the Dean of Students. Both the Complainant and the Respondent will have an opportunity within 3 business days of being notified to meet with the Dean of Students for an in-person review of the report and then have an opportunity to provide a 2,000 word written response about the report to the Dean of Students within 5 business days of reviewing the report. This written response must be submitted by the Complainant or Respondent, must be the Complainant or Respondent's own statement, and may not be used to submit the statements of others on their behalf. The written statement may not be used to submit new evidence not previously provided to the investigator, but may be used as an opportunity to clarify points in the report or identify information previously given to the investigator that is not included in the investigation report.

After completion of the investigation, a 3-person sexual misconduct board, selected from a pool of faculty and staff members who have been trained in the adjudication of sexual misconduct cases, will be appointed by the Title IX coordinator and Dean of Students on a case-by-case basis. The board shall be appointed within 5 business days following the receipt of the investigative file by the Dean of Students. At this time, identifying information about the Complainant and the Respondent will be redacted from documents. The board will review the investigative report and the written responses from the Complainant and Respondent. The Title IX Coordinator and/or Dean of Students may also be present at the meeting of the board to oversee the process and, if necessary, answer procedural questions; they will not have a vote.

The board may request more information from any relevant parties, including the Complainant, the Respondent, or identified witnesses, involved in the case. Requests will be channeled through the Dean of Students or Title IX Coordinator.

The board will determine whether the Respondent is responsible for the alleged policy violation. The standard of evidence for a sexual misconduct violation is a preponderance of evidence. This means that the board will decide whether it is "more likely than not," based on the information provided through the investigation and written statements, that the Respondent is responsible for the alleged violations.

If the Respondent is found responsible for violating the Sexual Misconduct Policy the Dean of Students, in consultation with the Title IX Coordinator, will determine the sanctions to be assigned. If the board determines there is not sufficient basis to establish that it is more likely

than not that the respondent violated the policy, the board will make a determination of not responsible.

### **Notice of Result of an Investigation**

At the time of review of investigative statements, the Complainant and Respondent will each choose whether they prefer to receive notice of the result at a meeting or via email. The College will strive to provide near simultaneous notification to both parties.

Both parties will be informed in writing of the result and rationale of conduct decisions in allegations of sexual violence, domestic or dating violence, or stalking. In allegations of sexual harassment, both parties will be informed in writing of the result of conduct decisions. In the event that the Respondent is found to have violated a policy, the Complainant will be informed of any sanctions that are directly related to the Complainant (e.g., no contact order, suspension of Respondent). In cases involving sexual assault or sexual violence, the Complainant will be notified of any disciplinary sanctions imposed on the Respondent, not just those sanctions that directly relate to the Complainant.

The Complainant and the Respondent each have the right to review documents used in the determination of the allegation, including the investigative report and any responses to the report, upon request. Notes can be taken; however, photos and photocopies are not allowed. These files cannot be removed from the office.

### **Sanctions**

If the board determines a Respondent has violated the Sexual Misconduct Policy, the Dean of Students in conjunction with the Title IX Coordinator will determine appropriate sanction(s). The sanctions will be based on the nature of the incident, any prior conduct violations, sanctions resulting from prior, similar cases, and any other relevant facts. Possible sanctions of student Respondents include:

- no contact orders,
- disciplinary probation,
- suspension (removal from Cornell College for a minimum, designated length of time),
- expulsion (permanent removal from Cornell College),
- restriction from campus,
- educational activity and reflection,
- service,
- fines,
- restitution, and/or
- counseling.

## **Right to Appeal**

Both parties have rights for appeal based on new evidence that has become available since the final determination is issued and/or a procedural error in the determination process. Appeals must be filed within 3 business days or 10 calendar days (whichever occurs first), in writing to the Title IX Coordinator. In the event that one party files an appeal, the other will be informed of the fact and given the opportunity to provide information related to the appeal, which must be received within 3 business days of notification. The appeal request will be reviewed by the Title IX Coordinator or designee, who will determine whether either or both of the grounds for appeal are satisfied. The other party will be given notice of the appeal having been submitted and will have 3 business days to provide additional information to be considered in the appeal.

If one or more grounds for appeal has not been satisfied, the Title IX Coordinator will dismiss the appeal. This decision is final and not appealable.

The Title IX Coordinator will strive to provide the Complainant and Respondent with simultaneous written notice of the outcome of the appeal request (i.e., appeal request is granted or denied), within 10 business days of the filing of the appeal.

If the Title IX Coordinator determines the appeal meets the criteria, they will then determine whether the appeal will be heard by the initial board or whether a new board should review the matter. The Title IX Coordinator may not change the board's determination or the Dean of Students' imposition of sanctions. Only the board reviewing the appeal may change the determination of the original board and based on the new determination, only the Dean of Students, in consultation with the Title IX Coordinator, may modify any of the sanctions previously imposed.

## **Employee Respondent**

Matters not involving sexual violence, domestic and dating violence, and stalking may be resolved through informal means through a mediation of the matter by the Employee Relations Coordinator or designee, with consent of both parties. At any point during the informal process, the Complainant may stop the process and proceed to the formal process.

Formal Investigation Process, required for matters involving sexual violence, domestic and dating violence, and stalking, and at the discretion of the Employee Relations Coordinator or designee:

The employee(s) who is alleged to have violated the Sexual Misconduct Policy (Respondent) will be notified in writing of the allegation and provided a copy of this policy. The Respondent will be directed to schedule an appointment within 3 business days to meet with the Employee Relations Coordinator or designee to review the allegation, provide information about the incident and accept or deny responsibility for the violation.

If the Respondent accepts responsibility for violating the Sexual Misconduct Policy the Employee Relations Coordinator, in consultation with the Title IX Coordinator and designated Vice President(s) will determine what action must take place, including any necessary disciplinary action. If the Respondent is a faculty member, the matter will be referred to the Committee on Reappointment, Tenure, and Promotion who will make appropriate recommendations for disciplinary action to the Dean of the College.

If the Respondent denies responsibility for violating the Sexual Misconduct Policy, the investigator will separately interview the Complainant, Respondent, and any third parties. Both the Complainant and Respondent will be informed of any meetings scheduled with the other party. The College will make every effort to conduct these interviews within as short a time as is possible.

The investigator will complete a report summarizing any relevant evidence collected as well as the interviews with the Complainant, Respondent and any third parties. The report will be provided to the designated Vice President(s), in consultation with the Title IX Coordinator, who will determine whether a policy violation occurred and appropriate sanctions. If the Respondent is a faculty member, and the designated Vice President(s) determine that a violation of the Sexual Misconduct Policy took place, the matter will be referred to the Committee on Reappointment, Tenure, and Promotion who will make appropriate recommendations for sanctions to the Dean of the College who will issue the final determination of sanctions.

### **Notice of Result of an Investigation**

Both parties will be informed in writing of the result. The College will strive to provide simultaneous notification to both parties. In the event that the Respondent is found to have violated a policy, the Complainant will be informed of any remedies or disciplinary actions that are directly related to the Complainant (e.g., administrative leave, transfer, job reassignments). In cases involving sexual assault or sexual violence, the Complainant will be notified of any disciplinary sanctions imposed on the Respondent, not just those sanctions that directly relate to the Complainant.

### **Disciplinary Actions**

If a policy violation is found, the discipline will be based on the nature of the incident, any prior conduct violations, discipline resulting from prior, similar cases and any other relevant facts. Possible disciplinary action may include: education of an individual or work group, verbal discussion and/or counseling, written warning, administrative leave, corrective action plan, demotion, transfer, reduction in salary, and/or termination.

### **Right to Appeal**

Both parties have rights for appeal based on new evidence that has become available since the notice of result, and/or a procedural error in the investigation or decision making process. Appeals must be filed within 15 calendar days, in writing to the Employee Relations

Coordinator. In the event that one party files an appeal, the other will be informed of the fact and given the opportunity to provide information related to the appeal, which must be received within 3 business days of notification. Appeals are reviewed and decided by the respective Faculty and Staff Grievance committees, in consultation with the Title IX Coordinator. Final appeals are made to the President of the College. Appeals are generally determined within 14 business days of an appeal being filed.

### **Non-Cornell Individual Respondent**

When the Respondent is a Non-Cornell Individual (e.g., contractors, volunteers, visitors), the allegation will be reviewed by the Employee Relations Coordinator, Title IX Coordinator, and designated Vice President(s). This committee will decide if a violation of the policy occurred and what remedial action must take place. In cases involving contractors and visitors, this may include a ban from Campus or removal from contracted work. In cases involving volunteers this may involve dismissal from assignment.

### **Sexual Misconduct Resources**

#### **Emergency Assistance**

Individuals who have suffered sexual assault may seek emergency assistance. The following information provides direction to individuals in need of emergency assistance:

- Campus Safety: 319-895-4299
- Mt. Vernon Police Department: 319-895-6141 or 911
- Riverview Center (sexual assault services and advocacy): 888-557-0310
- Waypoint (relationship violence services and advocacy): 800-208-0388

#### **Maintaining Evidence**

If someone has experienced sexual assault, it can be beneficial to get an evidentiary exam immediately following the assault. Even though the individual may want to change clothes or shower, they should consider reporting the assault before doing so. It is more difficult for a hospital or clinic to gather evidence if the person has showered, bathed, changed their clothes, urinated, defecated, or brushed their teeth.

Medical help is important to identify and treat any physical injuries, gather evidence should the person want to report the crime, and to protect from sexually transmitted infections and/or pregnancy. Someone has up to 72 hours after the assault to take prophylactic medication to prevent some sexually transmitted infections and up to 120 hours to prevent pregnancy (if a concern). The physical evidence of an assault is most effectively collected within the first 24-48 hours of the assault, but some evidence may be collected for up to 72 hours. The exam and subsequent medical treatment are free to individuals who have been victimized. Evidence collection does not require or necessitate filing police charges.

## Confidential Resources

Individuals who have experienced sexual misconduct are encouraged to reach out to the confidential resources available both on-campus and off-campus.

### Fully confidential resources

- Third Wave Resource Group (TWRG) (students only): TWRG is a Cornell College student organization located in The Cottage. TWRG members have undergone sexual assault advocacy training, and the group provides information, support and resources, including a campus safe room. These individuals have no reporting responsibility, and any and all conversations can remain completely confidential with these individuals. 319-895-4299.
- Cornell College Counseling Center (students only): Offers counseling and information about both on campus and off campus resources, as well as information about how to help a friend who has been sexually victimized. Ebersole; 319-895-4292
- Student Health Services (students only): Services provided by licensed nurses, includes referrals to area healthcare providers. Ebersole; 319-895-4292
- Cornell College Chaplain: The College Chaplain provides support to Cornell College students, faculty, and staff. Old Sem (3rd floor); 319-895- 4402
- Riverview Center (sexual assault services and advocacy): 888-557-0310
- Waypoint (relationship violence services and advocacy): 800-208-0388

### Additional resource for students

- Visa and immigration: Cornell College students with visa concerns can contact Hemie Collier, assistant dean of students and director of intercultural life; Stoner House; 319-895-4484
- Financial Aid: Cornell College students with financial aid concerns can contact Pam Perry, director of financial assistance; Old Sem; 319-895.4216

## Police Reporting

Complainants are encouraged to contact the police as soon after an incident of sexual assault as possible in order to facilitate gathering full reports and evidence, and to best ensure that witnesses are available for interviews. Any staff member identified in this policy can assist Complainants with this process. A Complainant may choose at any time to pursue an external complaint of sexual misconduct, either through the criminal or civil court system. These external processes (criminal or civil) are separate from the Cornell Complaint Process and are outside the control or authority of the College. However, Cornell will assist a Complainant with outreach to local law enforcement or the criminal court system. Anyone who believes that they are a victim of a crime may take steps to file a criminal complaint with local authorities. This option applies regardless of whether the alleged perpetrator is a member of the Cornell community. Local law enforcement authorities may be contacted at: Mount Vernon Police Department - 895-6141 or

911 (9-911 from on campus); 213 First Street West, Mount Vernon. Information about legal processes and resources in Iowa can be found on the Iowa Coalition Against Sexual Assault website. While the College has no control over any police investigation and legal processes that may follow, College staff will continue to work with students to provide support throughout the process.

## **Other Important Policy Provisions**

### **Mandatory Reporting**

College faculty and staff including student staff such as Resident Assistants and Peer Advocates but excluding “Confidential Employees” defined below are expected to report all information they receive about suspected incidents of sexual misconduct involving Cornell students and employees by contacting the Title IX Coordinator, the Dean of Students, Employee Relations Coordinator, Dean of the College or by submitting a Sexual Misconduct Incident Report.

### **Confidential Employees**

Trained sexual assault advocates, Cornell’s Chaplain, Counseling Services and Health Services staff are designated as “fully confidential employees” on campus and provide fully confidential services to persons reporting sexual misconduct. Fully confidential employees are exempt from the reporting requirements set forth above.

### **Confidentiality**

The information pertaining to the sexual misconduct will be shared with only those individuals who need to know. College officials will attempt to keep these matters as confidential as possible, but due to the nature of a sexual misconduct investigation, maintaining a Complainant’s total anonymity may not be possible. In investigating an allegation of sexual misconduct, the College will share information only with those individuals responsible who need to know and will take all possible steps to protect confidential information. Decisions about whether to initiate a College investigation or complaint against a Complainant’s wishes will be made through consultation between the Dean of Students, Employee Relations Coordinator and/or Dean of the College and the Title IX Coordinator ; determinations are made based on multiple factors including the severity of the incident, prior incidents involving the Respondent, the ability of the College to provide support and remediation without disclosing the Complainant’s identity, and the overall safety of the campus community. A Complainant or other necessary party who has requested anonymity will be informed before any college official discloses their identity to the Respondent. This extends to accommodations, interim or protective measures provided to the Complainant, to the extent that maintaining this confidentiality would not impair the institution’s ability to provide accommodations or protective measures.

### **Support Person**

In cases involving sexual violence, domestic or relationship violence, or stalking Complainants and Respondents can have a support person of their choosing present for support at any stage in

the process. In cases involving sexual harassment Complainants and Respondents may have a member of the Cornell College faculty, staff or student body present for support at any stage in the process. Support persons may accompany the Complainant or Respondent throughout each step of the conduct process. This includes assistance in the preparation of any written materials or submissions, attending any in person meeting with Investigators or other College personnel, and attending any formal or informal proceeding that may take place. A Support Person may speak with the party they are supporting throughout the process but may not otherwise participate directly (e.g., ask or respond to questions, make statements) in any investigation or adjudication meetings. Support persons play an in-person role and the process will not be delayed for the arrival of a support person. The support person cannot also be a witness, as it may jeopardize the ability for the College to conduct any investigation to reach a resolution. The support person may not contact the other party or potential witnesses. The Complainant or Respondent may change their support person at any point during the process. As needed to protect the integrity of the investigation and resolution process, the College reserves the right to excuse from any meeting or other proceeding a support person/advisor who is a witness with information about facts material to the complaint. The College reserves the right to dismiss a support person who is disruptive to the proceedings or who does not abide by the restrictions in the policy. It is expected that any support person will understand and abide by the expectations of privacy involved in this proceeding and will act with appropriate decorum at all stages. A support person will be asked to sign an affirmation that they understand their role in the process.

### **Jurisdiction**

Instances of sexual harassment or assault involving Cornell students, employees and Non-Cornell Individuals are subject to College policies and conduct procedures even if the incident occurs off-campus (including over breaks, during an off-campus course, work conference, or social gathering).

### **Group Infractions**

When members of a student group, team or organization, or individuals acting as a group, violate the Sexual Misconduct Policy, they may be charged as a group and an investigation and adjudication may proceed against the group as joint Respondents. Sanctions would be individually determined based on each person's involvement and level of responsibility for the incident, and may also be applied to the student group, team, or organization.

### **Policy Violations Amnesty**

Students may be hesitant to report sexual misconduct to College officials because they fear that they themselves may be charged with policy violations. The College considers reporting incidents of sexual misconduct to be of the utmost importance. To encourage reporting, the College will generally not pursue conduct action with respect to other policy violations that may be revealed as a result of a report, such as underage drinking at the time of the incident, as long as the report is made in good faith. The Dean of Students in consultation with the Title IX Coordinator will have the discretion in determining the appropriate course of action. Individuals

should be aware that the use of alcohol or drugs never makes them at fault for sexual misconduct committed against them, nor does it mitigate accountability for committing sexual misconduct against another person.

### **False reporting**

Cornell College takes seriously all reports of sexual misconduct, and recognizes the rarity of false reporting. However, Cornell College will not tolerate intentional false reporting of sexual harassment or assault. It is a violation of College policy to make an intentionally false report of sexual harassment or assault, and it may also violate state criminal statutes and civil defamation laws. In limited circumstances, Cornell College may remove reports of crimes that have been unfounded by law enforcement officials. These crimes are incorporated into the institution's Annual Security Report.

### **Compliance**

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 Educational Rights and Privacy Act of 1974 (FERPA).

### **Sex Offender Registry**

In accordance with the Campus Sex Crimes Prevention Act, law enforcement agency information concerning registered sex offenders may be obtained by clicking [here](#). The Iowa Sex Offender Registry became law on July 1, 1995 and is found in Chapter [692A](#) Code of Iowa

On or after July 1, 1995, an individual who has been convicted or adjudicated of a criminal offense against a minor, sexual exploitation, or a sexually violent crime or who was on probation, parole, or work release status, or who was incarcerated on or after July 1, 1995 is required to register. Registration does include individuals that have received a deferred sentence or deferred judgments and can include convictions from other jurisdictions such as other states and/or federal convictions. This notice to the campus community is required by Federal law.

### **Sexual Assault Education**

All new students participate in a bystander intervention training program during New Student Orientation (NSO) that includes signs and interventions related to various areas of the sexual misconduct policy. In addition, a speaker is brought in during NSO to speak about consent, sexual assault, rape, acquaintance rape, and other forcible and non-forcible offenses outlined in the sexual misconduct policy. This speaker is co-sponsored by the Third Wave Resource Group (TWRG), a student organization whose members are trained and serve as victim advocates on-campus. Members of TWRG host a talk-back session during NSO to further discuss the speaker.

## Campus Security Authorities

“Campus Security Authority” (CSA) is a Clery Act-specific term that encompasses four groups of individuals and organizations associated with an institution.

- A campus police department or a campus security department of an institution.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property).
- Any individual or organization specified in an institution’s statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond.

At Cornell College the following roles are identified as CSAs:

- Members of the Campus Safety staff
- Members of the Dean of Students, Residence Life and Student Life staff (including Resident Assistants and Peer Advocates)
- Student organization advisors

Professional counselors at Cornell’s Counseling Center and the college’s Chaplain, when acting in the capacity of those jobs, are not CSAs and are not required to report crimes disclosed to them. They are encouraged; if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion in the college’s annual report of crime statistics.

At Cornell College any incident can be reported to the Campus Safety Office, the Dean of Students or through the public incident reporting system linked on several locations on the college webpage.

## Crime Definitions:

Definitions for the crimes listed are taken from the FBI’s Uniform Crime Reporting Program.

- **Murder:** the willful (non-negligent) killing of one human being by another.
- **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, including instances in which the victim is incapable of giving consent.
- **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.
- **Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent.
- **Domestic Violence:** a felony or misdemeanor crime of violence committed by:
  - a current or former spouse or intimate partner of the victim
  - a person with whom the victim shares a child in common
  - a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner
  - a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies (under VAWA) or
  - any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
- **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; and where the existence of such a relationship shall be determined based on a consideration of the following factors:
  - the length of the relationship:
  - the type of relationship: and
  - the frequency of interaction between the persons involved in the relationship
- **Stalking:** engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
  - fear for his or her safety or the safety of others: or
  - suffer substantial emotional distress
- **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 offense is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm.
- **Burglary:** the unlawful entry of a structure with the intent to commit a felony or a theft.
- **Motor Vehicle Theft:** the theft or attempted theft of a motor vehicle.
- **Weapon Law Violations:** the violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.
- **Drug Abuse Violations:** violations of State and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The

relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous nonnarcotic drugs (barbiturates, Benzedrine).

- **Liquor Law Violations:** the violation of laws or ordinances prohibiting; the manufacture, sale, transporting, furnishing, possession of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)
- **Hate Crime Reporting:** a crime that manifests evidence that the perpetrator intentionally selected the victim because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability. Stalking and dating/domestic violence may also constitute hate crimes.

### **Geographic Locations for Reporting Crime Statistics:**

- **Campus** is defined as any building or property owned or controlled by the institution 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 owned by the institution but controlled by another person that is frequently used by students, and supports institutional purposes.
- **Residential facilities** are defined as dormitories or other residential accommodations for student on campus. Note that incidents that occur in on-campus residential facilities will be entered in both "on campus" and "residential facilities".
- **Non campus building or property** is defined as any building or property owned or controlled by a student organization that is officially recognized by the institution, or any building or property owned or controlled by the institution that is used in direct support of, or in relation to, the institution's educational purposed, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.
- **Public property** is defined as all public property, within the campus or immediately adjacent to and accessible from the campus.
- Additional information on crimes which were processed through the College's conduct procedures are compiled annually by the Dean of Students office.

## **Security and Access to Buildings**

Campus Safety officers are responsible for the enforcement of rules and regulations prescribed by the College and are not empowered with arrest authority. Campus Safety officers work in collaboration with students and other members of the community to foster trusting relationships. Campus Safety officers are always available to answer questions and deal with the problems students encounter during their careers at Cornell College. The relationship with the Mt. Vernon Police Department is excellent and the departments meet regularly to discuss common problems. Cornell's buildings and grounds are patrolled 24 hours a day, 7 days a week by Campus Safety officers. Escorts are provided to community members by dialing extension 4299, and residence halls are patrolled with extra emphasis on major weekends and officers

maintain a high degree of visibility. Residence halls are locked 24 hours a day. Students needing access to an academic building during restricted hours must obtain a Limited Access Pass from their professor. Authorized occupancy within these restricted entry buildings is checked nightly by Campus Safety officers. Also, any new construction, remodeling, or alteration of a building is done with the overall safety and security of the building's occupants as a priority.

## Missing student protocol

In the event that a student is discovered to be missing for a period exceeding 24 hours a report should be made to one of the following College officials:

- Director of Campus Safety
- Dean of Students
- Vice President for Student Affairs
- Director of Residence Life

Following receipt of a missing student report, College officials will notify the Mt. Vernon Police Department and Cornell College Campus Safety.

If the student has designated an emergency contact person, the College will notify that individual. Cornell College students can confidentially designate an emergency contact person by completing an [Emergency Contact Registration](#) form. By law, the parent/guardian of students who are under 18 and not legally emancipated will be notified in the event that the student has been reported as missing for 24 hours.

## Reporting Crimes and Safety Tips

- **Campus Safety – extension 4299, or 895-4299 from an off campus phone**
- **Police/Fire/Ambulance Emergency – 911**
- **Mount Vernon Police /Non-Emergency – 895-6141**

## Safety Tips

### Residence Hall Safety

- Always lock your room doors.
- Never prop outside doors.
- If you hear the fire alarm, leave the building.
- Know where the exits are and emergency procedures. Ask the RA!

### Vehicle Safety

- Always lock your door and roll up your windows.
- Do not leave valuables in your car.
- If you must leave valuables in the car, put them out of sight. The best place is the trunk of your car.
- Periodically check on your vehicle.
- Have your keys out and ready before you get to your car.

### Bicycle Safety

- Always lock your bike.
- Use bike racks NOT lamp posts or stair railings.
- Ride on the right side of the street; go with traffic, not against.
- Iowa law requires a white light in front and a red light or reflector in the back for riding at night.
- Obey all traffic signals, signs and roadways devices.
- Use hand signals to indicate turns, lane changes and stopping.
- Wear a helmet.

### Campus Safety

- Walk in groups.
- Use Campus Safety escort.
- Carry your keys in your hand, so you do not have to search for them in the dark.
- Always carry your ID.
- Walk in well-lit areas.
- Know where the Yellow Safety Phones are.

## Crime Statistics

Cornell provides this annual report of crimes reported on or near campus and college property in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), codified at 20 U.S.C. 1092 (f) as part of the Higher Education Act of 1965 (HEA). This report is distributed to all students, and faculty and staff members.

During the calendar years indicated, the following crimes were reported to campus officials, Campus Safety, and the police.

Note that incidents that occur in on-campus residential facilities will be entered in both "on campus" and "residential facilities".

<b>CRIMINAL HOMICIDE</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
<i>Murder/Non-negligent Manslaughter</i>			
On campus	0	0	0
In residence halls	0	0	0
At non-campus buildings	0	0	0
On public property	0	0	0
<i>Negligent Manslaughter</i>	0	0	0
On campus	0	0	0
In residence halls	0	0	0
At non-campus buildings	0	0	0
On public property	0	0	0
<b>HATE CRIME OFFENSES</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
On campus (total)	0	0	0
In residence halls	0	0	0

At non-campus buildings	0	0	0
On public property	0	0	0

**SEX OFFENSES**

<i>Rape</i>	<b>2014</b>	<b>2015</b>	<b>2016</b>
On campus (total)	4	4	8
In residence halls	4	2	7
At non-campus buildings	0	0	1
On public property	0	2	0
<i>Fondling</i>	<b>2014</b>	<b>2015</b>	<b>2016</b>
On campus (total)	1	0	2
In residence halls	1	0	2
At non-campus buildings	0	0	0
On public property	0	0	0
<i>Incest</i>	<b>2014</b>	<b>2015</b>	<b>2016</b>
On campus (total)	0	0	0
In residence halls	0	0	0
At non-campus buildings	0	0	0
On public property	0	0	0
<i>Statutory Rape</i>	<b>2014</b>	<b>2015</b>	<b>2016</b>
On campus (total)	0	0	0



On campus (total)	0	0	1
In residence halls	0	0	1
At non-campus buildings	0	0	0
On public property	0	0	0

**AGGRAVATED ASSAULT**

**2014 2015 2016**

On campus	0	0	0
In residence halls	0	0	0
At non-campus buildings	0	0	0
On public property	0	0	0

**BURGLARY**

**2014 2015 2016**

On campus	0	0	0
In residence halls	0	0	0
At non-campus buildings	0	0	0
On public property	0	0	0

**MOTOR VEHICLE THEFT**

**2014 2015 2016**

On campus	0	0	0
In residence halls	0	0	0
At non-campus buildings	0	0	0

On public property	0	0	0
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<b>ARSON</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
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On campus	0	0	0
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In residence halls	0	0	0
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At non-campus buildings	0	0	0
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On public property	0	0	0
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**ARREST FOR**

<b><i>Liquor law violations</i></b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
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On campus (total)	1	1	0
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In residence halls	0	1	0
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At non-campus buildings	0	0	0
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On public property	0	0	0
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<b><i>Drug law violations</i></b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
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On campus (total)	8	12	6
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In residence halls	8	8	6
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At non-campus buildings	0	0	0
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On public property	0	0	0
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<b><i>Illegal weapons possessions</i></b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
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On campus	0	0	0
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In residence halls	0	0	0
At non-campus buildings	0	0	0
On public property	0	0	0

## **DISCIPLINARY ACTIONS/CONDUCT REFERRALS**

<b><i>Liquor law violations</i></b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
On campus (total)	54	52	39
In residence halls	50	51	37
At non-campus buildings	1	0	0
On public property	0	0	0
<b><i>Drug law violations</i></b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
On campus (total)	13	15	2
In residence halls	13	14	2
At non-campus buildings	0	0	0
On public property	0	0	0
<b><i>Illegal weapons possessions</i></b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
On campus	0	0	0
In residence halls	0	0	0
At non-campus buildings	0	0	0
On public property	0	0	0

## Cornell College Daily Crime and Fire Log-

1. This daily crime log is provided in accordance with the regulations set out under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Other Cornell College publications regarding campus safety and crime activity may not use the same guidelines and therefore, may not contain comparable information. Each year, the campus reports fires to the campus community through the Annual Fire Safety report.
2. Crime and fire information is available for viewing Monday through Friday during normal business hours (8am to 4:30 pm) at the Campus Safety Office located in Ebersole Hall.
3. When identifying the location might disclose the identity of a sexual assault victim, the generic location listing "Cornell College" will be used for the location.
4. Entries made into the Daily Crime Report will contain the following:
  - a. Date/Time - The date & time the incident was reported.
  - b. Date/Time - The date & time the incident occurred.
  - c. Incident number - The Cornell College incident number.
  - d. Location - The location where the incident occurred.
  - e. Offense - The classification of the offense that was reported. In the event that more than one offense is reported, all the offenses will be listed under this category.
  - f. Disposition - The disposition is the current status of the reported incident.
    - i. Open - The case is not cleared and has a reasonable solvability factor. The matter will be investigated further.
    - ii. Inactive - No current solvability factors present.
    - iii. Closed-Referred - Enforcement action taken.
    - iv. Unfounded: A determination is made through investigation that a reported offense or attempted offense is false or baseless
5. Entries made into the Fire Log are entered within 2 business days of the report and will contain the following:
  - a. Date/Time - The date & time the fire was reported.
  - b. Date/Time - The date & time the fire occurred.
  - c. Incident number - The Cornell College incident number.
  - d. Location - The location where the fire occurred.
  - e. Nature – The nature of the fire

## Annual Fire Report

The Annual Fire Report is prepared by the Office of Campus Safety in collaboration with the Mount Vernon Police, Mount Vernon Fire Department, Office of Residence Life, Dean of Students Office, and Physical Plant. Campus Safety, Physical Plant, Residence Life and the Crisis Prevention and Preparedness Committee (CPPC) work together with local Police and Fire departments to develop and implement the policies, procedures, training programs, inspections and other activities that are part of a comprehensive fire safety program and assures the safety of

students, faculty and staff at Cornell College.

Fire safety education programs for all students living in on-campus student housing and all employees that have any association with on-campus student housing are held at the beginning of each semester. These programs are designed to: familiarize everyone with the fire safety system in each housing facility, train everyone on the procedures to be followed in case there is a fire and distribute information on the college's fire safety policies. During these programs, trainers emphasize that participating in fire drills is mandatory. Fire safety education and training programs are taught by local fire authorities as well as the director of Residence Life who is experienced in fire safety matters.

If a fire occurs, students are instructed to leave hazardous areas per the evacuation routes and get to a predetermined location before calling 911 for help. They are to remain in that location so that the director of Residence Life or someone from the Residence Life office has documented that the student has left the building. RAs are instructed to pull the fire alarm as they are leaving the building if they can do so without risking their safety.

## **Fire Drills**

Twice per semester a fire drill is conducted in each residence hall and once per semester in assigned academic buildings under the supervision and evaluation of residence life staff and campus safety. A minimum of 4 drills will be conducted per semester with a total of 8 per academic year. Drills are conducted to inform residents on how to evacuate their residence hall, to observe trends and evaluate for and correct evacuation issues.

## **Tornado Drills**

Each semester a tornado drill occurs campus-wide. Drills are conducted to ensure students, staff, faculty, and visitors to campus know where to go during a tornado, to observe trends, and to evaluate for and correct safe locations.

## **Residence Hall Policies**

For fire safety reasons, the College has restrictions on the use or possession of certain cooking appliances, candles, flammable liquids, and other such potential fire safety concerns. See the [Residence Life](#) handbook for complete details.

In accordance with the State of Iowa Smoke free Air Act, smoking is prohibited at Cornell College. All indoor and outdoor spaces are smoke free. More information is available at [Cornell College's Smoke free Iowa Air Act](#).

Students must exit any building immediately when a fire alarm sounds. The College expects all students to respect the fire safety systems that are in place. Failure to abide by these policies will result in conduct action as outlined in the [Compass](#).

## Staff protocol:

- Once the alarm is sounding proceed to the fire panel. Never silence the alarm.
- *First Person To Panel:*
  - This staff member is in charge of the evacuation procedures. Determine the location where the alarm has been activated. Do not leave the panel unless it is unsafe to remain in the building. Direct the RAs in the following order:
- *Second Person To Panel:*
  - Call Campus Safety at 895-4299 and then report back to the panel.
- *Third Person To Panel:*
  - Go to fire floor and attempt to find the reason the alarm went off (check smoke detector activation light and pull stations) If it is a real fire, get off the floor and call 911 (9-911 from campus phone) as soon as you have access to a telephone. Attempt to clear the floor at the same time if it is safe to do so. Report back to the fire panel and report reason for the alarm.
- *Fourth Person To Panel:*
  - Knock on doors above the fire floor. Then report back to the fire panel.
- *Fifth Person To The Panel:*
  - Knock on doors below the fire floor. Then report back to the fire panel.
- *Sixth Person To The Panel:*
  - Clear all public areas not previously cleared.
- *All Other RAs*
  - After building is cleared report back to fire panel then assist with crowd control.

## 2016 Residence Hall Fire Statistics/Fire Safety Systems

Building	# Fires	# Injured	# Deaths	Sprinkler System	Fire Extinguishers	Fire Notification System
Bowman-Carter Hall	0	0	0	Yes	Throughout	Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by Campus Safety.
Russell Hall	0	0	0	Yes	Throughout	Building equipped with audible and visual alarms. Direct network connection from building to Campus Safety. Mt. Vernon Fire Department contacted by Campus Safety.
Pfeiffer Hall	0	0	0	Yes	Throughout	Building equipped with audible and visual alarms. Direct network connection from building to Campus Safety. Mt. Vernon Fire Department contacted by Campus Safety.
Dows Hall	0	0	0	No	Throughout	Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by Campus Safety.
Tarr Hall	0	0	0	No	Throughout	Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt.

Pauley-Rorem Hall	0	0	0	No	Throughout	Vernon Fire Department contacted by Campus Safety. Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by Campus Safety.
Olin Hall	0	0	0	No	Throughout	Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by Campus Safety.
Merner Hall	0	0	0	Yes	Throughout	Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by Campus Safety.
New Hall	0	0	0	Yes	Throughout	Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by Campus Safety.
10th Ave apartments	0	0	0	No	Throughout	Local smoke detectors. Mt. Vernon Fire Department contacted directly by residents.

Harlan House	0	0	0	No	Throughout	Local smoke detectors. Mt. Vernon Fire Department contacted directly by residents.
Frank Armstrong House	0	0	0	No	Throughout	Local smoke detectors. Mt. Vernon Fire Department contacted directly by residents.
Wilch Apartments	0	0	0	No	Throughout	Local smoke detectors. Mt. Vernon Fire Department contacted directly by residents.

### Property Damage from Fires

In 2016, there was a fire in West Science Building that caused some damage.

### 2015 Residence Hall Fire Statistics/Fire Safety Systems

Building	# Fires	# Injured	# Deaths	Sprinkler System	Fire Extinguishers	Fire Notification System
Bowman-Carter Hall	0	0	0	Yes	Throughout	Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by Campus Safety.
Russell Hall	0	0	0	Yes	Throughout	Building equipped with audible and visual alarms. Direct network connection from building to Campus Safety. Mt. Vernon Fire Department contacted by Campus Safety.
Pfeiffer Hall	0	0	0	Yes	Throughout	Building equipped with

Dows Hall	0	0	0	No	Throughout	audible and visual alarms. Direct network connection from building to Campus Safety. Mt. Vernon Fire Department contacted by Campus Safety. Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by Campus Safety.
Tarr Hall	0	0	0	No	Throughout	Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by Campus Safety.
Pauley-Rorem Hall	0	0	0	No	Throughout	Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by Campus Safety.
Olin Hall	0	0	0	No	Throughout	Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by Campus Safety.
Merner Hall	0	0	0	Yes	Throughout	Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by

Smith Hall	0	0	0	Yes	Throughout	Campus Safety. Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by Campus Safety.
10th Ave apartments	0	0	0	No	Throughout	Local smoke detectors. Mt. Vernon Fire Department contacted directly by residents.
Harlan House	0	0	0	No	Throughout	Local smoke detectors. Mt. Vernon Fire Department contacted directly by residents.
Frank Armstrong House	0	0	0	No	Throughout	Local smoke detectors. Mt. Vernon Fire Department contacted directly by residents.
Wilch Apartments	0	0	0	No	Throughout	Local smoke detectors. Mt. Vernon Fire Department contacted directly by residents.

### Property Damage from Fires

In 2015, there was no property damage caused by a fire.

### 2014 Residence Hall Fire Statistics/Fire Safety Systems

Building	# Fires	# Injured	# Deaths	Sprinkler System	Fire Extinguishers	Fire Notification System
Bowman-Carter Hall	0	0	0	Yes	Throughout	Building equipped with audible and visual alarms. Campus Safety alerted

						via exterior strobes and horn. Mt. Vernon Fire Department contacted by Campus Safety.
Russell Hall	0	0	0	Yes	Throughout	Building equipped with audible and visual alarms. Direct network connection from building to Campus Safety. Mt. Vernon Fire Department contacted by Campus Safety.
Pfeiffer Hall	0	0	0	Yes	Throughout	Building equipped with audible and visual alarms. Direct network connection from building to Campus Safety. Mt. Vernon Fire Department contacted by Campus Safety.
Dows Hall	0	0	0	No	Throughout	Building equipped with

							audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by Campus Safety.
Tarr Hall	0	0	0	No	Throughout		Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by Campus Safety.
Pauley-Rorem Hall	0	0	0	No	Throughout		Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by Campus Safety.

Olin Hall	0	0	0	No	Throughout	Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by Campus Safety.
Merner Hall	0	0	0	Yes	Throughout	Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by Campus Safety.
New Hall	0	0	0	Yes	Throughout	Building equipped with audible and visual alarms. Campus Safety alerted via exterior strobes and horn. Mt. Vernon Fire Department contacted by

10th Ave apartments	0	0	0	No	Throughout	Campus Safety. Local smoke detectors. Mt. Vernon Fire Department contacted directly by residents.
Harlan House	0	0	0	No	Throughout	Local smoke detectors. Mt. Vernon Fire Department contacted directly by residents.
Frank Armstrong House	0	0	0	No	Throughout	Local smoke detectors. Mt. Vernon Fire Department contacted directly by residents.
Wilch Apartments	0	0	0	No	Throughout	Local smoke detectors. Mt. Vernon Fire Department contacted directly by residents.

### **Property Damage from Fires**

In 2014, there was no property damage caused by a fire.

## **Fire Safety Improvements**

As residence halls are renovated or funds become available steps will be taken to equip buildings with sprinkler systems.